



03/07/2023

**NOTICE IS HEREBY GIVEN**, and Members are summoned to attend the meeting of Holbeach Parish Council to be held at Holbeach St Marks Village Hall on Monday 10<sup>th</sup> July 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**

### **2023/4-050 - Apologies for absence**

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

### **2023/4-051 - 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.

### **2023/4-052 - Minutes**

To resolve to approve as a correct record the notes of the meetings of the Council held on 15<sup>th</sup> May & 22<sup>nd</sup> & 27<sup>th</sup> June 2023 and to authorise the Chair to sign the official minutes.

### **2023/4-053 - Clerk**

- a) To receive a report from the Clerk
- b) To receive an update on vacancies
- c) To review paperwork submitted for co-option(s) and resolve to agree to co-opt.



### **2023/4-054 - Finance & Admin Committee**

- a) To receive the report from the Chair of the Committee
- b) To note the Bank balances as of 30th June 2023 as follows:  
Account ending **4844** £3,290.14 Account ending **5394** £8,532.80  
Account ending **01PC** £415,950.60
- c) To resolve to agree to authorise the payments for June 2023 and to note the income for June 2023 of £4,790.67
- d) To resolve to agree the recommendation of the committee to purchase a new laptop.
- e) To resolve to agree to the budget movements as recommended by the committee.
- f) To resolve to agree which projects to put on hold.
- g) To resolve to agree the recommendation of the committee for the additional IT work required.
- h) To resolve to agree the Kubota repairs.
- i) To resolve to agree to appoint the internal auditor for the year 2023/4
- j) To resolve to agree the list of direct debits.
- k) To resolve to agree to extend the CCTV to cover the toilet pod.

### **2023/4-055 - Open Spaces Committee**

- a) To receive a report from the Chair of the Committee
- b) To discuss and resolve to agree the way forward with the water containers in the Jubilee Garden.
- c) To resolve to agree to purchase and install a new gate in the children's play area in Carters Park to allow for disabled and mobility scooter access.
- d) To resolve to agree to suspend Standing Orders following a request by two Councillors to the Clerk, to resolve to agree the amendment to the Allotment rules and regulations.

### **2023/4-056 - Planning, Properties, Emergency Planning and Speeding Committee**

- a) To receive the report from the Chair of the Committee
- b) To discuss and resolve to agree the way forward with the maintenance of the Changing Places toilet.
- c) To resolve to agree the recommendation of the committee for a key audit of all areas.
- d) To resolve to agree the response to planning consent number H09-0501-23
- e) To resolve to agree the recommendation of the committee to consult the public regarding the future use of the pavilion and possible toilet refurbishment.
- f) To resolve to agree the request from an organisation to take over the Town notice board.
- g) To resolve to agree to hold a public meeting regarding the solar farm

### **2023/4-057 - Events & PR Committee –**

- a) To receive the report from the Chair of the Committee
- b) To receive a report on the car show from Cllr Isobel Hutchinson

### **2023/4-058 – Four-year plan**

- a) To receive an update from Cllr Clive Turner



### **2023/4-059 – Meetings**

- a) To resolve to agree to change the date of the next meeting at Holbeach St Johns village hall to Wednesday 16<sup>th</sup> August 2023

**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**

### **2023/4-060 – PPES budget**

- a) To resolve to agree the way forward with the PPES repairs and maintenance budget.

### **2023/4-061 - 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 way forward with staff accrued hours as recommended by the committee.
- c) To resolve to agree the way forward with an ongoing staff matter following the advice requested at the last meeting.
- d) To resolve to agree the recommendation of the committee re HR services.
- e) To receive an update on staff recruitment

### **2023/4-062 Training**

- a) To discuss recent training

### **2023/4-063 Unreasonable & vexatious complaints**

- a) To resolve to agree if a received formal complaint is an unreasonable and vexatious complaint and if not resolve to agree when the public meeting will take place.