

**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 21st OCTOBER 2024 AT 7.15pm**

Present:

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

Councillor Terry Aldridge – East Lindsey District Council

In Attendance: Emma Portas – Clerk and RFO

No members of the public

Public forum opened at 7.15pm and closed at 7.30pm

The meeting opened at 7.30pm

84. CHAIRMANS WELCOME:

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

85. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies were received and accepted for Councillor Smith and Councillor Wheeler. Councillor Starr was absent.

**86. 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.

**87. TO APPROVE THE MINUTES OF THE ANNUAL FULL
COUNCIL MEETING HELD ON 16th September 2024:**

The minutes of the full council meeting held on 16th September 2024 were approved with one abstention.

88. TO RECEIVE AN UPDATE FROM MERC:

The last Quiz Night was very well attended and continues to be very popular with residents.

The annual Remembrance Day lunch will be held at the village hall on 10th November 2024 following a service at the A16 War Memorial. A Christmas Market is being organised for 16th November and Father Christmas will be making an appearance.

The November Afternoon Tea will also be an information day with various organisations attending to give advice to residents.

89. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Councillor Aldridge attended a Planning Policy meeting last week where he received an update on coastal defences from the Environment Agency. He will forward the presentation on to the parish council once he receives it. A planning committee meeting was held recently but there was nothing to report for Holton le Clay.

District Councillors attendance at meetings since May – Councillor Aldridge 3/6

Councillor Lyons 0/6

90. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

County Councillor not present.

Meetings attended since May 2/6

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

Matters Outstanding were noted by councillors.

92. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:

LONE WORKING – NO CHANGE

DISCIPLINARY – NO CHANGE

FREEDOM OF INFORMATION – NO CHANGE

DATA PROTECTION – NO CHANGE

HOME WORKING – NO CHANGE

BIODIVERSITY – NO CHANGE

Policy updates accepted with suggested changes.

RESOLVED.

93. TO APPROVE S137 SPENDING OF £39.98 FOR TWO MEDIUM SIZED POPPY WREATHS FOR REMEMBRANCE DAY:

AGREED

94. PROPOSED BY COUNCILLOR REYNOLDS TO WRITE TO THE BUSINESSES ON PINFOLD LANE TO POLITELY REQUEST THAT THEIR STAFF DO NOT BLOCK ACCESS TO THE DISABLED PARKING BAY TO THE SIDE OF THE VILLAGE HALL:

AGREED

95. PROPOSED BY COUNCILLOR REYNOLDS TO MAKE A FORMAL COMPLAINT TO NORTH THORESBY GP SURGERY FOR THE DELAY IN PROVIDING A GP REPORT THAT WAS REQUESTED ON 27TH AUGUST AND NOT RECEIVED UNTIL 9TH OCTOBER 2024:

AGREED

96. TO CONSIDER A QUOTE FOR 2x CONCRETE BOARDS TO BE INSTALLED AT THE VILLAGE HALL TO REPLACE THE DAMAGED ONES.

- **D KIRK BUILDERS £248 (£200 INSTALLATION COSTS)**

AGREED.

- 97. PROPOSED BY COUNCILLOR REYNOLDS TO IMPLEMENT A £100 DEPOSIT FOR NEW TENANTS OF THE PARISH GARDEN. IF A PLOT IS LEFT IN AN UNTIDY CONDITION AT THE END OF THE TENANCY, THE DEPOSIT WILL BE USED TO COVER THE COSTS OF RESTORING THE PLOT TO AN ACCEPTABLE STANDARD:**

AGREED

- 98. PROPOSED BY COUNCILLOR WHEELER TO MOVE THE TWO SPEED SIGNS IN THE VILLAGE TO THEIR ORIGINAL POSITIONS ON TETNEY LANE AND LOUTH ROAD:**

Motion not carried. Clerk requested to download speed data from the cameras for the next meeting.

- 99. TO CONSIDER A QUOTE FROM PLAYDALE TO REPLACE THE DAMAGED BALANCE BEAM ON THE 8 ACRES TRIM TRAIL AT A COST OF £608.61 INC. VAT AND WHETHER THE PARISH COUNCIL INSURANCE WILL BE USED TO COVER THE COST:**

Proposed by Councillor Rowntree to claim for the damaged post using the parish council's insurance.

AGREED

- 100. TO CONSIDER A QUOTE FROM THE CEMETERY MAINTENANCE OPERATIVE TO CLEAR TWO PARISH GARDEN**

**PLOTS THAT HAVE BEEN VACATED AND LEFT IN AN
UNTIDY/OVERGROWN CONDITION:**

- **£560 – OLDEN THYMES LTD**

AGREED – 5 IN FAVOUR, 1 AGAINST

101. FINANCE REPORT:

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HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at **30/09/2024**

CASH BOOK

Balance Brought forward	30/09/2024	
General Account		55,831.68
Burial Account		<u>1,514.50</u>
		57,346.18
Add - Income		
General Receipts	38,686.31	
Burial Receipts	<u>672.00</u>	
	39,358.31	<u>96,704.49</u>
Less - Expenditure		
General Payments	10,950.45	
Burial Payments	<u>300.00</u>	
	11,250.45	<u>85,454.04</u>
Balance Carried Forward	30/09/2024	<u><u>85,454.04</u></u>

BANK BALANCES as at **30/09/2024**

General Account per Statement	83,567.54
less - Outstanding	<u>0.00</u>

Cheques		
plus - Receipts not cleared		83,567.54
Burial Account per Statement	1,886.50	
plus - receipts not cleared	0.00	
less - Outstanding Cheques		
		<u>1,886.50</u>
		7,157.55
TOTAL COUNCIL FUNDS AS AT		<u>85,454.04</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 85,454.04

RESERVES

Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	3,638.17	
Spring bulbs	100.00	
Memorial testing	300.00	
muga renovation	14,966.11	
		32,028.32
Burial Account Bank Balance (upkeep of Cemetery)		<u>1,886.50</u>
		33,914.82

PRECEPT RECEIVED IN ADVANCE (see below)

6 months		<u>38,386.31</u>
		<u>72,301.18</u>

***APPROX FUNDS AVAILABLE as at 30/09/2024 13,152.86**

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.

102. FINANCIAL MATTERS:

October 2024 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£171.50
DD	BRITISH GAS	GAS - VILLAGE HALL	£112.53
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£26.51
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,885.32
BACS	LALC	CLLR TRAINING	£36.00
BACS	D GIBBS	BUS SHELTER CLEAN	£60.00
BACS	WAVE	VILLAGE HALL WATER	£351.05
BACS	LINCS COUNTY COUNCIL	HR ASSISTANCE	£444.00
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	VIKING	STATIONARY	£33.56
BACS	D E SKELLS	VILLAGE GRASS CUTTING	£1,620.00
BACS	SIGNS EXPRESS	MEMORIAL PLAQUES x 4	£186.00
DD	UNITY TRUST	BANK SERVICE CHARGE	£10.96
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£70.22
			£7,398.05
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
			£29.98

All Financial Matters were approved for payment.

**103. DATE AND TIME OF NEXT MEETING: MONDAY 18th
NOVEMBER 2024 AT 7.15PM**