

27 April 2026

**NOTICE IS HEREBY GIVEN of the Extraordinary Meeting of Holbeach Parish Council to be held on Friday, 1<sup>st</sup> May 2026 at 18:00 at Coubro Chambers, 11 West End, Holbeach at which the under mentioned business will be transacted.**



**Adrian Haslett**  
Chairman of Holbeach Parish Council

*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**

### **2025/6-223 - Apologies for absence**

To receive and accept apologies where valid reasons for absence have been submitted to the Clerk

### **2025/6-224 - Declarations of interest.**

To receive declarations of interest under the **Localism Act 2011** and consider any requests for dispensations in respect of pecuniary or non-pecuniary interests in Agenda items.

### **2025/6-225 – Scheme of Delegation**

**To review and resolve** to adopt a revised Scheme of Delegation which clarifies the delegated responsibilities applicable to each officer role, including arrangements for the exercise of those duties in the absence of the Clerk or the Responsible Financial Officer by their respective Deputies..

### **2025/6-226 – Exclusion of Press and Public**

**To resolve**, in line with the **Public Bodies (Admission to Meetings) Act 1960**, to exclude the press and public from the following agenda item(s) 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**.

### **2025/6-227 – Clerk/RFO Return-to-Work Plan**

To consider and resolve to approve a proposed return-to-work plan for the Clerk/RFO following a period of long-term sickness absence.

### **2025/6-228 – Other Employment-Related Requests**

To consider additional employment-related requests submitted by or on behalf of the Clerk/RFO.

### **2025/6-229 – Appointment of Officers**

To note the expiry of the interim arrangements agreed at the previous meeting and **to consider and resolve** such officer appointments as are required to ensure the Council remains properly constituted and legally compliant, including approval of associated terms of employment where applicable, and consideration of the following options:

- a) Acting Responsible Financial Officer (RFO)
- b) Acting Proper Officer
- c) Deputy Clerk & Deputy RFO

### **2025/6-230 – Outsourcing of Accounts**

**To review** the current arrangements for the outsourcing of the Council's accounts for the **2025/26 financial year**, and **to resolve** the way forward, including approval of any new contractual arrangements.