

**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 15th January 2024 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 Patrick Warrener
Councillor Anne Wheeler
Councillor Matthew Starr

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

One member of the public
Public forum opened at 7.15pm and closed at 7.30pm

The meeting opened at 7.30pm

153. CHAIRMANS WELCOME:

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

154. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

There were no apologies for absence – full council present.

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

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

**156. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING
HELD ON 18th DECEMBER 2023:**

The minutes of the full council meeting held on 18th December 2023 and the were accepted as a true record of proceedings.

157. TO RECEIVE AN UPDATE FROM MERC:

The village hall re-opened on 3rd January 2024 following the Christmas break. There have been ongoing problems with the dishwasher which has cost the committee in excess of £1000 to resolve.

The January afternoon tea wasn't as well attended as usual but this is possibly due to the poor weather conditions and winter bugs etc.

27th January will see the return of the very popular Quiz Night, hosted by radio D.J John Marshall. The event has already sold out with 101 people purchasing tickets.

Preparations are soon to be underway for the annual summer fayre.

158. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Councillor Aldridge took the opportunity to wish everyone present a Happy and Healthy New Year.

He mentioned that the footpath between Silver Street and Picksley Crescent is still uneven despite recent remedial works by the County Council.

Councillor Aldridge is pursuing a complaint raised by the parish council regarding the flooding on Louth Road junction. This is an ongoing matter that has been the subject of numerous complaints spanning several years.

Councillor Lyons confirmed that his gov.uk email address is now up and running. He provided the parish council with a district councillors grant application form.

159. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

County Councillor not present.

160. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:

The matters outstanding report was noted by councillors.

161. TO CONSIDER THE OPTION OF EXTENDING THE CEMETERY TO CREATE ADDITIONAL BURIAL SPACE BY RECLAIMING A

SECTION OF THE PARISH GARDENS. A QUOTE HAS BEEN OBTAINED FROM THE CEMETERY MANAGEMENT AND DESIGN GROUP (CDS) FOR CARRYING OUT A GROUND WATER RISK ASSESSMENT AND UTILITY SEARCH. THE QUOTE FOR BOTH SITES IS £7,374 (VAT INC.) FOLLOWING ON FROM THIS THERE ARE THREE ADDITIONAL STAGES – ASSUMING THAT THE SITE IS FEASIBLE FOR USE AS CEMETERY LAND: THE TOTAL COST FOR ALL STAGES WOULD BE £28,645 PLUS VAT. A BREAKDOWN OF THESE COSTS HAS BEEN CIRCULATED TO COUNCILLORS AND WILL BE MADE AVAILABLE ON THE PARISH COUNCIL WEBSITE. THE REQUIRED NOTICE PERIOD FOR ALLOTMENT HOLDERS IS 12 MONTHS:

The option of extending the cemetery in Holton le Clay was discussed at length. Given the high cost of converting the parish gardens to cemetery land and the need to source alternative land for parish garden use, it was considered to be unfeasible at this time. It was PROPOSED by Councillor Rowntree that considerations for extending the cemetery are put on hold for the time being. This may be revisited in the future.

AGREED.

162. PROPOSED BY COUNCILLOR WHEELER TO PURCHASE EITHER ONE OR TWO LAMP LIGHTS OF PEACE TO COMMEMORATE THE 80 YEAR ANNIVERSARY OF THE D-DAY LANDINGS ON 6th JUNE 2024. THE LAMPS COST £55 EACH. IF AGREED, CONSIDERATION WILL NEED TO BE GIVEN AS TO WHO WILL LIGHT THE LAMP(S), WHERE THEY WILL BE LOCATED, AND HOW THEY WILL BE SECURED TO AVOID THEFT:

Councillor Wheeler PROPOSED that one Lamp Light of Peace is purchased for use at the A16 Memorial. The lamp will be lit at 9pm on the 6th June

2024 and Councillor Lyons kindly offered to play the Last Post bugle call on the evening.

RESOLVED

163. PROPOSED BY COUNCILLOR SPRINGETT TO PURCHASE AN ADDITIONAL BIN FOR THE DISPOSAL OF GREEN WASTE. THE COST OF PURCHASING AN ADDITIONAL BIN IS £27 AND THE ANNUAL FEE IS £50:

It was

RESOLVED: to purchase an additional green waste bin for the village hall.

164. PROPOSED BY COUNCILLOR SPRINGETT TO HIRE A 4 YARD MIDI SKIP FOR REMOVAL OF CEMETERY SPOILS:

- **BROWNS SKIP HIRE £130 PLUS VAT**
- **THE SKIP HIRE LINCS £207 PLUS VAT**
- **PINK SKIP HIRE £135 PLUS VAT**

It was

RESOLVED: to hire a skip from Browns Skip Hire to clear the waste at the cemetery.

165. FINANCE REPORT:

HOLTON LE CLAY PARISH
COUNCIL

FINANCIAL REPORT as at **31/12/2023**

CASH BOOK

Balance Brought forward	31/12/2023	
General Account		66,596.77
Burial		<u>6,251.39</u>

Account		<u>72,848.16</u>
Add - Income		
General Receipts	0.00	
Burial Receipts	<u>2,138.84</u>	
	2,138.84	<u>74,987.00</u>
Less - Expenditure		
General Payments	7,763.79	
Burial Payments	<u>0.00</u>	
	7,763.79	<u>74,987.00</u>
Balance Carried Forward	31/12/2023	<u><u>67,223.21</u></u>
<u>BANK BALANCES as at</u>	31/12/2023	
General Account per Statement		58,832.98
less - Outstanding Cheques		<u> </u>
plus - Receipts not cleared		58,832.98
Burial Account per Statement		8,390.23
plus - receipts not cleared		0.00
less - Outstanding Cheques		<u> </u>
		<u>8,390.23</u>
		7,157.55
TOTAL COUNCIL FUNDS AS AT		<u><u>67,223.21</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE	67,223.21
RESERVES	
Parish Council Minimum Reserve	13,000.00

Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	4,606.01	
muga renovation	12,207.51	
		29,837.56
Burial Account Bank Balance (upkeep of Cemetery)		<u>8,390.23</u>
		38,227.79
PRECEPT RECEIVED IN ADVANCE (see below)		
3 months		
		<u>18,106.34</u>
		56,334.13
*APPROX FUNDS AVAILABLE as at	31/12/2023	<u>10,889.08</u>

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 parish council finances.

RESOLVED

166. FINANCIAL MATTERS:

January 2024 Payments

GENERAL	Payee	Invoice	
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£391.68
DD	BRITISH GAS	GAS - VILLAGE HALL	£308.00
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£27.70
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£3,059.50
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£66.25
BACS	OLDEN THYMES	CEMETERY MAINTENANCE OCT/NOV	£583.33
BACS	ABATIS	FIRE ALARM FAULT	£72.00

BACS	VIKING	INK CARTRIDGES	£46.34
			£4,605.20
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	PAVERS	WELLINGTON BOOTS	£18.99
			£48.97

The financial matters were all accepted for payment.

RESOLVED.

167. DATE AND TIME OF NEXT MEETING: MONDAY 19th FEBRUARY 2024 AT 7.15PM