

HOLTON-LE-CLAY PARISH COUNCIL



ANNUAL REPORT

2013/2014

HOLTON-LE-CLAY PARISH COUNCIL
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**HOLTON-LE-CLAY PARISH COUNCIL
ANNUAL REPORT 2013/2014
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1. CHAIRMAN'S REPORT

Introduction

The Parish Meeting is held each year to inform the parishioners of the council business and finances and to also include up-to-date information from the charity run organisations in the community.

1.1 Parish Council Members

Councillor Clive Blacklock was elected Chairman of Holton-le-Clay Parish Council on Monday 20th May 2013 and Councillor Mrs Jean Johnson was elected the Vice-Chairman, who had held the position of Chairman for 6 years.

Members approved that the newly elected Chairman in 2015 would stand for the 2 years and step down and the Vice-Chairman appointed in 2015 would be expected to become Chairman in 2017, with a new Vice-Chairman being appointed.

The Parish Council has ten members with one vacancy. The resignation of Councillor Lee accepted at the Full Council meeting on Monday 16th September 2013 and Councillor Storey accepted at the 9th December 2013 Full Council meeting. The Co-option of Councillor Paul Pike on Monday 20th January 2014 Full Council meeting.

The current Councillors are Councillors Blacklock, Greetham, Henderson, Johnson, Pike, Reynolds, Rowntree, West, Willingham and Wright.

1.2 Employees

There are two employees.

Mrs Betty Gash who has been in the roles as Clerk to the Council, Clerk to the Burial Board and Responsible Financial Officer since July 2008, and who has gained much experience over the years and continues to give valuable advice and support to the Council.

Mr Paul Notley, Maintenance Operative, who joined the Parish Council on Monday 31st October 2011 is doing a fantastic role with the litter Picker and other duties including fence painting and strimming, and has had many comments on his dedication and enthusiasm from parishioners around the village. The Parish Council purchased a blower at a cost of £230 in 25th October 2013 for the Maintenance Operative, which will enhance the role.

1.3 Training

All Councillors are encouraged to attend training to ensure the council operates legally and follow the best practices available, mainly provided by the Lincolnshire Association of Local Councils. 5 Councillors are due to attend Councillor training at Tetney in September 2014.

The Clerk continues to take up this opportunity to improve her knowledge and skills to support the Council, by attending the Regional Society of Local Council Clerks Conference and that of the Lincolnshire Branch of the Society.

The Clerk has attended the following training in 2013/14.

1. PSMA (Mapping) training at Cranwell on Monday 24th June 2013.
2. Cemetery Legal Compliance course at Barton-upon-Humber on Thursday 7th November 2013 and her CPD experience published in the Society of Local Council Clerks – The Clerk magazine May 2014 issue.
3. LALC AGM & Conference with Councillor Wright at Coningsby on 15th October 2013.
4. Clerks Training as a refresher – Nettleton 5th March 2014

The department for Communities and Local Government policy document ‘Openness and transparency on personal interests’ a guide for councillors produced September 2013.

1.4 Delegated Powers

The Clerk is to have delegated arrangements up to £100 in any emergencies which was authorised at the Annual Council meeting of 20th May 2013.

The Clerk is to use the delegated powers as she is entitled Powers of the Proper Officer for ELDC Planning Applications at the Full Council meeting on 18th November 2013. This is for ‘out of committee’ planning applications when there is insufficient time to respond by the deadline date.

1.5 Office Equipment

Purchase of a new BT mobile dual phone for the Clerks office. There are no longer any fax facilities within the Parish Council.

1.6 Remembrance Sunday

The Remembrance Sunday service, Parade by 100 Squadron RAF and act of remembrance was very well attended. Two wreaths on behalf of the parishioners of Holton-le-Clay were laid on Remembrance Sunday. One was laid at the Village memorial on the Church grounds by the Chairman of the Parish Council and the other at the RAF memorial at the A16 by the Clerk. In previous years the RAF memorial wreath has been laid by Mr Colin Johnson.

1.7 Best Kept Villages and Small Towns Competition

The Parish Council agreed to take part in the competition for 2013, with Mr Notley, the Maintenance Operative as the Coordinator. The organisers of the event had changed from Community Lincs to the Campaign to Protect Rural England (CPRE). The Parish Council reached the second Round of the competition with some positive comments.

