

MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY PARISH COUNCIL, HELD AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE CLAY, DN36 5DL MONDAY 21st MARCH 2022 AT 7PM

Present: Councillor Mik Boon (Chairman)
Councillor Helen Reynolds (Vice Chair)
Councillor Matthew Starr
Councillor Maureen Redford
Councillor Patrick Warrener
Councillor Paul Rowntree

In Attendance: Emma Portas – Clerk and RFO
Councillor Terry Aldridge East Lindsey District Council

0 Members of the public
Public forum cancelled due to lack of attendance.

175. CHAIRMANS WELCOME:

The Chairman welcomed all those present and thanked them for their attendance.

176. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Councillor Wheeler and Councillor Phyll Smith (ELDC) sent their apologies ahead of the meeting.

177. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds declared an interest as a member of MERC.

178. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 21st February 2022:

The minutes of the full council meeting held on 21st February 2022 were accepted as a true record.

179. TO RECEIVE AN UPDATE FROM MERC:

The shutter at the front of the village hall needs repairing – clerk is arranging this to be done when the shutters are serviced. The last afternoon tea had an excellent turnout of around 65 people, so things finally seem to be returning to normal.

180. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Not a lot to report from the district council. At the last meeting the Emergency Plan was discussed. It is encouraged that parish councils adopt their own emergency plan but not essential. A new large housing development planned for Woodhall Spa was discussed at the last planning meeting.

181. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

The county councillor was not present but sent a report via the vice chair. Councillor Marfleet is due to meet with a representative from Highways to discuss the cycle path. Councillor Marfleet has looked into the possibility of moving the PROW between Magnolia Drive and the 8 Acres Playing Field but it just isn't worth pursuing due to the amount of red tape that we would have to go through.

He has also looked at the request for yellow lines being painted on Louth Road opposite the shops but it is more likely that white lines will be put down as an alternative.

182. PLANNING MATTERS: Application reference N/085/00430/22
Planning Permission - Two storey extension and alterations to existing dwelling to provide additional living accommodation.
Observations required no later than 5th April 2022

110 LOUTH ROAD, HOLTON LE CLAY, GRIMSBY, DN36 5AB

The only concern raised with this application was that the building will become a three - storey property and this is not in keeping with other buildings in the area.

183. TO REVIEW THE FOLLOWING POLICIES FOR UPDATES:

- **FINANCIAL SUPPORT AND GRANT AWARDS (NO CHANGE)**
- **INTERNET AND SOCIAL MEDIA (NO CHANGE)**
- **DEATH OF A SENIOR NATIONAL FIGURE (NO CHANGE)**

The policy documents were accepted with no changes.

184. TO CONSIDER EMPLOYING SARAH KULWICKI FROM CONINGSBY TOWN COUNCIL TO CARRY OUT THE INTERNAL AUDIT AT A COST OF £90:

It was

RESOLVED: to employ Sarah Kulwicki to carry out the internal audit.

185. PROPOSED BY COUNCILLOR REYNOLDS TO PAY GRAPHIC DESIGNER, ALISON EDWARDS A ONE-OFF FEE OF £50 FOR SETTING UP THE VILLAGE MAGAZINE, FOLLOWED BY PAYMENTS OF £50 PER MONTH FOR THE ONGOING ADMINISTRATION. ARTICLES WILL BE COLLECTED AND SENT TO ALISON EVERY MONTH BY THE CLERK AND COMMITTEE AND ALSION WILL PRODUCE AN INVOICE EACH MONTH:

It was

RESOLVED: to employ Alison Edwards at a cost of £50 per month with a start up fee of £50 for the production of the village magazine.

186. EMMA HAS HAD A DISCUSSION WITH KONIKA RE UPGRADING OUR CURRENT PRINTER TO COPE WITH TAKING ON THE PRINTING OF THE VILLAGE MAGAZINE. PROPOSED BY COUNCILLOR REYNOLDS THAT WE PAY £298.41 TO DO THE UPGRADE FROM THE BUDEGT WE AGREED. SHE HAS WORKED OUT COSTS OVERALL FOR EVERYTHING NEEDED TO PRINT THE MAGAZINE WHICH ARE £2218.92, WELL WITHIN THE BUDGET SET OF £3163.00:

It was

RESOLVED: to upgrade the printer with Konika Minolta at the prices discussed.

