

**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 15<sup>th</sup> JULY 2024 AT 7.15pm**

**Present:**

**Councillor Teresa Dodge  
Councillor Helen Reynolds (In the Chair)  
Councillor Chris Lyons  
Councillor Patrick Warrener  
Councillor Anne Wheeler  
Councillor Mik Boon  
Councillor Steve Smith**

**No members of the public**

**Public forum opened at 7.15pm and closed at 7.30pm**

**The meeting opened at 7.30pm**

**42. CHAIRMANS WELCOME:**

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

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

Apologies were received and accepted for Councillor Rowntree and Councillor Springett. Councillor Starr was absent. Councillor Terry Aldridge sent his apologies.

**44. 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.

**45. TO APPROVE THE MINUTES OF THE ANNUAL FULL  
COUNCIL MEETING HELD ON 17<sup>th</sup> JUNE 2024:**

The minutes of the annual full council meeting held on 17<sup>th</sup> June 2024 were approved.

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

July has been a busy month so far. Afternoon Tea on the 2<sup>nd</sup> July was a little quieter than usual – possibly due to it being holiday season.

The Summer Fayre was very wet but still very well attended. The Quiz Night on 13<sup>th</sup> July was again very well attended. The regular quiz night is proving to be very popular among residents. Week commencing 28<sup>th</sup> July will be the start of the annual Pebble Hunt which gives local children the chance to go on a hunt for decorative pebbles and win prizes.

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

No update received.

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

County Councillor not present.

**49. TO NOTE MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**

Matters Outstanding were noted by councillors.

**50. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:**

- **DOCUMENT RETENTION AND DISPOSAL**
- **DATA BREACH**
- **STANDING ORDERS**

Policy updates accepted with no changes.

RESOLVED.

**51. PLANNING MATTERS:**

Application reference N/085/00958/24 has been received and is now being considered. Your observations are requested no later than 22/07/2024.

Planning Permission - Change of use of existing land to site 3 no. static caravans.

LAND ADJACENT KARTING TRACK, CHEAPSIDE, HOLTON LE CLAY

Application reference N/085/00963/24 has been received and is now being considered. Your observations are requested no later than 24/07/2024.

Planning Permission - Erection of a dwelling with detached office/garden store and alterations to existing vehicular & pedestrian access.

7 CHURCH LANE, HOLTON LE CLAY, GRIMSBY, DN36 5AQ

The Planning Committee recommended making no objections to either of the planning applications and full council was in agreement.

**52. PROPOSED BY COUNCILLOR SMITH TO OPPOSE THE PLANS BY NUCLEAR WASTE SERVICES TO CONSTRUCT A GEOLOGICAL DISPOSAL FACILITY AT THEDDLETHORPE AND SUPPORTS THE DEMANDS OF THEDDLETHORPE PARISH COUNCIL FOR AN IMMEDIATE TEST OF PUBLIC SUPPORT:**

The Parish Council agreed to support Theddlethorpe Parish Council in opposing the plans for a nuclear waste disposal facility at Theddlethorpe along with supporting the call for a public consultation.

**53. TO RECEIVE FEEDBACK FROM CLLR WHEELER ON THE CLERKS APPRAISAL:**

The clerks appraisal took place on 25<sup>th</sup> June 2024. No issues were raised and no training needs were identified. The clerk was advised to switch off the work mobile at the correct time and not respond to work related calls or messages out of hours unless it is an emergency.

**54. TO CONSIDER A QUOTE FROM WOODPECKER TREES FOR CONDUCTING A TREE AND HEDGE SURVEY OF THE 8 ACRES. FURTHER QUOTES CAN BE OBTAINED IF NEEDED:**

- £960 INC VAT

This item was deferred until September as further quotes are required for conducting a tree and hedge survey prior to any work being carried out.

