

**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 19th JANUARY 2026 AT 7.00pm**

Present:

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

Councillor Terry Aldridge – East Lindsey District Council

No members of the public

Public forum opened at 7.15pm and closed at 7.30pm

123. CHAIRMANS WELCOME:

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

124. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

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

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

Councillors Wheeler and Reynolds declared interests as members of MERC.

**126. TO APPROVE THE MINUTES OF THE FULL COUNCIL
MEETING HELD ON 15th DECEMBER 2025:**

The minutes of the full council meeting held on 15th December 2025 were approved and signed accordingly.

127. TO RECEIVE AN UPDATE FROM MERC:

The parish council has paid for the repair of the kitchen shutter at a cost of £350 plus VAT.

The village hall is still waiting for the repair of one of the internal fire doors which was damaged at a recent blood donor session.

The last afternoon tea was quieter than normal – possibly due to the time of year with seasonal bugs and poor weather conditions etc.

The next soup winter warmer session will be held on 20th January 2026 between 12.30 and 2pm.

A Race Night will be held at the village hall on Saturday 24th January 2026.

128. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLOR:

Councillor Aldridge attended a Planning Policy meeting last Thursday – no updates were provided on the Tetney Lane development.

The next planning policy meeting has been cancelled.

129. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

Councillor McGonigle gave his apologies prior to the meeting.

130. TO NOTE MATTERS OUTSTANDING:

Noted

131. TO UPDATE AND ADOPT THE FOLLOWING POLICIES:

- **DISCIPLINARY POLICY – REVISED MODEL POLICY INTRODUCED BY NALC DECEMBER 2025**
- **COUNCILLOR CODE OF CONDUCT – NO CHANGE**

132. TO CONSIDER QUOTES FROM SOUTHBANK ALARMS TO UPGRADE THE CURRENT SYSTEM AT THE VILLAGE HALL AND BRING IT IN TO LINE WITH HEALTH AND SAFETY STANDARDS:

- **OPTION 1: UPGRADE WHOLE SYSTEM TO A FULL ANALOGUE ADDRESSABLE TYPE TO GIVE SEPARATE DETECTOR IDENTIFICATION THROUGHOUT THE BUILDING £7832.00 (PLUS VAT)**
- **OPTION 2: REMOVE BOTH CONTROL PANELS AND REPLACE PANEL IN MAIN ENTRANCE WITH AN 8 ZONE PANEL. CONNECT THE ZONES FROM THE 2 ZONE PANEL ONTO THE NEW 8 ZONE CONTROL PANEL AND RECONFIGURE £2400 (PLUS VAT)**

BOTH OPTIONS INCLUDE STAFF TRAINING

It was

AGREED – to upgrade the alarm system with Option 2 at a cost of £2400 plus VAT

133. TO CONSIDER SWITCHING YEAR END CLOSEDOWN PROVIDERS FROM RIALTAS TO THE ALCCC. THE COST OF YEAR END CLOSEDOWN IN 2025 COST £912 AND WILL INCREASE AGAIN THIS YEAR. THE ALCCC PRICE IS £825:

It was

AGREED to employ the ALCCC for the upcoming Year End Closedown.

134. PROPOSED BY COUNCILLOR ROWNTREE TO PROMOTE THE ACHIEVEMENT OF PAYING OFF THE VILLAGE HALL LOAN ALONG WITH THE INITIAL COST, IMPROVEMENTS AND CURRENT VALUE:

It was

AGREED – to put a post on the parish council website and the noticeboard acknowledging the milestone of the village hall having been open for 10 years and that the mortgage has now been paid off in full with the hall being a valuable asset to the village.

135. FINANCIAL MATTERS:

January 2026 Payments

| GENERAL | Payee | Invoice | |
|---------|---------------------|-----------------------------|------------------|
| DD | EON | ELECTRICITY VILLAGE HALL | £220.36 |
| DD | BRITISH GAS | GAS - VILLAGE HALL | £479.86 |
| BACS | OLDEN THYMES | CEMETERY MAINTENANCE | £704.33 |
| DD | EDF | ELECTRICITY - DEFIBRILLATOR | 221.50 credit |
| DD | VIRGIN | BROADBAND | £50.40 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS | £3,306.98 |
| BACS | MICK HENRY PLUMBING | CENTRAL HEATING REPAIR | £96.00 |
| BACS | SOUTH BANK ALARMS | FIRE ALARM SERVICE | £132.00 |
| BACS | H REYNOLDS | STAFF HOSPITALITY | £56.50 |
| BACS | A WHEELER | STAFF HOSPITALITY | £18.30 |
| DD | UNITY TRUST BANK | BANK CHARGES | £6.00 |
| | | | £5,070.73 |

CREDIT CARD PAYMENTS

GIFF GAFF
MICROSOFT

MOBILE PHONE TOP UP
WINDOWS 11 SUBSCRIPTION

£12.00
£8.49
£20.49

AGREED

136. FINANCE REPORT CIRCULATED AS APPENDIX A:

AGREED

**137. DATE AND TIME OF NEXT MEETING: MONDAY 16th
FEBRUARY 2026**

AGREED