187. PROPOSED BY COUNCILLOR BOON TO REPLACE TWO BENCHES THAT ARE ROTTEN – ONE ON THE JUNIOR PLAYING FIELD AND ONE ON TETNEY LANE. ALSO, TO REMOVE THE BENCH ON LOUTH ROAD, OPPOSITE SILVER STREET DUE TO ITS POOR STATE OF REPAIR. THIS ONE DOES NOT NEED REPLACING AS THE NEW JUBILEE BENCH WILL BE IN PLACE FURTHER UP THE ROAD. COST OF INSTALLATION ONTO A CONCRETE PAD IS £460:

- GLASDON PHOENIX RECYCLED FURNITURE SEAT

| | | |
|----------------------------------|----------|-------------------------|
| plus - Receipts not cleared | 0.00 | 63,471.89 |
| Burial Account per Statement | 6,105.61 | |
| plus - receipts not cleared | 0.00 | |
| less - Outstanding Cheques | | |
| | | <u>6,105.61</u> |
| | | 7,157.55 |
| TOTAL COUNCIL FUNDS AS AT | | <u>69,577.50</u> |

ALLOCATION OF FUNDS -

| | | |
|--|-----------|-------------------------|
| TOTAL FUNDS, PER ABOVE | | 69,577.50 |
| RESERVES | | |
| Parish Council Minimum Reserve | 13,000.00 | |
| Junior Playing Field New Equipment | 9,725.00 | |
| Village Improvement Reserve | 13,728.14 | |
| muga renovation | 207.51 | |
| | | 36,660.65 |
| Burial Account Bank Balance (upkeep of Cemetery) | | <u>6,105.61</u> |
| | | 42,766.26 |
| PRECEPT RECEIVED IN ADVANCE (see below) | | |
| 1 MONTH | | |
| | | <u>5,700.16</u> |
| | | 48,466.42 |
| *APPROX FUNDS AVAILABLE as at 28.02.2022 | | <u>21,111.08</u> |

PRECEPT - is received in advance twice a year, therefore we usually have monies in our account representing spend in coming months.

***EXACT SURPLUS CAN NOT BE CALCULATED UNTIL THE END OF THE FINANCIAL YEAR**

*4086.00 of surplus monies is for cemetery upkeep

189. FINANCE REPORT:

March 2022 Payments

| GENERAL | Payee | Invoice | |
|----------------------|--------------------|---------------------------------|------------|
| DD | BRITISH GAS | ELECTRICITY VILLAGE HALL | 260.25 |
| DD | PWLB | VILLAGE HALL LOAN | 4604.31 |
| BACS | ANGLIAN WATER/WAVE | VILLAGE HALL WATER | 74.9 |
| DD | ANGLIAN WATER/WAVE | CEMETERY WATER | 54.24 |
| BACS | KONIKA MINOLTA | PRINTER HIRE | 45.38 |
| DD | VIRGIN | broadband | £50.40 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS/MILEAGE | £3,077.51 |
| BACS | ROSPA | PLAY INSPECTIONS | £540.00 |
| BACS | CREATIVE PLAY | NEW PLAY EQUIPMENT | £9,936.00 |
| BACS | D KIRK | BENCH INSTALLATION | £460.00 |
| BACS | D KIRK | NOTICEBOARD INSTALLATION | £150.00 |
| DD | BRITISH GAS | GAS - VILLAGE HALL | £332.12 |
| DD | BRITISH GAS | DEFIBRILLATOR ELECTRICITY | £15.03 |
| | | | £19,600.14 |
| CREDIT CARD PAYMENTS | | | |
| | GIFFGAFF | MOBILE TOP UP | 12 |
| | MB PICTURE RAMING | VILLAGE PHOTO FRAMES | 100 |
| | AMAZON | WIRED KEYBOARD FOR HOME WORKING | 18.19 |
| | CLOUDNEXT | CLLR EMAIL SUBSCRIPTION | 14.38 |
| | | | 144.57 |

The finances were accepted and approved for payment.

190. TIME AND DATE OF NEXT MEETING: MONDAY 11th APRIL 2022 AND WILL INCLUDE THE ANNUAL PARISH MEETING.