1.8 Council Offices – Meeting room

The Council offices meeting room is being used regularly; Village Hall Project meetings, HLC MERC for monthly meetings, North Rural Lincolnshire Police Panel, Neighbourhood Development Plan Steering Group meetings.

The Holton Management Ltd for their AGM and an East Lindsey District Council Community grant workshop in April 2014.

1.9 Subscriptions

The Council has continued its membership with the Lincolnshire Association of Local Councils and the Society of Local Council Clerks.

1.10 Payroll Services

The Parish Council continue to outsource the Payroll Services with Duncan & Toplis in Louth at a cost of £100 + VAT. The payment is quarterly in arrears.

1.11 Insurance

A new 3 year Long Term Agreement with Zurich Insurance Limited at £1,273.71 was approved from 1st June 2013 to 31st May 2016.

1.12 Lease of main Village Hall section to HLC MERC

The authorisation to lease the Village Hall section to HLC MERC was approved on Monday 20th May 2013 at the Annual Council meeting with the signing by the Chairman and Clerk on 11th June 2013 and two members of HLC MERC.

1.13 Grass Cutting contract

Tenders were sent out in October 2013 with a view of appointing a new contractor in March 2014. After careful consideration of the tender costs from 1 year to 6 year period the members agreed to continue with Veolia (ES) UK Ltd for a 6 year period.

1.14 Down Your Street – Grimsby Telegraph publication

The Grimsby Telegraph local newspaper is carrying out reports on villages in and around Grimsby. Holton-le-Clay has been represented twice covering the following main items: Tuesday 22nd October 2013. Children's Centre, Wall of Remembrance, Maintenance Operative and details of the re-location of the Council Offices. Tuesday 25th February 2014. The Youth Club, new Village Hall project update and Twinning Association.

2. ABBREVIATED FINANCIAL REPORT 2013/14

2.1 Income and Expenditure Account for Year Ended 31st March 2014 – enclosure

2.2 Supporting Statement (Audit and accounts - separate folder)

2.3 Village Hall Project

The Village Hall project tender documents were sent out and Byatt & Board was successful for the work at £187,000.00, which started on Monday 26th November 2013 with completed date of Friday 9th May 2014.

There was media coverage with Estuary TV on 2 occasions to promote the new Village Hall on 7th January 2014 and 8th May 2014.

2.4 Village Hall building – loan repayments

It was approved at the Full Council meeting of 17th June 2013 that the Parish Council set aside £18,400.00 for loan repayments for 2 years.

2.5 Village Hall – part payment by PCC

It was approved at the Full Council meeting on Monday 16th September 2013 that the Council accepts the agreed purchase for part of the hall from the Parochial Church Council (PCC) subject to solicitor's details and the final amount is used for the refurbishment of the new Village Hall. The Deed of trust was signed on 21st March 2014 for £37,000.00.

2.6 LGA 1972 Section 137 payment

The Department for Communities and Local Government (DCLG) has advised that the appropriate sum for the purpose of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2014-15 is £7.20. Parish Councils can use £7.20 per electorate to set aside a grant figure in the budget forecast for community groups. The monies allocated since 2011 are £500.00 – Summer Fayre, £40.00 2 x wreaths for Remembrance Sunday and £75.00 towards Holton News publication costs. For 2013 £59.60 towards a name plaque for the village planters, made by a member of HLC MERC, with materials funded by the HLC Youth Club. Therefore the contribution from HLC Youth Club, HLC MERC, Parish Council and sponsored by the individual shops.

2.7 Publications

The Parish Council purchased 13 copies of the guide at a cost of £31.52. This guide is a good reference for Parish Council members, and the purchase of 'Local Councils Explained' an National Association of Local Councils (NALC) publication at £49.99 & P&P.

2.8 Funding

The Council has been successful with two funding applications:

- 1) Lincolnshire County Council - £4,000.00 towards 2 new bus shelters.
- 2) Awards for All - £10,000.00 for new play equipment in Junior Playing Field.

2.9 Utilities

The Council agreed to a change of gas supplier from E-On to British Gas 22 October 13 to 22 October 14.

2.10 Direct Debit System

Direct Debit systems have been set up approved at the Full Council meeting on 18th November 2013 for British Gas (Electric and Gas), BT telephone and Information Commissions Office (Data Protection).

