

HOLTON-LE-CLAY PARISH COUNCIL
Village Hall, Pinfold Lane, Holton-le-Clay, GRIMSBY, Lincolnshire DN36 5DL
Mrs B L Gash - Clerk to the Council
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THE WILL BE HELD A FULL COUNCIL MEETING ON
MONDAY 21ST JANUARY 2013 AT 7.00 PM

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

AGENDA

13/01. CHAIRMAN'S OPENING REMARKS.

13/02. APOLOGIES FOR ABSENCE AND REASONS GIVEN. Cllr Rowntree

13/03. TO RECEIVE DECLARATIONS OF INTEREST - in accordance with the requirements of the Localism Act 2011 and to consider any applications for dispensations in relation to disclosable pecuniary or beneficial interests.

13/04. NOTES OF THE LAST MEETING HELD ON MONDAY 10TH DECEMBER 2012 TO BE APPROVED AS MINUTES.

13/05. NOTES OF THE LEASE MEETING HELD ON TUESDAY 8TH JANUARY 2013 TO BE APPROVED AS THE MINUTES.

13/06. NOTES OF THE JOINT LEASE MEETING WITH HLC (MERC) HELD ON TUESDAY 8TH JANUARY 2013 – To adopt the recommendations.

13/07. NOTES OF THE FINANCE MEETING ON MONDAY 14TH JANUARY 2013 TO BE APPROVED AS THE MINUTES

13/08. TO ADJOURN THE MEETING FOR THE PUBLIC FORUM (Maximum 30 minutes)

13/09. TO RECEIVE REPORT FROM LINCOLNSHIRE POLICE.

13/10. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL

a. Planning Applications.

b. Planning Permissions and Refusals (for noting).

c. Planning Correspondence. Email from ELDC Planning to inform that the Lounge – mixed use application has had to be invalidated, pending further information.

13/11. LOCAL COUNCIL PRECEPTS 2013/14 – TO CONFIRM THE PRECEPT FOR THE FORTHCOMING YEAR (£50,000 IN FY 2012/13)

13/12. TO AUTHORISE THE PURCHASE OF A NEW ANSWERPHONE FOR THE CLERKS OFFICE.

13/13. SOCIETY OF LOCAL COUNCIL CLERKS MEMBERSHIP. RETROSPECT APPROVAL. ANNUAL RENEWAL AT A COST OF £145.

13/14. TO DISCUSS THE UPGRADE OF BRITISH GAS METER TO A SMART METER FOR ELECTRICITY.

13/15. LALC WEBSITE – THE COUNCIL TO DECIDE WHETHER ONE PERSON ACCESSES THE SITE OR LOG-IN DETAILS SHARED WITH ALL LMEMBERS.

13/16. TO ARRANGE A SITE MEETING DATE FOR INSTALLATION OF 2 NEW BUS SHELTERS WITH LINCOLNSHIRE AREA HIGHWAYS OFFICER AND TRANSPORT OFFICER (PROJECTS)

13/17. CLERKS REPORT ON MATTERS OUTSTANDING (Circulated with Agenda).

13/18. FINANCIAL MATTERS.

- a. To consider accounts for payment.
- b. To receive a report from the RFO on the PC finances, Income and Expenditure.
- c. The Phone Book from BT – Changes to classified listings December 2012.

13/19. HIGHWAY/STREET LIGHTS/WASTE. Footway construction on Tetney Lane near former Railway Land was removed from the schedule.

13/20. CONTRACTS FOR APPROVAL AND UPDATE. Cemetery Maintenance contract tender deadline of Tuesday 29th January 2013. To approve contract at February meeting.

13/21. CLERKS CORRESPONDENCE. To note general correspondence (future events, publications and letters are available for viewing).

13/22. TO RECEIVE REPORTS ON OUTSIDE MEETINGS

13/23. TO RECEIVE REPORTS FROM COMMITTEES.

- a. Eight Acres Playing Field.
- b. Junior Playing Field.
- c. Cemetery/Burial Matters and Parish Gardens.
- d. Emergency Planning and Planning and Development.
- e. Personnel and Finance.
- f. Highways and Environment Wards – area of responsibility of highways, street lighting and roads – All members.
- g. Press/Media representative (including Holton News).

13/24. REPORTS FROM REPRESENTATIVES AND OUTSIDE BODIES:

- a. To receive a report from the County Councillor.
- b. To receive a report from the two District Councillors.
- c. To receive reports from Council representatives on other outside bodies:
 - a). Neighbourhood Development Plan Steering Group.
 - b). Joint Management Committee. .
 - c). HLC (MERC).

- d). North Rural Neighbourhood Police Panel.
- e). Northern Area Committee.
- f). Children and Young People's Charter – Councillor Reynolds.
- g). ELDC Parish Carers Champion – Clerk to the Council.

13/25. MATTERS ARISING.

