

**THE ANNUAL PARISH MEETING WAS HELD ON
MONDAY THE 30TH MARCH 2009 AT 7.30 PM
IN THE PARISH COUNCIL OFFICES, PEPPERCORN WALK, HOLTON LE CLAY
UNDER THE CHAIRMANSHIP OF COUNCILLOR J JOHNSON**

COUNCILLORS PRESENT WERE: Councillors Blacklock, Hewson, Jacklin, Johnson and Wheeler.

LINCOLNSHIRE POLICE: PCSO Warrilow

EAST LINDSEY DISTRICT COUNCIL REPRESENTATIVES: Councillor Blacklock.

PUBLIC – Five members of the public attended the meeting.

1. CHAIRMAN'S WELCOME

2. MINUTES OF THE PARISH MEETING HELD ON 31ST MARCH 2008.

The Minutes of the meeting were proposed as a true record by Mr J Clarke of Pinfold Lane, Holton le Clay and then signed by the Chairman. One amendment that the sentence "the Hall is not now being used because of its condition and it has had to close" is omitted from the minutes as it is not an accurate statement of the facts.

3. CHAIRMAN'S REPORT

The object of the Parish Meeting is to inform parishioners of the events that have taken place within the past year and to give an update on the current procedures within the Parish Council. The Chairman gave an update on the councillors and staff as follows:

Councillors Blacklock, Greetham, Hewson, Hilldrith, Jacklin, Lyons, Neary, Wheeler and Woodcock. A vacancy arose in November 2008 as Councillor Tranter resigned due to work commitments. His replacement Helen Reynolds will be co-opted on 20 April 2009. Miss Caterina Thornley left the Parish Clerk position in July and Mrs Betty Gash took up the appointment on 14 July 2008.

Also to bring to your attention the European Parliamentary and Lincolnshire County Council Elections that will be held on 4th June this year.

PRECEPT

The precept for the forthcoming year will be **£31,910** – the same as last year. In setting this figure the Council have confirmed a "standstill budget" with no new projects during the forthcoming year. During the current financial year any additional expenditure has been used from capital reserves. For information, the number of Band 'D' equivalent properties in the Parish as at 6 October 2008 was 1259.6. The residents of Holton le Clay will pay £22.52 for the Parish Council tax Bill 2009/2010, an increase of 0.4p.

LOCAL GOVERNMENT BILL – SECTION 137 EXPENDITURE

Under Section 137 (4) (a) of the Local Government Act 1972 the Office of the Deputy Prime Minister confirms that the Section 137 Expenditure limit is £6.15 per head of population in individual parishes for consideration of spending under the “free resource” from 1st April 2009. Examples are the purchase of wreaths on Remembrance Sunday and donation to the PCC for upkeep of the Christmas lights.

AUDIT AND ACCOUNTS

The Parish Council are subject to an internal Audit together with an external Auditor appointed by the Audit Commission who at present is Clement Keys. The appointment covers the audit of the accounts for the financial years 2007/08 to 2011/12. The Parish Council changed Banks in 2008 to obtain higher interest rates. Extra expenditure that was not included in the Precept this year was tree maintenance in the Cemetery Entrance Lane, cutting back the hedgerow in 8 Acres Playing Field and the ROSPA inspection follow-up work in the Junior Playing Fields. All work was necessary for health and safety reasons.

The East Lindsey District Council Funding. Parishioners should be aware the two ELDC members - Councillor Blacklock and Councillor Aldridge have both contributed from the District Grant Aid of £2,000 each (08/09). Details are: Councillor Blacklock gave £480 towards shrubs and blackthorn to be planted along the side of the Royal Oak car park, £564.09 to the new HLC Youth Group, £800 shed for Junior School and £77.00 for a water fountain for the pre-school.

Councillor Aldridge, £1100 to the new HLC Youth Group, £200 each to the Pre-School, Infants School, Rainbows, Brownies, Girl Guides, Girls Brigade and HLC Grasshoppers Football Club.

The Parish Clerk gave details of the Financial report for 2008/2009.

Mr Clarke requested a breakdown of the 2007 account figures to accompany the 2008 account figures for comparison and also if the £50,000 pledged by the Parish Council to the PCC for the New Community Hall if it is changed to a new location within the Local Development Framework proposals.

