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@HolbeachParishCouncil

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Holbeach Parish Council Full Council to be held at Methodist Church, Albert Street on Monday, 19 January 2026 at 18:30 at which the under mentioned business will be transacted.**

*Gina Lopez PSLCC*

Acting Clerk to Holbeach Parish Council

9 January 2026

*This meeting will be recorded by the Parish Council in accordance with the Local Audit and Accountability Act 2014, members of the public and press may photograph, film, or audio record public meetings. Anyone wishing to do so should inform the Chairman before or at the start of the meeting.*

*Members are reminded of their responsibilities under the Code of Conduct, Standing Orders, and the Seven Principles of Public Life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, and Leadership.*

*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.*

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

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

### **2. DECLARATIONS OF INTEREST**

To receive Declarations of Interest under the Localism Act 2011.

### **3. CO-OPTION OF COUNCILLOR**

To consider an application to co-opt a new Parish Councillor

### **4. 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.

### **5. REPORTS FROM ELECTED MEMBERS**

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

### **6. MINUTES**

To approve the Minutes of the last meeting held on 8 December 2025 as a correct and accurate record.

### **7. CLERK'S REPORT**

To receive an update from the Clerk for information

### **8. FINANCE & ADMIN COMMITTEE**

A) To approve the bank balances as at 31 December 2025.

B) To approve the payments list to-date

C) To approve and accept the income received to-date

D) IT equipment and access -

To resolve that old IT equipment be factory reset & reused where appropriate

To resolve that all IT equipment passwords are stored both on Office Admin & Sharepoint & as a hard copy in the safe

### **9. BUDGET & PRECEPT REQUEST FOR FINANCIAL YEAR 2026/27**

A) Budget for the financial year 2026/27 - For Resolution

B) Precept request for the financial year 2026/27 - For Resolution

### **10. OPEN SPACES COMMITTEE**

A) Update from Dan Taylor, Open Spaces Team – for information

B) Emergency grave digging cover – for consideration

### **11. PP&S COMMITTEE**

- A) Quote for electrical testing – for consideration
- B) CCTV – for consideration
- c) Planning matters & applications – for consideration

## **12. EVENTS & PR COMMITTEE**

- A) Feedback on “Winter Wonderland” (Christmas Event)

## **13. HR, H & S AND DATA PROTECTION COMMITTEE**

- A) To receive a report from the Chair of the Committee
- B) To resolve the appointment of the Locum Clerk

## **14. AGENDA ITEMS FOR NEXT MEETING**

- A) To consider the draft forward plan.

## **15. DATE OF NEXT MEETING**

- A) Revised meeting dates and schedule for the remainder of the 2025/26 municipal year.
- B) Schedule of Full Council and Committee meeting dates for the 2026/27 municipal year.

## **16. EXCLUSION OF THE PRESS & PUBLIC**

To resolve 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.

## **17. HR, H & S AND DATA PROTECTION COMMITTEE**

- A) To consider additional hours for the Locum Clerk if required
- B) Any other confidential staffing matters