

# MEETING CANCELLED – NOT QUORATE

HPC Agenda 09.02.26



Coubro Chambers, 11 West End, Holbeach PE12 7LW

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@HolbeachParishCouncil

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend the Meeting of Holbeach Parish Council to be held on Monday, 9 February 2026 at 18:30 at Methodist Church, Albert Street, Holbeach at which the under mentioned business will be transacted.**

*Gina Lopes PSLCC*

Acting Clerk to Holbeach Parish Council

3 February 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 co-option of any Councillor applications received

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## **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 as a correct and accurate record.

## **7. FINANCE & ADMIN COMMITTEE**

- A) To approve the bank balances as at 31 January 2026.
- B) To approve the payments list to-date
- C) To approve and accept the income received to-date
- D) Outsourcing of all accounts/financial work – for consideration

## **8. COUNCIL ENGAGEMENT**

- A) To reflect upon recent public feedback and agree practical ways in which the Council can improve engagement.
- B) Background

## **9. OPEN SPACES COMMITTEE**

- A) Bass Allotments report from Cllr I Hutchinson & correspondence – for consideration
- B) Park Supervisor's report & recommendations – for consideration
- C) Purchase of herbicides £1,032.89 - for consideration

## **10. PP&S COMMITTEE**

- A) EICR update– for information
- B) Emergency repair box gulley/gable end 4a High Street – for resolution
- C) Quote for Eco appraisal, Park Bungalow – for consideration.
- D) Quote for Changing places pod repairs – for consideration
- E) Planning matters & applications – for consideration

## **11. EVENTS & PR COMMITTEE**

- A) Discuss and consider events for the coming year
- B) To resolve to agree to elect members to the Events & PR Committee

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

- A) To receive a report from the Chair of the Committee
- B) To resolve to approve the job advert for the agreed posts of Acting Clerk & Acting RFO, Acting Clerk and Acting RFO, agree where the posts will be advertised, any associated costs, and the advertising period.
- C) To consider using "LeaveBoard" for the Council's absence management system.

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

To note suggested future Agenda item

## **14. DATE OF NEXT MEETING – 9 MARCH 2026**

## **15. 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.

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

- A) To consider additional hours for the Locum Clerk if required
- B) To agree the commencement of a job re-evaluation for the Grounds Supervisor role
- C) Bowls club lease for agreement – for resolution
- D) To agree the commencement of a job re-evaluation for the Archives and Admin Assistant Role