

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 26th JULY 2021 AT 7PM.

Present: Councillor Mik Boon (Chairman)
Councillor Helen Reynolds (Vice Chairman)
Councillor Maureen Redford
Councillor Patrick Warrener
Councillor Tina Brack
Councillor Paul Rowntree

1 Member of the public

In Attendance: Emma Harris – Clerk to the Parish Council and RFO

One resident spoke during the public forum and raised the issue of parking on Louth Road outside the shops. He asked for yellow lines and more considerate parking by employees of the businesses and their customers. He also mentioned the bend after the jug and bottle heading towards Beverley Close at which a large transit van regularly parks and obstructs the view of other motorists.

48. CHAIRMANS WELCOME:

Councillor Mik Boon welcomed those present and thanked them for their attendance.

49. TO RECEIVE APOLOGIES FOR ABSENCE:

Councillor Aldridge sent his apologies.

50. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds declared an interest in MERC and declared an interest in item 60 of the agenda.

51. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 22nd JUNE 2021 AND THE PERSONNEL COMMITTEE MEETING HELD ON 30TH JUNE 2021:

The minutes were accepted as a true record of the meetings held on 22nd June and 30th June 2021 respectively.

RESOLVED with one abstention.

52. TO RESOLVE TO FILL ONE COUNCILLOR VACANCY BY CO-OPTION FOLLOWING AN APPLICATION FROM MRS ANNE WHEELER

It was

RESOLVED: to co-opt Anne Wheeler on to the Parish Council.

53. TO GRANT FINANCIAL DISPENSATION TO ANNE WHEELER:

It was

RESOLVED: to grant financial dispensation to Councillor Anne Wheeler.

54. TO RECEIVE AN UPDATE FROM MERC:

Councillor Reynolds gave an update. The Scarecrow competition is now underway and many weird and wonderful scarecrows are appearing around the village. The winner will be announced at the upcoming Summer Fayre on 7th August.

MERC has been awarded a Community Champions grant from the Co-Op for the amount of £730. Councillor Reynolds is considering purchasing new chairs for the council meeting room with the funding.

55. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLOR:

Not present

56. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor not present, no apologies given.

57. PLANNING MATTERS:

- **APPLICATION REFERENCE N/085/01415/21 HAS BEEN RECEIVED AND IS NOW BEING CONSIDERED. YOUR OBSERVATIONS ARE REQUESTED NO LATER THAN 23/07/2021.**

OUTLINE ERECTION OF 9NO. DWELLINGS WITH ASSOCIATED GARAGES, ERECTION OF 3NO. LIGHT INDUSTRIAL BUILDINGS, FALLING UNDER USE CLASS E: COMMERCIAL, BUSINESS AND SERVICE AND EXCAVATION OF LAND TO FORM AN ATTENUATION POND (WITH MEANS OF ACCESS TO BE

CONSIDERED). DEMOLITION OF EXISTING DWELLING AND OUTBUILDING.

1 LOUTH ROAD, HOLTON LE CLAY, GRIMSBY, DN36 5HN

It was agreed that the parish council will object to this application due to the increase in pressure on the doctor's surgery, increased traffic and possible danger to the crossing school children, lack of footpath connectivity to the rest of the village.

- **APPLICATION REFERENCE N/085/01427/21 HAS BEEN RECEIVED AND IS NOW BEING CONSIDERED. YOUR OBSERVATIONS ARE REQUESTED NO LATER THAN 27/07/2021.**

PLANNING PERMISSION - ERECTION OF AN OFFICE BLOCK WITH A LINK THROUGH TO THE EXISTING BUILDING.

11 NICKERSON WAY, HOLTON LE CLAY, GRIMSBY, DN36 5HS

It was agreed there are no objections to this application.

58. PROPOSED BY COUNCILLOR REYNOLDS TO HAVE THE VILLAGE HALL VALUED FOR INSURANCE PURPOSES AS IT HAS NOT BEEN DONE SINCE BEFORE THE FIRST FLOOR WAS RENOVATED. DESPITE CONTACTING SEVERAL DIFFERENT AGENTS ONLY ONE QUOTE HAS BEEN OBTAINED:

- **JACKSON GREEN AND PRESTON £750 PLUS VAT**
- **LOVELLES AND PYGOTT AND CRONE APPROACHED BUT DIDN'T COME BACK WITH A QUOTE**
- **BANKS LONG CHARTERED SURVEYORS £650 PLUS VAT**

It was

RESOLVED: to instruct Banks Long Surveyors to carry out a full RCIS valuation.

59. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE A PLAQUE TO SHOW APPRECIATION FOR THE AMOUNT OF WORK THAT WENT INTO PRODUCING THE NDP AND TO ACKNOWLEDGE THE WORK OF THE LATE BOB BOLTON. THE PLAQUE IS TO BE DISPLAYED IN THE PARISH OFFICE. SUGGESTED WORDING:

- **'THIS PLAQUE IS TO SHOW THE APPRECIATION OF HOLTON LE CLAY NEIGHBOURHOOD DEVELOPMENT PLAN GROUP TO CREATE A DOCUMENT WHICH WILL MAINTAIN A VILLAGE ATMOSPHERE FOR THE FUTURE – BY HOLTON LE CLAY PARISH COUNCIL AND RESIDENTS.**

IN MEMORY OF THE CONTINUOUS INPUT OF THE LATE BOB BOLTON (FOUNDER MEMBER)'

It was

RESOLVED: to purchase a plaque and have it installed in the meeting room at the Village Hall.

