



Coubro Chambers, 11 West End, Holbeach PE12 7LW
Tel, 01406 426739 Email. clerk@holbeachpc.com
Web: holbeach.pariah.lincolnshire.gov.uk
@HolbeachParishCouncil

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the Meeting of Holbeach Parish Council to be held on Monday, 13 April 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

7 April 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. 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.

4. REPORTS FROM ELECTED MEMBERS

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

5. 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 extraordinary meeting held 26 January 2026
- D) Minutes of the extraordinary meetings held 2 April 2026

6. FINANCE & ADMIN COMMITTEE

- A) To approve the bank balances as at 31 March 2026
- B) To approve the payments lists for February, March and to-date
- C) To approve and accept the income lists for February, March and to-date
- D) To confirm the purchase of Gov.uk domain

7. APPOINTMENT OF OFFICERS

- A) Extension of existing LGRC contract - Acting Clerk/RFO/Proper Officer – for resolution
- B) Temporary Appointment of Acting Responsible Finance Officer – for resolution

8. 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
- D) Tractor Shed – for discussion
- E) Fencing quotes - Fish Pond Lane, Nature Reserve – for consideration
- F) Strawberry Fields Land proposal – for consideration
- G) Notes of meeting of Open Spaces members

9.. PP&S COMMITTEE

- A) EICR update – for information
- B) Quote for Changing places pod repairs – for consideration
- C) Quote for path installation, Carters Park – for consideration
- D) SIDs correspondence and use of devices – for consideration
- E) Park Bungalow – Demolition and Next Steps – Cllr S Hutchinson to report
- F) Planning matters & applications – for consideration

10. EVENTS & PR COMMITTEE

- A) To elect members to the Events & PR Committee – for resolution
- B) Confirmation of SHDC Request to hold May Half Term event – for resolution
- C) Fundraising event Bounce House– for approval

11 HR, H & S AND DATA PROTECTION COMMITTEE

- A) HR Advisor service quotes– for consideration & resolution

12. AGENDA ITEMS FOR NEXT MEETING

To note suggested future Agenda items – if any

13. DATE OF NEXT MEETING – 11 May 2026

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14. 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.

15. HR, H & S AND DATA PROTECTION COMMITTEE

- A) Update on staff matters – Cllr A Haslett
- 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) Confidential damage report - for discussion
- E) Leases - 2 High Street; 4 High Street; Top Floor at Coubro; Bowls club – for resolution