

HOLTON-LE-CLAY PARISH COUNCIL

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

Mrs B L Gash

Clerk to the Council

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FULL PARISH COUNCIL MEETING

IS TO BE HELD ON MONDAY 18TH APRIL 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

- 11/81 CHAIRMAN’S OPENING REMARKS.
- 11/82. APOLOGIES FOR ABSENCE.
- 11/83. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE 2000 LOCAL GOVERNMENT ACT. PERSONAL OR PERSONAL AND PREJUDICIAL.
- 11/84. NOTES OF THE LAST MEETING HELD ON MONDAY 21ST MARCH 2011 TO BE APPROVED AS MINUTES.
- 11/85. NOTES OF THE BURIAL BOARD MEETING HELD ON MONDAY 17TH JANUARY 2011 TO BE APPROVED AS MINUTES.
- 11/86. NOTES OF THE BURIAL BOARD MEETING HELD ON MONDAY 21ST MARCH 2011 TO BE APPROVED AS MINUTES.
- 11/87. NOTES OF THE JOINT MEETING WITH HLC MERC HELD ON TUESDAY 5TH APRIL 2011 - TO NOTE THE MINUTES.
- 11/88. TO ADJOURN THE MEETING FOR THE OPEN FORUM (Maximum 30 minutes)
- 11/89. TO RECEIVE REPORT FROM LINCOLNSHIRE POLICE.
- 11/90. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL
 - a. Planning Applications.

PLANNING APPLICATION NO: N/085/00479/11

APPLICANT: Mr B Munton

PROPOSAL: Planning Permission – Extension to existing garage to provide an enlarged garage/garden store.

LOCATION: 23 LINDSEY DRIVE, HOLTON-LE-CLAY , LINCOLNSHIRE DN36 5HA

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL

PLANNING APPLICATION NO: N/085/00402/11

APPLICANT: Miss L Wilkinson

PROPOSAL: Planning Permission – Change of use, conversion of and alterations to part of existing domestic garage to provide a hairdressing salon (which is already in place).

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

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL

PLANNING APPLICATION NO: N/085/00477/11

APPLICANT: Dr M Guilas

PROPOSAL: Planning Permission – Erection of a 1.6m high fence with trellis and electronic sliding gates.

LOCATION: 1 HOLTON MOUNT, HOLTON-LE-CLAY, LINCOLNSHIRE DN36 5EB

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL

b. Planning Permissions and Refusals (for noting).

PLANNING APPLICATION NO: N/085/00073/11

APPLICANT: Mr & Mrs Walker

PROPOSAL: Planning Permission – Extensions and alterations to existing dwelling to provide an en-larged lounge, a w.c. a utility room and breakfast room with 1 no. additional bedroom over to include dormer window. Erection of a detached double garage, existing single garage on site to be demolished.

LOCATION: 18 BEAUMONDE, HOLTON-LE-CLAY, LINCOLNSHIRE, DN36 5HH

DECISION BY EAST LINDSEY DISTRICT COUNCIL

FULL PLANNING PERMISSION

PLANNING APPLICATION NO: N/085/00109/11

APPLICANT: Mrs B Gash

PROPOSAL: Planning Permission – Alterations to existing Public House to form a village hall with provision of a covered walkway/access ramp, external lift, solar panels and replacement UPVC windows and doors with shutters and grilles. (Change of use already granted under application N/085/2942/09).

LOCATION: ETHERINGTON ARMS, PINFOLD LANE, HOLTON-LE-CLAY DN36 5DL

DECISION BY EAST LINDSEY DISTRICT COUNCIL

FULL PLANNING PERMISSION

c. Planning correspondence.

PLANNING APPLICATION NO: N/085/00109/1

APPLICANT: Mrs B Gash

LOCATION: ETHERINGTON ARMS, PINFOLD LANE, HOLTON-LE-CLAY DN36 5DL

The Planning Application was approved above at 11/90b. This correspondence is advice and guidance and conditions not to deviate from the approved plans.

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)

REFERENCE: EC/085/00182/11

LOCATION: TETNEY LANE, HOLTON-LE-CLAY, LINCOLNSHIRE, DN36 5AY

NATURE OF INVESTIGATION: Running of a flat pack furniture business from a residential property. Ongoing investigations.

REFERENCE: EC/085/00225/11

LOCATION: GARAGES AT BEVERLEY CLOSE, HOLTON-LE-CLAY, LINCOLNSHIRE.

NATURE OF INVESTIGATION: Untidy land. On going investigations.

ENVIRONMENTAL PROTECTION ACT 1990

Service Request No: EHNO/06794/11 – Noise from Skate Ramp on Louth Road

Occupants have been written to and a Noise Complaint Diary is being completed by complainant.

11/91. APPROVAL TO OBTAIN 2 SKIPS TO CLEAR THE NEW VILALGE HALL.

11/92. PROPOSED BY COUNCILLOR REYNOLDS TO USE £5,000 FROM THE YEAR END RESERVES TO MAKE GOOD THE OLD TENNIS COURTS AND INCLUDE 2 BASKETBALL AND FOOTBALL GOALS AND LINE MARKING.

