

**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 17<sup>th</sup> NOVEMBER 2025 AT  
7.30pm**

**Present:**

**Councillor Helen Reynolds (Chair)  
Councillor Steve Smith  
Councillor Chris Lyons  
Councillor Paul Rowntree  
Councillor Anne Wheeler  
Councillor Patrick Warrener**

**4 members of the public**

**Councillor Terry Aldridge – East Lindsey District Council**

**In attendance: Mrs Emma Portas – Clerk and RFO**

**Public Forum began at 7.15pm**

The four members of the public brought various issues to the parish council concerning the Gleasons development on Louth Road. For many weeks now there has been a large compressor stationed directly behind the hedgerow facing Louth Road which runs continuously, causing a major noise disturbance to residents. There are also issues with the noise from bins being emptied. The clerk offered to contact Environmental Health and members of East Lindsey District Council on behalf of the residents.

**86. CHAIRMANS WELCOME:**

The Chair welcomed everyone present and thanked them for their attendance. She also congratulated the clerk on the recent award of a grant to complete a footpath leading to the skate park/MUGA on the 8 Acres.

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

Apologies were received and accepted from Councillor Dodge. Councillor McGonigle sent his apologies (LCC)

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

Councillor Reynolds and Councillor Wheeler declared an interest as members of MERC. Councillor Wheeler has now stepped down as parish council representative but still serves as a committee member.

**89. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 20<sup>th</sup> OCTOBER 2025:**

The minutes of the meeting held on 20<sup>th</sup> October 2025 were accepted and duly signed by the chair.

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

Councillor Reynolds provided the following updates:

- The recent fashion show unfortunately was not as successful as expected so the event will not be returning.
- The half term Pebble Hunt was as popular as always with both children and parents.
- The Remembrance Day luncheon was very well attended. Councillor Aldridge (ELDC) and Councillor McGonigle (LCC) both attended and there were approximately 17 veterans and families of the 100 squadron.
- The recent Christmas Market was well attended despite the poor weather conditions.
- A new 'Soup and a Roll' event begins on 18<sup>th</sup> November and will continue to run on the third Tuesday of each month.
- The MERC AGM is due to be held on 25<sup>th</sup> November 2025.
- The next Afternoon Tea will be a street party style with a Christmas theme and Father Christmas will be there.
- The next Quiz Night will be held on 6<sup>th</sup> December 2025.

**91. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLOR:**

Councillor Aldridge thanked Helen Reynolds as a member of MERC for the recent Remembrance Day lunch. There were no updates with regards to planning, only that three recent applications have now been approved for HLC.

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

Councillor McGonigle sent an update on the cleaning of the gullies on Louth Road. There has been a slight delay as to the date when the job

will be done. This is due to the fact that the work is spread between two different local authorities and they need to work together to co-ordinate road closures etc.

**93. TO NOTE MATTERS OUTSTANDING:**

Matters Outstanding were noted.

**94. TO UPDATE AND ADOPT THE FOLLOWING POLICY DOCUMENTS WITH ANY CHANGES:**

- **LONE WORKING**
- **DISCIPLINARY**
- **FREEDOM OF INFORMATION**
- **HOME WORKING**
- **PRIVACY POLICY**
- **CCTV**

The policies were adopted with no changes.

**95. PLANNING MATTERS:**

**Application reference 03482/25/FUL has been received and is now being considered. Your observations are requested no later than 24th November 2025.**

**Planning Permission - Installation of an electric substation.  
1 Louth Road Holton Le Clay Lincolnshire DN36 5HN**

This application was recommended for approval.

**96. TO CONSIDER UPDATING THE FEES FOR FOOTBALL PITCH HIRE ON THE 8 ACRES. TEAMS ARE CURRENTLY CHARGED £15 PER GAME:**

Councillor Wheeler proposed that this item was deferred until the December meeting.

AGREED

**97. FINANCIAL MATTERS:**

November 2025 Payments

	Payee		
DD	EON	ELECTRICITY VILLAGE HALL	£160.81
DD	BRITISH GAS	GAS - VILLAGE HALL	£0.00
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£704.33
DD	EDF	ELECTRICITY - DEFIBRILLATOR	£18.27
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£3,253.60
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£75.84
DD	CLOUDNEXT	DOMAIN RENEWAL	£9.58
BACS	A WHEELER	TIE WRAPS	£5.00
BACS	SOUTH BANK ALARMS	CCTV MONITOR REPLACE/INSTAL	£102.00
BACS	KONIKA MINOLTA	PRINTER HIRE	£64.48
BACS	K HOLMES	REFUND - PRESSURE SPRAYER	£13.70
BACS	K HOLMES	REFUND TELESCOPIC BRUSH	£17.95
BACS	KONIKA MINOLTA	PRINTER USE	£17.86
BACS	VIKING	BLUE TISSUE ROLLS x9	£53.87
BACS	LALC	CLLR TRAINING	£42.00
DD	UNITY TRUST	SERVICE CHARGE	£6.00
CREDIT CARD PAYMENTS			
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	AMAZON	RED SEAL	£1.99
	RBL	POPPY WREATHS	£49.98
			£63.97

AGREED

**98. FINANCE REPORT CIRCULATED AS APPENDIX A:**

AGREED

**99. 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:**

AGREED

**100. STAFFING MATTERS**

Staffing matters were discussed and agreed.

**101. DATE AND TIME OF NEXT MEETING: MONDAY 15<sup>th</sup> DECEMBER 2025**

Agreed

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