

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 15TH NOVEMBER 2021 AT 7PM

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

0 Members of the public
Councillor Terry Aldridge – East Lindsey District Council
Councillor Phyll Smith – East Lindsey District Council

110. CHAIRMANS WELCOME:

The Chairman welcomed all those present and congratulated the clerk on her recent wedding.

111. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

No apologies received. Councillor Warrener noted as absent.

112. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Boon declared an interest in item 117. Councillor Reynolds declared an interest as a member of MERC.

113. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18TH OCTOBER 2021:

The minutes of the full council meeting held on 18th October 2021 were approved as a true record.

114. TO RECEIVE AN UPDATE FROM MERC:

The Remembrance Day service had a good attendance this year and Air Commodore Bonner sent his thanks. He also suggested that a P.A System might be useful for future services.

Afternoon Tea for December will be a festive one with a special visit from Santa.

There was no public attendance at the AGM.

115. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

Councillor Smith had nothing to report this month.

Councillor Aldridge mentioned that there had been no update as of yet on the planned housing development for the area. The First Homes Scheme has been mentioned along with the need to retain some properties for local residents.

116. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor not present.

117. TO CONSIDER QUOTES FOR NEW PLAYGROUND EQUIPMENT FOR THE JUNIOR PLAYING FIELD, FOLLOWING A RECEIPT OF GRANT FUNDING FOR £10,000:

- **BENCHES – NBB FURNITURE CAPTAINS SEAT £275 + VAT (FREE DELIVERY), GLASDON £487 + VAT (FREE DELIVERY), STREET FURNITURE DIRECT £395 + VAT (FREE DELIVERY)**
- **BENCH INSTALLATION £480 D KIRK**

- **SEE SAW PRICES:**
- **PLAYDALE ROTA BOUNCE £6211.69 + VAT INC. DELIVERY AND INSTALLATION;**

- **CREATIVE PLAY TIMBER STANDING SEESAW £5833 + VAT INC DELIVERY AND INSTALLATION;**

- **KOMPAN OCEAN MULTI SEE SAW £7484.26 + VAT OR £5936 + VAT – TWO PRICES GIVEN AS ONE IS TO REPLACE ENTIRE WET POUR SURFACE.**

- **SPRING RIDER QUOTES:**

- **PLAYDALE DOUBLE SPRING RIDER PLUS SINGLE SPRING RIDER £3876.23 + VAT INC DELIVERY AND INSTALLATION; CREATIVE PLAY DOUBLE SPRING RIDER AND SINGLE SPRING RIDER £2315 + VAT. INCLUDES DELIVERY BUT NOT INSTALLTION – WILL NOT PROVIDE INSTALLTION QUOTE AS PRICE IS TOO LOW TO QUALIFY FOR INSTALLATION OF PRODUCT.**

CLERK RECOMMENDS NBB FURNITURE FOR BENCH ORDER AS THIS WOULD BE IN KEEPING WITH THE OTHER BENCHES IN THE VILLAGE. RECOMMEND ALSO THE STAND UP SEE SAW FROM CREATIVE PLAY

AS THE MATERIAL IS IN KEEPING WITH THE OTHER PARK EQUIPMENT. RECOMMEND PLAYDALE SPRING RIDERS AS PRICES INCLUDE INSTALLATION.

IF COUNCIL OPTS FOR CLERKS RECOMMENDATIONS THE TOTAL PRICE FOR SEE SAW, BENCH AND SPRING RIDERS WITH INSTALLATION EXCLUDING VAT IS £10,464

It was

RESOLVED to purchase a bench from NBB Furniture to be installed at the junior playing field. One abstention.

It was

RESOLVED to purchase a see saw from Creative Play. Clerk to find out whether Creative Play will install equipment purchased from a third party – if not, then the Spring Riders will be deferred for a decision at the next meeting.

118. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE THREE MORE SETS OF SOLAR LIGHTS FOR THE MEMORIAL SIGN AND THE TWO VILLAGE SIGNS WHICH WILL BE INSTALLED AT THE JUG AND BOTTLE AND TETNEY LANE ENTRANCES TO THE VILLAGE. THE LIGHTS COST £40 EACH AND THE BRACKETS COST £225 EACH. (INSTALLATION AND FRAMES FOR THE SIGNS HAS PREVIOUSLY BEEN AGREED WITH THE TOTAL COST FOR THIS BEING £1100 FOR BOTH SIGNS):

It was

RESOLVED to purchase one more set of solar lights to be installed on the existing memorial sign.

