

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 20<sup>th</sup> January 2020

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

Councillor Phil Smith (East Lindsey District Council)

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

Councillor Pratt proposed that public forum be removed from the agenda as there were no members of the public in attendance.

**191. CHAIRMANS WELCOME:**

The Chairman welcomed everyone and thanked them for their attendance.

**192. TO RECEIVE APOLOGIES FOR ABSENCE:**

Apologies were received from Councillor Hatley. Councillors Terry Aldridge and Hugo Marfleet also sent their apologies.

**193. TO RECEIVE DECLARATIONS OF INTEREST:**

Declarations of Interest were received from Councillor Reynolds as Chair of MERC.

**194. TO APPROVE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 11<sup>TH</sup> DECEMBER, THE FULL COUNCIL MEETING HELD ON 16<sup>TH</sup> DECEMBER 2019 AND THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON 9<sup>TH</sup> JANUARY 2020:**

It was RESOLVED that the minutes for the Personnel Committee meeting held on 11<sup>th</sup> December 2019 be approved as a true record, the minutes for the Extraordinary Full Council Meeting held on 9<sup>th</sup> January 2020 be approved

as a true record and the Full Council Meeting held on 16<sup>th</sup> December 2019 be approved as a true record.

**195. TO GRANT FINANCIAL DISPENSATION TO COUNCILLOR SUE SINCLAIR:**

It was RESOLVED that financial dispensation be granted to Councillor Sinclair.

VOTE: All in favour

**196. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:**

Councillor Smith said that very little business had been transacted lately and therefore there was nothing to report at this time.

**197. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**

None given/County Councillor not present.

**198. TO RECEIVE A REPORT FROM OUTSIDE BODIES:**

**MERC** – the final bill has now been received for the village hall 1<sup>st</sup> floor renovation. The carpets have now all been fitted and the 1<sup>st</sup> floor is ready to be viewed at an open day (TBA).

**NDP** – Clive Keble Consultancy is working on the plan. He has submitted one invoice for work already completed. He is hoping to submit further work by the end of the month.

**Community Centre** – The community centre representatives (Cllr Hatley and Cllr Boon) are meeting with Lincolnshire County Council on Monday 27<sup>th</sup> January 2020 so will be able to provide an update at the next full council meeting.

**199. PLANNING MATTERS:**

**N/085/02043/19**

**Change of use of land formerly used as agricultural for the training and exercising of dogs, and the siting of a marquee to be used for dog training, (which are currently in use).**

**GRANGE FARM, STATION ROAD, HOLTON LE CLAY. CLOSING DATE  
20<sup>th</sup> JANUARY 2020**

Councillor Pratt read out the report on this application from the planning committee and it was agreed that the parish council would object to this application.

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

- **HEALTH AND SAFETY POLICY (NO CHANGE)**
- **COMPLAINTS POLICY (UPDATED WITH CURRENT CHAIRMANS DETAILS)**
- **PARISH COUNCILLOR PROTOCOL (NO CHANGE)**

The above policies were adopted by resolution of full council.

VOTE: all in favour

**201.PROPOSED BY COUNCILLOR PRATT TO PAY THE ANGLIAN WATER BILL OF £2644.64 IN FULL FOR THE VILLAGE HALL:**

It was RESOLVED to pay the Anglian Water bill of £2644.64 in full.

VOTE: all in favour

**202.PROPOSED BY COUNCILLOR GREEN TO PURCHASE ADDITIONAL CAMERAS AS AND WHEN FUNDS ALLOW FOR INSTALLATION IN OTHER AREAS OF THE VILLAGE SUCH AS THE TENNIS COURTS, THE TRIM TRAIL, THE CEMETERY AND ANY FLY TIPPING HOTSPOTS. CAMERAS COST £293.99 EACH**

Councillor Boon made a counter proposal to purchase 2 cameras when funds become available.

VOTE: All in favour

**203.PROPOSED BY COUNCILLOR REYNOLDS TO AWARD THE MUGA CONTRACT TO:**

- **LIGHTMAIN £49885 + VAT OPTION 3. 2x COURTS LENGTHWAYS ON HALF OF THE TARMAC AREA. THIS IS THE QUOTE ON THE WREN GRANT APPLICATION**
- **EIBE £49761.21 – NO MENTION OF VAT. THIS COMPANY WAS INVITED TO PROVIDE A QUOTE MORE FOR THE SKATE PARK SIDE OF THE PROJECT.**

It was RESOLVED that the MUGA contract will be awarded to Lightmain.

VOTE: all in favour

**204. PROPOSED BY COUNCILLOR REYNOLDS TO AWARD THE TARMAC CONTRACT FOR THE DISUSED TENNIS COURTS TO:**

- HEMSWELL £38,225 + VAT
- MARK EVERTON £9500-£10,000 + EXTRA TO TRANSPORT TARMAC ACROSS THE FIELD

This item was deferred and will be brought back to full council for discussion once the weeds have been cleared from the tennis courts.

