



06/02/2023

NOTICE IS HEREBY GIVEN, and Members are summoned to attend a meeting of Holbeach Parish Council to be held at Methodist Hall, Albert Walk, Holbeach on Monday 13th February 2023 at 19:00 at which the under mentioned business will be transacted.

Prior to the commencement of the meeting there will be a public forum for a maximum of 25 minutes when members of the public may ask questions or make short statements to the Council.

A maximum 10 minutes will be set aside for the meeting to receive tabled reports of elected Members of Lincolnshire County Council and South Holland District Council.

If you require supporting documents, please email: clerk@holbeachpc.com or call into the office or telephone.

Yours sincerely,



Jan Hearsey – Clerk

AGENDA

2022/3-133 – Chair

- a) To elect a Chair of the Council

2022/3-134- Vice-Chair

- a) To elect a Vice-Chair of the Council

2022/3-135 - Apologies for absence

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

2022/3-136 - 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.

2022/3-137 - Minutes

To resolve to approve as a correct record the notes of the meetings of the Council held on 16th January 2023 and 30th January 2023 and to authorise the Chair to sign the official minutes.

2022/3-138 - Clerks report



- a) To receive a report from the Clerk
- b) To receive an update on vacancies
- c) To receive a report on the election process

2022/3-139- Terms of reference

- a) To resolve to agree to add a clause to each Committee terms of reference to say, "If a Committee is unable to meet due to being inquorate and execute it's delegated powers, business to be transacted on the agenda can be placed on the agenda of another suitable meeting".

2022/3-140 - Finance & Admin Committee

- a) To receive the report from the Chair of the Committee
- b) To note the Bank balances as of 31st January 2023 as follows:
Account ending **4844** £3,000.00 Account ending **5394** £11,983.76
Account ending **01PC** £183,617.25
- c) To resolve to agree to authorise the payments for January 2023 and to note the income for January 2023 of £4,146.87
- d) To resolve to agree the recommendation of the committee the arrangements for paying April invoices
- e) To resolve to agree the recommendation of the committee regarding the banking arrangements
- f) To resolve to agree to move the following budgets as per the recommendation of the committee
 - i. Surplus £3,000 from Park Road cemetery fees for grass cutting to the end of this financial year
 - ii. Move insurance surplus from 4070 (£600) to 4075 (Venue hire £300) & 4080 (Stationery £300)
 - iii. Insurance surplus from both Kubotas to repairs £642
 - iv. Surplus from Council Tax (4605 £500) to business rates Hall Gate (4055 £500)
 - v. Surplus cleaning supplies (4690 £300) to cleaning (4685 £300)
 - vi. Redecoration (4700 - £2,000) at Coubro to windows (4696 - £2,000)
 - vii. Use surplus Events & PR budget for advertising and signs - £395

2022/3-141 - Open Spaces Committee

- a) To receive a report from the Chair of the Committee
- b) To resolve to agree to obtain prices for all open spaces projects for 2023/4 in line with the Council's Financial Regulations

2022/3-142 - Planning, Properties, Emergency Planning and Speeding Committee

- a) To receive the report from the Chair of the Committee
- b) To resolve to agree the quote for the installation of the defibrillator in the telephone box on the High Street in line with the Council's Financial Regulations
- c) To resolve to agree the Council's response to the consultation regarding waiting restriction on Park Road, unnamed road, and Market Rasen Way



- d) To resolve to agree to get quotes for the works to the safe at Coubro Chambers in line with the Council's Financial Regulations
- e) To resolve to agree the request to decorate Office 3 at Coubro Chambers by the tenant

2022/3-143 - Events & PR Committee

- a) To receive the report from the Chair of the committee
- b) To resolve to agree the price for toilet hire for the car show

2022/3-144 – Council four year plan

- a) To resolve to agree that the Clerk in conjunction with the committees will commence a plan of objectives for the next Council Term, as required by the Clerk's CiLCA course

2022/3-145 - Confirmation of date and venue of the next Parish Council meeting

- a) The next meeting of the Parish Council will be on Monday 13th March 2023 at the Methodist Church Hall, Albert Walk, Holbeach

To resolve to agree 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

2022/3-146 - HR, Health and Safety and Data Protection Committee

- a) To receive a report from the Chair of the Committee
- b) To resolve to agree the next steps in the process of an ongoing staffing matter
- c) To receive an update on staff costings and recruitment