

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
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Dear Councillor

You are hereby summoned to attend the next meeting of Holton-le-Clay Parish Council, which will be held on Monday 23rd November 2015 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.

Signature:  **Clerk to the Parish Council**

November 16th 2015,

AGENDA

159. CHAIRMAN'S WELCOMING COMMENTS:

160. TO RECEIVE APOLOGIES FOR ABSENCE AND RESOLVE TO ACCEPT:

161. TO RECEIVE DECLARATIONS OF INTEREST:

162. TO APPROVE THE PUBLIC AND PRIVATE MINUTES OF THE LAST FULL COUNCIL MEETING HELD ON THE 19th OCTOBER 2015.

163. TO NOTE THE PROGRESS OF THE ACTIONS FROM PREVIOUS MEETING/S:

164. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

165. TO RECEIVE A REPORT FROM LINCOLNSHIRE COUNTY COUNCILLOR:

166. TO RECEIVE A REPORT FROM THE ELDC DISTRICT COUNCILLORS:

167. TO RECEIVE REPORTS FROM OUTSIDE BODIES

- **NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP-VERBAL REPORT.**
- **HLC MERC REPORT.**

168. TO CONSIDER A REQUEST FROM A MEMBER OF THE PUBLIC TO RENT A PARISH GARDEN PLOT WITH THE INTENTION OF USING THE PRODUCE GROWN TO RAISE MONEY FOR A CHARITY.

169. TO ADJOURN THE MEETING FOR A PUBLIC FORUM: (30 MINUTE MAXIMUM)

170. PLANNING MATTERS ELDC:

TO NOTE:

FULL PERMISSION – N/085/01641/15 1 PELHAM ROAD HOLTON LE CLAY, EXTENSIONS AND ALTERATIONS

171. TO FORMALLY ADOPT THE TERMS OF REFERENCE FOR COMMITTEES

172. TO CONSIDER ACTION IN RELATION TO THE CHANCE TO SHARE AGREEMENT.

173. TO CONSIDER OUTSTANDING ACTIONS FROM THE ROSPA REPORT:

- VANDALISED BIN- LOW RISK
- YOUTH SHELTER- ANTI VANDAL PAINT –MEDIUM RISK
- ZIP WIRE- CABLE LOOSE, INSPECT CHAIN- MEDIUM RISK
- ROTA RIDER-BEARINGS WORN WET POUR SHRINKAGE- MEDIUM RISK
- CLIMBER LOG- NO WORK REQUIRED, NOTED AS LOW RISK AS CANNOT BE INSPECTED WITHOUT DISMANTLING.
- SURFACE AT SITE OF OLD CLIMBER –PEOPLE- ALGAE GROWTH- NEEDS POWER WASH- MEDIUM RISK
- MULTIPLAY CLIMBER – LOW RISK-FAILS ENTRAPMENT REQUIREMENTS- ADVISED MONITOR. SURFACE NEEDS POWER WASH – MEDIUM RISK
- ROCKER SEESAW- DRY BEARINGS-MEDIUM RISK ,SURFACE –SHRINKAGE –MEDIUM RISK
- SWING-JUNIOR- SURFACE SEPARATION/SHRINKAGE- MEDIUM RISK
- TODDLER SWING – VERY LOW RISK- CANNOT BE FULLY TESTED WITHOUT DISMANTLING

174. TO NOTE AND RESOLVE ACTION UPON A REQUEST FOR A JOINT MEETING WITH THE NDP GROUP TO DISCUSS DRAFT NDP POLICIES , PRIOR TO THE PARISH COUNCILS CONSIDERATION OF FORMAL ADOPTION OF THE POLICIES.

