

**MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY
PARISH COUNCIL, HELD AT THE VILLAGE HALL, PINFOLD LANE,
HOLTON LE CLAY, DN36 5DL MONDAY 18th DECEMBER 2023 AT
7.15pm**

Present:

**Councillor Mik Boon (Chairman)
Councillor Teresa Dodge
Councillor Paul Rowntree
Councillor Helen Reynolds (Vice Chair)
Councillor Chris Lyons
Councillor David Springett**

**Councillor Terry Aldridge – East Lindsey District Council
Councillor Stephen Lyons – East Lindsey District Council**

No members of the public

The meeting opened at 7.30pm

137. CHAIRMANS WELCOME:

The chairman welcomed all those present and thanked them for their attendance.

138. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies were received and accepted from Councillor Starr, Councillor Wheeler and Councillor Warrener.

**139. TO RECEIVE DECLARATIONS OF INTEREST IN
ACCORDANCE WITH THE LOCALISM ACT 2011:**

Councillor Reynolds and Councillor Dodge declared an interest as members of MERC.

**140. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING
HELD ON 27th DECEMBER 2023 AND TO APPROVE THE
CONFIDENTIAL MINUTES OF 27th DECEMBER 2023:**

Amendment to agenda item 140 – **TO APPROVE THE MINUTES OF THE
FULL COUNCIL MEETING HELD ON 27TH NOVEMBER 2023 AND TO
APPROVE THE CONFIDENTIAL MINUTES OF 27TH NOVEMBER 2023:**

The minutes of the full council meeting held on 27th November 2023 and the confidential minutes of 27th November 2023 were accepted as a true record of proceedings.

141. TO RECEIVE AN UPDATE FROM MERC:

The Christmas afternoon tea drew an impressive turnout this year with a surprise appearance from Santa himself. The Christmas light switch on went very well. Staff from the Four Candles served gingerbread men and hot chocolate and Santa was there to greet the children.

The village hall is now closed for the festive period and classes will resume on 3rd January. The January afternoon tea will be held a week later than usual.

142. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Councillor Lyons promised to provide MERC and the parish council with a grant application form in order for them to apply for a district council grant. Furthermore, he is actively working towards setting up a valid gov.uk email address at the earliest convenience.

The planned nuclear waste site at Theddlethorpe was discussed at a recent planning policy meeting. Two councillors advocated for district council support in initiating consultations with residents before advancing with the plan.

Within planning policy there was a discussion regarding the percentage figure of new homes and affordable housing that will be allocated to towns and villages. Holton le Clay has been designated as an area for growth despite figures indicating that the area is already oversubscribed.

143. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

County Councillor not present.

144. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:

The matters outstanding report was noted by councillors. The clerk was requested to contact Councillor Marfleet for an update on the cycle path at the Maples development.

145. PLANNING MATTERS:

Application reference N/085/02333/23 has been received and is now being considered. Your observations are requested no later than 31/12/2023.

Planning Permission - Conversion of existing loft to provide additional living accommodation.

131 LOUTH ROAD, HOLTON LE CLAY, GRIMSBY, DN36 5AD

The parish council and planning committee agreed that there were no objections to this application.

RESOLVED

146. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:

STANDING ORDERS PARAGRAPH 18 PART F AMENDED AS PER

MODEL Standing Orders: Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules. NALC's procurement guidance contains further details.

- MODEL CODE OF CONDUCT – NO CHANGE

The Standing Orders and Model Code of Conduct were accepted with the suggested changes.

RESOLVED

147. STAFF SALARY: TO NOTE THE NALC REVISED COST OF LIVING SALARY SCALE FOR THE CLERK FOR 2023/24 WHICH WILL BE BACKDATED TO APRIL 2023 AND INCLUDED IN THE DECEMBER PAYROLL:

The annual cost of living increase to the clerks salary was noted by councillors.

148. TO AGREE THE PRECEPT REQUEST FOR THE YEAR 2024/25 AS DISCUSSED AT THE INFORMAL FINANCE MEETING HELD ON 15TH DECEMBER 2023.

