**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 22nd APRIL 2024 AT 7.15pm**

**Present:**

 **Councillor Mik Boon (Chairman)**

 **Councillor Paul Rowntree**

 **Councillor Helen Reynolds (Vice Chair)**

 **Councillor Chris Lyons**

 **Councillor David Springett**

 **Councillor Patrick Warrener**

 **Councillor Anne Wheeler**

 **Councillor Teresa Dodge**

 **Councillor Steve Smith**

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

**One member of the public**

**Public forum opened at 7.15pm**

One resident wished to complain that a piece of furniture had been mistakenly removed from outside of his house when it was wrongly thought to have been fly tipped.

**The meeting opened at 7.30pm**

**208. CHAIRMANS WELCOME:**

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

1. **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**

None received. Councillor Starr was absent.

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

Councillor Reynolds and Councillor Dodge declared an interest as members of MERC. Councillor Boon declared an interest in item 216.

1. **TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18th MARCH 2024:**

The minutes of the full council meeting held on 18th March 2024 were approved as a true record.

1. **TO RECEIVE AN UPDATE FROM MERC:**

The Easter Pebble Hunt was very successful this year, so much so that another one is planned for the summer holidays. The next afternoon tea on 7th May will coincide with the 10-year anniversary of the opening of the village hall. A special open day will be held at the village hall on Saturday 11th May which will allow residents to look at the improvements that have been made over the years.

Links Digital will be visiting the hall on 21st May to talk about online scammers and how to avoid being caught out by them.

1. **TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**

The next planning policy meeting is due to be held on Thursday 25th April with Simon Milson. The next full council meeting will be held on the last Wednesday in May.

1. **TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**

County Councillor not present.

1. **MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**

The Matters Outstanding were noted by Councillors.

1. **PROPOSED BY COUNCILLOR REYNOLDS TO REPLACE THE BROKEN PANEL IN THE LOUTH ROAD /CLAY LANE BUS SHELTER:**
* **GW SHELTER SOLUTIONS £316.43 PLUS VAT**
* **PLASTICS-TO-GO £58 FOR PERSPEX PIECE PLUS £100 TO BE INSTALLED BY D KIRK**

It was

RESOLVED: to purchase a piece of Perspex to be installed by D Kirk Builders on the side of the bus shelter.

1. **PROPOSED BY COUNCILLOR ROWNTREE TO PLACE A DISCLAIMER SIGN AT THE ENTRANCE TO THE A16 MEMORIAL. CONFIRMATION RECEIVED FROM LCC THAT WARNING SIGNS ARE REQUIRED:**

**SIGNS EXPRESS £63.60 inc VAT**

It was

RESOLVED: to place an order for a warning sign stating:

 ‘Users of this area do so at their own risk’.