**205. PROPOSED BY COUNCILLOR REYNOLDS TO AWARD THE WEED SPRAYING CONTRACT ON THE DISUSED TENNIS COURTS TO:**

- GLENDALE £1825 + VAT (NO MENTION OF MOSS TREATMENT BUT REMOVES SELF SETS
- MOWNS N GROWNS £2000 WITH MOSS TREATMENT
- MOWNS N GROWNS £1600 WITHOUT MOSS TREATMENT. ONLY REMOVES TREES TO GROUND LEVEL

It was RESOLVED that the weed spraying contract will be awarded to Glendale at £1825 + VAT. Clerk to confirm with them whether moss treatment is included in the price.

**206. PROPOSED BY COUNCILLOR BOON THAT HLC PARISH COUNCIL AGREES A POSITION ON THE TOLL BAR ROUNDABOUT PLAN TO COMMENT ON NELC'S PLANNING PORTAL – THAT THERE IS A WISH TO SEE THE PROPOSED TOUCAN CROSSING FROM THE SOUTH OF STATION ROAD TO THE SCHOOL GATES IS COMPLETED ASAP. FURTHERMORE, THAT THE EXISTING FOOTPATH TO THE WEST OF THE A16 IS EXTENDED AROUND THE BEND TO THE PROPOSED CROSSING POINT AND BARRIERS FITTED TO ENCOURAGE CHILDREN CROSSING THE NEW JUNCTION SAFELY:**

It was RESOLVED that the parish council will add the above comments to the NELC planning portal.

VOTE: all in favour

**207.TO APPROVE A CONTRACTOR FOR WEED SPRAYING OF THE VILLAGE FOR THE YEAR 2020/21:**

- **GLENDALE £895 + VAT PER OCCASION (RECOMMENDS 2 SPRAYS PER YEAR)**
- **MOWNS AND GROWNS £2250 FOR 3 SPRAYS PER YEAR**

It was RESOLVED that the contract for weed spraying for the year 2020/21 will be awarded to Glendale.

VOTE: all in favour

**208.FINANCIAL MATTERS:**

**HOLTON LE CLAY PARISH COUNCIL**

**FINANCIAL REPORT as at**

**30th December 2019**

**CASH BOOK**

Balance Brought forward	30/12/2019		
General Account			70,634.18
Burial Account			<u>5,079.83</u>
			75,714.01
Add - Income			
General Receipts		0.00	
Burial Receipts		<u>942.00</u>	
		942.00	<u>76,656.01</u>
Less - Expenditure			
General Payments		14,862.96	
Burial Payments		<u>0.00</u>	
			<u>14,862.96</u>
<b>Balance Carried Forward</b>	<b>30/12/2019</b>		<b><u><u>61,793.05</u></u></b>

**BANK BALANCES as at**

**30/12/2019**

General Account per Statement	55,853.49
less - Outstanding Cheques	<u>82.27</u>

plus - Receipts not cleared	0.00	55,771.22
Burial Account per Statement	6,021.83	
plus - receipts not cleared	0.00	
less - Outstanding Cheques	0.00	
		<u>6,021.83</u>
		7,157.55
<b>TOTAL COUNCIL FUNDS AS AT</b>		<b><u><u>61,793.05</u></u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS, PER ABOVE		61,793.05
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Village Hall Loan Repayments	11,900.00	
Community Woodland Grant	2,147.13	
District Councillor Grant/War Mem	58.04	
Village Improvement Reserve	316.92	
muga renovation	139.14	
		27,561.23
Burial Account Bank Balance (upkeep of Cemetery)		<u>6,021.83</u>
		33,583.06
PRECEPT RECEIVED IN ADVANCE (see below)		
4 months		
		<u>19,940.00</u>
		53,523.06
<b>*APPROX FUNDS AVAILABLE as at 30/12/2019</b>		<b><u><u>8,269.99</u></u></b>

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

## **209.Finance Report**

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### JANUARY 2020 Payments

GENERAL	Payee	Invoice	
BACS	SADS UK	Defib Pads - Garage	£90.00
DD	BRITISH GAS LITE	electricity - defib	£17.23
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£255.50
DD	NPOWER	GAS USAGE VILLAGE HALL	£282.91
BACS	DUNCAN TOPLIS	PAYROLL SERVICES	£63.00
BACS	MICK HENRY PLUMBER	HOT FLUSH CENTRAL HEATING	£169.20
BACS	LALC	QUALITY AWARD APPLICATION	£100.00
BACS	WINDOW CLEANER	BUS SHELTERS	£50.00
CHQ 46	ELDC	GREEN WASTE X2	£80.00
BACS	D KIRK BUILDER	PICNIC BENCH INSTALL	£160.00
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£120.11
BACS	STAFF/HMRC/NEST	SALARIES/PAYE/PENSION	£2,281.59
BACS	LINDSEY GARDEN	ROCKERY STONE X2	£90.00
BACS	LALC	CLLR TRAINING X2	£30.00
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
DD	VIRGIN	BROADBAND	£50.77
		TOTAL	£3,894.31
BARCLAYCARD PAYMENTS	SAFETY SIGNS 4 LESS	CCTV SIGN X2	£25.86
	NATURE SPY	WILDLIFE CAM LOCK	£18.99
	CO-OP	2X AA BATTERIES	£4.70
	FIRE DETECTION SHOP	CALL POINT KEY	£7.38
			<b>£56.93</b>

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

VOTE: all in favour

**210.DATE AND TIME OF NEXT MEETING:**

**17<sup>TH</sup> FEBRUARY 2020**