

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 Friday 24th July 2026 at 12:00 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
17**

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
18**

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
19**

To approve the notes of the Committee meeting held on the 10th July 2026 as a correct record and authorise the Chair to sign the official minutes.

**HR26/7- Exclusion of the Press and Public
20**

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.

1. To review a staff job valuation and resolve to agree the way forward
2. To review a staff member's request for flexible hours and resolve to agree the way forward
3. To discuss and resolve to agree the way forward with a member of staff
4. To receive a report from the clerk.
5. To discuss and resolve to agree the response to a communication received from a Councillor regarding a staff member.