

**HOLTON-LE-CLAY PARISH COUNCIL**  
**Village Hall, Pinfold Lane, Holton-le-Clay, GRIMSBY, Lincolnshire**  
**DN36 5DL Lucy Waller - Clerk to the Council Telephone and Fax 01472**  
**234566**

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Dear Councillor

You are hereby summoned to attend the next meeting of Holton-le-Clay Parish Council, which will be held on Tuesday 19<sup>th</sup> January 2016 commencing at 7.00 pm in the Council Offices, Village Hall, Pinfold Lane, Holton-le-Clay. There will be a 30 minute Public Forum when members of the public may ask questions or make short statements to the Council.

**Signature:**



**Clerk to the Parish Council January 13<sup>th</sup>**

**2016,**

**AGENDA**

**219. CHAIRMAN'S WELCOMING COMMENTS:**

**220. TO RECEIVE APOLOGIES FOR ABSENCE AND RESOLVE TO ACCEPT:**

**221. TO RECEIVE DECLARATIONS OF INTEREST:**

**222. TO APPROVE THE MINUTES OF THE LAST FULL COUNCIL MEETING HELD ON THE 14th DECEMBER 2015.**

**223. TO NOTE THE PROGRESS OF THE ACTIONS FROM PREVIOUS MEETING/S:**

**224. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:**

**225. TO RECEIVE A REPORT FROM LINCOLNSHIRE COUNTY COUNCILLOR:**

**226. TO RECEIVE A REPORT FROM THE ELDC DISTRICT COUNCILLORS:**

**227. TO RECEIVE REPORTS FROM OUTSIDE BODIES**

- **HLC MERC**
- **NDP TEAM**

**228. TO ADJOURN THE MEETING FOR A PUBLIC FORUM: (30 MINUTE MAXIMUM)**

**229. PLANNING MATTERS ELDC:**

TO APPROVE CORRESPONDENCE WITH EAST LINDSEY REGARDING CONSIDERATION OF THE EMERGING NEIGHBOURHOOD PLAN IN DECISIONS REGARDING FUTURE DEVELOPMENT IN HOLTON-LE-CLAY.

TO NOTE A PLANNING REFUSAL- HOLTON GRANGE COURT, STATION ROAD HOLTON-LE-CLAY-*OUTLINE ERECTION OF A DWELLING.*

**230. TO NOTE THE NOTES OF THE FINANCE COMMITTEE 21<sup>ST</sup> DECEMBER 2015:**

**231. TO ADOPT THE BUDGET RECOMMENDATIONS OF THE FINANCE COMMITTEE AND RESOLVE THE PRECEPT REQUEST TO EAST LINDSEY DISTRICT COUNCIL BE SET AT £58,000.**

**232. TO AUTHORISE A PRESS RELEASE REGARDING THE PRECEPT INCREASE AND FINANCIAL DEMANDS ON THE PARISH COUNCIL:**

**233. TO CONSIDER EXPENDITURE OF APPROXIMATELY £813.55 TO MATCH FUND DONATIONS TO PROVIDE A NEW NOTICE BOARD:**

**234. TO RESOLVE RESPONSE TO EAST LINDSEY DISTRICT COUNCIL REGARDING TAKING OVER RESPONSIBILITY OF FOOTWAY LIGHTING:**

**235. TO RESOLVE TO APPOINT COUNCILLOR ROWNTREE AS DELEGATED REPRESENTATIVE TO THE MEDIA REGARDING THE ISSUE OF THE PROPOSED E.L.D.C CUTS TO FOOTWAY LIGHTING:**

**236. TO CONSIDER A REQUEST FROM THE MAINTENANCE OPERATIVE TO PURCHASE SALT / WEED KILLER SPREADER AT A COST OF £64.31 PLUS VAT:**

**237. TO CONSIDER THE INSTALLATION OF COPING TO THE VILLAGE HALL BUILDING TO PREVENT WATER LEAKS:**

**238. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL ADOPT A FINANCIAL SUPPORT AND GRANTS AWARD POLICY:**

**239. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL DEVELOP AN AGREED PATH FORWARD TO RESOLVE THE ISSUE OF SHARED UTILITIES SUPPLIES TO THE PARISH COUNCIL OFFICE AND VILLAGE HALL:**

**240. PROPOSED BY COUNCILLOR WELLER THAT THE PARISH COUNCIL WRITE TO THE RELEVANT LAND OWNERS ON AN ANNUAL BASIS REMINDING THEM OF THEIR RESPONSIBILITIES TO DREDGE DITCHES:**

**241. TO APPROVE MOVING THE PARISH COUNCIL GENERAL BANK ACCOUNT TO THE UNITY BANK PARISH COUNCIL ACCOUNT AT A FEE OF £5 PER MONTH & THE CREATION OF A HIGHER INTEREST SAVINGS ACCOUNT FOR THE PWLB RESERVE:**

