



## Minutes of the meeting of Holbeach Parish Council on Monday 10th November 2025 at 18:30 at Methodist Church, Albert Street.

### Those present :

Chair : Cllr A Haslett

Vice-Chair : Cllr P Foyster

Councillors : Cllr D Edwards, Cllr S Hutchinson, Cllr I Hutchinson, Mr S Richardson, Cllr P Savory, Cllr T Wiltshire

Officers : Mrs B Brothwell - Deputy Clerk

### \* Attended remotely

#### Open meeting opened at:

18:30 by the Deputy Clerk in the absence of a Chair.

#### 25/6-103 To Elect a Chair of the Council

It was proposed, seconded that Cllr A Haslett and Cllr I Hutchinson be nominated for the position of Chair.

**Resolved:** That Cllr A Haslett be elected Chair.

Recorded Vote: Against Cllrs I Hutchinson, S Hutchinson, P Savory.

#### 25/6-104 To Elect a Vice-Chair of the Council

It was proposed, seconded that Cllr D Edwards and Cllr P Foyster be nominated for the position of Vice-Chair.

**Resolved:** That Cllr P Foyster be elected Vice-Chair of the Council.

#### 25/6-105 Apologies

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting - None received.

#### 25/6-106 Declarations of Interest

To receive Declarations of Interest under the Localism Act 2011.

The following declarations of interest were received:

- Cllr D Edwards declared an interest in agenda item 25/6-111, Item 2.
- Cllrs T Wiltshire, P Savory, and P Foyster each declared an interest in agenda item 25/6-114, Item 2.

These declarations were made in accordance with the provisions of the Localism Act 2011 and duly noted.

#### 25/6-107 Public Forum

The Chairman will invite members of the public to present their questions, statements, or petitions. Public participation is limited to **15 minutes**, with **each speaker permitted up to 3 minutes**. After this item, public contributions will only

be allowed at the Chair's discretion.

Holbeach Parish Council would like to make residents aware, on behalf of Cllr Paul Barnes, that the road out of Holbeach towards Fleet and the A17 has now been designated a 30mph speed limit.

New signage will be installed to ensure drivers are aware of the change. This adjustment has been introduced to improve safety for all road users and the wider community.

We kindly ask motorists to take note of the new limit and drive with care.

A public member stated I feel compelled to raise my concerns about the current state of Holbeach Parish Council. It has been noted that there have been four recent resignations, and read out numerous historic reports in the press about in-house disagreements and poor conduct.

I believe this reflects badly on the Council and undermines confidence in its ability to manage public money responsibly. Parishioners deserve a Council that is professional, united, and focused on serving the community rather than internal disputes.

It is deeply disappointing to see the Council portrayed as an embarrassment to the parish. When will this stop? We need councillors to uphold their positions with dignity and professionalism, and to restore trust in the Council's work.

Chair Cllr Adrian Haslett responded to the public member's statement and confirmed that he agreed with the concerns raised. He acknowledged the points made regarding recent resignations, the importance of professionalism, and the need for the Council to maintain high standards in its conduct and management of public funds.

Cllr Thomas Sneath addressed the Council regarding recent conduct. He stated that the behaviour of Cllr Tim Wiltshire had been disrespectful and unprofessional, falling below the standards expected of elected members.

Cllr Sneath emphasised that all councillors must adhere to the Code of Conduct and noted that he had personally received offensive comments from Cllr Wiltshire. He formally requested an apology from Cllr Wiltshire and proposed that all councillors should undertake training to reinforce professional standards and ensure respectful communication within the Council.

## **25/6-108 Reports from Elected Members**

1. To receive reports of the elected members of Lincolnshire County Council and South Holland District Council.

Following his earlier remarks, Cllr Thomas Sneath read out a report and confirmed:

"I stand by my statement."

Cllr Sneath questioned whether Cllr Tim Wiltshire's position on the Council remains tenable, given the concerns raised about conduct and professionalism. He reiterated the importance of councillors upholding the Code of Conduct and maintaining standards expected by parishioners.

Cllr S. Hutchinson read out a report noting that:

- If the Council wishes to pursue any assets from devolution, it must make its position clear and formally state its intentions.
- The car wash planning application has generated a significant amount of public feedback, which should be considered carefully in the Council's discussions and decision-making.

2. To receive a report from Cllr P Savory for the Voluntary Car Service.

Cllr P. Savory presented a report on the Voluntary Car Service, highlighting the following key points:

- The service continues to provide valuable support to residents who rely on transport assistance.
- Additional funding is required to sustain operations and meet growing demand.
- There is an urgent need for more volunteer drivers to ensure the service can continue to operate effectively.

The Council noted the importance of the Voluntary Car Service to the community and agreed that further consideration should be given to supporting recruitment and funding opportunities.