THE CODE OF CONDUCT

All councillors are obliged to abide by the new National Code of Local Government Conduct and to register their relevant interests with the monitoring officer of the District Council. The sanction for breaking the Code or failing to declare a declarable interest (either Personal or Personal and Judicial) is to be reported to the Standards Board. These bodies have wide powers to investigate complaints about the conduct of councillors and can, as a last resort, suspend or disqualify a Councillor from office. Parish Councillors receive no financial remuneration for their work.

INFORMATION AVAILABLE FROM HOLTON LE CLAY PARISH COUNCIL MODEL PUBLICATION SCHEME

The Freedom of Information Act came into force at the beginning of 2005 and encourages greater openness and transparency across the whole public sector. The Act provides individuals or organisations with the right to request information held by a public authority. It has led to the disclosure of a significant amount of information to the public which would otherwise have remained secret.

The Parish Council have adopted the Model Publication Scheme which was introduced 1st January 2009. The Council pay an annual subscription to the Information Commissioner's Office (ICO).

COMMITTEES

There are various committees within the Parish Council whereby Councillors have been appointed along with a Chairman. The Committee make recommendations to the Full Council by giving advice and guide the Full Council within their particular expertise field. The Committees held are:

1. Eight Acres and Junior Playing Fields.
2. Cemetery and Parish Garden.
3. Emergency Planning.
4. Staff (to be renamed Finance and Personnel).

TRAINING

The Parish Clerk and Councillors are encouraged to attend training arranged by the Lincolnshire Association of Local Councils. The Parish Clerk continues to take up this opportunity to improve her knowledge and skills to support the council. She is a member of the Society of Local Council Clerks. To date training includes Councils Clerk's training Day and RBS Software account training.

HEALTH AND SAFETY POLICY

The Council continues to have its own Health and Safety Policy. Contractors are requested by the Council to sign the document to state that they have read and understood it.

THE COUNCIL OFFICES

ANNUAL INSPECTIONS AT THE COUNCIL OFFICES

The following inspections have been completed:

- (a) Fire Safety and Fire Appliances. (23 July 2008)
- (b) Portable Appliances Inspection. (8 July 2008)
- (c) Central Heating and Boiler Service. (August 2008)
- (d) Risk Assessments. Ongoing.

INTERNET

The Parish council set up a Broadband account in the Council Offices in June 2008 to bring it up to the 21st Century in technology. This has enabled the Parish Clerk to send e mails to councillors and be part of the Lincolnshire Association of Local Councils Clerks 'e' group to receive valuable information and network with other clerks in Lincolnshire. The internet is used for source of information.

The reporting of Street Lighting and fault reporting is now used electronically, along with accessing the ELDC Planning Applications and submitting comments on-line as a consultee.

NEW OFFICE EQUIPMENT

New equipment are the A3 Laminator mainly used for covering notices to display on the 3 x Village Notice Boards and also a new printer/photocopier as the previous one could not be repaired. A new painting by a local artist was also purchased for the council offices meeting room.

PROPOSAL FOR A WEBSITE.

The Parish council are looking to create a suitable website for Holton le Clay. There is a website that can be set up through LCC where there is no charge for the creation, maintenance or hosting of the site and it will be created to meet all government guidelines for web accessibility. Other options of websites are also being investigated. This will enable better access to communication between Parishioners and the council.

NEW COUNCIL NOTICE BOARD

The LALC has recommended that Parish Councils should have their own Notice Board. This Parish is obtaining quotes. The Notice Board would be located on the outside wall of the Council offices, where the current sign is, and will be lockable and vandal proof. The Notice Board is to advertise the Parish Council office in a better manner.

INTER-VILLAGE GRASS CUTTING

AMENITY GRASS CUTTING

The Parish Council continues to undertake the Inter-Village Grass cutting itself, so that we are in full control of this important service to our village. The Lincolnshire County Council subsidises the cost. The contract includes the two playing fields and this has worked very well. The contract will start a second five year period and commenced year one of its five year term in March 2009. A meeting was held recently with the Contractor to discuss the services and clarify the areas of concern in the village, the grass that is not being cut properly or maintained. The Nursery Gardens is now an adopted Road and the entrance to road will be included into the contract.

