

MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY PARISH
COUNCIL, HELD AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE CLAY AT
7.00PM ON MONDAY 16th MARCH 2020

Present: Councillor S. Pratt (Chairman)
Councillor M. Boon
Councillor A. Green
Councillor P. Rowntree
Councillor S. Sinclair
Councillor H. Reynolds (Vice Chair)
Councillor M. Starr

Councillor Phil Smith (East Lindsey District Council)

In Attendance: Emma Harris (Clerk to the Parish Council)

2 members of the public

One member discussed the 8 Acres playing field and the adult football team. They have no changing facilities currently and are playing at Bradley Pitches. This is not ideal as it is more expensive and the majority of players are local to Holton Le Clay. The team only requires use of changing rooms and showers are not essential

One member raised an issue of a van recently seen in Tetney Lane that may have been fly tipping. The registration details and photographs were passed to police who said they did not have the time to investigate – despite being informed that the vehicle had no tax or MOT.

He also asked that the straw on the road that has come from the surrounding farm land be cleaned up. The clerk will contact LCC and request a road sweep.

230. CHAIRMANS WELCOME:

The Chairman welcomed everyone and thanked them for their attendance.

231. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Brack, Councillor Warrener and Councillor Hatley.

232. TO RECEIVE DECLARATIONS OF INTEREST:

Declarations of Interest were received from Councillor Reynolds as Chair of MERC and Councillor Sinclair as a member of MERC, and Councillor Green declared an interest in item 240.

233. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 17th FEBRUARY 2020:

It was RESOLVED that the minutes the Full Council Meeting held on 17th February 2020 be approved as a true record.

234. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

Councillor Phil Smith said that ELDC has now passed its budget with a small increase in Council Tax. Council grant applications from the Parish Council for the purchase of a village sign and woodland animals have been approved. COVID-19 – there is no clear guidance as yet. Discussions have taken place regarding local councils but no decisions have been made as yet.

235. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:

None given/County Councillor not present.

236. TO RECEIVE A REPORT FROM OUTSIDE BODIES:

MERC – some classes held in the Village Hall will be cancelled for the more vulnerable age groups in light of the Coronavirus pandemic. The rest will run as normal for the time being.

NDP – it is hoped that the final draft of the plan will be ready to send to the district council by the end of this week.

Community Centre – Councillor Hatley met with the county council last week. As Councillor Hatley was not present she sent the following report:

Claire Shaw is working with the County Council legal team on the outstanding bills which still need to be paid and then they will update us with what is leftover to start up the Charity for the Centre. Once we are fully informed, we will then make a decision on whether this is viable and work with two other teams to put together a business case for LCC as they have quoted £50k for the works which need to be done to the centre, this includes changing rooms and toilets, but they want it justifying in a business case, before they agree to do the works.

Councillor Reynolds suggested that the parish council writes to Claire Shaw and ask for a lease to be drawn up between the parish council and the county council for the hire of the changing rooms for footballers.

237. TO RECEIVE AN UPDATE FROM COUNCILLOR REYNOLDS ON TARMAC QUOTES FOR THE MUGA:

The following quotes have been received:

QUOTE 1 - £42,000

QUOTE 2 - £39,995 plus VAT

The company who provided quote 1 has said that he can do the job in two halves if necessary. Councillor Reynolds proposed that the Orsted Grant of £20,000 is spent on getting half of the MUGA resurfaced so that the MUGA can then be installed.

VOTE: All in favour

238. PLANNING MATTERS:

Application reference N/085/00374/20. Observations are requested no later than 25/03/2020.

Planning Permission - Erection of a wrought iron fence to the maximum height of 1 metre and provision of a notice board.

ST PETERS CHURCH, CHURCH WALK, HOLTON LE CLAY, DN36 5AN

It was RESOLVED that the parish council has no objections to this application.

VOTE: All in favour

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

- **ASSET REGISTER – UPDATED WITH 4X BENCHES (8 ACRES), LAPTOP AND SOFTWARE, VILLAGE HALL LIFT, WW1 BENCH, DEFIBRILLATOR (8 ACRES) CLIMBING FRAME, ROUNDABOUT.**
- **GRIEVANCE POLICY – UPDATED WITH LEGAL TOPIC NOTE TO SAY THAT ANY FORMAL COMPLAINTS INVOLVING A COUNCILLOR CAN NO LONGER BE DEALT WITH UNDER THE GRIEVANCE POLICY AND MUST GO TO THE MONITORING OFFICER IF MEDIATION DOES NOT RESOLVE THE ISSUE.**
- **FINANCIAL SUPPORT AND GRANTS – NO CHANGE**

- **INTERNET AND SOCIAL MEDIA – NO CHANGE**
- **DEATH OF A SENIOR NATIONAL FIGURE – NO CHANGE**

It was RESOLVED that the above policies be adopted.

VOTE: All in favour

240. TO DISCUSS A GRANT APPLICATION FOR £357.60 FROM GRIMSBY & DISTRICT SCHOOL OF GYMNASTICS FOR THE PURCHASE OF TWO FOAM TRAINING BEAMS:

It was RESOLVED that the grant application of £357.60 be awarded to the Grimsby & District School of Gymnastics.

