

**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 JUNE 2026 AT 7.30pm**

Present:

**Councillor Helen Reynolds (Chair)
Councillor Chris Lyons
Councillor Patrick Warrener
Councillor Hugh Short
Councillor Paul Rowntree**

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

In attendance: Emma Portas – Clerk and RFO

31. CHAIRMANS WELCOME:

The Chairman welcomed all those present and thanked them for their attendance. The Chair also extended her thanks to Teresa Dodge and Steve Smith for their contributions to the parish council during their term as councillors.

**32. TO ELECT A VICE CHAIR FOR THE PARISH COUNCIL IN
ORDER TO ENSURE BUSINESS CONTINUITY IN THE ABSENCE
OF THE CHAIR – CANDIDATE COUNCILLOR WHEELER:**

Councillor Wheeler was duly elected as Vice Chair.

33. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Wheeler.

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

Councillor Reynolds declared an interest as a member of MERC.

**35. TO APPROVE THE MINUTES OF THE ANNUAL FULL COUNCIL
MEETING HELD ON 11th MAY 2026:**

The minutes of the full council meeting held on 11th May 2026 were approved.

36. TO RECEIVE AN UPDATE FROM MERC:

The boilers have recently had their annual service.

The summer fair will take place on 4th July 2026.

The next quiz night will be held on 20th June 2026.

37. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLOR:

There has been no planning meeting this month.

38. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:

Councillor McGonigle gave the following updates:

The gullies on the A16 Louth Road (opposite the war memorial) will be cleaned out annually from now on. They have been missed from the maintenance schedule in the past as the drainage outlets had not been included on the councils asset register. Cllr McGonigle will look into whether or not LCC owns the ditch on the A16 that runs along the front of the Maples estate.

Cycle Path – The Maples: The original route was intended to pass through the development and cross adjacent private land. Unfortunately, the developer was unable to secure permission from the landowner. The developer proposed a revised route along Louth Road to the A16; however, this option also relies on land owned by the same landowner.

To enable progress, the developer has therefore split the works into two phases. Phase 1, running between the new development and Squadron Lane, has been approved. We are currently awaiting the signed legal agreement from the developer, which we expect imminently. Once received, works will be able to commence, subject to road space availability and the developer's programme.

Phase 2, which would connect Squadron Lane to the A16, is still under review.

A new App is being introduced shortly by LCC so that residents can look at upcoming roadworks in real time.

39. CLERKS REPORT:

Very little to report this month. A small number of minor fires have been reported on the 8 acres site. These appear to have been isolated incidents but will continue to be monitored.

There has been a noticeable increase in litter on the junior playing fields but Karl has been keeping on top of it.

The year end closedown was successfully completed last month. All supporting spreadsheets and financial working papers will be sent to the external auditor along with the annual governance statements.

There is some football equipment held in the parish councils storage container. It has been there for several years and nobody has claimed ownership. Following advice from the police, a notice will be placed on the parish noticeboard and the website giving 7 days for teams to come forward. If nobody claims ownership after this time, the parish council will claim it.

40. TO NOTE MATTERS OUTSTANDING:

Noted

41. TO CONSIDER ADOPTING AN I.T POLICY IN ORDER TO ENSURE COMPLIANCE WITH ASSERTION 10 OF THE ANNUAL GOVERNANCE STATEMENT. ASSERTION 10 COMPLIANCE IS A MANDATORY REQUIREMENT FOR UK PARISH AND TOWN COUNCILS TO DEMONSTRATE PROPER DIGITAL AND DATA GOVERNANCE UNDER THE 2025 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN:

Approved

42. PROPOSED BY COUNCILLOR SHORT TO PURCHASE NEW DOG FOULING BINS FOR THE SKATE PARK AT A COST OF £144.57 EACH:

Counter proposal to apply for grant funding for four new bins. These are to be purchased if grant funding is approved.

Agreed

43. PROPOSED BY COUNCILLOR REYNOLDS TO ADVERTISE THE FOOTBALL PITCHES FOR HIRE AT A COST OF £35 PER GAME:

AGREED

Clerk to arrange for a poster to be displayed on noticeboards and social media.

44. TO CONSIDER SWITCHING GAS SUPPLIERS WHEN THE CURRENT CONTRACT ENDS IN FEBRUARY 2027. THIS IS AN OPPORTUNITY TO LOCK IN PRICES FOR A FIXED TERM IN LIGHT OF THE CURRENT FLUCTUATIONS IN ENERGY PRICES:

Supplier	Supplier Term	S/C per day	Day Rate (p/kwh)	Annual Cost
	CURRENT PRICES	61 p/day	10.32 p/kWh	£2,892.54
	36 Months	36.33 p/day	7.474 p/kWh	£2,066.20
	<u>36 Months</u>	<u>32.63 p/day</u>	<u>7.62 p/kWh</u>	<u>£2,090.47</u>
	36 Months	50 p/day	7.4 p/kWh	£2,096.95
	36 Months	30 p/day	7.7 p/kWh	£2,101.57

Supplier	Supplier Term	S/C per day	Unit Rate (p/kwh)	Annual Cost
	12 Months	37.46 p/day	9.291 p/kWh	£2,540.40
	<u>12 Months</u>	<u>34.25 p/day</u>	<u>9.37 p/kWh</u>	<u>£2,549.13</u>
	12 Months	50 p/day	9.3 p/kWh	£2,588.50
	12 Months	30 p/day	9.6 p/kWh	£2,593.12

Item 44 deferred until July as there have been developments in the U.S/Iran peace deal and this may have an effect on energy prices.

