

Minutes of the meeting of Holbeach Parish Council HR, H & S and Data Protection Committee on Tuesday 26th May 2026 at 12:30 at Coubro Chambers, 11 West End

Those present :

Chair : Cllr P Howden

Councillors : Cllr P Foyster, Cllr A Haslett

Officers : Mrs J Hearsey - Clerk/RFO

* Attended remotely

Meeting opened at

12:30

HR26-7 001 Apologies

1. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting. None

HR26-7 002 Declarations of Interest

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. None

HR26-7 003 Minutes

The notes of the Committee meeting held on the 27th August were proposed, seconded and **agreed** as a correct record and authorise the Chair to sign the official minutes.

HR26-7 004 Terms of Reference

1. They were reviewed and it was resolved to agree to recommend to full Council the committee's terms of reference as those from the LALC template.

HR26-7 005 Policies

1. To review and resolve to agree the policies as prepared by the Grounds keeper supervisor. It was proposed, seconded and **agreed** to defer this item to the next meeting

HR26-7 006 Exclusion of the Press and Public

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.

Open Meeting Closed at

12:50

Closed meeting opened at

12:50

**HR26-7
007**

Staffing Matters

1. To review a staff job evaluation - It was proposed, seconded and **agreed** to defer this item to the next meeting
2. To review another staff member contract
3. To receive a report from the clerk. The Clerk updated the Committee on staff related matters and Data Protection matters

Meeting closed at

13:42

Signed Chair

Date

Council 26/05/26 Chair's initials.....