- 60. PROPOSED BY COUNCILLOR BRACK TO WRITE TO THE CONTRACTORS THAT RECENTLY RESURFACED CLAY LANE TO REQUEST THAT THEY REVISIT THE AREA TO CONSIDER FILLING IN ANY POTHOLES THAT HAVE APPEARED SINCE THEY DID THE WORK:**

It was

RESOLVED: to write to the company that carried out the work on Clay Lane and ask them to fill the potholes again. (1 abstention)

- 61. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE A SECOND NOTICEBOARD FOR THE PARISH GARDENS. THIS IS TO KEEP ALL USERS OF THE PARISH GARDENS ADVISED OF ANY NEWS AND OF BURIAL DATES:**

- **GREENBARNES £480.85**
- **THE NOTICEBOARD COMPANY £524.08**
- **RED 17 £492.34**

It was

RESOLVED: to purchase a noticeboard from Green Barnes.

- 62. TO REVIEW THE FOLLOWING POLICY DOCUMENT AND UPDATE WITH ANY CHANGES:**

- **DOCUMENT RETENTION AND DISPOSAL (NO CHANGE)**
- **DATA BREACH POLICY (NO CHANGE)**
- **PRIVACY POLICY (NO CHANGE)**

**- COMPLAINTS PROCEDURE – NOT DUE FOR REVIEW BUT
UPDATED WITH NEW CHAIRMAN DETAILS**

The policies were adopted and updated with the necessary changes.

63. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

30/06/2021

CASH BOOK

| | | | |
|------------------------------------|-------------------|-------------|--------------------------------|
| Balance Brought forward | 30/06/2021 | | |
| General | | | |
| Account | | | 71,554.94 |
| Burial Account | | | <u>4,652.26</u> |
| | | | 76,207.20 |
| Add - Income | | | |
| General | | | |
| Receipts | | 0.00 | |
| Burial Receipts | | <u>0.00</u> | |
| | | | 0.00 |
| | | | <u>76,207.20</u> |
| Less - Expenditure | | | |
| General | | | |
| Payments | | 6,182.48 | |
| Burial | | | |
| Payments | | <u>0.00</u> | |
| | | | 6,182.48 |
| | | | <u>6,182.48</u> |
| Balance Carried Forward | 30/06/2021 | | <u><u>76,207.20</u></u> |

BANK BALANCES as at

30/06/2021

| | | | |
|-------------------------------|--|--------------|-----------------|
| General Account per Statement | | 65,416.80 | |
| less - Outstanding | | | |
| Cheques | | <u>44.34</u> | |
| plus - Receipts not cleared | | 0.00 | |
| | | | 65,372.46 |
| Burial Account per | | | |
| Statement | | 4,652.26 | |
| plus - receipts not cleared | | 0.00 | |
| less - Outstanding | | | |
| Cheques | | <u>0.00</u> | |
| | | | <u>4,652.26</u> |

TOTAL COUNCIL FUNDS AS AT

7,157.55

70,024.72

ALLOCATION OF FUNDS -

| | | |
|--|-------------------|------------------------|
| TOTAL FUNDS, PER ABOVE | | 70,024.72 |
| RESERVES | | |
| Parish Council Minimum Reserve | 13,000.00 | |
| Village Improvement Reserve | 23,025.09 | |
| muga renovation | 207.51 | |
| | | 36,232.60 |
| Burial Account Bank Balance (upkeep of Cemetery) | | <u>4,652.26</u> |
| | | 40,884.86 |
| PRECEPT RECEIVED IN ADVANCE (see below) | | |
| 4 months | | <u>22,800.66</u> |
| | | <u>63,685.52</u> |
| *APPROX FUNDS AVAILABLE as at | 30/06/2021 | <u>6,339.20</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

It was

RESOLVED: to approve the finance report for payments.

64. FINANCIAL MATTERS:

| GENERAL | | Invoice | |
|---------|-----------------|--------------------------------|-----------|
| DD | Payee VIRGIN | broadband | £50.40 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS/MILEAGE | £2,458.82 |
| DD | BRITISH GAS | GAS SUPPLY VILLAGE HALL | £254.60 |

| | | | |
|----------------------|---------------|--------------------------------|-----------|
| BACS | GLENDALE | AMENITY AREA | £1,123.20 |
| BACS | GLENDALE | JPF GRASS | £61.44 |
| BACS | GLENDALE | 8 ACRES GRASS | £187.20 |
| BACS | BRITISH GAS | ELECTRICITY VILLAGE HALL | £37.38 |
| BACS | JB RURAL | CEMETERY CONTRACT | £475.00 |
| BACS | SIGNS EXPRESS | JPF/8 ACRES SIGNAGE | £100.80 |
| BACS | STAFF | PETROL REFUND - STRIMMER | £5.00 |
| BACS | ABATIS | FIRE CHECKS/CCTV/EXTINGUISHERS | £597.60 |
| | | | £5,351.44 |
| CREDIT CARD PAYMENTS | | | |
| | ZOOM | REMOTE MEETINGS APP | 14.39 |
| | GIFFGAFF | MOBILE TOP UP | 12 |
| | CLOUDNEXT | EMAIL SUBSCRIPTION | 14.38 |
| | BLUEBELLS | FLOWERS | 25 |
| | BRITISH GAS | DEFIB POWER | 10.97 |
| | | | 76.74 |

65. DATE AND TIME OF NEXT MEETING: 20TH SEPTEMBER 2021
UNLESS AN AUGUST MEETING IS REQUIRED