13/26. DATE, TIME AND VENUE OF NEXT MEETINGS: 18th February 2013, 18TH March 2013, 15th April 2013.

13/27. CLERK REPORT ON MATTERS OUTSTANDING.

- a. Future Agenda item – Projector and laptop for use in meetings.
- d. Parish Council Newsletter – to review at future meeting.
- c. Louth Road/A16 junction review.
- d. Notice Boards of Parish Council and Burial Board and Parking Notice disclaimer and limitations.
- e. Pending until relocation - Direct Debit enquiries. (The payroll and utility bills).
- f. Paths for Communities – P4C – Councillor Rowntree project Leader.
- g. Letter to Great Northern and East Lincolnshire Railway PLC re: the former railway land and unregistered land dated 27 September 2012 – no reply yet.
- h. New signs requested for 'The Crescent' x 2, Church Walk, Louth Road opposite Silver Street and Carmen Crescent x 2 dated 25 September 2012.'
- i. Enquiry into adding Carmen Crescent to the Worsley Close sign with list of streets.
- j. Anglian Water letter of November 2012 – Survey of business premises to be completed for planned programme of plumbing inspections.
- k. Consultations. Strategic Housing Land Availability Assessment deadline 28 February 2013
- l. Street Lighting on Tetney Lane. To review once trees cut back.

13/28. CLERKS CORRESPONDENCE.

- a. ELDC letter dated 11 January 2013. Local Council Precepts 2013/14 to be completed by Monday 28 January 2013.
- b. ELDC letter dated 13 December 2013. Parish Council Tax Base for 2013/14.
- c. ELDC letter dated 8 January 2013. Review of a Premises Licence The Lounge, 1 Pinfold Lane DN36 5DH.
- d. ELDC letter dated 18 December 2013. Receipt for the £85 planning conditions Etherington Arms – Change of Use and details of the 25 Car parking spaces.
- e. ELDC Register of Electors 2013 EBV-A and EBC-B from 3rd December 2013.
- f. ELDC Monthly Alteration Notice fro January 2013 – Register of Electors.
- g. ELDC News Release – busy festive period and recycling 13/14 December 2013.
- h. Fire and Rescue Annual Consultation email notification from LALC.
- i. Notice of Vacancies in Office of Parish Councillors – from ELDC Monitoring Officer.
- j. Thank you card for new street name in Holton-le-Clay.
- k. E mail to Editor Grimsby Telegraph to publicise the 2 Parish Council vacancies.
- l. NALC letter of 14 December 2012 outlying the changes in the Localisation of Council Tax support.
- m. E mail from Charles Newby – children's Centre Leader of East Lindsey Children's Centres re: resubmitting request to cut back trees with some photos.

Publications (Can be booked out of main office).

Furniture@Work – January 2013 issue.

ESPO energy Matters Issue 28 Winter 2012

Lincolnshire Gritting Routes 2012/13 brochure

Lincolnshire Carers & Young Carers partnership Newsletter December 2012/January 2013

The Howarth Green House – details of GreenHouse Sustainability

Howarth Timber & Building Supplies – Howarth Timber & Building Supplies promotion

Lincolnshire County Council – Travel and Transport Briefing Winter 2012 Issue 28

ROSPA – Annual Playground Inspections for 2013 dated 3 January 2013 brochure

LCR (Local Council Review) Winter 2012

Clerks & Councils Direct – January 2013 Issue 85

East Division Future Highways Works and Cyclic works – January/March 2013

Children Centre's programme for January 2013

LALC News – LALC Training Calendar 2013

Events

AUTHORISATION OF CHEQUE PAYMENTS – JANUARY 2013

Payer/Payee	Details	Income	Expend
General Account Out of Committee		<u>Total</u>	£
E-ON	Council Offices – Gas Bill 17 Sep to 12 Dec 12		£213.05
General Account			
Staff Salary	Jan Salary (Month 10)		£
HRMC	Tax £ and NI contributions Employee £ Employer £ (Month 10)		£
Petty Cash - Float	January Float – Month 10		£50.00
C Wright	Cemetery Caretaking and Maintenance 21 December 2012 and 10 January 2013 January		£80.00
Unitec Electrical Contractors Ltd	New Village Hall Order Number HLC/P2a/0022/2012		£396.00
Office Friends	Samsung Toner Cartridge		£76.16
Expenditure Total			£
Invoice outstanding			
J.Byatt Joinery Contractors Ltd	Work on the new canopy approx £8,000 plus extra work on the drains, camera, brick in windows		£9,100.00
Income Total			
Not yet received	ELDC £8,000 grant aid		£8,000.00
Expenditure due	Hedley's Solicitors fee – lease £550 approx Wilson Plant Services (WPS) – 8 Acres contract £1,320.00		

BURIAL BOARD			
Expenditure			
Income			
Parish Gardens	Renewal fees cash and cheques		£310
	Via J Marshall cremated remains interment fee Plot A14		£100
Total Income			£410.00