

HOLTON-LE-CLAY PARISH COUNCIL
Village Hall, Pinfold Lane, Holton-le-Clay, GRIMSBY, Lincolnshire
DN36 5DL Emma Portas - Clerk to the Council Telephone and Fax
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Dear Councillor

You are hereby summoned to attend the Full Council Meeting of Holton-le-Clay Parish Council, which will be held on Monday 18th March 2024 commencing at 7.30 pm at the Village Hall, Pinfold Lane, Holton-le-Clay.

Prior to the commencement of the meeting, there will be a public forum from 7.15 pm for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.

Signed Emma Portas Clerk to the Parish Council. 13th March 2024

AGENDA

- 188. CHAIRMANS WELCOME:**
- 189. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**
- 190. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011:**
- 191. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 19th FEBRUARY 2024:**
- 192. TO RECEIVE AN UPDATE FROM MERC:**
- 193. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**
- 194. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**
- 195. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**
- 196. TO CONSIDER INSTALLING 18 WOODEN POSTS ALONG THE CEMETERY DRIVEWAY TO PROTECT GRAVES FROM VEHICLES DRIVING THROUGH THE CEMETERY AT A COST OF £1260 BY D KIRK BUILDERS:**

197. PROPOSED BY COUNCILLOR DODGE TO REPLACE THE FENCE PANELS AROUND THE OLD BIN STORE WITH RECYCLED PLASTIC FENCING OR TIMBER FENCING:

- **D KIRK BUILDERS TIMBER FENCING AND POSTS £750 (NO VAT)**
- **MH FENCING COMPOSITE POWDER COATED FENCING BOARDS AND POSTS £1595 (NO VAT)**

198. TO CONSIDER A QUOTE FOR THE RELAYING OF KERB STONES SURROUNDING HISTORIC GRAVES AT THE CEMETERY. IF THE KERB STONES CAN BE CEMENTED IN PLACE ON TO THE EXISTING CONCRETE BED THIS WOULD COST £100. IF IT IS NOT POSSIBLE TO DO THIS AND THE EXISTING CONCRETE NEEDS DIGGING OUT THIS WOULD INCREASE TO £300 PER GRAVE. IT SHOULD BE NOTED THAT THERE ARE SEVERAL GRAVES WITH LOOSE KERB STONES SO CONSIDERATION SHOULD BE GIVEN TO WHETHER IT WOULD BE MORE PRUDENT TO REMOVE THE KERB STONES COMPLETELY:

199. PROPOSED BY COUNCILLOR ROWNTREE TO HAVE SEVERAL SETS OF MINUTES BOUND PROFESSIONALLY INTO LEATHER MINUTE BOOKS SO THAT THEY ARE PRESERVED TO THE SAME STANDARD AS IN PREVIOUS YEARS:

- **HELIX BINDERS £28.88 PER VOLUME PLUS £10 DELIVERY. THIS INCLUDES SEWING AND GOLD TEXT TO THE SPINE. IF TEXT IS REQUIRED TO THE FRONT THIS WILL COST AN ADDITIONAL £4.16. THERE ARE CURRENTLY 9 VOLUMES**

THAT REQUIRE BINDING AND THERE IS £265 REMAINING IN THE STATIONERY BUDGET:

200. PROPOSED BY COUNCILLOR REYNOLDS TO INSTALL A CONCRETE BASE ON THE CORNER OF HOLTON MOUNT FOR THE BENCH WHICH IS TO BE RELOCATED FROM THE FRONT OF 71 LOUTH ROAD. THE COST OF THIS WOULD BE £460 BY D KIRK BUILDERS BUT THE CO-OP WILL REIMBURSE THE PARISH COUNCIL FOR THIS. A STREET FURNITURE LICENCE HAS BEEN OBTAINED FROM LINCOLNSHIRE COUNTY COUNCIL:

201. TO CONSIDER PAYING FOR THE VERTI-DRAIN OF THE 8 ACRES FOOTBALL PITCH AND ALSO ROLLING AND SEEDING BY GLENDALE:

- **VERTI-DRAIN £300 PLUS VAT**
- **ROLLING £225 PLUS VAT**
- **SEEDING OF THE PITCH £725**

202. PROPOSED BY COUNCILLOR ROWNTREE TO PLACE A DISCLAIMER SIGN AT THE ENTRANCE TO THE A16 MEMORIAL. AWAITING CONFIRMATION FROM LCC THAT PERMISSION WILL BE GRANTED FOR THIS:
SIGNS EXPRESS £63.60 inc VAT

203. PROPOSED BY COUNCILLOR ROWNTREE TO PURCHASE A D-DAY MEMORIAL FLAG FOR THE 80TH ANNIVERSARY OF THE D DAY LANDINGS.

- **5ft x 3ft FLAG WITH ROPE AND TOGGLES £24 INC VAT**

204. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at **29/02/2024**

CASH BOOK

Balance Brought forward	29/02/2024		
General Account			56,849.75
Burial Account			<u>8,565.23</u>
			65,414.98
Add - Income			
General Receipts		0.00	
Burial Receipts		<u>316.00</u>	
		316.00	<u>65,730.98</u>
Less - Expenditure			
General Payments		6,194.82	
Burial Payments		<u>0.00</u>	
			<u>6,194.82</u>
Balance Carried Forward	29/02/2024		<u><u>59,536.16</u></u>

BANK BALANCES as at **29/02/2024**

General Account per Statement	50,654.93	
less - Outstanding Cheques	<u>0.00</u>	
plus - Receipts not cleared		50,654.93
Burial Account per Statement	8,881.23	

plus - receipts not cleared	0.00	
less - Outstanding Cheques		
		8,881.23
		7,157.55
TOTAL COUNCIL FUNDS AS AT		59,536.16

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		59,536.16
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	4,492.33	
muga renovation	13,966.11	
		31,482.48
Burial Account Bank Balance (upkeep of Cemetery)		8,881.23
		40,363.71
PRECEPT RECEIVED IN ADVANCE (see below)		
1 Month		
		6,035.44
		46,399.15
*APPROX FUNDS AVAILABLE as at	29/02/2024	13,137.01

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

205. FINANCIAL MATTERS:

March 2024 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£157.90
DD	BRITISH GAS	GAS - VILLAGE HALL	£261.19
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£25.63
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,863.69
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£66.25
BACS	OLDEN THYMES	CEMETERY MAINTENANCE OCT/NOV	£583.33
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	SIGNS EXPRESS	WHAT 3 WORDS SIGNAGE	£90.00
BACS	CHERRY TREE SERVICES	CEMETERY TREE WORK	£50.00
BACS	WAVE	VILLAGE HALL WATER	£99.38
BACS	PWLB	PUBLIC WORKS LOAN	£4,604.31
BACS	KONIKA	PRINTER HIRE/USE	£41.58
BACS	KONIKA	PRINTER HIRE/USE	£9.02
BACS	M&J ELECTRICAL	REPLACE DAMAGED CABLE/CARPARK	£180.00
			£9,190.68
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	SLCC	MEMBERSHIP RENEWAL	£229.00
	AMAZON	CLEANING MATERIALS	£8.50
	AMAZON	CLEANING MATERIALS	£30.45
			£297.93

206. TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE SENSITIVE NATURE OF THE BUSINESS TO BE DISCUSSED:

- **STAFFING MATTERS:**

207. DATE AND TIME OF NEXT MEETING: MONDAY 22nd APRIL 2024 AT 7.15PM