

MINUTES OF THE REMOTE FULL COUNCIL MEETING OF HOLTON LE CLAY
PARISH COUNCIL, HELD VIA VIDEO CONFERENCE USING THE ZOOM APP.
MONDAY 16th NOVEMBER 2020 AT 7PM.

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

Councillor Terry Aldridge (East Lindsey District Council)

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

94. CHAIRMAN'S WELCOME:

Councillor Rowntree welcomed all those present and thanked them for their attendance. He also thanked Councillor Mik Boon for his efforts in placing the remembrance poppies around the village.

95. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received and accepted from Councillor Bryan Dicker.

96. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds declared an interest as a member of MERC.

**97. TO APPROVE THE MINUTES OF THE FULL COUNCIL
MEETING HELD ON 19th OCTOBER 2020:**

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.

98. TO RECEIVE AN UPDATE FROM MERC:

The Village Hall has closed once again due to the second national lockdown. It is not yet known whether it will re-open in December or whether there will be a festive afternoon tea this year.

Father Christmas will be taking his sleigh around the village but there will be no tree lighting service this year.

The new fence will be installed at the Village Hall w/c 30th November.

99. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLORS:

Councillor Terry Aldridge has been investigating a complaint regarding flooding around Carmen Crescent. It has also been looked into by the drainage officer at East Lindsey District Council but no evidence of flooding has been found so far. The clerk will contact the Highways department at Lincolnshire County Council to see whether any similar complaints have been made on the subject.

100. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

None received – County Councillor not present. No apologies given.

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

- CCTV

It was

RESOLVED: To adopt the above policy with no changes.

102. PROPOSED BY COUNCILLOR BOON TO ALLOW ANY REGIMENTAL FLAG TO BE FLOWN AT THE A16 MEMORIAL TO MARK SPECIAL ANNIVERSARIES:

It was

RESOLVED: to allow any regimental flag to be flown at the memorial for a maximum of two days to mark a special anniversary or event. If a flag is to be flown for a longer period of time, special permission will need to be sought from the planning authority.

103. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE A LITTER BIN TO BE LOCATED AT THE MUGA:

It was

RESOLVED: to purchase a litter bin from Broxap (120l) at a cost of £155 plus VAT plus £34.99 for the addition of a concrete base.

104. PROPOSED BY COUNCILLOR REYNOLDS TO SET UP A GO FUND ME PAGE OR A JUST GIVING PAGE IN ORDER TO RAISE FUNDS FOR THE SECOND PHASE OF THE MUGA:

It was

RESOLVED: to set up a Go Fund Me Page to enable fundraising for the MUGA.

105. TO RECEIVE AN UPDATE ON THE NEIGHBOURHOOD WATCH SCHEME FROM COUNCILLOR DICKERS:

Councillor Maureen Redford gave an update in Councillor Dickers absence. Currently there are 147 new members of the Facebook Page set up for the purpose of Neighbourhood Watch but the group is still looking for more members – particularly from the Holton Mount area and from the new estate. Councillor Redford has priced up Neighbourhood Watch signs and has been quoted £20 per sign plus an additional cost for artwork and she estimates that 25 signs will be needed.

Councillor Redford was advised that the Neighbourhood Watch group are welcome to put in a grant request to the Parish Council to request financial assistance since it is a resident group rather than a parish council organisation.

106. PROPOSED BY COUNCILLOR BOON TO PURCHASE A NEW SIGN FOR THE VILLAGE. A DESIGN BY MAISIE HARRIS WAS SENT TO BLACKROW ENGINEERING AND THEY HAVE PROVIDED THE FOLLOWING QUOTE (£500 IN RESERVE FROM A DISTRICT COUNCILLOR GRANT)

- £1467.56 PLUS VAT FOR SIGN PLUS POST FROM BLACKROW ENGINEERING
- £149 PLUS VAT FOR THE SIGN POST FROM SIGN OF THE TIMES PLUS £67.56 FOR THE SIGN FROM BLACKROW

It was

RESOLVED: that the sign will be purchased from Blackrow and the post will be purchased from Sign of the Times.

107. PROPOSED BY COUNCILLOR BOON TO DESIGN A SIGN FOR THE ENTRANCE TO THE A16 MEMORIAL WITH THE WORDING HOLTON LE CLAY ARMED FORCES MEMORIAL GARDENS':

It was felt that the wording should be 'Holton le Clay Military Memorial'.