#### **25/6-109 Minutes**

To approve as a correct record the notes of the meetings of the Council held on 13th October 2025 and 27th October 2025.

It was proposed, seconded and

**Resolved:** That the official minutes of the meetings of the Full Council held on 13th October 2025 and 27th October 2025 be approved as a correct record and signed by the Chair.

#### **25/6-110 Clerk**

1. To receive a report from the Clerk.

I will be stepping down from my role as Deputy Clerk to Holbeach Parish Council on 30th November 2025.

This decision marks the end of a challenging and transitional period for the council. During my time in post, I have remained focused on maintaining professional standards, ensuring clarity in council communications, and supporting the delivery of core responsibilities.

I am proud of the work I've undertaken and the principles I've upheld. As I prepare to hand over, my priority remains ensuring a smooth and orderly transition.

Thank you to those who have supported my efforts. I now look forward to new opportunities beyond this role.

2. To receive an update on vacancies.

Town Ward: 7

Hurn Ward: 2

Drove Ward: 2

3. To **resolve to agree** the co-options as submitted.

It was proposed, seconded and

**Resolved:** To elect Sam Richardson onto Town Ward.

#### **25/6-111 Finance & Admin Committee**

1. To note the bank balances as at 31st October 2025.

Account ending 4844 £3,000.00

Account ending 5394 £24,107.12

Account ending 0001PC £492,265.38

2. To **resolve to agree** the payments for October 2025 and to note the income for October 2025.

It was proposed, seconded and

**Resolved:** That to the payments for October 2025 of £36,759.69 be authorised and the income received for October 2025 of £3694.50.

3. To **resolve to agree** to elect members to the Committee.

It was proposed, seconded and

**Resolved:** None. No members were elected to the Committee.

4. To **resolve to agree** the addition of designated members to the Council's bank mandate.

It was proposed, seconded and

**Resolved:** All members agreed to the addition of Cllrs Adrian Haslett and Paul Foyster as designated signatories to be added.

5. To consider the draft budget for the 2026/27 and recommend amendments.

6. To **resolve to agree** for employee salaries to be set up to March 2026.

It was proposed, seconded and

**Resolved:** All agreed.

7. To **resolve to agree** to move £1300.00 from Fuel Budget to Repairs & Maintenance Budget (Open Spaces).

It was proposed, seconded and

**Resolved:** The Council resolved to agree that the agenda item be updated to cover any budget movements suggested. The Council resolved to agree the budget movements as presented. All agreed, with the exception of Cllr T. Wiltshire, who voted against.

#### **25/6-112 Open Spaces Committee**

1. To **resolve to agree** to elect members to the Committee.

It was proposed, seconded and

**Resolved:** It was agreed that Cllr Sam Richardson and Cllr Adrian Haslett will join the Committee.

#### **25/6-113 PPES Committee**

1. To **resolve to agree** to elect members to the Committee.

It was proposed, seconded and

**Resolved:** None. No members were elected to the Committee.

2. To **resolve to agree** to re-discuss the way forward with Park Bungalow.

It was proposed, seconded and

**Resolved:** The Council will review the survey results and supporting documents before any demolition of Park Bungalow is completed.

#### **25/6-114 Events & PR Committee**

1. To **resolve to agree** to elect members to the Committee.

It was proposed, seconded and

**Resolved:** It was agreed that Cllr Adrian Haslett be nominated and elected to the Committee.

2. To receive and approve documentation for Holbeach Winter Wonderland. (Christmas Event).

The documentation was reviewed and approved.

#### **25/6-115 Policies**

1. To **resolve to agree** the updates Standing Orders, specifically:

Section 2f: amended to state that the public session shall not exceed 15 minutes.

Section 2e: amended to clarify that a member of the public shall not speak for more than three minutes.

These changes are intended to formalise and manage public participation within meetings.

It was proposed, seconded and

**Resolved:** The updates were reviewed and all agreed.

2. To **resolve to agree** the updated Community Engagement and Communications Policy, specifically:

Section 4, Paragraph 1: amended to include reference to the public session during Full Council meetings.

Section 4, Paragraph 4: amended to require that details of the public session be recorded in the meeting minutes.

These changes are intended to formalise and manage public participation within meetings and align with updated Standing Orders.

It was proposed, seconded and

**Resolved:** The updates were reviewed and all agreed.

3. To consider and **resolve to agree** the removal of the Subject Access Policy, as recommended by Breakthrough Communications.