45. PROPOSED BY COUNCILLOR ROWNTREE TO INVITE SKATE BOARDERS FROM G.Y.P.O TO HOLD A DEMONSTRATION DAY

FOR CHILDREN AT THE SKATE PARK IN EITHER JULY OR AUGUST:

Agreed. Councillor Rowntree to liaise with the Ghetto Park skate boarders to arrange a date and advertise the event.

46. PLANNING MATTERS:

Application reference 00442/26/FUL has been received and is now being considered. Your observations are requested no later than 16th June 2026.

Planning Permission - Erection of a workshop, storage facility and siting of 4no. storage containers.

Land West of Unit 1 Merlin Park Cheapside Holton Le Clay Lincolnshire

No objections.

Application reference 00795/26/FUL has been received and is now being considered. Your observations are requested no later than 18th June 2026.

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

68 Tetney Lane Holton Le Clay Lincolnshire DN36 5AT

No objections.

47. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2025/26 WHICH IS TO BE SIGNED AND MINUTED BY CHAIRMAN AND CLERK:

Approved and duly signed by chair and clerk.

48. TO APPROVE THE ANNUAL ACCOUNTING STATEMENTS 2025/26:

Approved and duly signed by chair and clerk.

49. TO CONSIDER A REQUEST FROM A RESIDENT TO CONTRIBUTE TOWARDS THE REPLACEMENT OF HER FENCE THAT BORDERS THE JUNIOR PLAYING FIELD:

This request was given careful consideration and as the fence is not owned by the parish council and given the very limited funds available at this time, it was felt that a contribution would not be possible.

50. TO CONSIDER QUOTES FOR FLOODLIGHTING ON THE SKATE PARK. DETAILED QUOTES CIRCULATED TO COUNCILLORS AHEAD OF THE MEETING. BLACKROW ENGINEERING, AXO

LEISURE, QUEST ELECTRICAL AND MJ ELECTRICAL WERE ALL APPROACHED FOR QUOTES BUT ONLY TWO COMPANIES CAME BACK:

- **AXO LESIURE: TO SUPPLY AND INSTAL 8m HIGH COLUMNS WITH LED 300w FLOODLIGHTS AND ELECTRICAL CABINET TO HOUSE MAINS BOARD AND CONTROLS £18,000 PLUS VAT**
- **QUEST ELECTRICAL: TO INSTALL 10x 300w LED FLOODLIGHTS WITH BUILT IN PIR ON 5X6 METRE HIGH COLUMNS. CIRCUIT PROTECTED WITH TIMELOCK. 16mm 3 CORE SWA TO BE INSTALLED FROM PARK METRE ENCLOSURE. £13,859.93 PLUS VAT**

This item was deferred until further quotes can be obtained.
Councillor Short to assist the clerk with obtaining further quotes.

51. FINANCE REPORT CIRCULATED AS APPENDIX A:

Approved

52. FINANCIAL MATTERS:

June 2026 Payments

GENERAL		Invoice	
	Payee		
DD	EON	ELECTRICITY VILLAGE HALL	£142.41
DD	BRITISH GAS	GAS - VILLAGE HALL	£247.60
BACS	OLDEN THYMES	CEMETERY MAINTENANCE	£739.58
BACS	K HOLMES	DOG FOULING BAGS	£6.00
DD	EDF	ELECTRICITY - DEFIBRILLATOR	IN CREDIT
DD	VIRGIN	BROADBAND	£52.80
BACS	SERENITY MEMORIALS	STAKING AND BANDING	£234.00
BACS	DE SKELLS	APRIL GRASS CUT	£1,722.00
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS/MILEAGE	£3,390.69
BACS	DE SKELLS	MAY GRASS CUT	£1,722.00
BACS	MICK HENRY PLUMBING	GAS SERVICE	£148.00
BACS	APEX ENGINEERING	SHUTTER SERVICE	£1,056.00
BACS	VIKING	OFFICE SUPPLIES	£109.62
DD	UNITY TRUST	BANK CHARGES	£7.00
BACS	WAVE/ANGLIAN WATER	VILLAGE HALL WATER	£91.10
BACS	SADS UK	DEFIBRILLATOR PADS/CHARGER	£154.50
			£9,823.30

CREDIT CARD PAYMENTS

GIFF GAFF

MOBILE PHONE TOP UP

£12.00

MICROSOFT

OFFICE SUBSCRIPTION

£8.49

£20.49

Approved. April payment for grass cutting added to the payments list in error.

53. 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:

Resolved

54. STAFFING MATTERS:

Staffing matters discussed and approved.

55. DATE AND TIME OF NEXT MEETING: MONDAY 20th JULY 2026