



**Coubro Chambers**

**11 West End**

**HOLBEACH**

**Spalding**

**PE12 7LW**

**Tel: 01406 426739**

**e-mail: holbeachpc@btconnect.com**

**Clerk: David Boyce, RFO: Jan Hearsey**

Dear Councillor,

I summon you to a meeting of the above Council to be held on Zoom on Monday 9<sup>th</sup> November 2020 at 19:00. There will be no open forum.

Yours sincerely,

Deputy Clerk,  
Jan Hearsey

Join Zoom Meeting

<https://zoom.us/j/3909873617?pwd=akZNa2V4VksRYm95eFFtZXY3VnlTUT09>

Meeting ID: 390 987 3617

Passcode: 9gtX1M

## **A G E N D A**

### **1. Apologies**

### **2. Declarations of Interest**

### **3. Minutes of previous Meetings – 17<sup>th</sup> September 2020/12<sup>th</sup> October 2020/28<sup>th</sup> October 2020**

### **4. Police, District and County Matters**

- (a) Police matters
- (b) District matters
- (c) County matters

**5. Highways Matters (Deputy Clerk)**

- (a) Road closures

**6. Allotments (Cllr Graham Rudkin)**

- (a) Chairman of Allotments Report

**7. Carters Park, Stukeley Grounds & Parish Playing Fields (Cllr Kelly Wilson)**

- (a) Chairman of Parks and Playing Fields Report
- (b) To agree to close the dog run for the winter period

**8. Cemetery chapels, Park Road, Hallgate & All Saints Churchyard (Cllr Paul Gunn)**

- (a) Chairman of Cemeteries and Closed Churchyards Report
- (b) Memorial inscriptions and burial reserved plots – for approval
- (c) To discuss options for the wood in the churchyard
- (d) To discuss options for signing cemetery documents throughout lockdown.

**9. Trees**

- (a) Cllr Manley's report re tender for tree work.

**10 Holbeach Bank Playing Field (Cllr Eddie McNally)**

- (a) Chairman of Holbeach Bank Playing Fields Report

**11 Planning Applications (Cllr Eddie McNally)**

- (a) Chairman of Planning's Report

**12. Property (Cllr Isobel Hutchinson)**

- (a) Chairman of Properties Report

**13. Financial statement and presentation of payments for approval**

- (a) Chairman of Finance Report including recommendations of Finance Working Party of 2nd November 2020
- (b) Financial Statement.
- (c) To agree to purchase Rigby Taylor Chemicals
- (d) To approve the training courses for the Parks team

**14. Locking up tender & distribution list**

**15. Staffing Matters – resolve to take "In Closed Session"**

- (a) To discuss new standing orders
- (b) To discuss setting up a Councillors "Whatsapp" group
- (c) To discuss staff contracts and pay scales
- (d) To discuss the BrightHR Portal & Peninsula
- (e) To agree the appraisal and KPI format
- (f) To review the options regarding Peninsula documents

**16. Confirm date and venue of next Parish Council Meeting**

December 14<sup>th</sup> 2020 via Zoom

**17. Agenda items for next Meeting**