It was proposed, seconded and

**Resolved:** It was resolved to agree the removal of the Subject Access Policy.

4. To consider and **resolve to agree** the Councillor IT Policy.

It was proposed, seconded and

**Resolved:** IT Policy to be modified and brought back to Council for further discussion and agreement.

5. To consider and **resolve to agree** the Drone Usage Policy.

It was proposed, seconded and

**Resolved:** The Council resolved to agree the Drone Usage Policy.

#### **25/6-116 HR, H & S and Data Protection Committee**

1. To **resolve to agree** to elect members to the Committee.

It was proposed, seconded and

**Resolved:** It was agreed that Cllr Sam Richardson and Cllr Adrian Haslett will join the Committee.

#### **25/6-117 Councillor Conduct**

1. To **resolve to agree** in line with advice received, reporting recent councillor conduct concerns to the Monitoring Officer at South Holland District Council.

It was proposed, seconded and

**Resolved:** The Council resolved to agree, in line with advice received, to report recent councillor conduct concerns to the Monitoring Officer at South Holland District Council.

It was noted that the Council, as a whole entity, is liable for conduct matters.

A public member raised concerns that it was unprofessional for Cllr T. Wiltshire to open and eat popcorn during the meeting.

Cllr D. Edward raised concerns regarding an unauthorised video recording taken after a meeting, which was not permitted. She noted that to date, she has not received an apology from the individual responsible.

2. To **resolve to agree** in line with HR advice, to instruct a criminal law specialist to assess councillor conduct issues posing legal or financial risks to the Council and impacting staff.

It was proposed, seconded and

**Resolved:** The Council considered HR advice on councillor conduct concerns posing legal and financial risks.

Proposal to instruct a criminal law specialist was discussed, with differing views expressed by councillors and a public member.

Costs for legal advice were noted at £2,000–£3,000.

A report has been made to the police and relevant emails are being collated.

Resolution: The Council agreed not to instruct a criminal law specialist to assess the issues, a report to be made to the police with relevant emails are being collated.

3. To consider and **resolve to agree** a public press statement addressing recent conduct concerns and councillor resignations.

It was proposed, seconded and

**Resolved:** The Council agree the preparation and release of a public press statement.

4. To consider and **resolve to agree** issuing a formal apology to a member of the public affected by unsatisfactory conduct at a recent Council meeting.

It was proposed, seconded and

**Resolved:** The Council considered issuing a formal apology to a member of the public affected by unsatisfactory conduct at a recent meeting. It was agreed that a committee member will prepare the apology as the Deputy Clerk declined to draft the apology, citing that the individual had twice reported her to the Fire Service and that the public member was one of the reasons for her resignation.

Agreed with Cllr T. Wiltshire voted against and Cllr Peter Savory abstained.

## **25/6-118 Meeting**

It was proposed, seconded and

**Resolved:** It was resolved to defer all agenda items to the next month's meeting. All agreed.

1. To consider the draft forward plan.

2. To **resolve to agree** the schedule of Full Council and Committee meeting dates for the 2026/27 municipal year.

3. To **resolve to agree** revised meeting dates and schedule for the remainder of the 2025/26 municipal year.

4. To note next meeting of the Council will be on Monday 8th December 2025 at Methodist Hall, Albert Street, Holbeach at 18:30.

### **Moved from closed session to open session: All agreed**

2. To **resolve to agree** to appoint a temporary Acting Clerk and Responsible Financial Officer to cover a period of long-term absence.

It was proposed, seconded and

**Resolved:** The Council agreed to appoint a temporary Acting Clerk and Responsible Financial Officer (RFO) to cover long-term absence.

- A Locum will provide 20 hours per week.
- Recruitment will be undertaken for an Acting Clerk/RFO – Deputy Clerk to place advert.

3. To **resolve to agree** the temporary delegation of the some of the Clerk's delegated powers during periods of absence, to ensure continuity of operations and decision-making.

It was proposed, seconded and

**Resolved:** The Council resolved to agree the temporary delegation of the Clerk's powers to Park Team Supervisor, ensuring continuity during periods of absence.

**Open meeting closed at:**

21:10

**Closed meeting opened at:**

21:14

### **Closed Session**

**It was resolved to agree to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted.**

**Publicity would be prejudicial to the public interest for reasons including the consideration of sensitive staffing matters, legal advice, and personal information, as defined under Schedule 12A of the Local Government Act 1972.**

**25/6-119 HR, H & S and Data Protection Committee**

1. To receive a report from the Chair of the Committee - No report

4. To **resolve to agree** to appoint two members to conduct regular welfare meetings with a member of staff, in line with HR advice and the Occupational Health report.

It was proposed, seconded and

**Resolved:** It was resolved to appoint Cllr Adrian Haslett and Cllr Sam Richardson to conduct the welfare meetings. All agreed.

5. To consider and **resolve to agree** the appointment of an independent investigator in relation to a recent incident.

It was proposed, seconded and

**Resolved:** Cllr S. Hutchinson to undertake the investigation. All agreed.

**Closed meeting closed at:**

21:35

**Chair signature**

**Date**

Council 10/11/25 Chair's initials.....