3. WORKING GROUPS & COMMITTEES

3.1 RAF memorial

The Parish Council is looking to do improvements at this site to make it a pleasing area and establish a tourist or heritage site. Councillor Rowntree and Councillor Reynolds have had site visits with the land owner of neighbouring fields and it was agreed that the entire hedgerow behind the RAF memorial would be cut back in November 2013 with the trees to remain in place.

A new working group will be appointed at the Annual Council meeting in May 2014

3.2 Eight Acres Playing Field (Village Playing Field) – Beech Grove

3.2.1 The committee is looking to re-apply for funding/grants to renovate the old tennis courts in 2014. Also possibly apply for a Ward Councillors grant for a bench. The Council approved for 3 benches to be located at the 8 Acres Playing Field at the Full Council meeting on Monday 15th July 2013.

3.2.2 BMX Trial Track – A Lincolnshire fence has not yet been installed to the front of the BMX trail track.

3.2.3 The Parish Council is responsible to undertake the maintenance to the two football pitches as part of the 'Chance to Share' Agreement.

3.2.4 The Parish Council approved the request to plant a tree or shrub in the memory of the late Rod Mole on Monday 15th July 2013. The memorial tree, kindly donated by Councillor Blacklock, was planted on Friday 22 November 2013 at 10.30 am with family and friends of Mrs Mole in attendance and the Maintenance Operative.

Councillor Paul Rowntree
Chairman – 8 Acres Playing Field Committee

3.3 Junior Playing Field – Garthway

3.3.1 Two new signs of 'dawn to dusk' were erected at the entrances to the Junior playing Field which were approved at Full Council on Monday 15th July 2013. This is to discourage young people using the playing field during the hours of darkness.

3.3.2 The successful 'Awards for All' grant of £10,000.00 grant for new playground equipment was received on 12 February 2014. Playdale has been instructed to install a large wooden climbing frame as Phase One of the new play equipment project. Phase 2 to include a trim trail - once further funding has been applied and received.

3.3.3 ROSPA 2013 report – There were 7 'medium' risks to address covering:

Youth shelter – roof accessible and damaged and is to be repaired, to re-glue and fill gaps and joints as necessary between safety surface and grass, build up of moss, lichen on the surfaces, to sweep off and monitor, dry bearings and the wet pour surface of edges shrunk and is to be re-sealed of the edge to wet pour patch.

The Junior playing Field is checked 3 times a week by the Maintenance Operative.

3.3.4 One of the cradle seats were replaced due to vandalism on 13th May 2013 with an identical pod style cradle seat.

3.3.5 The Safety Surface had been vandalised near the swings and was repaired in December 2013. The Council agreed to an Insurance claim and received £475.00. The insurance amount claimed was £445 based on the lowest quote and an excess of £100.

Councillor Paul Rowntree
Chairman – Junior Playing Field Committee

3.4 Emergency Planning and Planning & Development

3.4.1 The delay in completing the plan is that it has been transferred onto a new County Council matrix to be used by all Parish/Town Councils. The Emergency Plan is to be approved by the Full Council prior to submitting to the Lincolnshire County Council central base.

3.4.2 The Maintenance Operative role is to clear the pathways of snow and ice for the vulnerable persons listed in the HLC Community Emergency Plan and all the walkways in the village.

Chairman – Councillor John Willingham
Emergency Planning and Planning & Development Committee

3.5 Personnel and Finance

There was no pre-finance meeting held to set the draft Precept 2014/15. The main Finance meeting set the Precept at a meeting on Monday 13th January 2014.

**Chairman – Councillor Wright
Personnel and Finance Committee**

3.6 Cemetery/Burial Matters and Parish Gardens

The committee has quarterly meetings and makes regular visits to the Cemetery and Parish Gardens.

**Councillor Mrs Barbara Lee
Chairman of the Cemetery and Parish Gardens Committee**

3.7 Highways and Ward areas of responsibility

All Councillors have road areas of responsibility and report to the Clerk regularly any defects. Residents may also report defects direct to the County Council by telephoning 01522 782070 or via the Lincolnshire County Council website.

3.8 Neighbourhood Development Plan (NDP) Steering Group

Holton-le-Clay and Tetney Parish Councils agreed with East Lindsey District Council to work in co-operation to produce a 15 year Neighbourhood Development Plan. In order to produce the plan a Steering Group with 5 members from each of the two parishes was formed.

