

MINUTES OF THE REMOTE FULL COUNCIL MEETING OF HOLTON LE CLAY
PARISH COUNCIL, HELD VIA VIDEO CONFERENCE USING THE ZOOM APP.
MONDAY 26th APRIL 2021 AT 7PM.

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

Councillor Phyll Smith (East Lindsey District Council)

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

188. CHAIRMANS WELCOME:

The Chairman welcomed all those present and thanked each councillor individually for their work throughout the last year.

189. TO RECEIVE APOLOGIES FOR ABSENCE:

No apologies received.

190. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds declared an interest as a member of MERC.

**191. TO APPROVE THE MINUTES OF THE FULL COUNCIL
MEETING HELD ON 15th MARCH 2021:**

The minutes were accepted as a true record of the full council meeting held on 15th March 2021.

192. TO RECEIVE AN UPDATE FROM MERC:

The Village Hall is hopefully going to re-open on 17th May for most classes. The committee is tentatively planning a summer fayre to be held in August. The upcoming elections will be held at the Village Hall on 6th May. Afternoon Tea will possibly resume in July.

193. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLORS:

Councillor Smith is due to chair a scrutiny panel on Housing Standards. This will tie in with details included in the neighbourhood plan.

Councillor Smith has managed to negotiate with the Co-Op to move the glass recycling bins to the back of the village hall away from neighbouring properties. The bins will be changed for a different type – which will hopefully reduce the amount of noise that comes from the bottles being tipped. The old bins will be moved to Nickerson Way with the permission of Limagrain.

194. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor not present. Councillor Reynolds gave an update on the community centre lease. She has been in touch with the County Council and asked whether the parish council can lease a portion of the centre in order for the footballers to be able to change and use the toilets – rather than lease the building as a whole.

195. TO CONSIDER EMPLOYING SARAH KULWICKI FROM CONINGSBY TOWN COUNCIL TO CARRY OUT THE INTERNAL AUDIT AT A COST OF £80:

It was

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

196. TO DISCUSS A COMPLAINT RECEIVED FROM A RESIDENT REGARDING THE PARKING IN BEECH GROVE TURNING CIRCLE BY PEOPLE ATTENDING FITNESS CLASSES ON THE 8 ACRES:

It was agreed that the clerk will contact each fitness instructor using the 8 acres to find out how long they are planning to use the field, whether they have public liability insurance/music licence etc, and to inform them there is a charge for using the playing field.

197. TO DISCUSS THE PITCH HIRE FEES FOR FITNESS CLASSES USING THE 8 ACRES AND ALSO TO CONSIDER INTRODUCING A USER AGREEMENT:

Councillor Reynolds proposed a charge of £15 per hour per class.

RESOLVED: All in favour

198. TO REVIEW THE FOLLOWING POLICIES AND UPDATE WITH ANY CHANGES:

- **ASSET REGISTER (3x VILLAGE MAPS, NHS BENCH AND MUGA ALL ADDED)**
- **GRIEVANCE POLICY - NO CHANGE**
- **EQUAL OPPORTUNITIES – NO CHANGE**
- **SAFEGUARDING – NO CHANGE**
- **PRESS AND MEDIA – NO CHANGE**

The above policies were adopted with alterations.

199. FINANCE REPORT:

<u>BANK BALANCES as at</u>	31/03/2021	
General Account per Statement	45,100.26	
less - Outstanding Cheques	0.00	
plus - Receipts not cleared	0.00	
		45,100.26
Burial Account per Statement	9,402.26	
plus - receipts not cleared	0.00	
less - Outstanding Cheques	0.00	
		9,402.26
		7,157.55
TOTAL COUNCIL FUNDS AS AT		<u>54,502.52</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 54,502.52

RESERVES

Parish Council Minimum Reserve	13,000.00	
District Councillor Grant/War Mem	0.17	
Village Improvement Reserve	5,862.69	
village sign	432.44	
cemetery bench reserve	300.00	
muga renovation	207.51	
		19,802.81

Burial Account Bank Balance (upkeep of Cemetery)	9,402.26	
	<u>29,205.07</u>	
PRECEPT RECEIVED IN ADVANCE (see below)		
1		
month	<u>5700.25</u>	
		<u>34905.32</u>
*APPROX FUNDS AVAILABLE as at	31/03/2021	<u>19597.20</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

The Finance Report was accepted as a true reflection of the parish Council Finances.

200. FINANCIAL MATTERS:

April 2021 Payments

GENERAL	Payee	Invoice	
BACS	VIKING	STATIONERY SUPPLIES	£61.74
DD	VIRGIN	broadband	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,454.93
BACS	ABATIS	REPLACEMENT BATTERY	£45.60
BACS	P ROWNTREE	PAINT/PADLOCK/FLAG	£62.88
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	GLENDALE	AMENITY AREA	£561.60
BACS	GLENDALE	JPF GRASS	£30.72
BACS	GLENDALE	8 ACRES GRASS	£93.60
BACS	LALC	ANNUAL SUBSCRIPTION	£696.44
BACS	ELDC	COUNCIL TAX CEMETERY	£162.30
BACS	INTELLITECH	COMPUTER SERVICES	£120.00
BACS	RBS/RIALTAS	YEAR END CLOSEDOWN	£672.00
BACS	BRITISH GAS	DEFIB ELECTRICITY	£9.92
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£265.00
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£39.58
BACS	WAVE	VILLAGE HALL WATER	£45.92
BACS	RBS/RIALTAS	CEMETERY SOFTWARE	£231.60

CREDIT CARD PAYMENTS FOR			£5,658.23
	ZOOM	REMOTE MEETINGS APP	14.39
	GIFFGAFF	MOBILE TOP UP	12
	AMAZON	MCAFEE PROTECTION	£12.99
	CLOUDNEXT	EMAIL SUBSCRIPTION	14.38
	BROXAP	LITTER BIN	292.8
			346.56

The Financial Matters were accepted for payment.

**201. DATE AND TIME OF NEXT MEETING: TUESDAY 4th MAY
2021 AT 7PM (ANNUAL MEETING)**