

Minutes of the meeting of Holbeach Parish Council HR, H & S and Data Protection Committee on Friday 24th July 2026 at 12:00 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, Mr D Taylor - Grounds keeper

* Attended remotely

Meeting opened at

Chair Cllr P Howden opened the meeting at 12:00

HR26/7-17 Apologies

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

HR26/7-18 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

HR26/7-19 Minutes

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. Deferred

HR26/7-20 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

12:02

Closed meeting opened at

12:04

- 1. To review a staff job valuation and it was **resolved** to agree the way forward as to move to pay scale 16 and to receive CCTV training (D Taylor left the meeting at 12:17)
- 2. To review a staff member's request for flexible hours and it was **resolved** to agree the way forward as to accept the request
- 3. To discuss and **resolved** to agree the way forward with a member of staff as to await the Occupational Health report and then re-evaluate
- 4. To receive a report from the clerk. If the Archivist is alone then the office will be closed to the public. (The Clerk left the meeting at 12:31)
- 5. To discuss and **resolved** to agree the response to a communication received from a Councillor regarding a staff member as to take advice

Meeting closed at
12:36

Signed Chair

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Date

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Council 24/07/26 Chair's initials.....