

MINUTES OF THE REMOTE FULL COUNCIL MEETING OF HOLTON LE CLAY
PARISH COUNCIL, HELD VIA VIDEO CONFERENCE USING THE ZOOM APP.
MONDAY 15th FEBRUARY 2021 AT 7PM.

Present: Councillor Paul Rowntree (Chairman)
Councillor Helen Reynolds (Vice Chairman)
Councillor Mik Boon
Councillor Maureen Redford

Councillor Terry Aldridge (East Lindsey District Council)
Councillor Phyll Smith (East Lindsey District Council)
Councillor Hugo Marfleet (Lincolnshire County Council)

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

153. CHAIRMANS WELCOME:

Councillor Rowntree welcomed all those present and thanked them for their attendance.

154. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received and accepted from Councillor Brack. Councillors Dicker, Warrener and Starr were noted as absent.

155. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds declared an interest as a member of MERC.

**156. TO APPROVE THE MINUTES OF THE FULL COUNCIL
MEETING HELD ON 18th JANUARY 2021:**

As per the Parish Councils standing orders, voting was by show of hands.
It was

RESOLVED: that the minutes be approved as a true record.

157. TO RECEIVE AN UPDATE FROM MERC:

The village hall roof has been leaking and as soon as the weather improves this will be repaired. MERC has recently been selected as Community Champions by the Lincolnshire Co-Op.

158. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLORS:

A complaint has been sent to the District Council regarding the relocation of the recycling bins at the Co-Op on Pinfold Lane. There are currently no alternative sites available within the village so the parish council is hoping for them to remain in their current position. It is a possibility that it is the actual collection of the bottles from the bottle bin that is causing the biggest noise disturbance so Councillor Phyll Smith will look into the collection times and see if there is anything that can be done.

The clerk asked at the January meeting for Councillor Aldridge to look into the ditches around the new housing estate. The County Council is responsible for drainage and Councillor Hugo Marfleet will look into who owns the pumping station on the estate. In the meantime, a Highways Officer from LCC will meet with the drainage officer next week to look at the ditches.

159. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

The council recycling centres will soon be lifting the booking system so that residents will no longer need an appointment to dispose of their waste.

The pothole fund is being withdrawn in 2021 but a £10million fund is to be dedicated to improving the minor roads in the area instead.

Discussions are still ongoing regarding the cycle path at the new housing estate in the village.

165. TO CONSIDER THE OFFER FROM LCC TO LEASE THE COMMUNITY CENTRE FOR £3,500 PER YEAR. THIS WOULD BE WITHOUT SUB METERING AND NEGOTIATIONS WOULD NEED TO TAKE PLACE WITH THE SCHOOL REGARDING A CONTRIBUTION TO UTILITIES. IF THE PARISH COUNCIL DOES NOT WISH TO PURSUE THIS OFFER THEN THE COUNTY COUNCIL WILL ACTIVELY MARKET THE BUILDING FOR COMMUNITY USE:

ITEM 165 was brought forward on the agenda to allow Councillor Marfleet to leave the meeting.

Councillor Marfleet believes that the best solution for the community centre would be for a community group to take on the lease but given the high cost of the lease this will inevitably put people off. If the parish council does not wish to take over the lease, Lincolnshire County Council will actively market the community centre for another group to take it over. The parish council

only requires use of the changing rooms and toilets so that the footballers can use them.

This item was deferred until next month so that clarification can be obtained as to what exactly the £3,500 covers.

160. TO RECEIVE AN UPDATE FROM NDP

This item was deferred until the next meeting.

161. PROPOSED BY COUNCILLOR BOON THAT WHEN THE PLANNING COMMITTEE IS CONSIDERING NEW APPLICATIONS, THEY TAKE PUBLIC FOOTPATH ACCESS INTO ACCOUNT AS A PRIORITY:

It was

RESOLVED to add public footpath access to the planning checklist so that they can be taken into account for all planning applications.

162. TO CONSIDER A QUOTE FOR REPLACING A FAULTY SPRING BARREL ON THE BOILER ROOM SHUTTER AND ALSO TO FIT A HANDLE TO THE SAME SHUTTER TO ENABLE EASIER ACCESS. - APEX ENGINEERING £245 PLUS VAT:

It was

RESOLVED to have the faulty spring barrel repaired and a handle to be fitted to the shutter door.

163. TO REVIEW THE FOLLOWING POLICIES AND UPDATE WITH ANY CHANGES-

- FINANCIAL MANAGEMENT RISK ASSESSMENT – NO CHANGE
- HEALTH AND SAFETY – NO CHANGE
- COMPLAINTS POLICY – UPDATED WITH CHAIRMANS NEW EMAIL ADDRESS
- PUBLICATION SCHEME – UPDATED WITH NEW COUNCILLORS DETAILS

It was

RESOLVED to adopt the above policies with the changes listed.

164. TO CONSIDER THE COST OF DIVERTING THE PUBLIC RIGHT OF WAY THAT RUNS ACROSS THE 8 ACRES PLAYING

**FIELD IN FRONT OF MAGNOLIA DRIVE. A HIGHWAYS
DIVERSION ACT COSTS IN THE REGION OF £2,500:**

It was

RESOLVED to defer this item until March as more information is needed before any decisions can be made.

166. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

31/01/2021

CASH BOOK

Balance Brought forward	31/01/2021		
General			
Account			44,824.33
Burial Account			<u>5,671.26</u>
			50,495.59
Add - Income			
General			
Receipts		190.00	
Burial Receipts		<u>325.00</u>	
		515.00	<u>51,010.59</u>
Less - Expenditure			
General			
Payments		3,926.43	
Burial Payments		<u>0.00</u>	
			<u>3,926.43</u>
Balance Carried Forward	31/01/2021		<u><u>47,084.16</u></u>

BANK BALANCES as at

31/01/2021

General Account per Statement		41,087.90	
less - Outstanding Cheques		<u>0.00</u>	
plus - Receipts not cleared		0.00	
			41,087.90
Burial Account per			
Statement		5,996.26	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		<u>0.00</u>	
			<u>5,996.26</u>
			<u>7,157.55</u>

TOTAL COUNCIL FUNDS AS AT

47,084.16

ALLOCATION OF FUNDS-

TOTAL FUNDS, PER ABOVE		47,084.16
RESERVES		
Parish Council Minimum Reserve	13,000.00	
District Councillor Grant/War Mem	0.17	
Village Improvement Reserve	6,443.00	
village sign	432.44	
muga renovation	207.51	
		20,083.12
Burial Account Bank Balance (upkeep of Cemetery)		<u>5,996.26</u>
		26,079.38
PRECEPT RECEIVED IN ADVANCE (see below)		
3 months		<u>17,100.75</u>
		<u>43,180.13</u>
*APPROX FUNDS AVAILABLE as at	31/01/2021	<u>3,904.03</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.

167. FINANCE REPORT:

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February 2021 Payments

GENERAL		Invoice	
DD	Payee N POWER	Gas supply Village hall	£128.64
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£68.05

DD	VIRGIN	broadband	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,336.74
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£29.00
BACS	E HARRIS	DOG POO BAGS	£5.99
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£90.00
BACS	APEX ENGINEERING	SHUTTER SERVICE	£966.00
			£3,674.82

CREDIT CARD PAYMENTS

ZOOM	REMOTE MEETINGS APP	14.39
CANON	INK CARTRIDGE	£30.48
CLOUDNEXT	EMAIL SUBSCRIPTION	14.38
		59.25

**168. DATE AND TIME OF NEXT MEETING: 15TH MARCH
2021 AT 7PM**