



02/12/2021

Dear Councillor,

I summon you to a meeting of the above Council to be held at The Methodist Hall, Albert Street, Holbeach on Monday 13th December 2021 at 19:00 with an Open Forum of a maximum of ten minutes.

Please note: This meeting is to be recorded. Please inform the Committee before the start of the meeting if you do not wish to be included.

If you require supporting documents, please email: clerk@holbeachpc.com

Yours sincerely,



Jan Hearsey - Clerk

AGENDA

2021/2 -119 Apologies for absence and reasons given.

2021/2-120 Clerk

- a. Update on vacancies for Town Ward following the resignations of Eddie McNally, Dan Taylor & John Spencer
- b. Update on the vacancy for Hurn Ward, Drove Ward and the two vacancies for Town Ward – available for co-option
- c. Correspondence received

2021/2 -121 Declarations of interest. 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

2021/2- 122 Minutes of previous Meeting – To resolve to approve the notes of the meeting of 8th November 2021 as minutes.

2021/2 -123. Police, County and District Matters

- (a) To receive a report from the Police
- (b) To receive a report from the County Council
- (c) To receive a report from the District Council

2021/2 -124 Open Spaces committee: To co-opt any interested Members' to the Committee

- a. To receive the report from Chairman Cllr R Flood
- b. To resolve to agree the recommendation of the committee the wording of the Locking up contract and to send out
- c. To resolve to agree to purchase the hand rail for the pavilion ramp
- d. To resolve to agree to "save the date" for the use of Carters Park by Cllr Tracey Carter over the weekend of 2nd & 3rd July 2022 subject to confirmation of the nature of the event, and receipt of the Event Notification Form in due course
- e. To resolve to instruct Roy Thorne solicitors as recommended by the committee for the legal work at Battlefields allotments.
- f. To resolve to agree the out of hours and weekend emergency procedures
- g. To discuss and resolve to agree the way forward with the neighbours fence at Holbeach Bank
- h. To resolve to agree to give the litter picker a key to the pavilion

2021/2 -125 Planning, Properties, Emergency Planning & Speeding Committee: To co-opt any interested Members' to the Committee

- a. To receive the report by Vice Chairman Cllr P Sparkes
- b. To resolve that the committee elects a member of the committee as Chairman of the committee
- c. To resolve to agree the planning responses
- d. To resolve to agree the recommendation of the committee the cost of the fire alarm works at Coubro Chambers
- e. To resolve to agree the cost of the works to create a hatch in the wall at Coubro Chambers
- f. To resolve to agree to write to SHDC regarding the closing time of Boston Road Car Park

2021/2 -126. PR/IT Committee - To co-opt any interested Members' to the Committee

- a. To receive the report by Chairman Cllr P Howden
- b. To resolve to agree the recommendation of the committee for a photography competition via Facebook for a Holbeach calendar
- c. To resolve to agree to serve notice on Ark ICT.
- d. To resolve to agree to have a stall at the Thursday market

2021/2 -127 Events Committee - To co-opt any interested Members' to the Committee

- a. To receive the report from Chairman Cllr I Hutchinson
- b. To resolve to agree to the recommendation of the committee for the road closure for the Jubilee on Saturday 4th June 2022
- c. To resolve to agree the events calendar for 2022

2021/2 -128 Finance Committee –

- a. To receive the report from the Chairman Cllr R Stevens

- b. To resolve to agree the December payments list
- c. To resolve to agree the bank reconciliation
- d. To resolve to agree the Barclaycard bill
- e. To resolve to agree the recommendation of the committee, the draft budgets for 2022/3
- f. To resolve to agree the recommendation of the committee, the tender for cleaning service
- g. To resolve to agree the recommendation of the committee, the amount of the sale proceeds from the equipment be re-invested in new equipment.
- h. To resolve to agree the recommendation of the committee, to pay staff salaries one week early in December
- i. To resolve to agree the recommendation of the committee, the VAT review
- j. To resolve to agree the recommendation of the committee, the purchase of the new accounts and administration software.
- k. To resolve to agree the recommendations of the committee, the asset, inventory & disposal of assets policies.
- l. To resolve to agree the vehicle insurance renewal premiums
- m. To resolve to agree that Councillors should pay for costs involved when not attending pre-booked training

2021/2- 129 To discuss and resolve the way forward regarding the request from All Saints Church for the Parish Council to pay for repairs to the clock.

2021/2-130 To resolve to accept or decline the LCC verges contribution

2021/2- 131 To resolve to agree for the Clerk to use Holbeach Parish Council documents for her CiLCA course

2021/2 -132 HR, Health and Safety and Data Protection Committee

- a. Report by Chairman Cllr S Hutchinson - To resolve to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted
- b. To resolve to agree the recommendation of the committee the delegated powers of the Clerk
- c. To resolve to agree the pay scale of the Clerk - To resolve to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted

2021/2 – 133. Agenda item requests.

2021/2 -134. Confirm date and venue of next Parish Council Meeting

- (a) To agree to the next Parish Council Meeting date of 17th January 2022 at 19:00 at the Methodist Hall, Albert Street –