

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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Dear Councillor

You are hereby summoned to attend the next meeting of Holton-le-Clay Parish Council, which will be held on Monday 17th May 2010, which is the Annual Council meeting, commencing at 7.30 pm in the Council Offices, Peppercorn Walk, Holton-le-Clay. The business to be dealt with at the meeting is listed in the Agenda.

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

1. CHAIRMAN’S OPENING REMARKS.
2. ELECTION OF CHAIRMAN.
3. ELECTION OF VICE-CHAIRMAN.
4. APOLOGIES FOR ABSENCE AND REASONS GIVEN. Cllr Rowntree – Holiday.
5. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE 2000 LOCAL GOVERNMENT ACT. PERSONAL OR PERSONAL AND PREJUDICIAL.
6. NOTES OF THE LAST MEETING HELD ON MONDAY 19TH APRIL 2010 AND THE EXTRAORDINARY MEETING HELD ON THURSDAY 15TH APRIL 2010 TO BE APPROVED AS MINUTES.
7. TO ADOPT RECOMMENDATIONS FROM THE ETHERINGTON ARMS MANAGEMENT COMMITTEE MEETING ON THURSDAY 15TH APRIL 2010.
8. TO ADJOURN THE MEETING FOR THE OPEN FORUM (Maximum 30 minutes)
9. TO RECEIVE REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES.
 - a. Lincolnshire Police.
 - b. Lincolnshire County Council.
 - c. East Lindsey District Council.
10. PLANNING MATTERS EAST LINDSEY DISTRICT COUNCIL
 - a. Planning Applications.

The following 2 applications were agreed out of committee as the deadline was 16 May.

PLANNING APPLICATION NO. N/085/00493/10

APPLICANT: Mr N Hirst

PROPOSAL: Planning Permission – Erection of a house on the site of an existing dwelling which is to be demolished.

LOCATION: 71 TETNEY LANE, HOLTON LE CLAY, LINCOLBSHIRE, DN36 5AU

DECISION BY HOLTON-LE-CLAY PARISH COUNCIL

PLANNING APPLICATION NO. N/085/00652/10

APPLICANT: Mr & Mrs Cooke

PROPOSAL: Planning Permission – Extension and alterations to existing house to provide a garden room and kitchen on the site of an existing kitchen, porch and w.c. which are to be demolished.

LOCATION: 85 LOUTH ROAD, HOLTON LE CLAY, LINCOLNSHIRE, 4N36 5AA

DECISION BY HOLTON LE CLAY PARISH COUNCIL

New application.

PLANNING APPLICATION NO. N/085/00793/10

APPLICANT: Mr K Appleyard

PROPOSAL: Planning Permission – Change of use and conversion of part of existing building consisting of a hairdressers and beauty salon to provide a cafe.

LOCATION: UNIT 1, PINFOLD LANE, HOLTON LE CLAY, GRIMSBY

LINCOLNSHIRE, DN36 5DL

DECISION BY HOLTON LE CLAY PARISH COUNCIL

b. Planning Permissions and Refusals (for noting).

PLANNING APPLICATION NO. N/085/00435/10

APPLICANT: Mr D Gentle

PROPOSAL: Planning Permission – Alterations to existing house to provide a pitched roof over an existing flat roof.

LOCATION: 81 LOUTH ROAD, HOLTON LE CLAY, LINCOLNSHIRE DN36 5AA

DECISION BY EAST LINDSEY DISTRICT COUNCIL

FULL PLANNING PERMISSION

c. Planning correspondence.

Appeal Decision - Site visit made on 22 February 2010.

Appeal Ref: AP/D2510/A/09/2115733. Rear of Grange Farm, Station Road, Holton le Clay, Grimsby, Lincolnshire, DN36 5HT. Planning permission has been granted with conditions.

11. COMMITTEES OF THE COUNCIL.

- a. To decide whether to hold Committees or Portfolio holders.
- b. Appointment of members to the Committees or Portfolio holder,
- c. To decide if members of the public can be a committee member in a non voting role.

Northern Area Committee (County and District members)
Policing – Northern Rural Neighbourhood Panel Representatives
Joint Management Committee

Eight Acres and Junior Playing Fields
Cemetery and Parish Gardens (to include Burial matters)
Emergency Planning
Personnel and Finance
Highways and Environment
Press Officer
Holton News – Parish Clerk

12. TO CONFIRM THE SETTING OF CHARGES FOR HOLTON LE CLAY PARISH COUNCIL AND HOLTON LE CLAY BURIAL BOARD

HOLTON LE CLAY PARISH COUNCIL
Council Chamber Bookings
Parish Gardens including skip hire

HOLTON LE CLAY BURIAL BOARD
Burial Fees and Charges

13. INTERNAL AUDIT REPORT AND SIGNING OF FORMS FOR SUBMISSION TO EXTERNAL AUDIT.

14. TO DISCUSS THE INSURANCE QUOTES BEFORE RENEWAL ON 1 JUNE 2010.

15. YOUTH MATTERS – UPDATE FROM COUNCILLOR REYNOLDS.

16. ETHERINGTON ARMS UPDATE PRIOR TO COMMITTEE MEETING.

17. TO APPROVE BMH ESTATE AGENTS FEES FOR SALE OF COUNCIL OFFICES.

18. TO PURCHASE THE GOVERNANCE AND ACCOUNTABILITY FOR LOCAL COUNCILS AT A COST OF £10.00 PLUS POSTAGE AND PACKING.

19. FINANCIAL MATTERS

- a. Financial report with year end account and details of VAT return £34,057.45.00
- b. Receipt of invoice from Tony Kent, 121 Louth Road for one padlock (Petty Cash).
- c. Payment for C Wright – Cemetery Caretaking and Maintenance contractor to start being paid from Parish Gardens and Burial Board account.