119. TO CONSIDER QUOTES FOR CLEARING THE COMPOST AREA OF THE CEMETERY. TWO COMPANIES HAVE BEEN APPROACHED FOR QUOTES:

- **MOWNS AND GROWNS £1250 TO CLEAR THE ENTIRE AREA AND REMOVE ALL WASTE INCLUDING ASBESTOS. TO INSTALL A CONCRETE BASE WITH CONCRETE POSTS AND FENCING TO SCREEN OFF THE AREA £1200 (NO VAT)**
- **JB RURAL £1150 TO CLEAR ENTIRE AREA AND INSTALL SCREENING FOR BINS.**

It was

RESOLVED to request JB Rural to clear the compost area but need to know what type of screening will be used for the bin area.

120. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE A SIGN FOR THE BLANK SIGN POST IN THE JUNIOR PLAYING ROAD – SUGGESTIONS INCLUDE NO DOGS ALLOWED, NO MOTOR VEHICLES etc:

It was

RESOLVED to purchase two signs for the playing field. One to say 'No Dogs Allowed' and also a CCTV sign with a maximum spend of £350.

121. THIS ITEM WAS DEFERRED FROM THE OCTOBER MEETING. COUNCILLOR BOON WAS GOING TO CONTACT THE CRICKET CLUB TO SEE WHAT CELEBRATIONS THEY HAVE PLANNED FOR THE JUBILEE YEAR. (PROPOSED BY COUNCILLOR BOON TO PURCHASE A GAS FUELLED BEACON TO MARK THE QUEENS PLATINUM JUBILEE NEXT YEAR. THIS IS A GLOBAL EVENT AND ALL TOWN AND PARISH COUNCILS ARE ENCOURAGED TO TAKE PART. THE COST OF THE BEACON IS £495 PLUS VAT AND THE GAS CYLINDER CAN BE PURCHASED SEPERATELY FOR £19.99 PLUS P&P.)

ANOTHER OPTION FOR MARKING THE OCCASION IS THE GREEN CANOPY INITIATIVE 'PLANT A TREE FOR THE JUBILEE':

It was

RESOLVED that the parish council will not participate in the beacon lighting ceremony for the Jubilee but instead would support the 'Plant a Tree for the Jubilee' initiative. It would be useful to discuss with the cricket club any plans that they might have which the parish council could collaborate on. This is to be added to the December agenda.

122. TO REVIEW CLERKS DELEGATED SPENDING POWERS AND CONSIDER KEEPING THEM IN PLACE UNTIL THE FINANCIAL YEAR END DEPENDING ON THE ONGOING COVID SITUATION:

Due to the current Covid situation it was

RESOLVED to keep the clerks delegated spending powers in place until April 2022 when they will be reviewed again.

123. TO CONSIDER A QUOTE FROM WOODPECKER TREES TO TRIM BACK AND MAKE SAFE SEVERAL TREES IDENTIFIED AS UNSAFE IN A RECENT TREE SURVEY (JUNIOR PLAYING FIELD) £2,520 INC. VAT. A SECOND COMPANY WAS APPROACHED FOR A QUOTE BUT THIS HAS NOT COME IN.

It was

RESOLVED to have the unsafe trees dealt with by Woodpecker Trees.

124. PROPOSED BY COUNCILLOR REYNOLDS TO REGISTER A FORMAL COMPLAINT WITH LCC HIGHWAYS REGARDING THE CYCLE PATH ON THE SNAPE ESTATE. THERE WAS SOME DISCUSSION BETWEEN LCC AND SNAPE AS TO WHO IS RESPONSIBLE FOR EXTENDING THE NEW PATH TO CROSS TO LOUTH ROAD NEAR THE TRAFFIC LIGHTS AND COMPLETE THE ROUTE FOR CYCLISTS. DESPITE NUMEROUS ENQUIRIES THIS HAS STILL NOT BEEN COMPLETED. WITH WINTER APPROACHING, THE UNFINISHED AREA WILL SOON BECOME MUDDY AND IMPASSABLE:

It was suggested that a letter is sent to the chief executive of Lincolnshire County Council – copying in local councillors, planning and local MP's to point out health and safety issues and proposing a site meeting.

