

NOTICE IS HEREBY GIVEN, and Members are summoned to attend a meeting of Holbeach Parish Council HR, H&S and Data Protection Committee to be held at Coubro Chambers, 11 West End, Holbeach, PE12 7LW on Tuesday 26th May 2026 at 12:30 at which the under mentioned business will be transacted.

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 Clerk/RFO

**HR26-7 Apologies
001**

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

**HR26-7 Declarations of Interest
002**

1. 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 non-pecuniary interests in Agenda items.

**HR26-7 Minutes
003**

To approve the notes of the Committee meeting held on the 27th August as a correct record and authorise the Chair to sign the official minutes.

**HR26-7 Terms of Reference
004**

1. To review and to resolve to agree to recommend to full Council the committee's terms of reference.

**HR26-7 Policies
005**

1. To review and resolve to agree the policies as prepared by the Grounds keeper supervisor.

**HR26-7 Exclusion of the Press and Public
006**

It was resolved to move into closed session and exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the

confidential nature of the business to be discussed in relation to the following matters.

**HR26-7
007** **Staffing Matters**

1. To review a staff job valuation
2. To review another staff member contract
3. To receive a report from the clerk.