## 242. FINANCIAL MATTERS

### PAYMENTS FOR AUTHORISATION:

#### JANUARY 2016 PAYMENTS

<u>OUT OF COMMITTEE</u>					
CHQ NO	PAYEE	DETAILS	NET	VAT	GROSS
1081	GREEN FINGERS	CEM CONTRACT NOV/DEC	£80.00		£80.00
		<u>FOR AUTHORISATION</u>			
1082	LUCY WALLER	PETTY CASH TOP UP	£103.30		£103.30
1083	HMRC	PAYE TO 5TH JAN	£200.31		£200.31
1084	VIRGIN MEDIA	PHONE & INTERNET DEC	£61.37	£12.27	£73.64
1085	AMJ ELECTRICAL	CAR PARK LIGHT/ REPAIRS V/H LIGHTS	£270.00	£54.00	£324.00
1086	OFFICE FRIENDS	PAPER	£21.50	£4.30	£25.80
1087	KONIKA MINOLTA	PRINTER HIRE 18/12- 17/03	£44.85	£8.97	£53.82
1088- 1090	SALARY JAN	SALARY JAN	£1,724.98		£1,724.98
D/D	E-ON	ELECTRICITY - 19TH JAN	£126.43	£5.66	£132.09
<b>totals</b>			<b>£2,552.74</b>	<b>£85.20</b>	<b>£2,637.94</b>

### FINANCE REPORT:

#### HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

31-Dec-15

#### CASH BOOK

Balance Brought forward	01/12/2015	
General Account		54,450.63
Burial Account		2,824.20
		<hr/>
		57,274.83
Add - Income		
General Receipts		1,006.10

Burial Receipts		100.38	
			<u>1,106.48</u>
			58,381.31
Less - Expenditure			
General Payments		3,363.75	
Burial Payments		<u>0.00</u>	
			<u>3,363.75</u>
<b>Balance Carried Forward</b>	<b>31/12/2015</b>		<b><u><u>55,017.56</u></u></b>
<b><u>BANK BALANCES as at</u></b>	<b>31/12/2015</b>		
General Account per Statement		52,316.98	
less - Outstanding Cheques		<u>224.00</u>	
			52,092.98
Burial Account per Statement		2,924.58	
less - Outstanding Cheques		<u>0.00</u>	
			<u>2,924.58</u>
<b>TOTAL COUNCIL FUNDS AS AT</b>	<b>31/12/2015</b>		<b><u><u>55,017.56</u></u></b>

#### **ALLOCATION OF FUNDS -**

TOTAL FUNDS , PER ABOVE			55,017.56
RESERVES			
Parish Council Minimum Reserve	13,000.00		
Village Hall Loan Repayments	18,700.00		
ELDC GRANT BUS SHELTER	1,000.00		
		32,700.00	
Burial Account Bank Balance ( upkeep of Cemetery )		<u>2,924.58</u>	
		35,624.58	
PRECEPT RECEIVED IN ADVANCE ( see below )			
3MONTHS		<u>13,500.00</u>	
			<u>49,124.58</u>
<b>FUNDS AVAILABLE TO SPEND as at</b>	<b>31/12/2015</b>		<b><u><u>5,892.98</u></u></b>

(Of Which £4370 is the funds freed up by paying the Cemetery Contract with burial funds and is for village improvements)

PRECEPT - is received in advance twice a year , therefore we usually have monies in our account representing spend in coming months .

**TO NOTE END OF QUARTER 3 BUDGET REPORT: (CIRCULATED)**

**PETTY CASH & CLERK / CHAIR PAYMENTS:**

**Petty Cash expenditure since last meeting:**

Item	Cost £
Locksmith	60.00
Postage	25.02
Paint brush	2.00
Fire exit sign	16.28

**Total: £103.30**

**Clerk/ Chairman authorised payments as per log: £100 FROM BURIAL ACCOUNT TREE/HEDGE WORK TO PARISH GARDEN AREA OF CEMETERY.**

**VOLUNTARY PARISH COUNCIL MAINTENANCE WORK BY MERC MEMBERS SINCE LAST MEETING:**

04/01/2016	adjusting bi-fold door	£80	1pm till 5pm
08/01/2016	water leak investigation	£90	9.30-13.00

**TOTAL REPRESENTATIVE SAVING TO PARISH COUNCIL: £170**

**243. CLERKS REPORT:**

**Diary entries of note:**

**15/12-Confirmation from ELDC of Area Forums replacing Area Committees- more details to follow.**

**16/12- Public complaint damage to Grass Verge by refuse vehicle-forwarded ELDC**

**21/12-Public complaint potholes/hedge obstructing view of highway Carmen crescent & Louth Road Junction- flagged to LCC highways (issue already logged)**

**4/01 – Public complaint dog mess in Passage near old school- Paul cleared flagged to ELDC councillors to request Dog Warden presence in village.**

**6/01- Public complaint condition road surface Osbourne Drive- flagged to LCC (issue already logged and highlighted by P/C)**

**7/01- Water leak meeting room.**

**8/01- Public complaint damage to Grass Verge by refuse vehicle-forwarded ELDC**

**11/01- Confirmation of pay out from insurance company re: Louth Road Bench.**

**11/01 – Fire Alarm / Emergency Lighting tested by Merc Volunteers – Emergency Exit Light not lit whilst on mains-pursuing with Electrician.**

**13/01- Public complaint dog mess passage way between Worsley Close and Louth Road, request for Dog Waste Bin in passage.**

**Document Management System –Update**

**As per the Document management system the following policies have been reviewed by the delegated person:**

**Health & Safety Policy (Cllr Rowntree)**

**Parish Councillor Protocol (Cllr Rowntree)**

Both policies are of recent date and no changes were required.

**Complaints Policy (Clerk)**

**Publication Scheme (Clerk)**

Both policies were updated in May 2015 and were still correct, fit for purpose and there have been no changes to legislation to be considered

**244. SUGGESTED ITEMS FOR NEXT AGENDA:**

**245. TIME AND DATE OF NEXT MEETING.**

**Monday 15<sup>th</sup> February 2016 7pm.**

**Joint Finance Meeting with MERC Monday 22<sup>nd</sup> February 2016 7pm**