

**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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**THERE WILL BE HELD A FULL COUNCIL MEETING ON**  
**MONDAY 16<sup>TH</sup> SEPTEMBER 2013 AT 7.00 PM**

**MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND**

**AGENDA**

13/216. CHAIRMAN'S OPENING REMARKS.

13/217. APOLOGIES FOR ABSENCE AND REASONS GIVEN. Councillor Henderson, Councillor Wright.

13/218. 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.

13/219 NOTES OF THE LAST MEETING HELD ON MONDAY 15<sup>TH</sup> JULY 2013 TO BE APPROVED AS MINUTES.

13/220. NOTES OF THE JOINT MEETING BETWEEN PC AND PCC ON TUESDAY 27<sup>TH</sup> AUGUST 2013 – TO ADOPT THE RECOMMENDATIONS.

13/221. TO ADJOURN THE MEETING FOR THE PUBLIC FORUM (Maximum 30 minutes)

13/222. TO RECEIVE A REPORT FROM THE LINCOLNSHIRE POLICE.

13/223. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR.

13/224. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL

a. Planning Applications.

PLANNING APPLICATION NUMBER: N/085/01626/13

APPLICANT: Mr D Coupland

PROPOSAL: Planning Permission – Extensions to existing dwelling to provide an en-larged ground floor kitchen and lounge and additional first floor living accommodation.

LOCATION: 46 TETNEY LANE, HOLTON-LE-CLAY, GRIMSBY, LINCOLNSHIRE DN36 5AT

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL:

SCOPING OPINION

PLANNING APPLICATION NO: N/178/01173/13

APPLICANT: West Coast Energy

PROPOSAL: Environmental Impact Assessment (E.E.C Directive 85/337/E.E.C as amended by Council Directive 97/11E.C.) for a scoping opinion with respect to the erection of 3no. wind turbines to a maximum height of 115m to the tip.

LOCATION: LAND REAR OF SOUTHFIELD FARM, TETNEY LOCK ROAD, TETNEY

No comments passed to ELDC

PLANNING APPLICATION NUMBER: N/085/01287/13

APPLICANT: Mr & Mrs S Rodwell

PROPOSAL: Planning Permission – Rear single storey extension to existing bungalow to form dining room with utility room and toilet on the site of an existing conservatory which is to be removed.

LOCATION: 1 BELMONT, HOLTON-LE-CLAY, GRIMSBY, DN36 5HQ

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL: SUPPORT

Approved out of committee

PLANNING APPLICATION NUMBER: N/085/01303/13

APPLICANT: Mr & Mrs M Zucconi

PROPOSAL: Planning Permission – Rear single storey extension to existing bungalow to provide a kitchen and dining area.

LOCATION: 1A LOUTH ROAD, HOLTON-LE-CLAY, GRIMSBY, DN36 5HN

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL: SUPPORT with one observation is that this is a large plot next to a former scrap yard land that is included in the Holton-le-Clay 'Draft Strategic Housing Land Availability Assessment' dated October 2012.

Approved out of committee

PLANNING APPLICATION NUMBER: N/085/01019/13

APPLICANT: Mr G Fulcher

PROPOSAL: Application to remove or vary conditions imposed on planning permission ref no: N/085/1859/94. Vary condition No. 2, 3 and 6.

LOCATION: HOLTON GRANGE COURT, STATION ROAD, HOLTON-LE-CLAY, GRIMSBY, NORTH EAST LINCOLNSHIRE DN36 5HR

No comments were forwarded to ELDC Planning.

PLANNING APPLICATION NUMBER: N/085/00606/13

APPLICANT: Mr D Ross

PROPOSAL: Planning Permission – Change of use of part of an existing garden area to provide a cattery and erection of a block of 12no. pens with an office/reception and store.

LOCATION: 55 CHURCH LANE, HOLTON-LE-CLAY, GRIMSBY, LINCOLNSHIRE DN36 5AQ

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL: SUPPORT and have noted that the cattery was approved at the Parish Council meeting of Monday 16<sup>th</sup> October 2012 (Planning Application No N/085/01736/12) and that the latest application has been submitted with the addition of an office/reception and store.

b. Planning Permissions and Refusals (for noting).