11/93. PROPOSED BY COUNCILLOR REYNOLDS TO USE £10,000 FROM THE YEAR END RESERVES TO ERECT A NUMBER OF VARYING SIZE SKATE RAMPS IN THE JUNIOR PLAYING FIELD.

11/94, VANDALISM IN THE VILLAGE.

11/95. TO APPROVE THE CLERK TO TRANSFER OVER TO 2011/12 LEAVE YEAR 2 DAYS LEAVE ENTITLEMENT.

11/95. ACCOUNTS & FINANCE

- a. Finance Update.
- b. Authorisation of Cheque Payments.
- c. Date of Year End Close Down with RBS Software Solutions is Weds 11 May 2011. £425 plus 40p per mile travelling expenses.
- d. Clement Keys External Audit Notice of the Annual audit for the year ending 31st March 2011 letter dated 31 March 2011. Notice of appointment of date for the exercise of electors' rights to be displayed. Annual return due 4 July 2011.
- e. Internal Audit on Tuesday 24 May 2011 at 7.00 pm.
- f. Npower letter dated 28th March giving details of changes to meter read cycles.
- g. Budget. The Approved Mileage allowance payment (AMAP), free of tax and NIC has increased to 45p per mile from 6 April 2011. To be approved to adopt the new Mileage Allowance.

- h. Communities and Local Government letter SRP 5/23/04 DATED 23 March 2011 granting Borrowing Approval to repay the ELDC loan of £100,000 (less interest).
- i. Public Works Loan Board ref 07604 and Loan number 498503 dated 30 March 2011 for Loan of £100,000 repayable by half yearly annuity for 15 years @ 4.45% - half-yearly amount of £4,604.31 due for payment on 30 March and 30 September (first payment).
- j. Direct Debit to be approved for the PWLB Loan re-payments. To discuss and approve opening a separate account to attract interest.
- k. ELDC Finance letter dated 4 April 2011 confirming the repayment of the ELDC – Loan against property known as the Etherington Arms in Holton-le-Clay.
- l. C&LG letter dated 23 March 2011 with budget announcement – Further one-year increase in small business rate relief until 30 September 2012.

11/96. CONTRACTS FOR APPROVAL AND UPDATE.

- a. Official Order Number 2011–01 signed Contract by Veolia ES (UK) Ltd. Village grass Cutting Contracts for the season March to November 2011 with updated copy of insurance.
- b. Official Order Number 2011-02 signed by Mr A Tacey and Mr D McCulloch for the volunteer work at the Junior Playing Field; 8 Acres Playing Field land Cemetery.
- c. Awaiting return of the Cemetery Caretaking and Maintenance signed contract.
- d. Awaiting quotes for the ROSPA work at Junior Playing field.
- e. Awaiting quotes for the benches, 8 Acres and Junior Playing Field painting work.

11/97. HIGHWAY/STREET LIGHTS/WASTE.

- a. The yellow box markings at the A16 traffic lights were put in place after the road surfacing was complete.
- b. received email from Dean Myhill of LCC Highways dated 9 April 2011 (copied to members).
- c. Anonymous letter – The Highway Code – Illegal and inconsiderate parking. Also sent to ELDC, Holton News and Lincolnshire Police.

11/98. CLERKS REPORT ON MATTERS OUTSTANDING

- a. Awaiting reply in connection with Memorial seat letter to Kent buildings.
- b. Follow-up letter to enquire about playground signs on Pinfold Lane and Louth Road.
- c. Follow-up letter to enquire about the Bust Stop at Beverley Close, Louth Road with no timetable board.
- d. E mail to Lincolnshire Police about parking cars on footpaths.
- e. Direct Debit enquiries.
- f. Land Registry to register Parish owned land at the Cemetery and Parish Gardens, Junior Playing Fields, 8 Acres Playing Field and Council Offices.
- g. Further enquiries in regards the lease to HLC MERC.
- h. Supplementary Cleaning at the Junior School – No invoice yet received from ELDC.

i. Further details on becoming affiliated to the Lincolnshire Branch of 'Campaign for the Protection of Rural England' (CPRE) 2011 – 2012.

11/99. COMMITTEES AND PORTFOLIO REPORTS. Members to give an update in their area of responsibility (if required).

- a. Joint Management Committee. Next meeting on Tuesday 26 April 2011.
- b. Personnel and Finance Committee.
- c. Cemetery and Burial Matters Committee.
- d. Parish Gardens Portfolio holder.
- e. Eight Acres and Junior Playing Fields Portfolio holder. Approval to erect a Notice sign of the 8 Acres Playing Field on the gate at Beech Grove entrance.
- f. Emergency Planning.
- g. Planning and Development. Joint LALC/Emergency Planning training session for September 2011.
- h. Highways and Environment.
- i. Youth Representative.
- j. Police Representative. Northern Area meeting Tuesday 12 April Council Office
- k. Events Officer. Lincolnshire Best Kept Village?
- l. Public Relations Officer/Holton News/Press Report. Lincolnshire Best Kept Village. No Dogs in Junior Playing Field.