20. CONTRACTS FOR APPROVAL AND UPDATE.

Etherington Arms quotes for fencing, boardering up and locksmith to be approved at the Exclusion of press and public at following meeting.

21. HIGHWAY/STREET LIGHT/WASTE.

Langton Road Highways contract commencement of work.

22. CLERKS REPORT ON MATTERS OUTSTANDING

The Standing Orders and Financial Regulations to be adopted at a later date once amended.

23. COMMITTEE REPORTS/AREA UPDATE

- a. Joint Management Committee.
- b. Eight Acres and Junior Playing Fields Committee.
Safety Surface at Rota Rider. The wet pour Safety Surface repaired at Rota Rider by Newby Leisure. 8 Acres Playing Field incident involving 8 year old to A&E. This was at the back of the tennis courts at a 3 ft by 2 ft 2 inch thick concrete.
- c. Cemetery and Parish Gardens Committee.
Parish Garden Holder Plot 5 has given up half a plot and 25B given plot up.
- d. Emergency Planning – E mail from LALC notification of new matrix by end of May.
- e. Holton News/Press Report.

24. CLERKS REPORT CORRESPONDENCE

- a. Improving Communication and Developing Relationships East Lindsey Town & Parish Councils and East Lindsey District Council letter dated 14th April 2010.
- b. East Lindsey Town and Parish Assembly letter dated 21st April 2010.
- c. LCC letter dated 28th April 2010 - Parish Council Highway Grass Cutting Agreement LCC's Health & Safety Code of Practice on grass cutting for contractors.
- d. Coastlines Newsletter: Issue 14. Do you wish to receive by e mail?
- e. Communities Together Newsletter Issue Two – free training – note Roles and Responsibilities of a management committee at Wragby Village Hall 5 July. Names to Clerk.

CLERKS REPORT CORRESPONDENCE (FOR NOTING)

- a. Northern Area Committee meeting notification letter dated 16 April 2010.
- b. E mail with details of the Northern Area minutes of 24th March 2010.
- c. E mail with details of the Standards Committee of 23rd April 2010.
- d. Parliamentary General Election letter of April 2010 with details nominations.

EVENTS

Northern Area Committee meeting in Grimoldby - 9th June 2010
 Holton le Clay Festival Day – Saturday 10th July 2010.
 Energy Sustainability/First Concern surgery Council Offices on 11 August 2010.
 Clerk on Council training in Peterborough – Wednesday 19th May 2010.

25. AUTHORISATION OF CHEQUE PAYMENTS

PAID OUT OF COMMITEE

From General Account

MRS B L GASH Salary MONTH 1 (APRIL) 20 hours	
Gross £760.37 (Less Tax £152.00, Employees NI cont £31.28)	£577.09
MRS B L GASH TAX AND NI CONTRIBUTIONS TO HMRC - MONTH 1	
Tax £152.00 Employees NI cont £31.28 and Employers NI cont £36.40 (£219.68) less £100.00 for online payroll by 19 May 2010.	£119.68
CASH FLOAT (MAY)	£50.00
VEOLIA ES (UK) LTD – Amenity Grass Cutting	tbc
VEOLIA ES (UK) LTD – 8 Acres Playing Field	tbc
VEOLIA ES (UK) LTD – Junior Playing Field	tbc
British Gas bill Council Offices 7 January – 12 April 2010	£175.25
Office Friends -A4 paper	£11.69
RBS Software Solutions for end of year close down with OMEGA account	£542.56
SSLCC Enterprises Ltd for 2 day Clerk course in Peterborough	£188.00
Safe Estates Services Ltd (to be approved) 3 May – 31 May 2010	£1,055.15
GENERAL ACCOUNT	£2,719.42

MISCELLANEOUS

INVOICE REQUIRED – Level Crossing Gate at Old Railway £3996.00 + VAT £699.30 £4,695.30
Electoral Office - £100 due - Council Offices as a Polling Station.

BURIAL BOARD & PARISH GARDENS ACCOUNT INCOME

Parish Gardens (half Plots) Plot 5, 16A and 25B £30.00

BURIAL BOARD & PARISH GARDENS ACCOUNT EXPENDITURE

C WRIGHT – Caretaking and Maintenance Cemetery – April/May 2010 tbc

BURIAL BOARD ACCOUNT **£tbc**

26. DATES OF NEXT MEETINGS

21ST JUNE 2010

19TH JULY 2010

16TH AUGUST 2010 (if required)

27. PUBLICATIONS (FOR NOTING AND SIGNING OUT OF COUNCIL OFFICES)

Clerks & Councils Direct May 2010

the Clerk (SSLC) May 2010

Weekly Rural News Focus – 19 April, 26 April and 26 April 2010.

Rural Services Network

CATS Protection letter and Poster

Front Row Youth Drama Workshops – Friskney Village Hall 3rd and 4th of June 2010.

E mail Lincolnshire Community/Arts – Survey and Networking events June 2010

Coastlines Newsletter: Issue 14

NALC Event Programme 2010.

Yell online letter and booklet

green playground solutions brochure with Monsterplay.

Sovereign brochure – play equipment

Woodberry of Leamington Spa 2010 brochure – outdoor furniture

Landscape-led Natural play design with Record RSS leaflet

Inside Lincolnshire – May 2010