125. PROPOSED BY COUNCILLOR REYNOLDS THAT THE PARISH ACCEPTS A £1000 DONATION FROM MERC AS A CONTRIBUTION TOWARDS THE UTILITY BILLS:

It was

RESOLVED to accept a donation of £1000 from MERC, with thanks.

126. TO CONSIDER QUOTES FOR CARRYING OUT PLAY INSPECTIONS ON THE 8 ACRES AND JUNIOR PLAYING FIELD.

- **THE PLAY INSPECTION COMPANY £236 + VAT JPF, £105 + VAT 8 ACRES TRIM TRAIL, £105 + VAT MUGA**
- **JB RURAL – COST FOR JPR AND TRIM TRAIL £150 PLUS VAT FOR BOTH**

This item was deferred until the December meeting as a third quote is needed.

127.TO REVIEW THE FOLLOWING POLICY DOCUMENTS AND UPDATE WITH ANY CHANGES:

- **CCTV – NO CHANGES**

The policy was adopted with no changes.

128.FINANCIAL MATTERS

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

29/10/2021

CASH BOOK

Balance Brought forward	29/10/2021		
General Account			81,136.42
Burial Account			<u>5,052.26</u>
			86,188.68
 Add - Income			
General Receipts		10,000.00	
Burial Receipts		<u>114.00</u>	
		10,114.00	<u>96,302.68</u>
 Less - Expenditure			
General Payments		5,248.76	
Burial Payments		<u>0.00</u>	
			<u>5,248.76</u>
 Balance Carried Forward	29/10/2021		<u><u>91,053.92</u></u>

BANK BALANCES as at

29/10/2021

General Account per Statement		85,887.66	
less - Outstanding Cheques			
plus - Receipts not cleared		<u>0.00</u>	
			85,887.66
 Burial Account per Statement		5,166.26	

plus - receipts not cleared	0.00	
less - Outstanding		
Cheques	<u>0.00</u>	
		<u>5,166.26</u>
		<u>7,157.55</u>
TOTAL COUNCIL FUNDS AS AT		<u><u>91,053.92</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		91,053.92
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	10,000.00	
Village Improvement		
Reserve	20,499.85	
muga renovation	207.51	
		43,707.36
Burial Account Bank Balance (upkeep of Cemetery)		<u>5,166.26</u>
		48,873.62
PRECEPT RECEIVED IN ADVANCE (see below)		
5		
months		<u>28,500.83</u>
		<u>77,374.45</u>
*APPROX FUNDS AVAILABLE as at	29/10/2021	<u><u>13,679.47</u></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

The Financial Matters were accepted as a true record of the council finances.

129.FINANCE REPORT:

November 2021 Payments

GENERAL

Invoice

Payee

DD	VIRGIN	broadband	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS/MILEAGE	£2,458.82
DD	BRITISH GAS	GAS SUPPLY VILLAGE HALL	NO INVOICE
BACS	BRITISH GAS	ELECTRICITY VILLAGE HALL	£91.49
BACS	GLENDALE	8 acres/jpf/amenity	£685.92
BACS	WOODPECKER TREES	TREE SURVEY	£300.00
BACS	WOODPECKER TREES	ASH TREE REMOVAL	£600.00
BACS	VIKING	1ST CLASS STAMPS	£90.86
BACS	RIALTAS	SOFTWARE SUPPORT ANNUAL FEE	£312.00
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£157.50
BACS	KONIKA MINOLTA	PRINTER HIRE	£44.78
BACS	JB RURAL	CEMETERY CONTRACT	£475.00
			£5,266.77

CREDIT CARD PAYMENTS FOR AUGUST

BRITISH GAS	DEFIB ELECTRICITY	£10.44
GIFFGAFF	MOBILE TOP UP	12
FLAGMAKERS	FLAG	98.36
CLOUDNEXT	EMAIL SUBSCRIPTION	14.38
SAM TURNERS	STRIMMER ATTACHMENT	259
		394.18

The Finance Report was accepted.

**130.DATE AND TIME OF NEXT MEETING: MONDAY 20th
DECEMBER 2021 (FINANCE MEETING 13th DECEMBER 2021)**