

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 16th September 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. 5TH September 2024

AGENDA

- 63. CHAIRMANS WELCOME:**
- 64. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**
- 65. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011:**
- 66. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 15th JULY 2024:**
- 67. TO RECEIVE AN UPDATE FROM MERC:**
- 68. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**
- 69. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**
- 70. TO NOTE MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**

71. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:

- FINANCIAL REGULATIONS (NO CHANGE)
- CIVILITY AND RESPECT (NO CHANGE)
- COMMUNITY ENGAGEMENT (NO CHANGE)
- TRAINING POLICY (NO CHANGE)
- CEMETERY HANDBOOK (OFFICE OPENING HOURS UPDATED)
- SICKNESS ABSENCE (NO CHANGE)
- PRIVACY POLICY (EMAIL ADDRESS UPDATED)

72. TO CONSIDER A QUOTE FROM WOODPECKER TREES FOR CONDUCTING A TREE AND HEDGE SURVEY OF THE 8 ACRES FOR £960 INC VAT. TWO OTHER COMPANIES WERE CONTACTED FOR QUOTES – ONE WAS UNABLE TO CARRY OUT THE WORK AND THE SECOND DID NOT PROVIDE A RESPONSE. WOODPECKER TREES PREVIOUSLY QUOTED £1140 INC VAT TO FLAIL ALL BOUNDARY HEDGES AND REMOVE ALL ARISINGS:

73. TO CO-OPT ADDITIONAL MEMBERS TO THE HR COMMITTEE AND PLANNING COMMITTEE IN ORDER TO MAINTAIN A QUORUM:

74. PROPOSED BY COUNCILLOR REYNOLDS THAT THE PARISH COUNCIL PURCHASE A COMMEMORATIVE PLAQUE FOR A

BENCH DONATED TO THE VILLAGE HALL BY THE FAMILY OF THE LATE JEAN JOHNSON. THE BENCH IS TO BE PLACED AT THE FRONT OF THE HALL. THE COST OF THIS IS £54 FOR PURCHASE AND INSTALLATION BY SIGNS EXPRESS:

75. **AS HEADSTONE TESTING IS NOW UNDERWAY A BUDGET NEEDS TO BE SET FOR STAKING AND BANDING. SERENITY MEMORIALS ARE WILLING TO PROVIDE THE SERVICE AT £15 PER MEMORIAL. AT THE MOMENT ALL OF SECTION A HAS BEEN TESTED AND SO FAR, ONLY HALF A DOZEN HAVE BEEN IDENTIFIED AS UNSAFE. A POSSIBLE BUDGET OF £300 WOULD COVER 20 MEMORIALS:**
76. **VOLUNTEERS ARE NEEDED TO TEST THE FIRE ALARMS AT THE VILLAGE HALL ONCE PER MONTH. THE PROCESS SHOULD TAKE NO LONGER THAN HALF AN HOUR:**
77. **TO CONSIDER REPLACING THE BROKEN POST AT THE CEMETERY AT A COST OF £150 INCLUDING DELIVERY AND INSTALLATION. ADDITIONAL POSTS ARE PRICED AT £15 EACH AND IT MAY BE SENSIBLE TO ORDER EXTRA POSTS IN ORDER TO AVOID DELIVERY CHARGES IN THE FUTURE:**
78. **PROPOSED BY COUNCILLOR REYNOLDS TO SET ASIDE £100 FROM THE VILLAGE IMPROVEMENT FUND FOR THE PURCHASE OF SPRING BULBS FOR THE VILLAGE:**
79. **TO CONSIDER A RESIDENT REQUEST FOR PARISH COUNCIL PERMISSION FOR THEM TO APPLY TO THE**

**HIGHWAYS AUTHORITY FOR A STOPPING UP ORDER
UNDER S116 OF THE HIGHWAYS ACT 1980. THIS IS IN
RELATION TO A SMALL PARCEL OF LAND NEXT TO THE
RESIDENTS PROPERTY IN HOLTON COURT. THE LAND IS
NO LONGER CONSIDERED NECESSARY AS PART OF THE
PUBLIC HIGHWAY:**

**80. TO CONSIDER PRICES FOR THE UPCOMING RENEWAL OF
THE DEFIBRILLATOR ELECTRICITY CONTRACT:**

BRITISH GAS

	1-year fixed price	2-year fixed price	3-year fixed price	Variable price plan	Current prices
Standing Charge (p/day)	117.409	114.911	112.413	124.903	90.509
Unit charge (p/kWh)	28.361	27.757	27.154	30.171	31.771

EDF

	1 – year fixed price	2-year fixed price	3-year fixed price	Variable price plan	Current prices
Standing Charge (p/day)	0.60	0.60	0.60	Only available from	90.59

				current supplier	
Unit charge (pkWh)	25.1	25.6	26.1	Only available from current supplier	31.77

81. FINANCE REPORT:

			HOLTON LE CLAY PARISH COUNCIL		
			FINANCIAL REPORT as at	30/08/2024	
			CASH BOOK		
			Balance Brought forward	30/08/2024	
			General Account		62,328.56
			Burial Account		1,394.50
					63,723.06
			Add - Income		
			General Receipts		64.18
			Burial Receipts		120.00
					184.18
					63,907.24
			Less - Expenditure		
			General Payments		6,561.06
			Burial Payments		0.00
					6,561.06
			Balance Carried Forward	30/08/2024	57,346.18

BANK BALANCES as at		30/08/2024		
	General Account per Statement		55,831.68	
	less - Outstanding Cheques		0.00	
	plus - Receipts not cleared			
				55,831.68
	Burial Account per Statement		1,514.50	
	plus - receipts not cleared		0.00	
	less - Outstanding Cheques			
				1,514.50
				7,157.55
TOTAL COUNCIL FUNDS AS AT				57,346.18
ALLOCATION OF FUNDS -				
TOTAL FUNDS, PER ABOVE				
				57,346.18
RESERVES				
	Parish Council Minimum Reserve	13,000.00		
	Junior Playing Field New Equipment	24.04		
	Village Improvement Reserve	3,928.17		
	muga renovation	14,966.11		
			31,918.32	
	Burial Account Bank Balance (upkeep of Cemetary)		1,514.50	
			33,432.82	
PRECEPT RECEIVED IN ADVANCE (see below)				
	2 months		12,795.42	
				46,228.24
*APPROX FUNDS AVAILABLE as at			30/08/2024	11,117.94
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				

82. FINANCIAL MATTERS:

September 2024 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£118.45
DD	BRITISH GAS	GAS - VILLAGE HALL	£112.19
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£27.40
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,674.07
BACS	LALC	CLLR TRAINING	£36.00
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£70.22
BACS	CS PAINTING	VILLAGE HALL SIGN POST PAINTING	£190.00
BACS	M&J ELECTRICAL	LED REPLACEMENT	£204.00
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	PWLB	VILLAGE HALL LOAN	£4,604.31
BACS	D E SKELLS	VILLAGE GRASS CUTTING	£1,620.00
BACS	OLDEN THYMES	WEED SPRAYING	£1,000.00
			£11,377.0
			4
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	AMAZON	GUTTER BRUSH	£24.49
	AMAZON	PADLOCKS 8 ACRES	£21.98
			£76.45

83. DATE AND TIME OF NEXT MEETING: MONDAY 21ST OCTOBER 2024 AT 7.15PM