

**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**

E mail: [HLC.PC@btconnect.com](mailto:HLC.PC@btconnect.com) Website:  
<http://parishes.lincolnshire.gov.uk/holtonleclay>

Dear Councillor

You are hereby summoned to attend the Meeting of Holton-le-Clay Parish Council, which will be held on Monday 18<sup>th</sup> July 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.



Signed

Clerk to the Parish Council. 13<sup>th</sup> July 2016

**AGENDA**

**93. CHAIRMAN'S WELCOME:**

**94. TO RECEIVE APOLOGIES FOR ABSENCE:**

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

**96. TO CONSIDER PATRICK WARRENER FOR CO-OPTION:**

**97. TO APPROVE THE DRAFT PUBLIC & PRIVATE MINUTES OF THE LAST FULL COUNCIL MEETING , HELD ON THE 20TH JUNE 2016 & THE PUBLIC AND PRIVATE MINUTES OF THE EXTRAORDINARY MEETINGS HELD ON THE 24<sup>TH</sup> JUNE & 6<sup>TH</sup> JULY 2016, AS CORRECT RECORDS:**

**98. TO NOTE THE PROGRESS OF ACTIONS FROM PREVIOUS MEETINGS:**

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

**100. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**

**101. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLORS:**

**102. TO RECEIVE REPORTS FROM OUTSIDE BODIES:**

**NDP**  
**MERC**  
**POLICE PANEL**

**103. TO NOTE PUBLIC CONCERNS RECEIVED AND RESOLVE ANY ACTION:** Letter regarding Land Enclosure documents

**104. TO ADJOURN THE MEETING FOR A MAXIMUM OF 30 MINUTES FOR THE PUBLIC FORUM:**

**105. PLANNING MATTERS E.L.D.C:**

**To resolve consultee comments:**

N/085/00588/16 recent alterations to application (Field on Louth road opposite Carmen crescent)

**Note: Full planning permission-** N/085/00941/16 6 Whisby Court, N/085/00932/16 89 Tetney Lane and N/085/01024/16 Royal Oak

**106. TO CONSIDER SOCIAL MEDIA /IT POLICY FOR ADOPTION.**

**107. TO RESOLVE WHETHER TO GIVE A CORPORATE RESPONSE TO ELDC LOCAL PLAN CONSULTATION AND APPOINT WORKING GROUP TO DO SO IF NECESSARY.**

**108. TO RESOLVE WHETHER TO GIVE A CORPORATE RESPONSE TO CONSULTATION ON A MAYORAL COMBINED AUTHORITY FOR GREATER LINCOLNSHIRE AND APPOINT WORKING GROUP TO DO SO IF NECESSARY**

**109. TO CHOOSE ELECTRICITY SUPPLIER.**

**110. TO CHOOSE PLAYGROUND INSPECTION COMPANY.**

**111. TO RESOLVE TO OPEN A FURTHER DEPOSIT BANK ACCOUNT AND TO ACCEPT UNITY BANK TERMS 7 CONDITIONS.**

**112. TO APPOINT FURTHER BANK SIGNATORIES.**

**113. TO CONSIDER ANY ACTION IN REGARD TO PARKING ON GRASS VERGES AND DOG FOULING:**

- 114. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL FORMALLY ADOPT THE NEIGHBOURHOOD DEVELOPMENT PLAN.**
- 115. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL INVESTIGATE THE INSTALLATION OF A HEARING LOOP IN THE PARISH COUNCIL MEETING ROOM.**
- 116. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL INVESTIGATE THE DIGITAL RECORDING OF MEETINGS.**
- 117. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL HAVE A SOCIAL MEDIA PRESENCE AND SET UP FACEBOOK, STREETLIFE AND TWITTER ACCOUNTS:**
- 118. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL ADOPT AN EMAIL DISCLAIMER:**
- 119. FINANCIAL MATTERS : FINANCE REPORTS**

HOLTON LE CLAY PARISH COUNCIL

30TH JUNE  
2016

FINANCIAL REPORT as at

CASH BOOK

	01/06/201		
Balance Brought forward	6		
General			
Account			58,327.44
Burial Account			4,607.54
			<hr/>
			62,934.98
Add - Income			
General			
Receipts		7.82	
Burial Receipts		1,055.91	
		<hr/>	
			1,063.73
			<hr/>
			63,998.71
Less - Expenditure			

General Payments		6,593.92	
Burial Payments		<u>0.00</u>	<u>6,593.92</u>
	<b>30/06/201</b>		
<b>Balance Carried Forward</b>	<b>6</b>		<b><u>57,404.79</u></b>
	<b>30/06/201</b>		
<b><u>BANK BALANCES as at</u></b>	<b>6</b>		
General Account per Statement		51,822.3	
less - Outstanding		3	
Cheques		<u>80.99</u>	<u>51,741.34</u>
Burial Account per Statement		4,763.45	
less - Outstanding			
Cheques		<u>-900.00</u>	<u>5,663.45</u>
<b>TOTAL COUNCIL FUNDS AS AT</b>			<b><u>57,404.79</u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS , PER ABOVE			57,404.79
RESERVES			
Parish Council Minimum Reserve	13,000.00		
Village Hall Loan			
Repayments	17,000.00		
Village improvement	3,556.45		
		33,556.4	
		5	
Burial Account Bank Balance ( upkeep of Cemetary )		<u>4,763.45</u>	
		38,319.9	
		0	
PRECEPT RECEIVED IN ADVANCE ( see below )			
4 MONTHS		<u>14,500.0</u>	
		0	
			<u>52,819.90</u>

30/06/201

\*APPROX FUNDS AVAILABLE as at

6

4,584.89

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**

Please note there is also **£1800** due to be moved from Burial acc to general acc to partly cover cem contract cost.