PLANNING APPLICATION NUMBER: N/085/00957/13

APPLICANT: Mr & Mrs H Robinson

PROPOSAL: Planning Permission - Erection of 3no. holiday cabins.

LOCATION: LAND OFF CHEAPSIDE, HOLTON-LE-CLAY

DECISION BY EAST LINDSEY DISTRICT COUNCIL:

REFUSAL OF PLANNING PERMISSION

PLANNING APPLICATION NUMBER: N/085/01287/13

APPLICANT: Mr & Mrs S Rodwell

PROPOSAL: Planning Permission – Rear single storey extension to existing bungalow to form dining room with utility room and toilet on the site of an existing conservatory which is to be removed.

LOCATION: 1 BELMONT, HOLTON-LE-CLAY, GRIMSBY, DN36 5HQ

DECISION BY EAST LINDSEY DISTRICT COUNCIL:

FULL PLANNING PERMISSION

PLANNING APPLICATION NO: N/085/01222/13

APPLICANT: Mrs S Beatty

PROPOSAL: Planning Permission – Change of use from vacant premises previously used under Class B1: Businesses as defined in The Town and Country Planning (Use Classes) Order 1987 as amended to use as a beauty salon.

LOCATION: UNIT 5, LANCASTER GATE, HOLTON-LE-CLAY, GRIMSBY, DN36 5YS

DECISION BY EAST LINDSEY DISTRICT COUNCIL:

FULL PLANNING PERMISSION

PLANNING APPLICATION NUMBER: N/085/01019/13

APPLICANT: Mr G Fulcher

PROPOSAL: Application to remove or vary conditions imposed on planning permission ref no: N/085/1859/94. Vary condition No. 2, 3 and 6.

LOCATION: HOLTON GRANGE COURT, STATION ROAD, HOLTON-LE-CLAY, GRIMSBY, NORTH EAST LINCOLNSHIRE DN36 5HR

DECISION BY EAST LINDSEY DISTRICT COUNCIL:

APPROVAL TO REMOVE OR VARY A CONDITION

PLANNING APPLICATION NUMBER: N/085/01303/13

APPLICANT: Mr & Mrs M Zucconi

PROPOSAL: Planning Permission – Rear single storey extension to existing bungalow to provide a kitchen and dining area.

LOCATION: 1A LOUTH ROAD, HOLTON-LE-CLAY, GRIMSBY, DN36 5HN

DECISION BY EAST LINDSEY DISTRICT COUNCIL:

FULL PLANNING PERMISSION

c. Planning Correspondence.

SMART WIND – SECTION 56, PLANNING ACT 2008

NOTICE OF ACCEPTANCE OF APPLICATION FOR A DEVELOPMENT CONSENT ORDER BY THE PLANNING INSPECTORATE. THE PROPOSED HORNSEA ONE OFFSHORE WIND FARM ORDER (Application Reference: EN010033).

13/225. APPROVE A QUOTE FOR THE CEMETERY TREE WORK – PAYMENT FROM THE BURIAL BOARD ACCOUNT.

13/226. TO APPROVE A QUOTE FOR THE GROUND WORK FOR THE TWO NEW BUS SHELTERS.

13/227. RETROSPECTIVE APPROVAL OF THE PURCHASE OF 13 X GOOD COUNCILLOR GUIDE BROCHURES AT A TOTAL COST OF £31.52.

13/228. TO DISCUSS WHETHER TO PURCHASE 'LOCAL COUNCILS EXPLAINED' NALC PUBLICATION AT A REDUCED 15% DISCOUNT FOR MEMBERS OF £49.99 + P&P.

13/229. COUNCILLOR BLACKLOCK PROPOSES THAT THE COUNCIL ACCEPT THE AGREED PURCHASE FOR PART OF THE HALL FROM THE PCC SUBJECT TO SOLICITORS DETAILS AND THE FINAL AMOUNT IS USED FOR THE REFURBISHMENT OF THE NEW VILLAGE HALL.

