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@HolbeachParishCouncil

**Minutes of the Extraordinary Meeting of  
Holbeach Parish Council  
held on Thursday, 2 April 2026 at 7pm  
at Coubro Chambers, 11 West End, Holbeach**

**Present:**

	Cllr A Haslett – presiding	
Cllr T Wiltshire	Cllr I Hutchinson	Cllr S Richardson
Cllr E McNally	Cllr P Foyster	Cllr P Howden

**25/6-165) APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr S Hutchinson

**25/6-166) DECLARATIONS OF INTEREST**

No Declarations of Interest received

**25/6-167) ELECTION OF VICE-CHAIRMAN**

**RESOLVED** to elect Cllr Paul Foyster as Vice-Chairman of Holbeach Parish Council for the remainder of the municipal year

**25/6-168) OUTSOURCING OF ACCOUNTS FOR THE REMAINDER OF THE FINANCIAL YEAR 2025 –26**

**RESOLVED** to confirm the outsourcing of outstanding accounts work for the remainder of the Financial Year 2025-26 including year-end reports, AGAR preparation and audit assistance by Mr Neil Watson

**25/6-169) GROUNDS KEEPER ROLE**

**REOLVED** the interview panel for a replacement Grounds Keeper is Cllr I Hutchinson, Cllr P Howden, Cllr T Wiltshire, Cllr P Foyster, the panel is to interview only and recommended candidate to be considered by Full Council.  
Mr D Taylor, Senior GroundsKeeper, to attend in an advisory capacity.

**25/6-170) CONTRACT FOR ACTING CLERK (PROPER OFFICER OF THE COUNCIL)**

**RESOLVED** to move this item to a closed session as contract contains salary details.

**25/6-171) ACTING RESPONSIBLE FINANCE OFFICER**

**RESOLVED** to amend the item to confirm an interview panel for an Acting Responsible Finance Officer and (if any applicants) an Acting Clerk; the panel is Cllr P Howden, Cllr T Wiltshire and Cllr A Haslett; to interview only and recommended candidate to be considered by Full Council.

**25/6-172) EXCLUSION OF THE PRESS & PUBLIC**

**RESOLVED** 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.

**25/6-173) CONTRACT FOR ACTING CLERK (PROPER OFFICER OF THE COUNCIL)**

**RESOLVED** to continue the Contract with LGRC's Gina Lopes, suitably amended to reflect her work as Interim Clerk only (not Responsible Finance Officer) with the remit to work remotely over 22.5 hours per week to manage the current activity levels of the Council and attend meetings remotely

Meeting closed at 8.00pm