

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Holbeach Parish Council Full Council to be held at Methodist Church, Albert Street on Monday 11th May 2026 at 18:30 at which the under mentioned business will be transacted.

*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.**

Yours sincerely

*Jan Hearsey*

Jan Hearsey

**26/7-001 To Elect a Chair of the Council**

**26/7-002 To Elect a Vice-Chair of the Council**

**26/7-003 Apologies**

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

**26/7-004 Declarations of Interest**

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or nonpecuniary interests in Agenda items.

**26/7-005 Public Forum**

The Chair will invite members of the public to present their questions, statement 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.

**26/7-006 Reports from Elected Members**

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

## **26/7-007 Minutes**

To resolve to approve as a correct record the notes of the meetings of the Council and to authorise the Chair to sign the official minutes.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1779/draft-mins-08-12-25>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1780/draft-mins-19-01-26>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1781/draft-mins-26-01-26>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1806/2025-6-draft-notes-2nd-april-2026-1>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1807/2025-6-draft-notes-meeting-2nd-april-2026-2>

## **26/7-008 Clerk**

1. To receive a report from the Clerk
2. To receive an update on vacancies
3. To resolve to agree to co-options as submitted

## **26/7-009 Terms of Reference**

1. To resolve to agree the updated TOR for Finance & Admin Committee
2. To resolve to agree the updated TOR for the Open Spaces Committee
3. To resolve to agree the updated TOR for the PPES Committee
4. To resolve to agree the updated TOR for the Events & PR Committee
5. To resolve to agree the updated TOR for the HR, H & S and Data Protection Committee

## **26/7-010 Finance & Admin Committee**

1. To elect members to the Committee
2. For the members of the Committee to elect a Chair of the Committee
3. To note the bank balances as at 30th April 2026
4. To resolve to agree to authorise the payments for May 2026 and to note the income for April 2026
5. To note the expenditure for April 2026
6. To resolve to agree to update the Barclays Bank and CCLA mandates
7. To resolve to agree who holds a Barclaycard and to the spending limits, permitted uses and controls applicable in accordance with the Financial Regulations
8. To resolve to agree to appoint LALC as internal auditors.

## **26/7-011 Open Spaces Committee**

1. To receive a report from the Grounds supervisor.
2. To elect members to the Open Spaces Committee
3. For the members of the Committee to elect a Chair of the Committee
4. To resolve to agree the fees for exhumations
5. To resolve to agree to purchase a mulching mower as recommended by the Grounds supervisor
6. To consider and resolve to approve the use of Carter's Park by Ryan Gilmartin for a photography exhibition on Saturday 13 June 2026, with set-up from 4:00pm and the event ending at 7:30pm, subject to any conditions deemed appropriate by the Council.
7. To resolve to agree the payment plan suggested by Holbeach United Football Club to pay by instalments
8. To receive a update on the new tractor shed and to discuss potential next steps, including consideration of available options and the information required to inform

any future decision

**26/7-012 PPES Committee**

1. To elect members to the PPES Committee
2. For the members of the Committee to elect a Chair of the Committee
3. To consider and authorise electrical works required under the EICR report for the Cemetary Chapels by **C A Brown**

**26/7-013 HR, H & S and Data Protection Committee**

1. To elect members to the HR, H & S and Data Protection Committee
2. For the members of the Committee to elect a Chair of the Committee

**26/7-015 Election to outside bodies**

To elect members to outside bodies:

1. Holbeach Farmer Education Foundation (2)
2. Holbeach United Charities (2)
3. South Holland Voluntary Car Service (1)

**26/7-014 Events & PR Committee**

1. To resolve to agree to elect members to the Events & PR Committee
2. For the members of the Committee to elect a Chair of the Committee

**26/7-016 Policies**

1. To resolve to agree to defer all policy reviews to the next meeting to allow the Clerk time to review.

**26/7-017 Meeting**

1. To resolve to agree the meeting dates for the 2026/27 Council year and the venues

**26/7-018 Closed Session**

**To resolve to agree**, 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**.

**19 Open Spaces Committee**

1. To consider a reported issue relating to a grave, including the reimbursement of fees paid in advance, and to resolve any appropriate action.

**26/7-019 HR, H & S and Data Protection Committee**

1. To consider and resolve to agree the positions of:  
Deputy Clerk  
Grounds keeper
- 2 To consider and resolve to agree to approve flexible working hours and work from home option for the Clerk
- 3.To receive an update from Cllr A Haslett on a long term absence and return to work.