VOTE: 6 in favour, one abstention

241. TO APPOINT JENNY COOPER AS INTERNAL AUDITOR AT A COST OF £50:

It was RESOLVED that Jen Cooper be approved as internal auditor.

VOTE: all in favour

242. PROPOSED BY COUNCILLOR REYNOLDS TO APPLY FOR AN AWARDS FOR ALL GRANT TO REPLACE THE SEE SAW ON THE JUNIOR PLAYING FIELDS:

It was RESOLVED that the parish council will apply for an Awards for All Grant for the Junior Playing Field. It was decided that two pieces of equipment will be installed if the application is successful: A Rota Bounce and a Gravity Rider.

VOTE: all in favour

243. PROPOSED BY COUNCILLOR REYNOLDS TO WRITE TO ALL SMALL BUSINESSES ON LOUTH ROAD TO REQUEST THAT THEIR EMPLOYEES PARK MORE CONSIDERATELY WHEN ARRIVING FOR WORK:

It was RESOLVED that a letter will be sent to the small businesses on Louth Road. It was also suggested that introducing a one-way system may be effective.

VOTE: All in favour

244. PROPOSED BY COUNCILLOR REYNOLDS TO PAY THE VAT ON THE MUGA - £9,977 - USING THE VILLAGE HALL LOAN RESERVE AND TO REMOVE THE RESERVE FROM THE BUDGET:

It was RESOLVED that the VAT on the MUGA will be paid from the village hall loan reserve and the reserve will be subsequently removed from the budget.

VOTE: all in favour

**245. PROPOSED BY COUNCILLOR BOON TO WRITE A STRONGLY
WORDED LETTER TO HIGHWAYS REGARDING THE FLOODING ON
LOUTH ROAD JUNCTION EVERY TIME IT RAINS:**

It was RESOLVED to write a letter to Highways regarding the problem of flooding on Louth Road. It was also suggested by Councillor Phyll Smith that a complaint regarding the lack of action by the County Council also be included and sent to Councillor Hugo Marfleet.

VOTE: all in favour

246. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

29th February 2020

CASH BOOK

Balance Brought forward	29/02/2020		
General			
Account			56,270.37
Burial Account			<u>6,232.30</u>
			62,502.67
Add - Income			
General			
Receipts		154.00	
Burial Receipts		<u>182.00</u>	
		336.00	<u>62,838.67</u>
Less - Expenditure			
General			
Payments		5,651.37	
Burial			
Payments		<u>77.00</u>	
			<u>5,728.37</u>
Balance Carried Forward	29/02/2020		<u><u>57,110.30</u></u>

<u>BANK BALANCES as at</u>	29/02/20020	
General Account per Statement		50,773.00
less - Outstanding Cheques		<u>0.00</u>
plus - Receipts not cleared		0.00
		50,773.00
Burial Account per Statement		6,337.30
plus - receipts not cleared		0.00
less - Outstanding Cheques		<u>0.00</u>
		<u>6,337.30</u>
		7,157.55
TOTAL COUNCIL FUNDS AS AT		<u><u>57,110.30</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 57,110.30

RESERVES

Parish Council Minimum Reserve	13,000.00	
Village Hall Loan Repayments	11,900.00	
Community Woodland Grant	325.13	
District Councillor Grant/War Mem	58.04	
Village Improvement Reserve	31.94	
muga renovation	139.14	
		25,454.25
Burial Account Bank Balance (upkeep of Cemetery)		<u>6,337.30</u>
		31,791.55

PRECEPT RECEIVED IN ADVANCE (see below)

2 months		<u>9,970.00</u>
		41,761.55

***APPROX FUNDS AVAILABLE as at 29/02/2020 15,348.75**

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 parish councils' finances.

VOTE: all in favour

247. Finance Report

0

MARCH 2020 Payments

GENERAL		Invoice	
	Payee		
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£401.36
DD	BRITISH GAS LITE	electricity - village hall	£118.80
DD	NPOWER	GAS USAGE VILLAGE HALL	£291.78
BACS	GLENDALE	TENNIS COURT CLEARANCE	£2,664.00
DD	VIRGIN	BROADBAND	£53.94
DD	PWLB	VILLAGE HALL LOAN	£4,604.31
BACS	E HARRIS	MILEAGE	£28.80
BACS	VIKING	STATIONERY	£52.14
BACS	KONIKA MINOLTA	PRINTER/COPIER	£83.16
BACS	KONIKA MINOLTA	PRINTER/COPIER	£29.92
BACS	MICK HENRY PLUMBERS	GAS SAFETY CHECK	£260.00
BACS	STAFF/HMRC/DWP	SALARIES/PENSION/PAYE	£2,251.90
		TOTAL	£10,840.11
BARCLAYCARD PAYMENTS	Trophies Plus	annual meeting trophies	£45.45
	signs 4 less	CCTV Signage	£23.10
	pennells	ornamental poppies	£27.93
	naturespy	camera lock	£18.99
	amazon	hand sanitiser	£12.00
	esso garage	petrol	£10.00
			£137.47

The Finance Report was accepted and all invoices were accepted for payment.

VOTE: all in favour

248. DATE AND TIME OF NEXT MEETING:

20th April 2020