

**HOLTON-LE-CLAY PARISH COUNCIL**

**Council Offices, Peppercorn Walk, Holton-le-Clay, GRIMSBY, Lincolnshire DN36 5DQ**

**Mrs B L Gash**

**Clerk to the Council**

**Telephone and Fax 01472 825467**

**E mail: [HLC.PC@btconnect.com](mailto:HLC.PC@btconnect.com)**

**FULL PARISH COUNCIL MEETING**

**IS TO BE HELD ON MONDAY 21<sup>ST</sup> MARCH 2011 AT 7.30 PM**

**ALL PARISHIONERS ARE WELCOME TO ATTEND.**

**There will be a 30 minutes public forum between 7.30 pm and 8.00 pm when members of the public may ask questions or make short statements to the Council.**

**Signature..... Clerk to the Council Date.....**

---

**AGENDA**

11/60. CHAIRMAN’S OPENING REMARKS.

11/61. APOLOGIES FOR ABSENCE.

11/62. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE 2000 LOCAL GOVERNMENT ACT. PERSONAL OR PERSONAL AND PREJUDICIAL.

11/63. NOTES OF THE LAST MEETING HELD ON MONDAY 21<sup>ST</sup> FEBRUARY 2011 TO BE APPROVED AS MINUTES.

11/64. NOTES OF THE BURIAL BOARD MEETING HELD ON MONDAY 17<sup>TH</sup> JANUARY 2011 TO BE APPROVED AS MINUTES.

11/65. NOTES OF THE JOINT MEETING WITH HLC MERC HELD ON TUESDAY 1<sup>ST</sup> MARCH 2011 TO BE APPROVED AS MINUTES.

11/66. TO ADJOURN THE MEETING FOR THE OPEN FORUM (Maximum 30 minutes)

11/67. TO RECEIVE REPORT FROM LINCOLNSHIRE POLICE.

11/68. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL

a. Planning Applications.

b. Planning Permissions and Refusals (for noting).

PLANNING APPLICATION NO: N/085/00079/11

APPLICANT: Archdeacon of Stow & Lindsey

PROPOSAL: Planning Permission – Erection of a bungalow and alterations to existing vehicular access and provision of parking on the site of an existing church hall/community centre which is to be demolished.

LOCATION: THE CHURCH HALL, CHURCH LANE, HOLTON-LE-CLAY

DECISION BY EAST LINDSEY DISTRICT COUNCIL

FULL PLANNING PERMISSION

c. Planning correspondence.

11/69. PROPOSAL BY COUNCILLOR BLACKLOCK THAT A MEETING IS ARRANGED BETWEEN THE PARISH COUNCIL, HLC MERC AND HCCA TO DISCUSS THE COMMUNITY FACILITIES IN HOLTON-LE-CLAY.

11/70. APPROVAL FOR THE ROLLING OF THE TWO FOOTBALL PITCHES AT THE 8 ACRES PLAYING FIELD AT A COST OF £170.00 PLUS VAT.

11/71. PROPOSAL TO ENTER THE LINCOLNSHIRE BEST KEPT VILLAGES AND SMALL TOWNS COMPETITION 2011.

11/72. APPROVAL TO BECOME AFFILIATED TO THE LINCOLNSHIRE BRANCH OF 'CAMPAIGN FOR THE PROTECTION OF RURAL ENGLAND' (CPRE) 2011 – 2012.

11/73. ACCOUNTS & FINANCE

- a. Finance Update.
- b. To consider and agree to purchase a litter bin for the Junior Playing Fields.
- c. Authorisation of Cheque Payments.
- d. Date of Year End Close Down with RBS Software Solutions is Weds 11 May 2011.
- e. Internal Audit on Tuesday 24 May 2011 at 7.00 pm.

11/74. CONTRACTS FOR APPROVAL AND UPDATE. Nil.

11/75. HIGHWAY/STREET LIGHTS/WASTE.

11/76. CLERKS REPORT ON MATTERS OUTSTANDING

Brief update from 2 day practitioners course on 25/26 February 2011.

- a. Planting bulbs in the planters down Cemetery Lane.
- b. Memorial seat letter to Kent buildings.
- c. Follow-up letter to enquire about the yellow box marking at A16 traffic signals.
- d. Follow up enquiry to LCC in regards removal of weeds on block paving in Nursery Gardens.
- e. Follow-up letter to enquire about playground signs on Pinfold Lane and Louth Road.
- f. Follow-up letter to enquire about the Bust Stop at Beverley Close, Louth Road with no timetable board.
- g. E mail to Lincolnshire Police about parking cars on footpaths.
- h. Change of Signatory for Bank and transfer to Treasurer Account.
- i. Direct Debit enquiries.
- j. Land Registry to register Parish owned land at the Cemetery and Parish Gardens, Junior Playing Fields, 8 Acres Playing Field and Council Offices.
- k. Awaiting Borrowing Approval, then apply for loan through Public Loan Board.
- l. Further enquiries in regards the lease to HLC MERC.
- m. ROSPA 2010 – quotes for work required.
- n. Insurance renewal quotes.