175. TO RESOLVE ACTION IN REGARD TO TREES/BUSHES STILL OBSTRUCTING PAVEMENTS AFTER INITIAL LETTER.

176. TO CONSIDER GRANT REQUESTS TO LCC AND ELDC :

177. TO CONSIDER REQUESTS FROM THE RESPONSIBLE FINANCIAL OFFICER:

- **TO INCREASE THE LOWER LIMIT AT WHICH 3 QUOTES ARE REQUIRED.**
- **TO TEMPORARILY SUSPEND THE SECTION OF FINANCIAL REGULATION 6.20 THAT PROHIBITS THE USE OF STAFF OR MEMBERS PERSONAL DEBIT/CREDIT CARD FOR PROCUREMENT.**

178. TO CONSIDER QUOTES THE COUNCIL FOR VARIOUS WORKS/SERVICES:

- car park marking
- car park light
- gas meter
- health and safety course
- shutter maintenance

179. TO RESOLVE ACTION IN RELATION TO VILLAGE HALL MAINTENANCE- FAILED LIGHTING UNIT:

180. TO CONSIDER ACTION IN REGARD TO GRASS CUTTING BUDGET SURPLUS:

181. TO CONSIDER ACTION IN REGARD TO THE NEED FOR INDIVIDUAL RISK ASSESSMENTS FOR EACH COUNCIL PROPERTY.

182. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL ADOPT THE NEIGHBOURHOOD DEVELOPMENT PLAN GROUP DOCUMENT, VILLAGE CHARACTER ASSESSMENT AS AN ADDENDUM TO THE EXISTING 2009 HOLTON-LE-CLAY VILLAGE PLAN, TO INCLUDE IT'S S ADDITION TO THE VILLAGE PLAN SECTION OF THE WEBSITE AND IT'S CIRCULATION TO EAST LINDSEY DISTRICT COUNCIL.

183. PROPOSED BY COUNCILLOR CLIFTON THAT THE PARISH COUNCIL APPROACH THE OWNERS OF THE NORTHERN SECTION OF THE FORMER RAILWAY LINE, TO DISCUSS CLEARANCE TO ALLOW FOR ITS USE BY THE PUBLIC AS A FOOTPATH.

184. PROPOSED BY COUNCILLOR CLIFTON THAT AN INDEPENDENT SURVEY OF THE EXTERIOR OF THE VILLAGE HALL/ PARISH COUNCIL BUILDING BE CONDUCTED BY A LOCAL BUILDER TO DETERMINE POTENTIAL COSTS AND URGENCY OF WORK.

185. PROPOSED BY COUNCILLOR REYNOLDS THAT HOLTON-LE-CLAY PARISH COUNCIL DO NOT PRODUCE AN EMERGENCY PLAN BUT RELIES ON THE LCC AND ELDC ONES.

186. PROPOSED BY COUNCILLOR WRIGHT TO RESOLVE TO INCREASE THE COUNCIL 'RESERVE CASH' POSITION FROM £ 12,000 TO £ 13,000 WITH IMMEDIATE EFFECT.

187. FINANCIAL MATTERS:

- **Payments for authorisation**

November 2015 Payments

<u>OUT OF COMMITTEE</u>					
CHQ NO	PAYEE	DETAILS	NET	VAT	GROSS
1049	ROYAL BRITISH LEGION	SECTION 137	£40.00		£40.00
1050	VIRGIN MEDIA	PHONE & INTERNET	£63.37	£12.67	£76.04
1051	HM REV & CUST	PAYE TO 5TH NOV	£174.53		£174.53
1052-					
1055	SALARY NOVEMBER	SALARY	£1,810.20		£1,810.20
<u>FOR AUTHORISATION</u>					
1056	ST PETERS CHURCH	SECTION 137	£75.00		£75.00
1057	OXLEYS	SHUTTER REPAIR	£340.00	£68.00	£408.00
		SOFTWARE			
1058	RIALTIS (rbs)	CONTRACT	£235.00	£47.00	£282.00
1059	GLADSON	BIN	£129.32	£25.86	£155.18
		PAYROLL SERVICES TO			
1060	DUNCAN & TOPLISS	30TH SEPT	£25.00	£5.00	£30.00
1061	GLENDALE	JNR P/F CUT 16/10	£23.40	£4.68	£28.08
		AMENITY GRASS CUT			
1062	GLENDALE	16/10	£440.00	£88.00	£528.00
1063	GLENDALE	8 ACRES CUT 16/10	£74.00	£14.80	£88.80
		CONDITION REPORT			
		C/ OFFICE AND			
1064	AMJ ELETRICAL	NECESSARY REPAIRS	£230.00	£46.00	£276.00
1065	LUCY WALLER	PETTY CASH TOP UP			
1066	GREEN FINGERS	CEM CONTRACT OCT	£750.00		£750.00
1067	LUCY WALLER	PETTY CASH TOP UP	£73.29		£73.29
		ELECTRICITY 14/9-26			
D/D	E-ON	OCT	£100.30	£5.02	£105.32
		GAS 11 JULY-12			
D/D	BRITISH GAS	OCTOBER	£383.71	£19.18	£402.89
totals			£4,967.12	£336.21	£5,303.33