13/230. COUNCILLOR BLACKLOCK PROPOSES THE COUNCIL TO CONSIDER THE INSTIGATION AND REPAIR OF THE JUNIOR PLAYING FIELD SWING SAFTY SURFACE AREA AND TO AGREE THE RECOMMENDED WAYS FORWARD.

13/231. TO DISCUSS THE WILDLIFE AREA IN THE CORNER OF THE JUNIOR PLAYING FIELD AND APPROVE ON WHETHER TO CLEAR OUT OR REMAIN IN PLACE.

13/232. CLERKS REPORT ON MATTERS OUTSTANDING. A separate list is held by the Clerk.

13/233. FINANCIAL MATTERS.

- a. To consider accounts for payment.
- b. To receive a report from the RFO on the PC finances, Income and Expenditure.
- c. NALC Employment Briefing E01-13 17 July 2013 – 1% pay increase from 1<sup>st</sup> April 2013.
- d. SLCC Clerk - attendance at Branch meeting at Great Plains Building, Sleaford. MMA claim completed.
- e. All documentation on bank account change of signatories sent off and received.
- f. Email advice from NALC re: part-ownership of the new Village Hall – with Chairman.
- g. Duncan & Toplis letters with details of PAYE liabilities for June, July and August salary.
- h. Duncan & Toplis letter of 6 Sep advising of the National Minimum Wage increase.
- i. Email from Gran Thornton – External Auditors of 23 August 2013 requesting more information on fixed assets and breakdown summary of receipts 2011/12 and 2012/13.
- j. PWLB notification of loan payment due 30 September 2013.
- k. External Audit. Annual Return from Grange Thornton. Audit Certificate complete and advertised to the elector for 14 days.

13/234. HIGHWAY/STREET LIGHTS/WASTE. 1. A meeting with Councillor Blacklock and County Councillor Cllr Tony Bridges and Highways Officer Cliff Vivian – Highways matters. 2. Invitation for Mr Sleaford of Highways to inspect village after the weed spray contract.

13/235. CONTRACTS FOR APPROVAL AND UPDATE. None.

13/236. CLERKS CORRESPONDENCE. (circulated with Agenda).

13/237. TO RECEIVE REPORTS ON OUTSIDE MEETINGS.

13/238. TO RECEIVE REPORTS FROM COMMITTEES.

- a. Eight Acres Playing Field.
- b. Junior Playing Field. ROSPA inspection for August 2013.  
The Clerk to look into the insurance claim for the damage to safety surface in the JPF.
- c. Cemetery/Burial Matters and Parish Gardens. Tree Work and Sheds broken into.
- d. Emergency Planning and Planning and Development. Meeting required.
- 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). No horses on walkways.

13/239. REPORTS FROM REPRESENTATIVES AND OUTSIDE BODIES:

- a. To receive a report from the two District Councillors.
- b. To receive reports from Council representatives on other outside bodies:
  - a). Neighbourhood Development Plan Steering Group.
  - b). Joint Management Committee. The Chance to Share Agreement will be discussed at a later date.
  - c). Northern Area Committee Wednesday 11<sup>th</sup> September, Grainthorpe village Hall
  - d). North Rural Neighbourhood Police Panel. Tuesday 15 October 2013
  - e). School Governor.
  - f). New Village Hall – Update report for Phase 2B of project.
  - g). HLC MERC
  - h). Police Restorative Justice System representative – Councillor Reynolds.
  - i). Children and Young People’s Charter – Councillor Reynolds.
  - j). Safeguarding and Child Protection Officers.
  - k). ELDC Parish Carers Champion – Clerk to the Council.

13/240. MATTERS ARISING.

13/241. DATE, TIME AND VENUE OF NEXT MEETINGS: 21<sup>st</sup> October 2013 and 18<sup>th</sup> November 2013

13/242. TO RESOLVE ON WHETHER THE COUNCIL WILL MOVE INTO CLOSED SESSION.