8 ACRES - VILLAGE PLAYING FIELD (BEECH GROVE) AND SPORTING FACILITIES

During the last year the Parish Council has continued in their endeavour to apply for future funding for sport and leisure. This is through Lincolnshire County Council and East Lindsey District Council. The Parish Council are continuing to explore all avenues of funding for the future of this part of the playing field. As mentioned earlier the hedgerow alongside Beech Grove and Magnolia Drive has been cut back as part of the developments. £20,000 has also been approved and set aside to start as capital to offset any funding applied for.

JUNIOR PLAYING FIELD REPORT

The Council have conformed to the Health and Safety regulations of The Royal Society for the Prevention of Accidents (ROSPA) play area inspection report 2008 and have

spent approx £3500.00 to make the Junior Playing Field safe for the children. New gate opening, seat fixed, new concrete surface instead of slabs, all equipment painted and playground surfacing repaired. The signs are also being updated. Dogs are continued to be banned from the field.

The grass has been and will be regularly cut, the surrounds severely trimmed back and the bushes pruned. The Parish Council applied to the District Council to make the area "an alcohol free zone" and this was approved. Four ELDC notice signs are in place. The Garthway and Louth Road pedestrian entrances are unlocked and locked in the morning and evening by volunteers. The main vehicle access gate is locked at all times and only opened by contractors, members of the Parish Council and Emergency Services.

CEMETERY AND PARISH GARDENS

The thirty parish gardens are all taken and there are eleven names on the waiting list. The gardens continue to be let from December to December in order that any changes in tenancy are made prior to the "gardening year". The Parish Gardens sheds were broken into in November 2008 and a number of items were stolen. The Cemetery Maintenance and Caretaking Contract is into its second five year period. The five year contract commences its second year in May 2009 and the contractor continues to give us a very dedicated service. In the Free Trees for Parishes Scheme 2008 the Parish Council collected 250 Hedge plants in January from Horncastle. 200 have been planted in the cemetery and 50 donated to the church.

WALL OF REMEMBRANCE

The "Wall of Remembrance" has now several more plaques added. The wall was created in the Cemetery on which to fix commemoration plaques at minimal cost to create an everlasting and special memory to those who have strong connections with the village. There is an initial application fee and the fitting and fixtures are subsidised by the council. The Wall was blessed by the Rev. C. Woadden on completion in 2005.

THE BURIAL BOARD

The council have purchased a Cemetery software package and all new internments and memorials and the existing Burial Board records will eventually be transferred onto this system. The Burial Board have been taking burials in the new part of the Cemetery and a new privacy fence has been erected between the Cemetery and the Parish Gardens. A small enclosed area with a modesty fencing to hide the bins will be erected in April 2009.

REMEMBRANCE SUNDAY

Two wreaths on behalf of the parishioners of Holton le Clay were laid on Remembrance Sunday in the Church ground when the Rev. Woadden conducted the service. On the same day a wreath was laid at the RAF Memorial on behalf of the Parish. Both the Church and the Memorial Services were well attended. The Chairman gave an update on the Royal Air Force 100 Squadron veterans.

VILLAGE PLAN

This report has been compiled by responses from the questionnaires distributed in 2008 and completed by villagers, businesses, under 18's and services. The answers have been equated and will form the Parishes' desired needs for the future. Councillor Blacklock spoke about the Village Plan.

The report will be presented to East Lindsey District Council for consideration when structuring the new Local Development Framework. I would like to thank all those who completed the questionnaire which has enabled the Village Plan to be produced of our desired future.

The sale of the Old School monies has been invested and the council have pledged £50,000 to the new Community Hall. At the back of the Village Plan is a draft diagram of the Community Hall. The Village Plan will be distributed to all households.

CCTV

The District councillors have visited the CCTV operations department at Skegness and did a research into the initial cost of which is £9500 per CCTV camera plus maintenance. This is to be considered and the site places could be Peppercorn Walk, St Peters Close and 8 Acres to include the security of the Junior School.

ALCOHOL BAN

As mentioned earlier the Junior Playing fields has a Designated Public Place Order and the council have applied to recommend an Order for the whole village.

BUS SHELTERS

There are a number of parishioners who are requesting bus shelters in the village. This has been left in abeyance as the quote from one company received was £6,000 for a standard shelter. This may be pursued in the future and financed through Lincolnshire County Council. This request has been noted and that Holton le Clay is to be considered for funding in future budgets, if funds are available. The Lincolnshire Police have requested to be consulted if the Council are to purchase a bus shelter so that there is another source of community input.