The first consultation was held in the Council Offices on Peppercorn Walk on Saturday 28th April 2012 in conjunction with a questionnaire that was forwarded to all households. Councillor Blacklock, who was appointed as the Chairman of the Neighbourhood Plan Steering group, and reminded members and parishioners the expected housing allocation for Holton-le-Clay will not exceed 282 and may be less subject to ELDC allocation from its Core Strategy. There are 9 parcels of land where land owners showed expressions of interest, with 7 areas being accounted and 2 discounted. The 869 houses, as part of the Strategic Land Housing Availability Assessment consultation, is land that could potentially be used.

The Steering Group have held several meetings over the past year and has its own website at <http://holtonleclayandtetneyplan.org.uk/>.

3.9 Police Restorative Justice system

The Lincolnshire Police has introduced a new system The 'Restorative Resolution' a term used by the Police and it is used to resolve crimes to the agreement of the victim and the offender. If an offender admits to an offence and is suitable for a restorative resolution then it is processed.

The type of work offenders are likely to be required to complete are general tasks, such as litter picking, cleaning, painting etc. to be carried out in the village. The Parish Council agreed to take part in the 'Restorative Justice System' at the Full Council meeting on Monday 15th July 2013 and Councillor Reynolds is the single point of contact.

4. OUTSIDE BODIES

Representatives on outside bodies

4.1 HLC (MERC)

The committee is called the Holton-le-Clay Multi Purpose Educational and Resource Centre. There are two Parish Councillors on the committee, Councillor Reynolds as Vice-Chairman and Councillor Rowntree.

4.2 Joint Management Committee

The Joint Management Committee was formed as part of the 'Chance to Share' Agreement. The committee meets 3 times a year in each term time, including the AGM and the meetings are chaired each year in turn by the separate organisations. The is the shared agreement for the use of the School Hall including the playground and field, Community Centre and the 8 Acres Playing Field (less the old tennis courts and bowling green).

All three parties (Junior School (LCC), HCCA and Parish Council) are part of the 'Chance to Share Agreement' 1983/86 for 99 years to 2082. There were Deed of Variations documents of 1993 and 1995.

The rewriting of the Chance to Share is still on hold. There have been new members to the Committee and all personnel will need to read the documents to fully understand the 'Chance to Share' Agreement' and its content. An additional Joint meeting with all 3 parties is to be arranged in 2014 to discuss any new amendments and its future.

4.3 Northern Area Committee

This committee is a District run meeting set up for the parishes in the Northern area of the District. The committee meeting is usually attended by Councillor Blacklock as the District Councillor. Councillor Henderson is the Parish Council representative and substitutes Councillor Wright and Councillor Willingham.

4.4 North Rural Neighbourhood Police Panel

Lincolnshire Police continue to undertake the meetings of the Community Panels in all local communities, Northern Rural Neighbourhood Panel and Southern Rural Neighbourhood Panel. PCSO Sally Read was appointed as the Chair of the North Rural Neighbourhood Police Panel in 2012. Councillor Blacklock as District Councillor and Councillor Henderson represents the village of Holton-le-Clay.

Councillor Aldridge, District Councillor, attends the Northern and Southern Rural Neighbourhood Panels.

4.5 School Governor

Councillor Blacklock was appointed to represent the County Councillor as a School Governor in October 2013.

Other organisations

4.6 HLC Youth Group Management Committee

4.7 Holton-le-Clay Community Centre Association (HCCA)

The European Elections are due to be held on Thursday 22nd May 2014 at the Community Centre.

4.8 Lincolnshire Police

5. BURIAL BOARD

5.1 The Burial Board

The Cemetery software is not a replacement to the manual record and these records are still being maintained by the Clerk. The list of Cemetery Charges is available from the Clerk to the Burial Board and was increased for the first time in 4 years in 2013.

The unauthorised Grave Memorabilia is continued to be addressed and there was progress in 2013. There has been one complaint received with this new procedure.

5.2 Wall of Remembrance

The Wall of Remembrance was created in the Cemetery to fix commemoration plaques to create an everlasting and special memory to those who have strong connections with the village. It is recommended that no cards or materials are to be placed on the Wall of Remembrance nor plants and plant pots in front of the wall.

The 4 stainless steel vases attached to the Wall of Remembrance for families to place flowers has been a success. There have been 3 plaques erected in 2013/14.

