

**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 15th DECEMBER 2025 AT
7.00pm**

Present:

**Councillor Helen Reynolds (Chair)
Councillor Steve Smith
Councillor Paul Rowntree
Councillor Anne Wheeler
Councillor Patrick Warrener
Councillor Teresa Dodge**

**Councillor Terry Aldridge – East Lindsey District Council
Councillor Alex McGonigle – Lincolnshire County Council**

4 members of the public

Public forum opened at 7.15pm

Three attendees wished to discuss a previous planning application for Tetney Lane that was refused. They also provided a detailed explanation of a revised application they are planning to make in the near future.

106. CHAIRMANS WELCOME:

The Chair welcomed everyone to the meeting and thanked them for their attendance.

107. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies were received and accepted from Councillor Chris Lyons.

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

Councillors Wheeler, Dodge and Reynolds declared interests as members of MERC.

**109. TO APPROVE THE MINUTES OF THE FULL COUNCIL
MEETING HELD ON 17th NOVEMBER 2025, AND THE
EXTRAORDINARY FULL COUNCIL MEETING HELD ON 8TH
DECEMBER 2025:**

The minutes of the full council meeting held on 17th November and the extraordinary council meeting held on 8 December were approved and signed accordingly.

The Chair moved to agenda item 119 to allow the speaker to leave the meeting early.

110. TO RECEIVE AN UPDATE FROM MERC:

The first ever Winter Warmer session was held on 18th November and attracted 19 residents. The sessions will continue every third Tuesday throughout the winter months.

The next afternoon tea will be held on 6th January 2026.

The next Quiz Night will be held in March. The quiz is still as popular as ever, attracting almost 100 people to the event.

A Race Night is planned towards the end of January (date to be confirmed).

111. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLOR:

Councillor Aldridge recently attended a Planning Policy meeting. No issues were raised regarding Holton le Clay.

He is due to attend a national conference on planning in March at Warwick University.

112. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

Councillor McGonigle provided the following updates:

Anglian Water is due to begin work in Ashby Close very shortly.

The gulley cleaning for Louth Road has been delayed but will hopefully begin in the next few weeks.

Traffic Regulation Orders are currently being processed following the request by the Parish Council to install zebra crossings/speed bumps at certain areas of the village.

113. TO NOTE MATTERS OUTSTANDING:

Noted

114. TO UPDATE AND ADOPT THE FOLLOWING POLICIES:

No policies due for update.

115. PLANNING MATTERS:

Application reference 03398/25/FUL has been received and is now being considered. Your observations are requested no later than 19th December 2025.

Planning Permission - Extension to existing dwelling to provide additional living accommodation.

56 Church Lane Holton Le Clay Lincolnshire, DN36 5AW

There are no objections to this application.

116. TO RECEIVE AN UPDATE ON THE COMMUNITY CENTRE RESOURCES FOR FUTURE FOOTBALL TEAMS:

The clerk met with two officers from Lincolnshire County Council last week to look at the community centre changing rooms. They are in working order apart from one toilet in the ladies changing room. They rooms are dirty and will need a deep clean before they can be used. It was requested that the facilities are only used for toilets, hand washing and changing and the showers will not be needed. Access to the cleaning cupboard and disabled toilet will also be needed. The LCC officers will provide the parish council with an update once they have looked at the gas/electric contribution needed for the school.

117. TO CONSIDER A QUOTE OF £350 TO CUT BACK THE TREES ADJACENT TO THE PROPERTIES ON CARMEN CRESCENT TO PROVIDE A 2 FT CLEARANCE FROM THE WALL. TWO OTHER QUOTES WERE REQUESTED. ONE COMPANY DID NOT RESPOND AND THE SECOND ONE DECLINED TO QUOTE.:

AGREED – on the proviso that the neighbour keeps any overhanging branches trimmed and the maintenance operative will maintain the foliage from the side of the junior playing field. (Note – street name amended to Campions Close)

118. TO AGREE THE PARISH PRECEPT FOR THE YEAR 2026/27. A DETAILED REPORT HAS BEEN CIRCULATED TO COUNCILLORS FOR CONSIDERATION AND WILL BE PUBLISHED ON THE WEBSITE ALONGSIDE THE MEETING MINUTES. IT IS RECOMMENDED BY THE CLERK/RFO THAT AN INCREASE OF £4215 IS CONSIDERED. THIS WILL LEAVE A SHORTFALL OF £4215 TO BE COVERED BY SURPLUS FUNDS.THIS WILL ENSURE THAT THE COUNCIL CAN

**CONTINUE TO DELIVER ITS SERVICES EFFECTIVELY AND
START WORKING TOWARDS A PRECEPT THAT REFLECTS
ACTUAL BUDGETARY REQUIREMENTS. A GRADUAL PRECEPT
ADJUSTMENT ALLOWS THE COUNCIL TO MAINTAIN
FINANCIAL STABILITY, MEET ONGOING COMMITMENTS AND
RESPOND TO UNEXPECTED CHALLENGES:**

It was

AGREED – to increase the precept by £4,215 per year. This leaves a shortfall of £4,215 to be covered by the parish council using any surplus funds at the end of the financial year.

One vote against.

**119. TO RECEIVE AN UPDATE ON THE FIRE SERVICING AND
FIRE RISK ASSESSMENT FOR THE VILLAGE HALL:**

Mr Chris Good from Southbank Alarms provided an update on the recent fire alarm testing at the village hall. The system currently needs some alterations – which although minor, are causing major violations in terms of health and safety. There is currently no site plan for the meeting room or the first floor of the building. The site plan at the front of the building doesn't match up in terms of the zones or actual layout.

There are several options available to upgrade the alarm systems and bring the village hall up to the required standard. Mr Good will email a list of options and quotes to the clerk for consideration at a future council meeting.

Councillor McGonigle contacted a member of the fire service during the meeting to request that they liaise with the clerk to draw up a new risk assessment for the building.

120. FINANCIAL MATTERS:

December 2025 Payments

GENERAL		Invoice	
	Payee		
DD	EON	ELECTRICITY VILLAGE HALL	£186.27
DD	BRITISH GAS	GAS - VILLAGE HALL	£180.97
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	£3,384.20
DD	D E SKELLS	GRASS CUTTING	£1,656.00
BACS	MICK HENRY PLUMBING	REPAIR OF W.C	£104.00
DD	WAVE	CEMETERY WATER	£121.72
BACS	WAVE	VILLAGE HALL WATER	£161.27
BACS	SOUTH BANK ALARMS	CCTV MONITOR REPLACE/INSTAL	£102.00
BACS	D GREEF	LAPTOP REPAIR	£95.00
			£6,764.43

CREDIT CARD PAYMENTS

GIFF GAFF	MOBILE PHONE TOP UP	£12.00
ROLLING CENTRE	football CAPS	£37.02
MICROSOFT	WINDOWS 11 SUBSCRIPTION	£8.49
AMAZON	dog poo bags	£25.99
		£83.50

AGREED

121. FINANCE REPORT CIRCULATED AS APPENDIX A:

AGREED

122. DATE AND TIME OF NEXT MEETING: MONDAY 19th JANUARY 2026

AGREED