

**MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY  
PARISH COUNCIL, HELD AT THE VILLAGE HALL, PINFOLD LANE,  
HOLTON LE CLAY, DN36 5DL THURSDAY 19<sup>th</sup> DECEMBER 2024 AT  
7.15pm**

**Present:**

**Councillor David Springett (Chairman)  
Councillor Helen Reynolds (Vice Chair)  
Councillor Chris Lyons  
Councillor Steve Smith  
Councillor Teresa Dodge  
Councillor Patrick Warrener  
Councillor Anne Wheeler**

**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**

**129. CHAIRMANS WELCOME:**

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

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

Apologies were received and accepted for Councillor Rowntree.  
Councillor Starr was absent.

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

Councillors Wheeler, Reynolds and Dodge all declared an interest as members of MERC.

**132. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18<sup>th</sup> NOVEMBER 2024 AND THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON 27<sup>TH</sup> NOVEMBER 2024:**

The minutes for the full council meeting held on 18<sup>th</sup> November and the extraordinary full council meeting held on 27<sup>th</sup> November were approved and accepted as a true record.

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

Councillor reynolds provided the following updates:

- The Christmas afternoon tea was a great success this year, although attendance was lower than usual, likely due to the prevalence of seasonal illnesses.
- The quiz night on Saturday, 7th December, was extremely popular, with tickets selling out well in advance. The next quiz night is scheduled for 29th March 2025.
- MERC will be installing fire door retainers on the fire doors in the village hall. These devices will ensure the doors close automatically in the event of a fire. The parish council has approved this initiative.
- The village hall is now closed for the holiday season and will reopen after Christmas.

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

Councillor Aldridge expressed his gratitude to the members of MERC for organizing a delightful Christmas afternoon tea. He commended the committee for their dedication to managing the village hall.

At the last full council meeting, a proposal was submitted to ELDC, urging them to consider residents' feedback regarding the proposed nuclear waste facility. Theddlethorpe is no longer the preferred site, and alternative locations are now being evaluated.

The district council has allocated £3,000 to the Environment Agency to conduct a second survey of the sea defences in the area.

Councillor Aldridge recently participated in the annual Santa Fun Run, raising over £700 for cancer research.

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

County Councillor not present.

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

The matters outstanding report was noted by members.

**137. TO CONSIDER OPTIONS FOR UPGRADING THE OFFICE PRINTER NOW THAT THE CURRENT CONTRACT HAS EXPIRED:**

- **OUTRIGHT PURCHASE OF BROTHER COLOUR PRINTER WITH WIRELESS CAPABILITY £304.08. DOES NOT INCLUDE SERVICING, INK OR TONER**
- **3 YEAR RENTAL KONIKA MINOLTA COLOUR PRINTER - £53.73 PER QUARTER PLUS PRINTING COSTS. PRICE INCLUDES SERVICING AND INK AND TONER DELIVERY**

It was

RESOLVED: to take out a 3-year contract with Konika Minolta for a new printer for the office.

**138. FINANCE REPORT:**

HOLTON LE CLAY PARISH COUNCIL

**CASH BOOK**

Balance Brought forward	30/11/2024	
General		
Account		83,674.32
Burial Account		<u>2,077.24</u>
		85,751.56
Add - Income		
General		
Receipts		899.60
Burial Receipts		<u>570.00</u>
		1,469.60
		<u>87,221.16</u>
Less - Expenditure		
General		
Payments		8,258.82
Burial		
Payments		<u>0.00</u>
		8,258.82
<b>Balance Carried Forward</b>	<b>30/11/2024</b>	<b><u><u>78,962.34</u></u></b>

**BANK BALANCES as at****30/11/2024**

General Account per Statement	76,315.10
less - Outstanding	
Cheques	<u>0.00</u>
plus - Receipts not cleared	
	76,315.10
Burial Account per	
Statement	2,647.24
plus - receipts not cleared	0.00
less - Outstanding	
Cheques	<u>0.00</u>
	<u>2,647.24</u>
	7,157.55
<b>TOTAL COUNCIL FUNDS AS AT</b>	<b><u><u>78,962.34</u></u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS, PER ABOVE	78,962.34
RESERVES	
Parish Council General Contingency Reserve	32,437.60
Junior Playing Field New Equipment	24.04

Village Improvement Reserve	3,725.55
Spring bulbs	5.04
Memorial testing	300.00
muga renovation	14,966.11
burial account reserve	2,647.24

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54,105.58

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24,856.76

**\*APPROX FUNDS AVAILABLE as at 30/11/2024 24,856.76**

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 councils finances.

### **139. FINANCIAL MATTERS:**

#### December 2024 Payments

GENERAL	Payee	Invoice	
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£245.05
DD	BRITISH GAS	GAS - VILLAGE HALL	£750.31
BACS	ABATIS	FIRE ALARM FAULT	£84.00
DD	EDF	ELECTRICITY - DEFIBRILLATOR	
DD	MICK HENRY PLUMBING	REPAIR TAPS	£227.64
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£3,082.68
BACS	KONIKA MINOLTA	PRINTER	£5.27
BACS	MICK HENRY PLUMBING	REPLACE THERMOSTAT	£144.00
BACS	D KIRK	CEMETERY POSTS/VILLAGE HALL WALL	£470.00
BACS	OLDEN THYMES	PARISH GARDEN CLEARANCE	£500.00

DD	ICO	SUBSCRIPTION GDPR	£40.00
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£670.00
BACS	SLCC	SUBSCRIPTION RENEWAL	£240.00
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£70.22
			£6,579.57
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL PLUS DOMAIN RENEWAL	£27.56
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	AMAZON	CABLE TIES	£18.98
	CURRYS	PRINTER	£74.97
	A-Z PROMOTIONS	MAP COPYING	£56.00
	ROYAL BRITISH LEGION	POPPY WREATHS	£49.98
	AMAZON	STATIONARY	£2.12
			£241.61

All invoices were accepted for payment.

**140. 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.

**141. STAFFING MATTERS:**

The HR Committee made a proposal to full council regarding staffing issues. Full Council resolved to move forward with the proposal.

**142. DATE AND TIME OF NEXT MEETING 20<sup>TH</sup> JANUARY 2025**