5.3 Cemetery

5.3.1 Tim Edwards of Green fingers from Humberston was successful in the new Cemetery and Maintenance contract which commenced 1st May 2013 for 3 years with a 12 month probationary period. Tim has been carrying out excellent works at the Cemetery and has regular meetings with the Clerk to the Burial Board.

5.3.2 Due to the grass cutting season it was approved for an amendment to the Contract to start the middle of March 2014 instead of 1st May as to include the first cuts of the season.

5.3.3 The levelling of the graves has begun with 8 graves turfed and seeded in 2014.

5.3.4 A water meter was installed in June 2012, without prior knowledge of the Parish Council, and has increased the water bills at the Cemetery and Parish Gardens. The water bills are being monitored and the Parish Garden holders are aware there may be annual increases in the Parish Garden rents to cover the costs.

5.3.5 The remedial tree works in the Cemetery was approved at the Full Council meeting on Monday 16th September 2013, which was more than overdue. The quote from Lindsey Trees Services of £1,290.00 was accepted and the work was carried out on 30th September 2013.

5.3.6 A site visit revealed that a 3 strand wire fence with a concrete post was once in place along the Cemetery Drive boundary line now next to Persimmons. This is due to be removed.

5.3.7 The new Persimmon development has identified potentially more land that could be used for extra Burial site. This is in between the Cemetery and new boundary fencing, behind the Wall of Remembrance amongst the trees. Enquiries at this stage and the Site Manager will come back to the Parish Council with the decision of Persimmon about the small parcel of land – documented at the full Council meeting on Monday 15th July 2013.

5.4 Parish Gardens

Parish Gardens

There are now 36 Parish Gardens with ten names on the waiting list (22 half plots and 14 Full Plots).

The Parish Gardens rent was increased on a second year running due to the increase in water rates fees after a meter had been installed in 2012.

Full size £16.50 to £20.00

Half size £11.00 to £12.00

Full size £12.50 to £15.00 (pensionable age)

Half size £8.00 to £10.00 (pensionable age)

6. MISCELLANEOUS REPORTS

6.1 Waterloo Housing – formerly New Lynx Housing Trust

The land ownership in the village with responsibilities of maintenance for St Peters Close, Walkway between St Peters Close and Church Lane and on Garthway outside No.s 2 and 4.

6.2 Complaints

1. Parking on grass verges.
2. Footballers who are using the 8 Acres Playing field in the evening cars blocking driveways and access gate.
3. Complaint about the poor state of the village.
4. Footpaths are abominable and in need off repair.
5. Green waste bin – confusion over the green waste new system and the change in domestic and recycling date and day for collection.
6. Inconsiderate parking and cars parked on the pavements.
7. Condition of roads, footpaths and potholes.
8. Bus Services Interconnect 51 - delays.
9. Overhanging trees.
10. Village grass cutting.

6.3 Consultations

The Parish Council was part of the consultation process for:

1. Green Waste Collection Consultation 2nd April to 30th April 2013.
2. Community Access to Heritage Information by 28th June 2013.
3. County Council Consultation Database – email 18 April 2013.
4. Library consultation 11 October 2013 until 30 September 2013.
5. Eastern Inshore Fisheries and Conservation Authority 26 September to 11 November 2013.
6. Scrutiny Review of car parking policy changes – panel meeting on 31st October 2013.
7. Lincolnshire Minerals and Waste Local Plan – Consultation Open 1 November to 13 December 2013.
8. Notification of formal consultation on protected areas byelaw in order to further the conservation objectives of European marine sites.
9. Community Speed watch – Passive and Reactive Sign Trial – Ancaster.
10. The Livestock Market Scrutiny Review – 1st July 2014.
11. Consultation on a draft transparency code for Parish Councils with a turnover not exceeding £25,000.00.
12. The Openness of Local Government Bodies Regulations 2014 – 10 March 2014.

6.4 Bus Shelters

The Parish Council was successful with a Lincolnshire County Council grant of £4,000 towards 2 new bus shelters. The bus shelters were both installed on the 16th October 2013 with one on Louth Road opposite Silver Street and the other in front of the Doctors Surgery.

6.5 Bus Services

There is a new Louth Bus Guide dated April 2014 with details of the InterConnect 51 timetable which will see through buses between Grimsby and Louth with runs into Tetney.

6.6 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. No details have yet been put together on this Annual Award.

6.7 Welcome Brochure produced by the Parochial Church Committee (PCC)

The PCC has produced and passed 40 copies to the Parish Council for distribution in 2009 but no more copies have yet been produced.