- A. LOCAL GOVERNMENT EMPLOYERS AND TRADE UNIONS PAY SETTLEMENT 2013/14 NATIONAL SALARY AWARD FOR CLERKS BY 1% INCREASE. APPROVAL FOR THE CLERK TO THE 1% INCREASE IN PAY BACKDATED TO 1 APRIL 2013.
- B. MAINTENANCE OPERATIVE FLEXIBLE WORKING HOURS.
- C. STREET SIGN - REQUEST PHOTOGRAPH OF DECEASED SOLDIER ON SIGN.

Abbreviations: Lincolnshire County Council (LCC), East Lindsey District Council (ELDC), RBS Software Solutions (Accounts computer software package), HLC Multi-Purpose Educational and Resource Centre (MERC), Society Local Council Clerks (SLCC), Lincolnshire Association of Local Councils (LALC), National Association of Local Councils (NALC), Responsible Financial Officer (RFO)

#### 13/236. CLERKS CORRESPONDENCE.

- a. Email from Chairman re: parking on Beech Grove to monitor problem by football teams.
- b. Home Start letter of 6 August – thank you for PC letter.
- c. Email from LALC – updated Home Office Code of Practice on the use of surveillance cameras.
- d. Copy of email of 10 August from Chairman to Cricket Club re: Brown signs.
- e. LCC email of 21 Aug 13 of the Public Notice for 9<sup>th</sup> Sep – Louth Road 30mph speed limit.
- f. LALC email of 2 Sep – CPRE Greenbelt Campaign publication.
- g. Email from LALC 3 Sep – Details of the Prince's Trust team programme for 16 to 24 year olds.
- h. Email to BMH – Dave Holland re: Evaluation of new Village Hall.
- i. Email dated 29 Jul from Chairman – Memorial tree to be planted in Oct/Nov at 8 Acres Playing Field
- a. ELDC Register of Electors dated 19 July 2013 and 21 August 2013– Amendments.
- b. Anglian Water letter dated 15 July 2013 in response to Chairman letter re: meter at Cemetery.
- c. Complaint by resident on Wednesday 17 July 2013 re: footballers who are using the 8 Acres Playing Field in the evening cars blocking driveways and access gate.
- d. Emails and liaising with Mrs Mole re: planting of a tree at the 8 acres Playing Field in memory of the late Rod Mole.
- e. Letter to Erica Gibson re: Maintenance Operative cutting hedge and apology from the Council.
- f. Letter to Church Warden re: thanking for a newspaper cutting re: Cleaning of War memorials.
- g. Letter to Graeme Butler re: Approval of the 30mph speed limit extensions on Louth Road
- h. Work Wear and Safety – Order of 3 polo shirts and one long sleeved shirt in yellow for Maint Op.
- i. Sent email to PC Ian Clark re: Restorative Justice System and the appointment of Cllr Reynolds.
- j. Sent email to a company re: the disposal of old typewriters and computer equipment.
- k. Various email correspondence with ELDC re: rename street signs.
- l. Email correspondence re: PAT Testing with G Hunter.
- m. A further 10 letters of general correspondence – can be viewed at the Council Offices.
- n. Reply to a resident about the complaint about the poor state of the village.

#### PUBLICATIONS

Furniture@work publication August 2013 and September 2013 issue  
Holton-le-Clay Children's Centre Monthly Event Calendar – September 2013  
Department for Communities and Local Government – Notes on Neighbourhood Planning  
ELDC Rural Touring Scheme Autumn 2013-Spring 2014 programme released  
ELDC Communications September Newsletter  
The Clerk Magazine and Clerks and Councils Direct – September 2013  
LALC covering letter and Association's Annual Report for 2012/2013  
SLCC Notice of Annual General meeting – Friday 18<sup>th</sup> October 2013 in Leicestershire  
Lincolnshire Carers & Young Carers Partnership Newsletter August/September 2013  
Workwear and safety and Howarth Garden and Landscape collection 2013.

#### EVENTS

Children's Centre Advisory Board Partnership meeting Thursday 19<sup>th</sup> September between 1-3 pm  
Cricket Club MacMillan Coffee morning – Friday 27<sup>th</sup> September 2013.  
Louth Rural Police Neighbourhood Panel meeting – Tuesday 15 October 2013.  
LALC AGM and Conference 2013 at Coningsby on Tuesday 15 October 2013.