MOBILE LIBRARY SERVICE

The service now includes a visit to Sarge Close.

YOUTH

The Parish Council are trying to establish a Holton le Clay Youth Group. A bank account has been set up with the funds of the District Grand Aid and £316.75 transferred from the previous youth club totalling £1980.84. The Chairman thanked Mr Jim Clarke for organising the transfer of the existing funds from the old youth account. Three Youth meetings took place in 2008 and the next meeting is scheduled for Thursday 21st May 2009 to form the committee and take ideas forward. Volunteers are always welcome.

The Real and Funk Bus services have been extended for a further 6 months from April 2009.

LINCOLNSHIRE BEST KEPT VILLAGE

The Parish will be entering the competition again this year. There were positive reports from the feedback from the judges from the 2008 competition and improvements are required in the areas of presentation. Footpaths need to be improved, suggestion of tubs and flower baskets in the Public houses. The Village Notice Boards and the Church Hall need to be addressed if the village is to progress further. The Parish did not get pass the first round in 2008.

ANNUAL AWARD OF EXCELLENCE FOR CONTRIBUTION TO THE COMMUNITY OF HOLTON LE CLAY

The Parish Council are looking to award a person or group that have in the opinion of the community, given the best of their ability and contributed in kind to the good of this village. This is still being investigated.

EVENTS

PRESENTATION TO HOLLIE ARNOLD – 26 NOVEMBER 2008

Hollie was presented with a trophy on behalf of the Parish for her selection of representing Great Britain at the Paralympics 2008. The presentation went very well with the Grimsby Telegraph and Louth Leader in attendance. Hollie was accompanied by her parents and one set of grandparents. A letter of thanks has been received from Hollie.

COFFEE MORNING

Sir Peter Tapsall MP – Louth and Horncastle MP - attended a coffee morning on 28 November 2008. Sir Peter Tapsall MP congratulated the Council on the event and he said the reason why he doesn't do the surgery in Holton le Clay any more is that they are not well attended.

WELCOME BROCHURE PRODUCED BY THE PARISH CHURCH COMMITTEE

The committee has produced a Welcome Brochure to be given to all new residents to the Parish. It has been proposed the distribution could be carried out monthly by the council on receipt of the amended Electoral Register giving details of all newcomers to Holton le Clay.

PARISH MAGAZINE

The Parish magazine, printed and organised by the Church, continues to be delivered monthly to every home within the village. I would like to propose a vote of thanks to Councillor Wheeler for writing up the items of news for the magazine on behalf of the Parish Council.

THE JUNIOR SCHOOL AND THE INFANTS SCHOOL

The Parish Council strongly support both the Infants School and the Junior School and the members do attend the schools on several occasions throughout the year.

Councillor Lyons is a governor at the Infants school and Councillors Blacklock and Johnson are governors at the Junior School.

EAST LINDSEY DISTRICT COUNCIL

EAST LINDSEY DISTRICT COUNCIL FACILITIES DAY

A member of the Customer Services staff located at East Lindsey District Council have a facilities day at the Council Offices on the second Wednesday of each month. This is for the collection of monies and a general information service.

This system may be phased out and the possibility of the Parish Clerk to take over the responsibilities of collecting council tax 'on line', processing the new bus passes and answering any questions. The Parish Clerk said she is not against the idea but wouldn't want to take it on until she is up-to-date with her own Council work.

EAST LINDSEY DISTRICT COUNCIL – SURGERY

The two District Councillors – Councillors Aldridge and Blacklock hold a surgery in the Council Offices chamber on the second Wednesday of each month for the benefit of the parishioners' alternative morning and afternoons 10.00 am to 12.00 and 2.00 – 4.00 pm.

STREET CLEANING

The East Lindsey District Council continues to support us with the daily street cleaning. I am sure that the residents would wish me to express my sincere thanks to the team of cleaners who have tried to make our village a much cleaner place to be.

DOG WARDEN SCHEME

The District Council provides a Dog Warden Service for the enforcement of legislation, the collection of stray dogs and education of the public via schools and local organisations. If you loose your dog or find a dog then notify the Dog Warden, or out of hours the local police. Dog chipping services are still available every 3 or 4 months.