6.8 Parish Magazine – Holton News

The Holton News Parish magazine, printed and organised by the Church, continues to be delivered monthly to every home in the village by volunteers.

6.9 Windfarms

The Parish Council is in full support of neighbouring villages to oppose wind farms in rural Lincolnshire. It was agreed at the meeting of 21st October 2013 to join the 'one voice' Windfarm community and Parish/Town Council group. Councillor Blacklock and Councillor Henderson are the representatives to the Windfarm Collaboration of Local Parishes.

6.10 Offshore Windfarm

The construction of Offshore Windfarm with cables between North Killingholme and Hornsea. The Parish Council former railway owned land is around 25 metres in width in between 2 farmers' fields near to the 8 Acres Playing Field and Station Road. The cable strip is 20 metres wide to be extended up to 30 metres if necessary due to physical obstacles. The new deeds were signed in October 2012 and monies received totalling £14,500 for the Offshore Windfarm project to date. If the development is approved the Parish Council would receive a further £2,000.00 on entry to lay the cable and £2,000.00 on completion of the lease, once the cable has been laid for both the onshore element of Heron Wind Ltd and Optimus Wind Ltd that have replaced Smart Wind Ltd – totalling £8,000.00.

There have been numerous consultations and meetings. The Clerk attended the SMartwind Preliminary Planning meeting at North Killingholme on Tuesday 10th December 2013.

An application by SMart Wind Ltd for an Order granting Development Consent for the Hornsea Offshore Wind Farm – Project 1 and issue of second round of written questions.

The hearing dates are 29, 30 April and 1 May 2014 at Humber Royal Hotel.

6.11 Paths4Communities Funding

In June 2012 the Parish Council made enquiries with the Natural England to apply for the Paths4Communities funding scheme to link Holton-le-Clay with New Waltham via the former Railway Land to create an official footpath/bridleway/cycle path.

The project was cancelled in April 2013 as the Lincolnshire Wolds Railway was not in a position to sell or lease their land at this time to the Parish Council, and so missed the funding opportunity deadline. There are a number of residents that are still keen for a footpath to link New Waltham.

6.12 Suppliers List

The Parish Council has a suppliers list and new names to be added are that of Unitec Electrical, Brocklebank plumbing, Byatt and Board, Mr Tacey and Mr Matthews.

7. LINCOLNSHIRE COUNTY COUNCIL

7.1 County Council Elections

The County Council elections took place on 2nd May 2013 and Councillor Tony Bridges was appointed as the new Councillor for Louth Rural North (Conservative).

7.2 LCC Community Grant Aid

The County Councillor, Councillor Tony Bridges, agreed to use his County Community Grant Aid for the new Village Hall Project and has given £2,000 in 2014 to the Holton-le-Clay Multi-Purpose Educational Resource Centre. Groups and Clubs can apply to the County Councillor to receive the Grant Aid.

7.3 Mobile Library Service

The Lincolnshire County Council held a Lincolnshire Libraries Consultation to 30th September 2013. The proposal was put together because £2 million needs to be saved from the library budget. The Mobile Library Service is still operational and there is a good service to the village reduced from twice to once a week on a Wednesday. The new service from 6 May 2014 is for 14 hours per month. The railway crossing stop has been relocated to the Lincolnshire Co-operative car park to try and attract more customers/users to the Library service.

7.4 The Junior school and the Infants School

The Parish Council strongly support both the Infants School and the Junior School. The Governors are investigating the possibility of becoming an Academy.

7.5 Lincolnshire Concessionary Fare Scheme

The County Council has taken over the responsibility of bus passes and started the renewal process from October 2012. Forms are available in the Council meeting room and are to be forwarded to City Hall Lincoln with documentation of proof of age and residency and an up-to-date photograph. Parishioners can also arrange with the County Council to apply for the new bus pass in person at the City Hall, Lincoln.

7.6 Phase 3 Children's Centre

7.6.1 The Children's Centre continues to be successful and is encouraging more users. At the meeting on 19th September 2013 attendees were advised that there will be a change in the format of the meetings with 2 separate meetings: an executive meeting and a local organisation/parents meeting.

7.6.2 A monthly programme of events is forwarded from Debbie Watson, the Children's Services Support Assistant, East Lindsey Children's Centres based at the Children's Centre on Picksley Crescent, and these are placed on the Parish Council website and 3 Village Notice boards.