1. **FINANCE REPORT:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  | **HOLTON LE CLAY PARISH COUNCIL**  |  |  |
|  |  |  |  |  |  |  |  |
| **FINANCIAL REPORT as at**  |  | **31/03/2024** |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **CASH BOOK** |  |  |  |  |  |  |
|  | Balance Brought forward  | 31/03/2024 |  |  |  |
|  |  | General Account  |  |  |  | 50,654.93 |
|  |  | Burial Account  |  |  |  | 8,881.23 |
|  |  |  |  |  |  |  | 59,536.16 |
|  | Add - Income  |  |  |  |  |  |
|  |  | General Receipts |  |  | 1,714.44 |  |
|  |  | Burial Receipts |  |  | 211.93 |  |
|  |  |  |  |  |  | 1,926.37 |   |
|  |  |  |  |  |  |  | 61,462.53 |
|  | Less - Expenditure  |  |  |  |   |   |
|  |  | General Payments |  |  | 9,549.96 |  |
|  |  | Burial Payments |  |  | 7.80 |  |
|  |  |  |  |  |  | 9,557.76 |   |
|  |  |  |  |  |  |  |  |
|  | **Balance Carried Forward**  | **31/03/2024** |  |  | **51,904.77** |
|  |  |  |  |  |  |  |  |
| **BANK BALANCES as at** |  | **31/03/2024** |  |  |  |
|  | General Account per Statement  |  | 42,819.41 |  |
|  | less - Outstanding Cheques  |  |  | 0.00 |  |
|  | plus - Receipts not cleared |  |  |  |  |
|  |  |  |  |  |  |  | 42,819.41 |
|  | Burial Account per Statement |  |  | 9,085.36 |  |
|  | plus - receipts not cleared |  |  | 0.00 |  |
|  | less - Outstanding Cheques  |  |  |   |  |
|  |  |  |  |  |  |  | 9,085.36 |
|  |  |  |  |  |  |  | 7,157.55 |
| **TOTAL COUNCIL FUNDS AS AT**  |  |  |  |  | **51,904.77** |
|  |  |  |  |  |  |  |   |
|  |  |  |  |  |  |  |  |
| **ALLOCATION OF FUNDS -** |   |   |   |   |   |
|   |   |   |   |   |   |   |   |
| TOTAL FUNDS, PER ABOVE  |   |   |   |   | 51,904.77 |
|   |   |   |   |   |   |   |   |
| RESERVES |   |   |   |   |   |   |
|   | Parish Council Minimum Reserve | 13,000.00 |   |   |
|   | Junior Playing Field New Equipment | 24.04 |   |   |
|   | Village Improvement Reserve |   | 5,198.33 |   |   |
|   | muga renovation |   |   | 14,966.11 |   |   |
|   |   |   |   |   |   | 33,188.48 |   |
|   |   |   |   |   |   |   |   |
|   | Burial Account Bank Balance (upkeep of Cemetery) | 9,085.36 |   |
|   |   |   |   |   |   | 42,273.84 |   |
|   |   |   |   |   |   |   |   |
| PRECEPT RECEIVED IN ADVANCE (see below) |   |   |   |
|   | 0 MONTH |   |   |   |   | 0.00 |   |
|   |   |   |   |   |   |   | 42,273.84 |
|   |   |   |   |   |   |   |   |
| **\*APPROX FUNDS AVAILABLE as at** | **31/03/2024** |  |  | **9,630.93** |
| 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** |
|  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

The Finance Report was accepted.

1. **FINANCIAL MATTERS:**

|  |  |  |
| --- | --- | --- |
|  | April 2024 Payments |  |
|  |  |  |  |
|  |  |  |  |
| GENERAL |  | Invoice |  |
|  | Payee |  |  |
| DD | BRITISH GAS | ELECTRICITY VILLAGE HALL | £177.98 |
| DD | BRITISH GAS | GAS - VILLAGE HALL  | £402.73 |
| DD | BRITISH GAS | ELECTRICITY - DEFIBRILLATOR | £27.40 |
| DD | VIRGIN | BROADBAND | £51.16 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS | £2,847.24 |
| DD | DUNCAN TOPLIS | PAYROLL SERVICES | £66.25 |
| BACS | OLDEN THYMES | CEMETERY MAINTENANCE OCT/NOV | £583.33 |
| BACS | LALC | SUBSCRIPTION RENEWAL | £746.40 |
| BACS | D GIBBS | BUS SHELTER CLEAN | £60.00 |
| BACS | MICK HENRY PLUMBING | BOILER SERVICE | £288.00 |
| BACS | D KIRK BUILDER | CEMETERY POSTS AND BIN STORE | £2,010.00 |
| BACS | ELDC | CEMETRY CTAX | £391.92 |
| BACS | RBS RIALTAS | SOFTWARE MAINTENANCE | £494.40 |
| BACS | VIKING | INK CARTRIDGES | £43.39 |
| BACS | VIKING | COPY PAPER | £26.42 |
| BACS | M&J ELECTRICAL | REPLACE DAMAGED CABLE/CARPARK | £180.00 |
|  |  |  | £8,396.62 |
| CREDIT CARD PAYMENTS  |  |  |
|  | CLOUDNEXT | CLLR EMAIL  | £17.98 |
|  | GIFF GAFF | MOBILE PHONE TOP UP | £12.00 |
|  | LINDSEY GARDENS | MEMORIAL ROCKS | £100.00 |
|  | OFFICE FUNRITURE ONLNE | NEW NOTICEBOARD | £835.85 |
|  | NEWTON FLAGS | D-DAY FLAG | £28.80 |
|  |  |  | £994.63 |

**Financial matters to be agreed retrospectively due to clerks annual leave.**

The financial matters were accepted for payment.

1. **DATE AND TIME OF NEXT MEETING: MONDAY 20th MAY 2024 AT 7.15PM (ANNUAL FULL COUNCIL MEETING)**