

## **Minutes of the Extraordinary meeting of Holbeach Parish Council on Monday 27th October 2025 at 18:00 at Coubro Chambers, 11 West End**

Those present :

Chair : Cllr S Ball

Vice-Chair : Cllr S McKendry

Councillors : Cllr J Bennett-Collins, Cllr T Chinery, Cllr D Edwards, Cllr P Foyster, Cllr A Haslett, Cllr S Hutchinson, Cllr I Hutchinson, Cllr P Savory, Cllr T Wiltshire

Officers : Mrs B Brothwell - Deputy Clerk

\* Attended remotely

### **Open meeting opened at:**

18:06

#### **25/6-100 Apologies**

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

#### **25/6-101 Declarations of Interest**

To receive Declarations of Interest under the Localism Act 2011 - None

### **Open meeting closed at:**

18:08

### **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.**

### **Closed meeting opened at:**

18:09

#### **25/6-102 HR, H & S and Data Protection Committee**

1. To consider and resolve to agree a formal approach to expected conduct during Council meetings, ensuring respectful behaviour, procedural consistency, and a constructive environment for all participants.

The Council resolved to agree adopt a formal approach to expected conduct during Council meetings, ensuring respectful behaviour, procedural consistency, and a constructive environment for all participants. Issues were noted regarding public filming before and after meetings; the Council will explore purchasing its own recording equipment to film meetings officially. All members reaffirmed commitment to the Code of Conduct. It was agreed that members of the public should not enter the meeting room until the Committee is seated and the meeting has commenced. Public participation will follow a raised-hand protocol and only

proceed when invited by the Chair. The Council will reinforce a zero-tolerance stance on disruptive behaviour and implement recommendations to ensure professional meeting standards. A proposal for legal assistance regarding a councillor was declined. This item was discussed in closed session due to legal considerations.

2. To consider and resolve to agree a formal resolution of support for the HR Committee in undertaking investigations as part of its remit.

The Council considered a formal resolution of support for the HR Committee in undertaking investigations within its remit. The item was discussed in closed session due to the inclusion of employee-related details. No decision was made, and the matter remains with the HR Committee for internal handling.

3. To consider and resolve to agree the Council's approach to managing a recent employee resignation, including next steps, communication, and operational continuity.

The Council considered and resolved to agree its approach to managing a recent employee resignation. An exit interview form was reviewed, and all requests made by the employee were discussed and accepted. The Council agreed to support the retraction of the resignation and will proceed with appropriate communication and operational continuity measures. This item was discussed in closed session due to containing details about an employee.

**Closed meeting closed at:**

19:29

**Chair signature**

**Date**