7.7 Street Lighting

7.7.1 The Parish Council are aware that the street lighting in Church Lane and Tetney Lane need improving. Lincolnshire Highways have agreed to fell one of the trees in front of No 59 Tetney Lane.

7.7.2 Church Lane, Tetney Lane and Clay Lane are all ELDC footway lighting with all other village roads Lincolnshire County Council Highway street lighting.

7.8 Highways/Anglian Water

7.8.1 For improvements to drivers travelling out of the village the Highways repositioned the main sign on the A16. A Grimsby notification sign was also installed on the left hand side opposite the slip road after the jug and bottle entrance to car park at Lancaster Gate.

7.8.2 The County Council has approved to reduce the speed limit to 30 mph speed limit throughout the whole village apart from 20 mph sign which is already in place at the Junior School. The Parish Council supported on Monday 15th July 2013 to make the entire length of Louth Road a 30 mph speed limit and new signs are to be installed in May 2014.

7.8.3 The County trialled a new system of weed spray in 2013 called 'Foamstream'. A site visit was arranged with the Highways Area Manager for Wednesday 16th October 2013 to inspect the village after the weed spray contract, as there had been several complaints about the services. For 2014 Highways is looking at a 2 hit system in Spring and end of Summer with assurances that Holton-le-Clay would be given priority.

7.8.4 The Telephone box on Pinfold Lane has been removed.

7.8.5 Anglian Water carried out repairs at the Louth Road/Church Lane junction to try and resolve the major flooding problem that keeps occurring during/after heavy rain.

7.8.6 The Council received several complaints with parking on grass verges and have approached the County Council to enquire if a similar system could be adopted as is currently carried out in Waltham and some other North East Lincolnshire villages, whereas no parking on verges signs have been installed on the entrances to the village and fines imposed. The Parish Council has initially approached the County Council and is to follow up with photographs with evidence of the scheme.

7.8.7 Major pothole works have been carried out at the entrance to NISA on Louth Road, vehicle entrance to the Junior School on Picksley Crescent and Church Walk entrance. There are still problems with other roads in the village

7.8.8 2 street lamps are due to be re-positioned onto the Picksley Crescent to Pinfold Lane (Footpath No 5) walkway.

7.8.9 A new grit bin was installed on the junction of Tetney Lane/Langton Road.

8. EAST LINDSEY DISTRICT COUNCIL (ELDC)

8.1 Council Tax Support Grant

The District Council for the second year have support Parish/Town council with a Council Tax grant to offset the local Precept. For the FY 2014/15 there is a District Grant of £3,299.00, which is part of a grant that has been worked out amongst all Parish/Town Councils in East Lindsey District Council.

8.2 Boundary Commission - Electoral Review of East Lindsey

There are changes to the Ward Boundaries which will affect the two Holton-le-Clay District Ward Councillors in May 2015, whose new wards are Holton-le-Clay, North Thoresby, Grainsby and Waithe.

8.3 ELDC Grant Aid

The two District representatives, Councillor Blacklock and Councillor Aldridge, both receive Councillors Community Grants. For the 2013/14 Councillor Blacklock has given £2,000.00 towards the Village Hall project and Councillor Aldridge £1,000.00.

8.4 East Lindsey District Council – Surgery

The two District Councillors – Councillors Aldridge and Blacklock hold a surgery in the Council Offices chamber each month for the benefit of the parishioners. The day was changed in July 2012 from the second Wednesday to the third Wednesday due to not being able to have the use of the meeting room at the same time as the ELDC facilities Day. The surgery is held on alternative morning and afternoons 10.00 am to 12.00 and 2.00 – 4.00 pm.

8.5 East Lindsey District Council Facilities Day

The Customer Services staff located at East Lindsey District Council has a facilities day at the Council Offices on the second Wednesday of each month. This continued after the Council Offices were relocated to the rear of the former Etherington Arms (new Village Hall) in May 2012. The ELDC Customer Services use a separate counter in the meeting room and the services are due to be reviewed in May 2014.

8.6 Lincolnshire Community and Voluntary Service (LCVS)

The Lincolnshire CVS is expanding their LCVS local events in East Lindsey, in response to the popularity of some venues and requests from the area. The organisation can help people

- 1) Become a volunteer and make a difference.
- 2) Find funding for your group.
- 3) Recruit volunteers.
- 4) Develop your projects.
- 5) Be more effective and better managed and much more.

