



Minutes of the meeting of Holbeach Parish Council Planning, Properties, Emergency Planning & Speeding Committee on Thursday 2nd October 2025 at 13:30 at Coubro Chambers, 11 West End

Those present :

Chair : Cllr J Bennett-Collins

Councillors : Cllr S Ball, Cllr I Hutchinson, Cllr S McKendry

* Attended remotely

Open Meeting opened at:

13:30

PP25/6-043 To Elect a Chair of the Committee

It was proposed, seconded

Resolved: Cllr John Bennett-Collins be elected as Chair of the committee.

PP25/6-044 Apologies

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

PP25/6-045 Declarations of Interest

To receive declarations of interest under the Localism Act 2011 - None received.

PP25/6-046 Minutes

To approve as a correct record the notes of the meeting of the PPES Committee held on 22nd August 2025.

It was proposed, seconded and

Resolved: That the official minutes of the meeting held on 22nd August 2025 be approved as a correct record and signed by the Chair.

PP25/6-047 Clerk's report

1. To receive a report from the Clerk - No report.

PP25/6-048 Planning applications

1. To **resolve to agree** the planning responses:

Reference Number: H09-0785-25

Proposal: Conversion of domestic outbuilding to annexe (retrospective)
Location: HILLSIDE HURN ROAD

It was proposed, seconded and

Resolved: The Council discussed this application and noted concern regarding the increasing number of retrospective applications for outbuildings being received. In respect of this specific application, the Council raised no objection.

PP25/6-049 Speeding

1. To **resolve to agree** the way forward with the SIDS including the new solar powered SID.

It was proposed, seconded and

Resolved: The Council discussed the current situation with existing SIDs, noting that there are presently no volunteers available to install them. It was suggested that this responsibility could be shared between the Parks Team and any future volunteers. It was recommended that this proposal be referred to Full Council, together with a request for volunteers.

With regard to the potential purchase of a solar-powered SID, it was suggested that, if acquired, it could be permanently positioned near HPA School on Boston Road. It was recommended that this proposal also be referred to Full Council, and that the opinion of the LCC representative Cllr Thomas Sneath be sought.

2. To **resolve to agree** where to place the 30mph and 40mph signs.

It was proposed, seconded and

Resolved: It was agreed that a 30mph sign be installed on Barrington Gate. It was further agreed to ask the Ward Councillor to advise on potential locations for similar signage within the villages.

PP25/6-050 Properties

1. To **resolve to agree** to proceed with advertising Room 3 at Coubro Chambers, either by appointing an external agent or by managing the advertisement in-house.

It was proposed, seconded and

Resolved: It was agreed that Room 3 be advertised in-house, due to the costs associated with using an agent. Cllr S McKendry volunteered to take photographs using her camera. It was further agreed that the room be advertised at the same rent as Room 5.

2. To **resolve to agree** to purchase secondary glazing for 4a High Street.

It was proposed, seconded and

Resolved: Secondary glazing was discussed and all agreed that this was a priority as we had the budget. That this be actioned with prices obtained for full installation and supply only.

3. To **resolve to agree** to purchase fire escape ladder for 4a High Street.

It was proposed, seconded and

Resolved: It was agreed that a fire escape ladder be purchased as a matter of urgency.

4. To receive an update on the electrical certification work.

No update was available. The matter was discussed and it was agreed that this should be prioritised, as it is a legal requirement.

5. To receive an update on summary of council-owned properties, current leaseholders, and upcoming lease review dates.

A list of properties had been circulated to members prior to the meeting for information. Members noted the need to receive an update providing a summary of council-owned properties, current leaseholders, and upcoming lease review

dates.

6. To **resolve to agree** to obtain quotes for the work required at Coubro Chambers for damp issue in back office and key stone above front door.

It was proposed, seconded and

Resolved: The Council discussed the work required at Coubro Chambers in relation to the damp issue in the back office and the keystone above the front door. It was proposed, seconded, and agreed that quotes be obtained for the necessary works. Members noted that Paul Poll had previously supplied the name of a potential contact who could assess the keystone.

7. To receive an update on issues at Park Bungalow and to discuss options.

Members were due to receive an update on issues at Park Bungalow and to discuss options. It was proposed, seconded, and agreed that this item be taken into closed session, due to the potential of referring to a previous member of staff

8. To receive an update on Holbeach St John War Memorial.

Members received an update confirming that the work on the War Memorial has now been completed.

9. To **resolve to agree** pat testing at Council Properties.

It was proposed, seconded and

Resolved: It was agreed to undertake PAT testing at Council properties. The discussion considered which properties should be included, and it was proposed, seconded, and agreed that testing be carried out at Coubro Chambers, the Park Pavilion, and the Tractor Shed, as the other buildings are either empty or let to third parties. Tenants are to be reminded that it is their own responsibility to arrange PAT testing within their premises.

PP25/6-051 Meetings

1. The next meeting date for PPES Committee is Wednesday 22nd October 2025 at 14:00.

PP25/6-052 Budgets

1. To receive an update on budgets.

An update on the budgets was received. The up-to-date figures were circulated and reviewed. It was agreed that the 2026/27 budgets will be discussed in detail at the next meeting, together with ideas for a wish list.

Open Meeting closed at:

14:25

Closed meeting opened at:

14:26

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.

PP25/6-053 Council Properties

1. To **resolve to agree** the terms of the lease for upstairs in Coubro Chambers.

It was proposed, seconded and

Resolved: Agreed to instruct solicitor to draft lease on terms: 3-year term, £5,000 pa rent, rent review/break clause after 1 year, parking space included. Draft lease

to be brought to Full Council for approval.

2. To **resolve to agree** the terms for 2 High Street and 4 High Street on renewal. It was proposed, seconded and

Resolved: Agreed for 2 High Street: Proposed renewal terms agreed – £4,500 per annum, 3-year term, rent review and break clause after 1 year. 4 High Street: Proposed renewal terms agreed – £3,600 per annum, 3-year term, rent review and break clause after 1 year.

Move into closed session:

7. To receive an update on issues at Park Bungalow and to discuss options.

The committee received an update on issues at Park Bungalow. The Parks Team had uncovered significant problems with the flooring, and photographs were shown. It was noted that the damage is widespread, with most of the floor joists beyond repair.

It was felt that the matter should be referred to Full Council for discussion on the best way forward, whether demolition or reinstatement of the damaged areas. Costings will need to be sought for both options.

Closed Meeting closed at:

15:10

Chair signature

Date