**55. TO CONSIDER A QUOTE FROM WOODPECKER TREES TO FLAIL ALL BOUNDARY HEDGES AND REMOVE ALL ARISINGS FROM THE 8 ACRES PLAYING FIELD. FURTHER QUOTES CAN BE OBTAINED IF NEEDED:**

- £1140 INC VAT

This agenda item was not voted on as it was felt that a tree/hedge survey is needed before carrying out any work.

**56. TO CONSIDER A QUOTE FOR REPAINTING THE VILLAGE HALL SIGN ON PINFOLD LANE. TWO COMPANIES WERE APPROACHED BUT ONLY ONE WAS ABLE TO PROVIDE A QUOTE:**

- CS PAINTING AND DECORATING £190 (NO VAT)

All in favour.

RESOLVED

**57. FINANCE REPORT:**

HOLTON LE CLAY PARISH COUNCIL

**FINANCIAL REPORT as at**

30/06/2024

**CASH BOOK**

Balance Brought forward	30/06/2024	
General Account		79,330.01
Burial Account		160.36
		<u>79,490.37</u>
Add - Income		
General Receipts		30.00
Burial Receipts		994.14
		<u>1,024.14</u>
		80,514.51
Less - Expenditure		
General Payments		10,887.79
Burial Payments		0.00
		<u>10,887.79</u>
<b>Balance Carried Forward</b>	<b>30/06/2024</b>	<b><u>69,626.72</u></b>

**BANK BALANCES as at**

30/06/2024

General Account per Statement		68,472.22
less - Outstanding Cheques		<u>0.00</u>
plus - Receipts not cleared		
		68,472.22

Burial Account per Statement	1,154.50	
plus - receipts not cleared	0.00	
less - Outstanding Cheques		
		<u>1,154.50</u>
		<u>7,157.55</u>
<b>TOTAL COUNCIL FUNDS AS AT</b>		<b><u>69,626.72</u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS, PER ABOVE		69,626.72
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>1,154.50</u>
		34,022.82
PRECEPT RECEIVED IN ADVANCE (see below)		
4 months		
		<u>25,590.86</u>
		59,613.68
<b>*APPROX FUNDS AVAILABLE as at</b>	<b>30/06/2024</b>	<b><u>10,013.14</u></b>

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 of the parish council finances.

## 58. FINANCIAL MATTERS:

July 2024 Payments

GENERAL	Payee	Invoice	
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£101.40
DD	BRITISH GAS	GAS - VILLAGE HALL	£156.78
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£26.51
DD	VIRGIN	BROADBAND	£50.40
BACS	OLDEN THYMES	6x BAGS SLATE FOR MEMORIAL WALL	£32.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£3,054.10
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£70.22
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	GLENDALE	VERTI DRAIN/SEED/ROLL	£1,140.00
BACS	MICK HENRY PLUMBING	REPAIR DISABLED TOILET	£79.67
BACS	D KIRK/NIGEL SPARKS	CLEARANCE OF FLY TIPPING - JPF	£450.00
BACS	D E SKELLS	VILLAGE GRASS CUTTING	£1,620.00
			£7,451.48
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	AMAZON	BLACK INK CARTRIDGE	£23.45
	AMAZON	STATIONERY	£12.98
	GRIMSBY LAWNMOWER	STRIMMER FUEL	£26.99
	AMAZON	HALF MOON EDGER	£29.98
	AMAZON	TREE LOPPER	£24.98
	AMAZON	HI VIS FLEECE	£29.99
	SCREWFIX	STEEL TOE CAP BOOTS	£46.99
			£225.34

All items were accepted for payment.

## 59. 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:

RESOLVED.

**60. STAFFING MATTERS:**

An update was given by the clerk on staffing matters.

**61. TO REVIEW THE JOB DESCRIPTION FOR THE MAINTENANCE OPERATIVE:**

The revised job description was circulated to councillors and accepted with suggested minor alterations.

**62. DATE AND TIME OF NEXT MEETING: MONDAY 16<sup>th</sup> SEPTEMBER 2024 AT 7.15PM**

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