The new schedule includes being located at the Parish Council meeting room during the ELDC facilities day on the 2nd Wednesday of each month between 10.00 am and midday.

8.7 Waste Collection system

8.7.1 From the week commencing 31st March 2014 ELDC offered a fortnightly green waste collection all year round (with a break over Christmas and New Year) costing £25 per year. Up to four green bins at your property, additional bins can be purchased at £27 per bin and will cost £25 per bin per year for collection. Residents would need to sign up at www.e-lindsey.gov.uk/greenwaste or call 0800 08 55 037. The green waste collection is on a Monday.

8.7.2 There is a new system of waste collection dates and for Holton-le-Clay the domestic and recycling date and day for collection – changed from a Monday to a Tuesday.

8.8 Street Cleaning

The Clerk and Maintenance Operative have a good relationship with the Management and staff at ELDC Street Scene and frequently liaise to discuss issues around the village.

8.9 Dog Warden Scheme

Dog Fouling is a problem in the village and all members agreed more needs to be done about it. Extra patrols had been arranged, Dog Fouling stickers have been placed around the village again, along with the dog Stencils on the ground at footpath entrances with ELDC logo. A new initiative is to put up small picket notices at the worst areas with details of the penalty fine and dog notice. The District Council provides a Dog Warden Service for the enforcement of legislation, the collection of stray dogs, education of the public via schools and local organisations and dog chipping services. The Dog Warden services have been cut and there is only the one dog Warden in the District.

8.10 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.

The Parish Council purchased a further dog bin to replace the old dog bin at the Cricket Club and the dog bin on the cul-de-sac sign on Yarborough Close has been relocated on the Pelham Road green.

8.11 Planning Applications via internet

As from 1st April 2013 ELDC sent planning consultations and decision notices electronically and in turn the Parish Council sent replies electronically. ELDC will continue to send large planning applications in hard copy. Planning Applications can be viewed on the ELDC Planning website.

The Parish Council were consulted on 28 Planning Applications in 2013/14.

8.12 New Street Name Signs

A site visit took place in January 2013 between the District and Parish Council to view some of the village street name signs to have new signs, replacement signs or signs cleaned.

New and replacement street signs were installed in May 2013; Two new signs for 'The Crescent' and one for 'Belmont' and Carmen Crescent. Replacement signs for Church Walk, Louth Road opposite Silver Street, Silver Street, Lindsey Drive wall sign, Holton Mount multi signs on Louth Road – Forge Way and Carmen Crescent added.

The pair of 'leading to' etc signs at the entrance to Carmen Crescent, had been cleaned up but the problem with them is the back ground white paint fading and flaking, but it is not yet bad enough to say that it is unreadable and warrants replacement at this stage. The request to add the Carmen Crescent street name to the Worsley Close multi-sign was dismissed.

End of Report

There were no annual reports received from HCCA, HLC MERC and Lincolnshire Police for 2013/2014.

Enclosures:

1. Income and Expenditure Account.

Appendices:

1. Parish Council Contact Details.
2. County & District Council Contact Details.

HOLTON-LE-CLAY PARISH COUNCIL
Village Hall, Pinfold Lane, Holton-le-Clay
GRIMSBY, Lincolnshire DN36 5DL
Telephone and Fax 01472 825467 Email: HLC.PC@btconnect.com
Website: <http://parishes.lincolnshire.gov.uk/holtonleclay>

The contact for the Holton-le-Clay Parish Council is the Clerk to the Council, Mrs Betty Gash.

If you would like to contact any of the members please leave your details with the Clerk to the Council who will pass this onto the relevant councillors.

LIST OF PARISH COUNCILLORS

As at April 2014

Councillor Clive BLACKLOCK (Vice-Chairman)

Councillor Mrs Jean JOHNSON (Chairman)

Councillor Dave GREETHAM

Councillor Trevor HENDERSON

Councillor Paul PIKE

Councillor Mrs Helen REYNOLDS

Councillor Paul ROWNTREE

Councillor Mrs Evelyn WEST

Councillor John WILLINGHAM

Councillor Bill WRIGHT

One vacancy

11 MEMBERS

COUNTY AND DISTRICT COUNCIL CONTACT DETAILS

County Councillor

Councillor Tony Bridges (from 2 May 2013)

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Holton Road
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District Councillors

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