



NOTICE IS HEREBY GIVEN, and Members are summoned to attend the Extraordinary Meeting of Holbeach Parish Council to be held at Coubro Chambers, 11 West End, Holbeach, on Monday 24th November 2025 at 18:00 at which the under-mentioned business will be transacted.

Recording is permitted during the public meeting, but not before it starts or after it is formally closed. Please stop recording when the meeting ends.

Yours sincerely

Adrian Haslett

Adrian Haslett – Chair

Agenda

25/6-120 Apologies

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

25/6-121 Declarations of Interest

To receive Declarations of Interest under the Localism Act 2011.

25/6-122 Finance & Admin Committee

1. To **resolve to agree** that the Council purchase suitable recording equipment for use at Council Meetings, in order to support accurate minute-taking and transparency of proceedings.

25/6-123 Policies

1. To **resolve to agree** that the Council amend all press and social media policies to permit any employee to issue press statements or manage social media activity on behalf of the Council.

25/6-124 HR, H & S and Data Protection Committee

1. To **resolve to agree** that the Council advertise the Deputy Clerk position, in accordance with Council procedures and recruitment policies.
2. To **resolve to agree** that the Council has an interim contingency plan to provide cover for certain Clerk responsibilities whilst awaiting the appointment of a replacement.