

**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 17th JUNE 2024 AT 7.15pm**

Present:

Councillor David Springett (Chairman)
Councillor Teresa Dodge
Councillor Helen Reynolds (Vice Chair)
Councillor Chris Lyons
Councillor Patrick Warrener
Councillor Paul Rowntree
Councillor Matthew Starr

Councillor Terry Aldridge – East Lindsey District Council

No members of the public

Public forum opened at 7.15pm and closed at 7.30pm

The meeting opened at 7.30pm

29. CHAIRMAN'S WELCOME:

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

30. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies were received and accepted for Councillor Wheeler, Councillor Smith and Councillor Boon.

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

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

**32. TO APPROVE THE MINUTES OF THE ANNUAL FULL
COUNCIL MEETING HELD ON 20th MAY 2024:**

The minutes of the annual full council meeting held on 20th May 2024 were approved and duly signed by the Chairman. One abstention.

33. TO RECEIVE AN UPDATE FROM MERC:

The village hall recently hosted a Scam Awareness session that was attended by local personality Peter Levy. The last afternoon tea was attended by staff from North Thoresby Surgery and also the Energy Advice Team from East Lindsey District Council.

The committee is in need of more volunteers to help with delivery of the Holton News – particularly to cover sickness and holidays.

The Summer Fair will be held on 6th July from 12pm until 4pm.

34. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Councillor Aldridge recently attended a full council meeting and was re-elected as Vice Chairman of Planning Policy. Councillor Aldridge is querying the reason for tandem building applications not being considered as part of planning objections and is going to take a copy of the village Neighbourhood Development Plan to the next meeting. The next planning policy meeting is due to be held at the end of July. The Planning Committee meeting has been moved so as not to coincide with the General Elections.

35. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

County Councillor not present.

36. TO NOTE MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:

Matters Outstanding were noted by councillors.

37. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:

- **GRIEVANCE PROCEDURE - UPDATED TO CONFIRM COMPLIANCE WITH THE ACAS CODE OF PRACTICE**
- **EQUALITY, DIVERSITY AND INCLUSION – NO CHANGE**
- **SAFEGUARDING – NO CHANGE**

- COMPLAINTS POLICY – UPDATED WITH NEW PARISH COUNCIL EMAIL ADDRESS AND NEW CHAIRMANS NAME AND CONTACT DETAILS
- PRESS AND MEDIA – NO CHANGE
- FINANCIAL SUPPORT AND GRANTS – NO CHANGE
- SOCIAL MEDIA – NO CHANGE

Policy updates accepted.

RESOLVED.

38. PROPOSED BY COUNCILLOR WHEELER TO ELECT AN ADDITIONAL MEMBER OF THE HR COMMITTEE TO ENSURE A QUORUM FOR EACH MEETING:

There were no volunteers to join the HR Committee, therefore the motion was not passed.

39. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 31/05/2024

CASH BOOK

Balance Brought forward	31/05/2024	
General Account		73,909.22
Burial Account		9,160.36
		83,069.58
 Add - Income		
General Receipts	23,460.00	
Burial Receipts	9,000.00	
	32,460.00	
		115,529.58
 Less - Expenditure		

General Payments		18,039.21	
Burial Payments		<u>18,000.00</u>	
		36,039.21	
Balance Carried Forward	31/05/2024		<u>79,490.37</u>
<u>BANK BALANCES as at</u>	31/05/2024		
General Account per Statement		79,330.01	
less - Outstanding Cheques		<u>0.00</u>	
plus - Receipts not cleared			79,330.01
Burial Account per Statement		160.36	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		<u> </u>	<u>160.36</u>
			7,157.55
TOTAL COUNCIL FUNDS AS AT			<u>79,490.37</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		79,490.37
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	4,878.17	
muga renovation	14,966.11	
		32,868.32
Burial Account Bank Balance (upkeep of Cemetery)		<u>160.36</u>
		33,028.68

PRECEPT RECEIVED IN ADVANCE (see below)		
5 months		31,988.58
		<u>65,017.26</u>
*APPROX FUNDS AVAILABLE as at	31/05/2024	<u>14,473.11</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**

The Finance Report was accepted as a true record.

40. FINANCIAL MATTERS:

June 2024 Payments

GENERAL	Payee	Invoice	
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£119.28
DD	BRITISH GAS	GAS - VILLAGE HALL	£177.38
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£27.40
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,624.87
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£70.22
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	KONIKA MINOLTA	PRINTER HIRE	£41.58
BACS	KONIKA MINOLTA	PRINTER USAGE	£17.09
BACS	MICK HENRY PLUMBING	REPLACE/ INSTALL TAPS - LADIES TOILET	£260.38
BACS	VIKING DIRECT	STATIONERY	£32.87
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	LALC	CHAIRMAN'S WORKSHOP	£36.00
BACS	SADS UK	DEFIBRILLATOR PADS/BATTERY	£139.51
BACS	D E SKELLS	VILLAGE GRASS CUTTING PLUS FLAILING	£1,956.00
BACS	GRIMSBY LIFTS	LIFT SERVICE (6 MONTHS)	£132.00
BACS	WAVE UTILITIES	VILLAGE HALL WATER	£109.06
BACS	CLEAR COUNCILS	INSURANCE RENEWAL	£2,798.60

BACS	CPRE	BEST KEPT VILLAGE ENTRY	£45.00
			£9,361.64
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	POST OFFICE	MINUTE BOOK POSTAGE	£8.19
	AMAZON	TELESCOPIC PATIO KNIFE	£32.44
	MCAFEE	ANTI VIRUS SUBSCRIPTION RENEWAL	£54.99
	AMAZON	WEED KILLER	£32.44
			£158.04

The Financial Matters were all approved for payment. One late addition to the payments list was also approved - £1000 to Olden Thymes Ltd for weed spraying of the village.

41. DATE AND TIME OF NEXT MEETING: MONDAY 15TH JULY 2024 AT 7.15PM