

Minutes of the meeting of Holbeach Parish Council PR/IT committee Wednesday 2nd March 2022 at 16:30

	In attendance	Apologies given
Holbeach Parish Council, PR/IT Committee	Cllrs: P Howden, M Murfet, S Hutchinson & R Stevens Clerk: Jan Hearsey	
Public including Councillors		

Chairman Cllr P Howden opened the meeting at 16:38

PR-2021/2-64 Apologies for absence and reasons given.

None

PR-2021/2-65 Minutes from previous meeting-

It was **resolved** to agree the notes of the meeting of the 1st February 2022 as Minutes.

PR-2021/2-66 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.

None

PR-2021/2-67 To receive an update on the photography competition for a Holbeach Calendar and to resolve to agree on the judges

There have been 11 photos submitted and 8 businesses have sponsored. It was **resolved** to agree the judges as the gentleman from Tesco, a former Councillor and the Vicar of All Saints. The Clerk to ask the Vicar, Cllr P Howden to ask the former Councillor and Cllr R Stevens to ask the man from Tesco. Put on Facebook again once the judges are confirmed.

PR-2021/2-68 To receive an update on the Youth Council

Cllr S Hutchinson to contact them again to schedule in a meeting.

PR-2021/2-69 To receive an update on Councillor bio's

Clerk to send Cllr S Hutchinson all the bio's she has. There are still three missing

PR-2021/2-70 To receive an update on press releases

Press release for Jubilee to Village Voice and press tomorrow. Then Calendar once judges confirmed.

PR-2021/2-71 To receive an update on the notice board for Holbeach Drove

For **Full Council** to approve the site

PR-2021/2-72 To receive an update on last weeks HPC Forum

Cllrs M Murfet, R Flood and former Cllr S Favell went. Not a great deal of locals. Few questions re planning and CAB were suggested. Future forums at Holbeach St Johns village Hall at £12 per hour but no wifi, for **Full Council** for the next meeting on the 27th March

PR-2021/2-73 It was resolved to recommend to Full Council the review of the following policies:

- a. Abusive, persistent or vexatious complaints policy
- b. Community engagement and communications policy
- c. Policy on handling Freedom of Information requests
- d. Public complaints and concerns procedure
- e. Publication Scheme

PR-2021/2-74 It was resolved to recommend to Full Council to abolish/withdraw the following policies

- a. Internet usage policy
- b. Tablet usage policy
- c. Printed notices policy

PR-2021/2-75 To discuss the Council’s risk to cyber-attacks and to resolve to recommend ways forward to Full Council

The 3 office laptops to have anti-virus software once the current contract runs out at the end of this month. It was **resolved** to agree that all councillors and staff **must** change their passwords every three months, this will be announced every three months at the monthly Full Council meeting and the Clerk will start the process through the admin page, this will begin at the start of the next financial year.

PR-2021/2- 76 Items for discussion and agenda item requests.

For Standing Orders a reminder to all Councillors that they must respond to emails within 48 hours and all councillors must read the meetings supporting documents for the meetings they are attending

PR-2021/2-77 Confirm date and venue of next PR and IT committee Meeting

- (a) It was **resolved** that the next meeting will be on Wednesday 30th March at 17:00

Meeting closed at 17:09

Signed Chairman.....Date.....