

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 18TH FEBRUARY 2013 AT 7.00 PM

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

AGENDA

13/31. CHAIRMAN'S OPENING REMARKS.

13/32. APOLOGIES FOR ABSENCE AND REASONS GIVEN.

13/33. 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.

13/34. NOTES OF THE LAST MEETING HELD ON MONDAY 21ST JANUARY 2013 TO BE APPROVED AS MINUTES.

13/35. TO ADJOURN THE MEETING FOR THE PUBLIC FORUM (Maximum 30 minutes)

13/36. TO RECEIVE REPORT FROM LINCOLNSHIRE POLICE.

13/37. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL

a. Planning Applications. (Out of committee)

PLANNING APPLICATION NUMBER: N/085/00049/13

APPLICANT: New Linx Housing Trust

PROPOSAL: Application for approval to vary condition No 3 which states "The scheme of landscaping and tree' – to allow the fell land removal of a lime tree adjacent to Plot No. 8 (No 52A Church Lane).

LOCATION: 52 CHURCH LANE, HOLTON-LE-CLAY, GRIMSBY, DN36 5AW

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL: OBJECT

PLANNING APPLICATION NUMBER: N/085/00134/13

APPLICANT: Mr & Mrs J Wharton

PROPOSAL: Planning Permission – Rear extension to existing bungalow to provide an enlarged kitchen/dining and living room.

LOCATION: 64 TETNEY LANE, HOLTON-LE-CLAY, GRIMSBY, DN36 5AT

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL:

b. Planning Permissions and Refusals (for noting).

c. Planning Correspondence. ELDC letter dated 7 Feb 13. Mr & Mrs Robinson – erection of 3no. holiday cabins land off Cheapside. The application was withdrawn on 7 February 2013.

13/38. UPDATE ON THE SITE MEETING OF 11 FEBRUARY 2013 RE: INSTALLATION OF 2 NEW BUS SHELTERS.

13/39. TO DISCUSS AND COMPLETE THE STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT CONSULTATION.

13/40. TO APPOINT THE INTERNAL AUDITOR OF ROB BLANCHARD AT A COST OF £80 (2 HOURS).

13/41. CLERKS REPORT ON MATTERS OUTSTANDING (Circulated with Agenda).

13/42. FINANCIAL MATTERS.

- a. To consider accounts for payment.
- b. To receive a report from the RFO on the PC finances, Income and Expenditure.
- c. LCC grass cutting agreement sum of £6,046.31 letter dated 24 January 2013.
- d. Autela Payroll Services documentation. – discuss next meeting.
- e. Community Lincs payroll quote dated 22 Jan 13. discuss next meeting.
- f. ELDC 2013/14 Precept Form notification of £45,365.00.
- g. Reminder the approval to pay the Business Plan up to a maximum of £2,000 was agreed on the joint HLC (MERC) meeting of 25th July 2011 and approved at Full Council on 19th September 2011.
- h. RBS Software Solutions Year End Close Down letter of 5 February 2013 with costing as £460 plus 45p per mile travelling expenses. To be approved.
- i. ELDC letter to Councillor Blacklock dated 6 Feb 13 re: grant file closed for the Community Grant Payment and BACS transfer of £8,000.00.
- j. ELDC remittance advice - BACS payment due 10 February 2013 of £8,000.
- k. LCC remittance advice grass cutting agreement of £6,046.31 due 11 February 2013.

13/43. HIGHWAY/STREET LIGHTS/WASTE. East Division Future Highways works – Jan/Mar 2013. Church Lane Patching to Access and Silver Street Patching and Edgings.

13/44. CONTRACTS FOR APPROVAL AND UPDATE.

13/45. CLERKS CORRESPONDENCE. To note general correspondence (future events, publications and letters are available for viewing).

13/46. TO RECEIVE REPORTS ON OUTSIDE MEETINGS

13/47. 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).

13/48. 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.
 - h). Safeguarding and Child Protection Officer. Councillor Reynolds and Councillor Greetham.

13/49. MATTERS ARISING.

13/50. DATE, TIME AND VENUE OF NEXT MEETINGS: 18TH March 2013, 15th April 2013. Annual Parish meeting. 13th May 2013

13/51. TO RESOLVE ON WHETHER THE COUNCIL WILL MOVE INTO CLOSED SESSION.

- A. CEMETERY CARETAKING AND MAINTENANCE CONTRACTOR.
- B. COUNCIL VACANCY

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)

13/41. 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. New street signs – various.
- h. Anglian Water letter of November 2012 – Survey of business premises to be completed for planned programme of plumbing inspections.
- i. Street Lighting on Tetney Lane. To review once trees cut back – ELDC action.
- j. Clerk letter to Mrs J Hewson re: request of information of the Public Works Loan Board details.
- k. SMart Wind letter dated 31 January 13 with next round of consultation with Public meeting dates.
- L. Lease to HLC (MERC).

13/45. CLERKS CORRESPONDENCE.

- a. ELDC letter dated 24 Jan 13 – Tree Preservation Order: on the Chestnut tree at 52A Church Lane.
- b. Lincolnshire Wolds Railway letter of 4 Feb 13 re: Enquiry over unregistered land and the former railway in Holton-le-Clay.
- c. RBS Training Programme 2013.
- d. Future Cleaning Services Ltd letter dated 17 Jan 13.
- e. E mail dated 22 January 2013 from Wilkin Chapman & Grange that the Parish Council has no claim to register unregistered land that is land locked.
- f. ELDC Monthly alteration Notice – 1 February 2013
- g. E mail from Chairman of HLC Cricket Club re: meeting with Licensing Officer for advice on new licence.
- h. letter from Rev Woadden dated 28 January 2013 re: Holton Village Hall and church involvement and return letter on behalf of Parish Council.
- i. Letter to owner/occupier of property adjacent to footpath from Church Walk to peppercorn Walk.
- j. Phone calls with ELDC street scene re: swapping over 4 dog bins in the village.
- k. Council vacancy letter to enquire whether still interested in applying to become a councillor.

- l. Letter to parishioner acknowledging letter of complaint for Cemetery contractor.
- m. Letter of complaint about the large white van parked on corner of Holton Mount/Lindsey Drive.

Publications (Can be booked out of main office).

Glasdon products

Littlethorpe wooden shelters leaflet

Furniture at World – February 2013 issue brochure

Persimmons Development – Advertise of part rent, part buy – new shared ownership at 18 Kristen Turton Close.

Virgin Media – publication

Woodberry of Leamington Spa

Events

Public Meeting on Saturday 23rd February 2013 10.00 am to midday. (future housing and Neighbourhood Plan update).

13/42a. AUTHORISATION OF CHEQUE PAYMENTS – FEBRUARY 2013

| Payer/Payee | Details | Income | Expend |
|---|--|---------------------|---------------|
| General Account Out of Committee | | <u>Total</u> | £ |
| British Gas | Electric bill. 30 Sep 12 to 18 Jan 13 Village Hall. | | £162.00 |
| General Account | | | |
| Staff Salary | Feb Salary (Month 11) | | £tbc |
| HRMC | Tax £ and NI contributions Employee £ Employer £ (Month 11) | | £tbc |
| Petty Cash - Float | February Float – Month 11 | | £50.00 |
| C Wright | Cemetery Caretaking and Maintenance | | |
| Byatt & Board | Work on the new canopy approx £8,000 plus extra work on the drains, camera, brick in windows | | £9,360.00 |
| Office Friends | Box of photocopying paper | | £12.90 |
| Expenditure Total | | | £tbc |
| 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 | Interment fee and Exclusive Right of Burial | | £200 |