VOTE: All in favour

108. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE ART EQUIPMENT FOR MAISIE HARRIS AS A THANK YO FOR HER EFFORTS IN DESIGNING THE VILLAGE SIGNS:

Councillor Reynolds PROPOSED that the parish council spends up to £50 on this.

VOTE: All in favour

109. PROPOSED BY COUNCILLOR REYNOLDS TO HAVE THE VILLAGE MAP RECREATED WITH THE ADDITION OF THE SNAPE HOUSING ESTATE:

- SIGN OF THE TIMES £168 PLUS VAT

This item was deferred until December's meeting.

110. TO CONSIDER CHANGING COUNCILLOR EMAIL ADDRESSES OVER TO A DIFFERENT PROVIDER DUE TO THE LIMITED STORAGE SPACE WITH BT EMAILS:

- CLOUDNET 50x5GB MAILBOXES £79.99 PLUS VAT PER YEAR
- CLOUDNET UNLIMITED 10GB MAILBOXES £119.99 PLUS VAT PER YEAR
- OPTION OF HAVING GOV.UK DOMAIN NAME £100 PLUS VAT FOR TWO YEARS

It was

RESOLVED: to purchase Cloudnet Unlimited 10GB mailboxes at £119.99 plus VAT per year.

111. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

30/10/2020

CASH BOOK

Balance Brought forward	30/10/2020	
General Account		82,829.12
Burial Account		4,702.26
		87,531.38
Add - Income		
General	20,000.00	

Receipts			
Burial Receipts		0.00	
		20,000.00	
			107,531.38
Less - Expenditure			
General			
Payments		33,307.99	
Burial Payments		0.00	
			33,307.99
Balance Carried Forward	30/10/2020		74,223.39
<u>BANK BALANCES as at</u>	30/10/2020		
General Account per Statement		69,521.13	
less - Outstanding Cheques		0.00	
plus - Receipts not cleared		0.00	
			69,521.13
Burial Account per			
Statement		4,702.26	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		0.00	
			4,702.26
			7,157.55
TOTAL COUNCIL FUNDS AS AT			74,223.39

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		74,223.39
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Community Woodland		
Grant	65.13	
District Councillor Grant/War Mem	58.04	
Village Improvement		
Reserve	10,178.20	
village sign	500.00	
muga renovation	11,141.14	
		34,942.51
Burial Account Bank Balance (upkeep of Cemetery)		4,702.26
		39,644.77

PRECEPT RECEIVED IN ADVANCE (see below)

6
months

34,201.50

73,846.27

***APPROX FUNDS AVAILABLE as at**

30/10/2020

377.12

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.

VOTE: all in favour

112. FINANCE REPORT:

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November 2020 Payments

GENERAL

Invoice

	Payee		
BACS	GLENDAL	8 ACRES GRASS	£91.20
BACS	GLENDAL	JPF GRASS	£30.72
BACS	GLENDAL	AMENITY GRASS	£546.00
BACS	ABATIS	CCTV REPAIR	£164.40
DD	N POWER	GAS VILLAGE HALL	£26.68
BACS	VIKING DIRECT	1ST CLASS STAMPS	£81.86
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£71.70
DD	VIRGIN	broadband	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,244.43
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£265.00
BACS	VIKING DIRECT	ROCK SALT	£242.35
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£90.00
BACS	RBS	RBS SOFTWARE SUPPORT	£312.00
DD	NPOWER	GAS VILLAGE HALL	£147.70
BACS	LIGHTMAIN	MUGA VAT AND TRACKWAY	£11,837.00
BACS	M & J ELECTRICAL	LED LAMP REPLACEMENT	£84.00
			£16,285.44

CREDIT CARD PAYMENTS FOR
AUGUST

NOVEMBER		
WHEREBY APP	REMOTE MEETINGS APP	7.95 FIN
AMAZON	NOKIA PHONE	£145.59
ZOOM	REMOTE MEETINGS APP	14.39
TESCO	PRINTER	49.5
GIFFGAFF	SIM BUNDLE	12
AMAZON	WEEDKILLER	51.98

113. DATE AND TIME OF NEXT MEETING: 21st DECEMBER 2020
AT 7PM

SIGNED _____

DATED _____