

MINUTES OF THE REMOTE FULL COUNCIL MEETING OF HOLTON LE CLAY PARISH COUNCIL, HELD VIA VIDEO CONFERENCE USING THE ZOOM APP. MONDAY 19TH OCTOBER 2020 AT 7PM.

Present: Councillor Helen Reynolds (Vice Chairman – in the Chair)
Councillor Sue Sinclair
Councillor Tina Brack
Councillor Bryan Dicker
Councillor Mik Boon
Councillor Matt Starr
Councillor Patrick Warrener

Councillor Terry Aldridge (East Lindsey District Council)
Councillor Phyll Smith (East Lindsey District Council)

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

71. CHAIRMANS WELCOME:

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

72. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received and accepted from Councillor Paul Rowntree.

73. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds and Councillor Sinclair declared an interest as members of MERC.

74. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 21ST SEPTEMBER 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.

75. TO RECEIVE AN UPDATE FROM MERC:

The Village Hall re-opened on 1st September 2020 and classes are slowly starting to come back. Everyone is sticking to the Covid guidelines. The Afternoon Tea was a success if a little quiet this month.

76. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLORS:

Councillor Phyll Smith informed the group that he devolution plans are now off the table for the time being as per government instruction.

Councillor Smith is on the scrutiny panel for Carbon Reduction. He highlighted the need for District and County Councils to assist parish councils in ensuring the services they provide are low in carbon emissions.

Councillor Aldridge said that he has not heard from the drainage officer, Steve Ross, regarding the ditch near the Snape development. He has inspected the ditch and taken photographs – the hedge has been cut back but the ditch is still very full. He will chase this up with Steve Ross.

Councillor Aldridge gave an update on the property in Tetney Lane which is undergoing major improvements. The planning enforcement team has visited the property several times to ensure the plans are being adhered to.

77. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

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

78. TO RESOLVE TO FILL ONE COUNCILLOR VACANCY BY CO-OPTION FOLLOWING AN APPLICATION FROM MRS MAUREEN REDFORD:

It was

RESOLVED: that Maureen Redford was Co-Opted on to the Parish Council.

79. TO WITNESS THE SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE BY MRS MAUREEN REDFORD:

Councillor Redford duly signed the declaration of Acceptance of Office, as witnessed by the Clerk and the parish Council.

80. TO GRANT FINANCIAL DISPENSATION TO MRS MAUREEN REDFORD:

It was

RESOLVED: to grant financial dispensation to Councillor Redford for a period of four years.

81. TO APPROVE GPC SPENDING FOR THE PURCHASE OF TWO POPPY WREATHS FOR REMEMBRANCE DAY. THE CONTRIBUTION FOR THIS LAST YEAR WAS £44:

It was

RESOLVED: to contribute £44 to this year's poppy appeal using GPC.

82. TO APPOINT A PLANNING COMMITTEE WITH A MINIMUM OF THREE MEMBERS. THE COMMITTEE WILL BE EXPECTED TO MEET IN THE SAME WAY AS A FULL COUNCIL MEETING WITH A SUMMONS AND FORMAL AGENDA AND WILL MAKE RECOMMENDATIONS TO FULL COUNCIL BASED ON THEIR ASSESSMENT OF EACH PLANNING APPLICATION:

Councillor Mik Boon, Councillor Bryan Dicker and Councillor Maureen Redford all agreed to form a planning committee.

83. TO ADOPT TERMS OF REFERENCE FOR THE PLANNING COMMITTEE (CIRCULATED TO COUNCILLORS):

It was

RESOLVED: that the terms of reference be adopted for the planning committee.

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

- LONE WORKING
- DISCIPLINARY
- HARASSMENT
- FREEDOM OF INFORMATION
- DATA PROTECTION

It was

RESOLVED: to adopt the above policies with no changes.

85. TO CONSIDER MAKING A CONTRIBUTION TO LIGHTMAIN FOR THE COST OF A TRACKING SYSTEM THAT WILL MINIMISE THE DAMAGE TO THE 8 ACRES PLAYING FIELD. THE TOTAL COST OF THIS IS £3720 PLUS VAT AND WAS NOT INCLUDED IN THE ORIGINAL QUOTE:

Councillor Reynolds PROPOSED that the Parish Council pays half of the invoice for the tracking system exclusive of VAT.

VOTE: All in favour

86. PROPOSED BY COUNCILLOR BOON TO ALLOCATE AREAS OF THE WAR MEMORIAL TO RESIDENTS TO ADOPT IN MEMORY OF A FALLEN SERVICEMAN OR WOMAN FROM EAST LINDSEY

OR FROM THE VILLAGE, TO TEND AS FLOWER BEDS. A SIGN CAN BE ERECTED IN FRONT OF EACH BED TO MARK WHO IS TENDING THEM AND WHOSE MEMORY IT IS IN AID OF. THE FLOWERBED WOULD BE ALLOCATED TO SOMEONE ELSE IF IT GOES UNATTENDED FOR A PERIOD OF TIME:

It was

RESOLVED: that Councillor Mik Boon will take the lead on this project. The flower beds will be located at the right-hand side of the memorial site. Clerk to obtain permission from Lincolnshire County Council.

87. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE TWO NEW GRIT BINS FOR PELHAM GREEN AND CARMEN CRESCENT/EDINBURGH DRIVE:

- GRITBINS.NET 14 CUBIC FT 400LITRE/400KG
£146.87 INC. VAT PLUS £25 POSTAGE
- PEACOCKSALT.COM 400KG/350LTRE LOCKABLE BIN
£170.89 PLUS VAT, FREE POSTAGE
- TMP SOLUTIONS 250 LITRES
£166.23 INC. VAT PLUS £35 POSTAGE

PEACOCKSALT.COM 1000KG BAG ROCK SALT £190 PLUS VAT

**VIKING DIRECT 20x25KG (500KG) BAGS ROCK SALT £214.80
INC VAT FREE DELIVERY**

It was

RESOLVED: to purchase two grit bins from TMP Solutions to be placed at Pelham Green and Carmen Crescent/Edinburgh Drive. It was also RESOLVED to purchase 20x25kg bags of salt from Viking Direct.

88. PROPOSED BY COUNCILLOR BOON TO WRITE TO ELDC REGARDING THE ARBITRARY RULES IMPLEMENTED AT LOUTH TIP IN KEEPING IT COVID SECURE:

Following a discussion with full council, Councillor Mik Boon withdrew his proposal.

89. PROPOSED BY COUNCILLOR DICKER TO WRITE AN OPEN LETTER TO THE POLICE CRIME COMMISSIONER WITH REGARD TO THE LACK OF ACTION AGAINST INDIVIDUALS WHO HAVE BEEN VANDALISING THE JUNIOR PLAYING FIELD. IT IS ALSO PROPOSED THAT THIS LETTER IS ADDRESSED TO THE LOCAL MP AND THE LOCAL NEWSPAPER:

Councillor Dicker proposed that his original proposal be deferred until the next full council meeting.

VOTE: all in favour

90. PROPOSED BY COUNCILLOR DICKER TO REVIVE THE NEIGHBOURHOOD WATCH SCHEME IN THE VILLAGE:

Councillor Dicker withdrew his proposal as the Neighbourhood Watch Scheme is not a parish council issue. Councillor Dicker will pursue this interest using his own Facebook page as a resident.

91. FINANCIAL MATTERS:

**HOLTON LE CLAY PARISH
COUNCIL**

FINANCIAL REPORT
as at

30/09/2020

CASH BOOK

Balance Brought forward	30/09/2020		
General Account			57,171.54
Burial Account			<u>4,688.26</u>
			61,859.80
Add - Income			
General Receipts		34,987.35	
Burial Receipts		<u>14.00</u>	
		35,001.35	<u>96,861.15</u>
Less -			

Expenditure			
General			
Payments		9,329.77	
Burial			
Payments		<u>0.00</u>	
			<u>9,329.77</u>
Balance Carried			
Forward	30/09/2020		<u>87,531.38</u>

BANK BALANCES as

at

30/09/2020

General Account per Statement		84,036.51	
less - Outstanding			
Cheques		<u>1,207.39</u>	
plus - Receipts not			
cleared		0.00	
			82,829.12
Burial Account per			
Statement		4,702.26	
plus - receipts not			
cleared		0.00	
less - Outstanding			
Cheques		<u>0.00</u>	
			<u>4,702.26</u>
			7,157.55

**TOTAL COUNCIL
FUNDS AS AT**

87,531.38

**ALLOCATION OF
FUNDS -**

TOTAL FUNDS, PER
ABOVE

87,531.38

RESERVES

Parish Council Minimum Reserve	13,000.00
Community Woodland	
Grant	65.13
District Councillor Grant/War Mem	58.04
Village Improvement	
Reserve	14,761.24
village sign	500.00

muga renovation	12,039.14	40,423.55	
Burial Account Bank Balance (upkeep of Cemetery)		<u>4,708.26</u>	
		45,131.81	
PRECEPT RECEIVED IN ADVANCE (see below)			
1 month		<u>5,700.25</u>	
			<u>50,832.06</u>
*APPROX FUNDS AVAILABLE as at	30/09/2020		<u>36,699.32</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.

VOTE: all in favour

92. FINANCE REPORT:

0 October 2020 Payments

GENERAL	Payee	Invoice	
BACS	GLENDALE	8 ACRES GRASS	£182.40
BACS	GLENDALE	JPF GRASS	£61.44
BACS	GLENDALE	AMENITY GRASS + WEED SPRAY	£2,166.00
CHQ	BRITISH LEGION	POPPY APPEAL	£44.00
BACS	BRITISH GAS	DEFIBRILLATOR ELECTRICITY	£32.02
DD	N POWER	GAS VILLAGE HALL	£26.68

BACS	VIKING DIRECT	MEMORY STICK	£24.93
BACS	ANGLIAN WATER	VILLAGE HALL WATER	£623.06
DD	VIRGIN	broadband	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,371.15
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£433.57
BACS	HEMSWELL	SURFACING REPAIRS 8	
	SURFACING LTD	ACRES	£25,077.60
BACS	TREE & GARDEN	JPF/CAMPIONS TREES	£295.00
	SERVICES		
BACS	GLASDON	CARETAKERS CART	£1,057.08
DD	ANGLIAN WATER	WATER CEMETERY	£220.25
DD	BRITISH GAS	VILLAGE HALL	
		ELECTRICITY	£50.63
BACS	JB RURAL SERVICES	KISSING GATE 8 ACRES	£168.00
			£32,884.21
CREDIT CARD PAYMENTS FOR AUGUST		whereby app	7.81
		AMAZON dog fouling signs	21.9
		JACKSON GREEN PRESTON	£180.00

All invoices were accepted for payment.

VOTE: all in favour

93. DATE AND TIME OF NEXT MEETING: 16TH NOVEMBER 2020
AT 7PM