DOG DIRT BINS

The Dogs Fouling of Land Act has helped clean up the streets of the village but there are still some dog owners who are not complying with the law. Dog dirt bins have been placed around the village and the Dog Warden has been requested to make impromptu visits. Dog Fouling is a problem in the village and it was suggested that the schools should be educated about Dog Fouling. PCSO Warrilow said it would be included in the Police Anti-Social talk at the schools.

LINCOLNSHIRE POLICE

The Community Beat Officers from the Lincolnshire Police endeavour to attend the monthly Parish Council meetings to liaise with the Parish Council. Monthly incident reporting will be passed to the council if a police representative is not available. PCSO Warrilow gave information on the Lincolnshire Police staffing.

LINCOLNSHIRE POLICE COMMUNITY PANELS

(Northern Rural Neighbourhood Panel and Southern Rural Neighbourhood Panel).

Lincolnshire Police continue to undertake the meetings of the Community Panels in all local communities. The panel meet every three months and set objectives for the Community Team, review actions carried out by the team since the previous Panel Meeting, and validate the impact of the team's work on increasing feelings of safety and public confidence. Councillor Blacklock and Councillor Johnson are the representatives for Holton le Clay at the Northern Area Panel. Councillor Aldridge, District Councillor attends the Northern Area and Southern Area Panels. I would like to extend a vote of thanks to Councillor Aldridge and Blacklock and to the local Police Officers.

LINCOLNSHIRE COUNTY COUNCIL

STREET LIGHTING

The Parish Council are aware that the street lighting in Tetney Lane and Church Lane need improving. There are no more developments as yet and any funding required would be considered in future precepts. It had been noted that there are some trees overhanging and the Clerk is to send a letter to residents and the LCC Highways for them to be trimmed back.

4. JOINT MANAGEMENT COMMITTEE REPORT – REPORT FROM COUNCILLOR JOHNSON

Councillor Johnson gave a short resume of the meetings held at the schools. It was confirmed a full and exciting year for both schools. The Chairman gave a vote of thanks to Councillor Lyons for his work on the Joint Management Committee.

5. OPEN FORUM

THE ETHERINGTON ARMS PUBLIC HOUSE

Discussions took place on the Etherington Arms Public House and the antisocial behaviour that appears to stem from the drinking by a minority of young people. The public were reassured that this area was on the list of Police tasking. Three people have been arrested and are being dealt with for the offences around the village. Witnesses have seen sex and drugs on a weekend taking place outside the pub and that the front wall is being used as a toilet. PCSO Warrilow said the Police will speak to the Etherington Arms landlords on this matter. Could the Council purchase the Etherington Arms?

THE 8 ACRES PLAYING FIELD – FOOTBALL PITCHES

HLC Grasshoppers Football Club - Bev Barker gave details of the Grasshoppers Football Club and said there are 100 children and young people at the club. The main concerns are the standard of the pitches and to try and identify whose responsibilities it is to maintain them. Bev Barker said she has tried to get some answers for some time now but gets passed between the HCCA and Parish Council and no further. The HLC Grasshoppers Football Club are prepared to pay more rent if this problem is rectified and a grounds maintenance person is contracted to carry out the work. The marking out of pitches, filling in holes, maintenance of football posts etc.

It was agreed between the Parish Council and the HLC Grasshoppers Football Club representative that for next season there will be support at the 8 Acres Playing Field. All the 8 Acres Playing Field Lease documents will be read through and Grant Aid will be applied for. Once details are more final a meeting will be arranged by the Parish Clerk with all parties concerned.

Mr Clarke asked if the cradle swing will be replaced in the Junior Playing Fields. The Council will be replacing it and use the existing seat if located, if not purchase a new seat.

6. VOTE OF THANKS

I would like to take this opportunity to thank Councillor Aldridge and Councillor Blacklock, our two East Lindsey District Councillors, for their part in representing the village in the District. The Vice-Chairman, Councillor Blacklock would like to thank Councillor Mrs Johnson, our representative on the Lincolnshire County Council.

Further I would like to extend a special vote of thanks to my Vice-Chairman, Councillor Clive Blacklock and all the Parish Councillors for their help and support during the year. The Council has worked well as a team and delivered fair and good value to the village.

7. There being no further business the meeting closed at 9.05 pm

.....CHAIRMAN
THESE MINUTES WERE SIGNED ON THE 29TH MARCH 2010