## Quarterly budget report:

Distributed by email.

Notes: All budget spend would be expected to be in the region of 25% at the first quarter, and the majority are or are less. Noticeable variances are:

- Printing & Stationary spend 43% - higher level of printing use than expected, large amount of printing for NDP consultations.
- Insurance spend 80%- this is paid once a year.
- Admin Misc spend 86%- recruitment has been a large unexpected cost.
- Maintenance Operative Costs spend 52%- new uniform large one off cost.

## & PAYMENTS FOR AUTHORISATION

July 2016 Payments					
GENER AL					
CHQ NO	PAYEE	DETAILS	NET	VAT	GROSS
BACS	AMJ ELECTRIC AL	SOCKET REPAIR V/HALL	£30.00	£6.00	£36.00
BACS	GLENDAL E	AMENITY GRASS 3/6 24/6	£880.00	£176.0 0	£1,056. 00
BACS	GLENDAL E	8 ACRES 3/6 24/6	£148.00	£29.60	£177.60
BACS	GLENDAL E	JNR P/F 3/6 24/6	£46.80	£9.36	£56.16
BACS	DRYDEN LINE MARKING	LINE MARKING DEC 15	£250.00	£50.00	£300.00

<b>BACS</b>	<b>MOWNS N GROWNS</b>	<b>CEM CONTRACT JUNE</b>	<b>£559.28</b>		<b>£559.28</b>
<b>BACS</b>	<b>SALARY</b>	<b>SALARY</b>	<b>£438.99</b>		<b>£438.99</b>
<b>BACS</b>	<b>SALARY</b>	<b>SALARY</b>	<b>£839.58</b>		<b>£839.58</b>
<b>D/D</b>	<b>EON GAS</b>	<b>GAS 23/5- 22/6 V/HALL &amp; COUNCIL</b>	<b>£77.84</b>	<b>£3.89</b>	<b>£81.73</b>
<b>D/D</b>	<b>EON ELEC</b>	<b>ELEC 23/5- 22/6 VHALL &amp;COUNCIL</b>	<b>£72.63</b>	<b>£3.63</b>	<b>£76.26</b>
<b>D/D</b>	<b>VIRGIN MEDIA BUSINES S</b>	<b>PHONE/INTER NET</b>	<b>£66.90</b>	<b>£13.38</b>	<b>£80.28</b>
<b>29</b>	<b>SALARY</b>	<b>SALARY</b>	<b>£13.61</b>		<b>£13.61</b>
<b>30</b>	<b>BYATT &amp;BOARD</b>	<b>ROOF REPAIRS</b>	<b>£250.00</b>	<b>£50.00</b>	<b>£300.00</b>
<b>31</b>	<b>CPRE</b>	<b>YEAR MEMBERSHIP</b>	<b>£36.00</b>	<b>£0.00</b>	<b>£36.00</b>
<b>32</b>	<b>KONIKA MINOLTA</b>	<b>PRINTER RENTAL Q</b>	<b>£44.85</b>	<b>£8.97</b>	<b>£53.82</b>
<b>33</b>	<b>HMRC</b>	<b>PAYE -5TH JULY</b>	<b>£183.51</b>		<b>£183.51</b>
<b>TOTAL S</b>			<b>£3,937. 99</b>	<b>£350.8 3</b>	<b>£4,288. 82</b>
<b>BURIA L</b>	<b>NO PAYMENT S</b>				
<b>£1800 TO BE TRANSFERRED FROM BURIAL TO GENERAL ACC FOR CEMETERY UPKEEP AS AGREED IN BUDGET</b>					

### **Petty cash Expenditure**

**Petrol £10, postage £7.35, lawnmower repair £11.90, uniform £85.18.**

**Total £114.43- Not claimed (Petty cash = £114.43 outstanding plus £135.57 in petty cash)**

**120. CLERKS REPORT:**

**The office will close at 12 noon on the 22<sup>nd</sup> July and will not be open until further notice. An O.O.O email will direct to the Chairman's email and a phone message will direct emergencies to the Chairman.**

**Work carried out by MERC volunteers:**

	Tidying up of outside of Village Hall area, including moving of loose sandbags to storage box, and purchase and building of storage box	Storage box @£90 funded by MERC	<u>1 person 4 hours , 1 person 6 hours= 10 hours Total</u>
W/C 27/05/2016			£290

**Total saving £290**

**121. ITEMS FOR THE NEXT AGENDA:**

**122. TO RESOLVE THAT UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC AND REPRESENTATIVES OF THE PRESS AND BROADCAST MEDIA BE EXCLUDED FROM THE MEETING DURING THE CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS AS PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED.**

**123. BURIAL MATTER- TO APPROVE COLOUR MEMORIAL**

**124. TIME & DATE OF NEXT MEETING:**

**Monday 19<sup>th</sup> September**