- o. Supplementary Cleaning at the Junior School – further info from ELDC.
- p. 101/103 Louth Road – invoice for the lease.

11/77. COMMITTEES AND PORTFOLIO REPORTS. Members to give an update in their area of responsibility (if required).

- a. Joint Management Committee.
- b. Personnel and Finance Committee.
- c. Cemetery and Burial Matters Committee. Approval to erect a Notice Board in the Parish Gardens.
- d. Parish Gardens Portfolio holder. 13 on waiting list. 3 new plots allocated.
- e. Eight Acres and Junior Playing Fields Portfolio holder.
- f. Emergency Planning.
- g. Planning and Development. Joint LALC/Emergency Planning training session for September 2011.
- h. Highways and Environment
- i. Youth Representative. Report by Councillor Reynolds.
- j. Police Representative.
- k. Events Officer.
- l. Public Relations Officer/Holton News/Press Report.

11/78. LINCOLNSHIRE AND EAST LINDSEY DISTRICT COUNCIL REPORTS TO INCLUDE WRITTEN REPORTS.

11/79. CLERKS CORRESPONDENCE FOR ACTION – For info see also attached list.

- a. Smart Wind Ltd – Consultation Information for Project One within the Hornsea Offshore Wind Farm Zone.
- b. The Public Sector Mapping Agreement (PSMA). Free to Town/Parish Councils.
- c. ELDC letter re: Noise from Skate Ramp dated 16 March 2011.
- d. KOMPAN in partnership with Support 4 Community Projects, to support community groups with successfully accessing available funding for play received 5 March 2011.
- e. Anonymous letter re: possible dual purpose house/business in Tetney Lane.
- f. Reported vandalism in village of fence to Lincolnshire Police and given a reminder of the number to report incidents of 0300 111 0300.

11/80. PUBLICATIONS – (FOR NOTING AND SIGNING OUT OF COUNCIL OFFICES) – See attached list.

11/81. EVENTS

SSLC Lincolnshire Branch - meeting at Sleaford – Friday 18<sup>th</sup> March 2011 – Clerk attended.

Northern Area Committee meeting at Utterby Village Hall on Wednesday 30<sup>th</sup> March 2011

District and Parish or Town Council Elections and Alternative voting on Thursday 5 May 2011

11/82. NIL.

11/83. DATES OF NEXT MEETINGS  
28<sup>TH</sup> MARCH (ANNUAL PARISH MEETING)  
18<sup>TH</sup> APRIL 2011  
16<sup>TH</sup> MAY 2011 (ANNUAL COUNCIL MEETING)

11/84. TO RESOLVE WHETHER THE COUNCIL WILL GO INTO CLOSED SESSION:

11/85. TO DISCUSS APPOINTING A VILLAGE HANDYMAN/MAINTENANCE/LITTER PICKER/CARE TAKER – HOURS AND SALARY, ADVERTISING AND RECRUITMENT.

**11/73c. AUTHORISATION OF CHEQUE PAYMENTS – MARCH 2011**

**Monthly Accounts Income & Expenditure**

**Produced by: Betty Gash**

<b>Payer/Payee</b>	<b>Details</b>	<b>Income</b>	<b>Expend- iture</b>
<b>GENERAL ACCOUNT</b>			
MRS B L GASH	March Salary (Month 12) 24 hours pw – Gross £900.37 and 4 meetings on 7 & 21 February – 4 hours (£35.00) – Total Gross £935.37. (Tax £187.00, NI £50.53)		£697.84
HRMC	Tax and NI contributions (Month 12) Tax £187.00, Employee NI £50.53, Employer NI £58.80		£296.33
MRS B L GASH	MMA Claim SLCC Practitioners Conference in Stoke-on Trent 25/26 Feb 256 miles return at 40p per mile		£102.40
PETTY CASH - FLOAT	March (Month 12)		50.00
ELDC	Non Domestic Rates Demand 2011/12 Meeting Room, Council Offices		£154.43
C WRIGHT	Works carried out at Junior Playing Field 16 Mar11 – Removal of fallen branch. Approval Full Council meeting of Monday 21 <sup>st</sup> Feb11 Item 11/49d.		£75.00

