

MEETING CANCELLED - NOT QUORATE



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 March 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 March 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

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 meetings as a correct and accurate record -

- A) Minutes of the meeting held 8 December 2025
- B) Minutes of the meeting held 19 January 2026
- C) Minutes of the meeting held 26 January 2026

7. FINANCE & ADMIN COMMITTEE

- A) To approve the bank balances for January 2026 & February 2026
- B) To approve the payments list to-date
- C) To approve and accept the income received to-date
- D) Clerk's update on actions since last meeting – for information
- E) To approve the extension of the services of the current payroll provider for a further 6 months – for resolution
- F) To agree appointment of external provider to all accounting and financial services as required by the Council (excluding payroll) – for resolution

8. COUNCIL ENGAGEMENT

- A) To reflect upon recent public feedback and agree practical ways in which the Council can improve engagement.
- B) Community Engagement & Communications Policy

9. OPEN SPACES COMMITTEE

- A) Bass Allotments report from Cllr I Hutchinson & correspondence – for consideration
- B) Park Supervisor's report & recommendations – for consideration
- C) Amended asset register from Grounds Supervisor – for approval

10. PP&S COMMITTEE

- A) EICR update– for information
- B) Quote for Changing places pod repairs – for consideration
- C) SIDs correspondence and use of devices – for consideration
- D) 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
- C) SHDC Request to hold May Half Term event – for approval

12. HR, H & S AND DATA PROTECTION COMMITTEE

- A) To receive a report from the Chair of the Committee
- B) Appointment of new HR Advisor – for resolution
- C) To consider dissolving current HR Committee
- D) To appoint members to the HR committee
- E) Use of “LeaveBoard” for Council’s absence management system – for consideration

13. BOWLS CLUB LEASE

Bowls Club lease for agreement – for resolution

14. AGENDA ITEMS FOR NEXT MEETING

To note suggested future Agenda items – if any

15. DATE OF NEXT MEETING – 13 APRIL 2026

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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) The commencement of a job re-evaluation for the Grounds Supervisor role – for resolution
- C) The commencement of a job re-evaluation for the Archives and Admin Assistant Role – for resolution
- D) Pay Policy – for consideration