11/100. LINCOLNSHIRE AND EAST LINDSEY DISTRICT COUNCIL REPORTS TO INCLUDE WRITTEN REPORTS.

11/101. CLERKS CORRESPONDENCE FOR ACTION

- a. Smart Wind Ltd – Consultation Information for Project One within the Hornsea Offshore Wind Farm Zone. Copied to Councillors.
- b. The Public Sector Mapping Agreement (PSMA). Free to Town/Parish Councils.
- c. Northern Area Committee meeting at Utterby Village Hall on Wednesday 30th March 2011.
- d. ELDC letter dated 18th March 2011 from Darren Clayton re: alcohol consumption ban for the village advised that in process of gathering information regarding this matter.
- e. Communication between Councillors and Clerk. Letters and Publications received in office.
- f. Wilton Waste Management Ltd letter dated 28 March 2011. Skip delivery suspended until 1st July 2011 or longer.
- g. LCC Review of the Relationship between Lincolnshire County Council and Town and Parish Councils. A Task and Finish Group Review 0 March 2011. (Copied to members).
- h. Advance information. LALC holding post-election Assemblies (for all Councillors). Booking form to be completed by Clerk. Wragby Town Hall Wednesday 6 July 2011 7pm to 9pm or Cranwell Village Hall Monday 11th July 2011 7 pm to 9 pm.

- i. New Elected Council members from 9 May 2011. New start suggestion of Lapel badges and Group photograph to be displayed in Council Chamber?
- j. Brief update from Annual Parish Meeting.

11/102.CLERK CORRESPONDENCE FOR INFO

- a. ELDC letter dated 22 March 2011 from Patricia Sumner – energy flyers and leaflet.
- b. ELDC dated 4 April 2011 District and Parish Elections – Thursday 5 May 2011 – Statement of Person Nominated.
- c. ELDC Register of Electors – Notice of Alteration dated 1 April 2011.
- d. ELDC Parish Council Elections – 5 May 2011. Uncontested Elections.
- e. Funk Bus Funding dated 24 March 2011 (from District rep) final bid for Big Lottery funding
- f. PM Engineering Contractors Ltd letter dated 23 March 2011 – introduction. Design, Fabrication and installation of steelwork repairs and alterations.

E mails – to follow

11/103.PUBLICATIONS – (FOR NOTING AND SIGNING OUT OF COUNCIL OFFICES)

Barclaycard – Keep your business moving leaflet
 Bright Ideas Winter 2011 NPower booklet
 Work-it Slingsby brochure
 First Contact Newsletter 2011
 Glasdon Direct 2011
 Rural Links Spring 2011
 Lumalite brochure
 Lincolnshire Branch Newsletter SSLC April 2011
 News in the Community from Community Lincs

11/104.EVENTS

Lincolnshire Police Northern Rural Panel meeting Tuesday 12 April, Council Offices at 7.00 pm.
 District and Alternative voting on Thursday 5 May 2011. Poll at Council Offices.
 Localism in Lincolnshire – Conference Friday 10th June 2011 at Bishop Grosseteste University College. (£48.00 fee).
 Post Election Assembles for new council members. Wragby 6 July, Cranwell 11 July 2011.

11/105. DATES OF NEXT MEETINGS

16TH MAY 2011 (ANNUAL COUNCIL MEETING)
 20TH JUNE 2011
 18TH JULY 2011

11/95b. AUTHORISATION OF CHEQUE PAYMENTS – APRIL 2011

Monthly Accounts Income & Expenditure

Produced by: Betty Gash

Payer/Payee	Details	Income	Expend
OUT OF COMMITTEE M & J Stringer Ltd	Supply & fix hardwood Railway Crossing Gate. (Received by District Grant Aid – less VAT)		£4,795.20
GENERAL ACCOUNT			
MRS B L GASH	April Salary (Month 1) 24 hours pw – Gross £900.37 and 4 meetings on 1, 21 & 28 March – 4 hours (£35.00) – Total Gross £935.37.		tbc
HRMC	Tax and NI contributions (Month 1) Tax £tbc, Employee NI £tbc, Employer NI £tbc		tbc
PETTY CASH - FLOAT	April (Month 1)		£50.00
CLLR WILLINGHAM	MMA Claim - Flood Warden seminar 23 rd March at Manby. 35 miles return x 40 pence		£14.00
BRITISH GAS	Council Offices Gas bill 13 January – 5 April		169.90
E-On	Etherington Arms. Date of bill 19 March 2011		£9.96
Npower	Council Offices Electric bill. 20 December – 22 March 2011		£131.22
Total Expenditure			tbc
	Awaiting outstanding payment from ELDC for Leasland at 101 and 103 Louth Road. Awaiting money for leasland at 101 and 103 Louth Road for 6 April 2011 to 5 April 2012.		
BURIAL BOARD			
C WRIGHT	Caretaking and Maintenance		tbc
Income			
Co-operative Funeralcare	Cremated Remains interment fee for Plot 16	£100.00	