- **OPTION 1: PRECEPT REMAINS THE SAME AS LAST YEAR RESULTING IN A SHORTFALL OF £17,807 TO BE COVERED BY THE PARISH COUNCIL USING SURPLUS FUNDS.**

- **OPTION 2: PRECEPT IS INCREASED BY £9079 (IN LINE WITH THE BUDGET INCREASE). THIS WOULD LEAVE A SHORTFALL OF £8728 TO BE COVERED BY THE PARISH COUNCIL. THIS WOULD BE A 12.5 % INCREASE ON LAST YEARS PRECEPT AND WOULD APPEAR AS A 0.58p PER MONTH INCREASE IN COUNCIL TAX ON A BAND D PROPERTY.**

- **OPTION 3 INCREASE THE PRECEPT BY £4,079 LEAVING A SHORTFALL OF £13,728. THIS WOULD BE A 6% INCREASE ON LAST YEARS PRECEPT EQUATING TO AN INCREASE OF 0.26p PER MONTH PER BAND D HOUSEHOLD.**

A proposal was made to increase the precept by 6% as per Option three. A counter proposal was made to increase the precept by 12% as per Option two. There was no seconder for the counter proposal and it was RESOLVED to increase the precept by 6%

Two abstentions

149. TO CONSIDER PRICE COMPARISONS FOR GAS SUPPLY AT THE VILLAGE HALL AS THE CURRENT CONTRACT IS DUE TO END IN FEBRUARY 2024. PRICE COMPARISON SHEET CIRCULATED SEPARATELY TO COUNCILLORS:

It was

RESOLVED: to switch the gas supply to SSE from British Gas with a contract term of three years.

150. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

30/11/2023

CASH BOOK

Balance Brought forward	30/11/2023		
General Account			74,159.24
Burial Account			<u>6,251.39</u>
			81,355.63
Add - Income			
General Receipts		945.00	
Burial Receipts		<u>0.00</u>	
		945.00	<u>81,355.63</u>
Less - Expenditure			
General Payments		8,507.47	
Burial Payments		<u>0.00</u>	
			<u>8,507.47</u>
Balance Carried Forward	30/11/2023		<u><u>72,848.16</u></u>

BANK BALANCES as at

30/11/2023

General Account per Statement		66,596.77	
less - Outstanding Cheques		<u>0.00</u>	
plus - Receipts not cleared			66,596.77
Burial Account per Statement		6,251.39	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		<u>0.00</u>	
			<u>6,251.39</u>
			<u>7,157.55</u>

TOTAL COUNCIL FUNDS AS AT

72,848.16

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 72,848.16

RESERVES

Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	5,626.01	
muga renovation	12,207.51	
		30,857.59

Burial Account Bank Balance (upkeep of Cemetery)	<u>6,251.39</u>	
		37,108.98

PRECEPT RECEIVED IN ADVANCE (see below)

4 months		<u>24,142.33</u>	
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61,251.31

***APPROX FUNDS AVAILABLE as at 30/11/2023 11,596.85**

PRECEPT - is received in advance twice a year, therefore we usually have monies in our account representing spend in coming months.

***EXACT SURPLUS CAN NOT BE CALCULATED UNTIL THE END OF THE FINANCIAL YEAR**

*4086.00 of surplus monies is for cemetery upkeep

The Finance Report was accepted as a true record of the councils finances.

151. FINANCIAL MATTERS:

December 2023 Payments

GENERAL	Payee	Invoice	
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£277.11
DD	BRITISH GAS	GAS - VILLAGE HALL	£476.50
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£26.51
DD	VIRGIN	BROADBAND	£50.40

DD	UNITY TRUST	SERVICE CHARGES	£28.35
BACS	GLENDALE	A16 DITCH CLEARANCE	£525.60
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£4,069.81
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£66.25
BACS	OLDEN THYMES	CEMETERY MAINTENANCE OCT/NOV	£583.33
BACS	CLLR BOON	TIE WRAPS	£7.98
BACS	VIKING DIRECT	COPY PAPER/1ST CLASS STAMPS	£111.87
BACS	KONIKA MINOLTA	PRINTER USEAGE	£41.58
BACS	WAVE	VILLAGE HALL WATER	£540.62
BACS	SLCC	MEMBERSHIP RENEWAL	£229.00
BACS	CLLR REYNOLDS	DOG POO BAGS	£2.85
BACS	CLLR ROWNTREE	MEMORIAL STONES	£420.00
BACS	KONIKA MINOLTA	PRINTER HIRE	£21.34
DD	ICO	DATA PROTECTION RENEWAL	£40.00
BACS	LINCS MOTORS	EDGE TRIMMER REPLACEMENT	£39.02
BACS	LCC	SPEED SIGN POSTS	£600.00
BACS	LINC MOTORS	REPLACE DRIVE SHAFT ON STRIMMER	£59.64
			£8,217.76

CREDIT CARD PAYMENTS

CLOUDNEXT	CLLR EMAIL	£27.56
GIFF GAFF	MOBILE PHONE TOP UP	£12.00
		£39.56

The Financial Matters were considered and all invoices were accepted for payment.

RESOLVED

152. DATE AND TIME OF NEXT MEETING: MONDAY 15th JANUARY 2024 AT 7.15PM