BURIAL

OUT OF COMMITTEE

78	PLATERS	FENCES AT CEMETERY	£75.00	£15.00	£90.00
77	LOCAL WORLD LTD	TENDER ADVERT G.E.T	£53.20	£10.64	£63.84

78	BYATT & BOARD	CEM DRIVEWAY	£710.00	£142.00	£852.00
TOTALS			£838.20	£167.64	£1,005.84

- **Financial report**

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

31-Oct-15

CASH BOOK

Balance Brought forward	01/10/2015		
General Account			63,360.03
Burial Account			3,888.94
			<u>67,248.97</u>
Add - Income			
General Receipts		1,344.50	
Burial Receipts		87.00	
			<u>1,431.50</u>
			68,680.47
Less - Expenditure			
General Payments		4,838.24	
Burial Payments		200.64	
			<u>5,038.88</u>
Balance Carried Forward	31/10/2015		<u><u>63,641.59</u></u>
<u>BANK BALANCES as at</u>	31/10/2015		
General Account per Statement		60,444.36	
less - Outstanding Cheques		578.07	
			<u>59,866.29</u>
Burial Account per Statement		3,839.14	
less - Outstanding Cheques		63.84	
			<u>3,775.30</u>
TOTAL COUNCIL FUNDS AS AT	31/10/2015		<u><u>63,641.59</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE		63,641.59
RESERVES		
Parish Council Minimum Reserve	12,000.00	
Village Hall Loan Repayments	18,700.00	
Village Hall Project	150.00	
		30,850.00

Burial Account Bank Balance (upkeep of Cemetary)	3,839.14	
	<u>34,689.14</u>	
PRECEPT RECEIVED IN ADVANCE (see below)		
5 months	22,500.00	
		<u>57,189.14</u>
FUNDS AVAILABLE TO SPEND as at	31.10.15	<u>6,452.45</u>

(Of Which £4500 is the funds freed up by paying the Cemetery Contract with burial funds and is for village improvements)

PRECEPT - is received in advance twice a year , therefore we usually have monies in our account Representing spend in coming months .

**• PETTY CASH & PAYMENTS AUTHORISED BY
CHAIRMAN/CLERK- OCT 2015**

ITEM	COST
B&Q - 4 X PAINT 1X BRUSHES 2 X TOOLS 1 X CARRIER BAG	£75.29
POST OFFICE -7X 2ND CLASS LARGE,12 X 2ND CLASS, 1 X 1ST RECORDED 6X2ND CLASS	£16.63
CO-OP ENVELOPES	£2.80
NORTHERN RAIL- SINGLE TRAIN TICKET BRIGHOUSE-GRIMSBY TOWN (CLERKS TRAINING EXPENSES)	£28.20

NO LOGGED CHAIR/CLERK AUTHORISED EXPENDITURE FOR OCT

188. CLERKS REPORT

189. SUGGESTED ITEMS FOR NEXT AGENDA:

189. 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:

190. TO CONSIDER ACTION/UPDATES ON ONGOING FREEHOLD ISSUES.

191. TO CONSIDER APPROVAL OF A MEMORIAL APPLICATION USING COLOUR

192. TIME AND DATE OF NEXT MEETING.

Monday 14th December 2015 7pm.