LALC	Postage of Election material 20 x 'It takes all sorts' & 'All about Councils'		£9.86
LALC	Postage of Good Councillors Guide 20		£8.47
OFFICE FRIENDS	2 x box A4 copier paper and one Samsung Toner Cartridge		£98.02
SIGNS EXPRESS	Village map – Louth Road. To put right brackets and re-fit to sign		£42.00
COMMUNITY LINCS	LINCOLNSHIRE BEST KEPT VILLAGE FEE		£15.00
<b>Total Expenditure</b>			<b>£1549.35</b>
<b>BURIAL BOARD</b>			
ELDC	Non Domestic Rates Demand 2011/12 Cemetery		£80.97
LEAKE'S MASONRY	Payment to erect memorial at Plot G18	£75.00	
SIGNS EXPRESS	Wall of Remembrance Application		£46.80
C WRIGHT	Caretaking and Maintenance 14 February, 7 March and 8 March 11		£180.00
ANGLAIN WATER	Cemetery – 1 <sup>st</sup> April 11 – 31 <sup>st</sup> March 12		£178.96
PARISH GARDENS	Annual Fees from 3 new Parish Garden holders at 16B, 20B & 28B - £11.00 each.	£33.00	
<b>Total Income</b>		<b>£108.00</b>	
<b>Total Expenditure</b>			<b>£486.73</b>

Cont 11/79. Clerks Correspondence

- a. Axess 4 All Ltd – For Lift tender - Etherington Arms (Passed to Councillor Blacklock).
- b. ELDC Referendum Notice for Thursday 5 May 2011 dated 3 Mar 11.
- c. ELDC District and parish Council Elections and Referendum on voting. Confirmation details to use the Council Offices in peppercorn Walk dated 4 March 2011.
- d. Eversheds notice of possession proceedings in respect of property in Langton Road-Feb.
- e. E-on gas at Etherington Arms – new name of plan '28 Day Notice Plan'.

- f. Ability Lifts – For Lift tender - Etherington Arms (Passed to Councillor Blacklock)

#### E mails

- a. Rural Services Network 21 Feb, 7 Mar, 14 Mar.
- b. LCC – Campaign to improve Flood know how – 18 Feb.
- c. Fields in Trust – The Queen Elizabeth II Fields Challenge.
- d. PAYE info – HMRC guidance. 22 Feb.
- e. Audit Commission – Audits the Accounts 2009/10 report.
- f. Emergency Planning – additional dates for April.
- g. Real Bus, March, April and May. 25 Feb restarted on a Mon.
- h. Ever considered becoming a District Councillor? 28 Feb.
- i. Playforce.
- j. Localism Bill: What Parish Councils really need to know?
- k. Planning Portal News 17 Feb, 24 Feb, 4 Mar, 10 Mar.
- l. LCC – Lincolnshire secures Flood rescue grant 7 Mar.
- m. Public Sector FM Network 8 Mar.
- n. Public Service Efficiency Update
- o. Green Workshop free to Businesses – Press release.
- p. LCC – Who are Lincolnshire’s finest citizens – Awards?
- q. LCC \_ Mobile Libraries put down new routes.
- r. ELDC – Green Waste Collections begin soon.
- s. Digital Switch overnews – March 2011 Issue 7.
- t. ELDC – Catering for the community.
- u. NALC – Communities in Action – Conference & Exhibition.
- v. Agenda Document for Standards committee 25 Mar
- w. LGA and ACSES Briefing – Latest update regarding ‘Standards’ matters – 19 Feb.
- x. LCC Filling you in – Pothole posers answered – Press Release.
- y. LCC – Exercise watermark 7-11 March 2011 in Lincolnshire Tatteshall Lakes.
- z. Monthly website hits.
- aa. ELDC Projects to boost skills on the coast – Press Release 28 Feb.
- bb. Journal of Local Planning – Localism Bill 1 March.
- cc. ELDC – services protected and no increase in Council Tax or parking. Press Release.
- dd. ELDC – East Lindsey is ‘open’ for regeneration and investment. 3 Mar. Press Release.
- ee. NJC Pay update for 2011-12. 3 Mar.
- ff. LCC Energy form Waste construction to start in April – Press Release.
- gg. ELDC £130,000 for Community Projects in East Lindsey. Press Release.
- hh. Touring Plays - £225 per performance. 13 March.

#### 11.80 Publications

REAL Bus Rural Outreach Programme Mar, Apr & May 11.  
LALC News No 139

Clerk & Councils Direct – March 2011

The Clerk – March 2011

Slingsby

Woodberry of Leamington Spa – Outdoor furniture

Expo energy matters – February 2011-03-21

Louth & District Voluntary Car Service poster

Ultrabeat Dance Studios – Louth

ELDC Gold Challenge – Take on as many Olympic and Paralympic sports by end of 2012 – and raise money for charity

Glasdon Direct 2011 – Litter bins