

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 21st OCTOBER 2019

Present: Councillor S. Pratt (Chairman)
Councillor P. Warrener
Councillor M. Starr
Councillor A. Green
Councillor P. Rowntree
Councillor M. Boon
Councillor E. Hatley

Councillor Hugo Marfleet (Lincolnshire County Council)

Councillor Phil Smith (East Lindsey District Council)

Councillor Terry Aldridge (East Lindsey District Council)

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

6 members of the public

Public forum opened at 7pm

A resident raised the issue of speeding in the village. The clerk has requested additional 30mph signs for the village but the response from Highways was that additional 30mph signs are not required and will not be put in place. The Community Speed Watch Scheme was discussed with the chairman explaining that there is currently an Archer survey being carried out in the village on Louth Road.

A resident brought along a petition that she has gathered together to present to Councillor Marfleet, regarding bus timetables. She argued that residents need a bus after 6.15pm that goes to and from Grimsby. Councillor Marfleet explained that most bus routes are self-funding but are subsidised on certain routes. He will take the matter up with Stagecoach and get back to us.

One member of the public said that there are a number of trees to the rear of his property on the highway that are affecting the light to his home. He will email the clerk with more details.

The public forum closed at 7.30pm.

127. CHAIRMANS WELCOME:

The Chairman welcomed everyone and thanked them for their attendance.

128. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Reynolds.

129. TO RECEIVE DECLARATIONS OF INTEREST:

Declarations of Interest were received from Councillor Green in respect of agenda items 138 and 139.

130. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 16TH SEPTEMBER 2019, THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON 30TH SEPTEMBER 2019 AND THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON 4TH OCTOBER 2019:

It was RESOLVED that the minutes for the full council meeting held on 16th September 2019 be approved as a true record (one abstention), the minutes for the Extraordinary Full Council Meeting held on 30th September 2019 be approved as a true record (two abstentions), and the Extraordinary Full Council Meeting held on 4th October 2019 be approved as a true record (3 abstentions)

131. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

Councillor Smith said that very little business had been transacted lately. The district council offices will be moving soon – the proposal is that they move from Manby to Horncastle but this has not yet been formally decided. The East Lindsey District Council Corporate Plan is going to be put in place soon. Parish Councils are being encouraged to take part in the formulation of this.

132. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:

Lincolnshire County Council is currently campaigning for Fairer Funding across the region. Other than that, there was nothing to report.

133. TO RECEIVE A REPORT FROM OUTSIDE BODIES:

MERC – the lift installation has been delayed due to an issue with the manufacturer.

NDP – A small team of three volunteers have been working on the NDP for a number of years and have gone as far as submitting the Neighbourhood Development Plan to an external examiner. After some delay (during which the law changed) they have now received feedback and have been told to revise the Holton le Clay plan accordingly.

The team have had a meeting with the local planning team and they assured them that they were nearly there and that the changes were only minor. They have been through the list of tasks to be completed to satisfy the examiner but the team has reached the limit of their expertise.

They have contacted Horncastle and Dunholme NDP to ask for their advice and also to ask about the cost implications involved in employing an experienced writer. They are also awaiting a reply from Carroll Planning Design, who helped to write the plan for Dunholme.

The NDP team is asking the parish council to consider the future of NDP in the hope that they will find someone to take it on. Whoever takes on the task, they will have the full support of the current NDP team. It is the decision of the Parish Council as to whether or not they will seek funding to complete the Plan. Currently there is £580.35 in the NDP bank account but this will have to be returned to ELDC of the team disbands.

There was initially an amount of £10,000 set aside for the funding of the NDP but the group has never had access to this. Councillor Green advised the team to seek answers as to where the money is and also to obtain quotes for the production of a Plan.

Community Centre – Nothing to report.

134. TO REVIEW THE FOLLOWING DOCUMENTATION AND UPDATE WITH ANY CHANGES:

- **LONE WORKING**
- **DISCIPLINARY POLICY**
- **HARRASSMENT POLICY**
- **FREEDOM OF INFORMATION**
- **DATA PROTECTION**

It was RESOLVED that the above policies be adopted.
VOTE: all in favour.

135.PLANNING MATTERS:

Application reference N/085/01729/19 has been received and is now being considered. Your observations are requested no later than 29/10/2019.

Planning Permission - Erection of 6 no. column lights and construction of a vehicular access road, erection of 2 no. electricity kiosks and erection of fencing to a maximum height of 1.8 metres.

HOLTON LE CLAY GOLF COURSE, CHEAPSIDE, HOLTON LE CLAY

There are no objections to this application.

Application reference N/085/01816/19 has been received and is now being considered. Your observations are requested no later than 30/10/2019.

Outline erection of a bungalow (with means of access to be considered).

9 BEAUMONDE, HOLTON LE CLAY, GRIMSBY, DN36 5HH

The parish council deems this application to be a tandem build and therefore objects to the application.

Application reference N/178/01838/19 has been received and is now being considered. Your observations are requested no later than 04/11/2019.

Planning Permission - Installation of field drainage to support the construction of the Hornsea Project One onshore export cable route.

This is a retrospective application; the parish council has no objections.

136. PROPOSED BY COUNCILLOR BOON TO PURCHASE 8 MEMORIAL PLAQUES TO BE PLACED AT THE TREE BASES AROUND THE A16 MEMORIAL SITE AS A TRIBUTE TO EACH SOLDIER WOUNDED OR KILLED IN ACTION DURING MILITARY SERVICE. THE PLAQUES WILL COST £784 PLUS VAT:

It was RESOLVED that 8 memorial plaques will be purchased for the A16 memorial as soon as funds are available.

137. PROPOSED BY COUNCILLOR BOON TO APPLY FOR A DISTRICT COUNCILLORS GRANT OF £784 FOR THE PURCHASE OF 8 MEMORIAL PLAQUES FOR THE A16 MEMORIAL:

It was pointed out by Councillor Aldridge that the parish council is unable to apply for this particular grant as it has its own power to repair and adapt war memorials. Therefore, this item was not voted on.

138. PROPOSED BY COUNCILLOR GREEN TO REPLACE THE TOOLS THAT WERE BROKEN IN DISMANTLING THE CLIMBING FRAME ON THE JUNIOR PLAYING FIELD. THE WORK WAS CARRIED OUT FOR FREE BUT THE TOOLS USED WERE DAMAGED BEYOND REPAIR. IT WOULD COST IN THE REGION OF £99 TO REPLACE:

It was RESOLVED that the tools damaged in the removal of the climbing frame will be replaced by the Parish Council.

139. PROPOSED BY COUNCILLOR GREEN TO PAY THE SCRAP METAL WORKER £250 FOR HIS TIME DISMANTLING AND DISPOSING OF THE OLD CLIMBING FRAME:

Councillor Rowntree said that he had taken legal advice on whether the parish council should be paying this or not and he believed that it should not be paid. However, Councillor Aldridge pointed out that the climbing frame was very unsafe and that the work had to be done as a matter of health and safety. Although the work was originally going to be done for free, unexpected circumstances meant that the climbing frame took a lot longer than anticipated to take down. Under the clerks delegated spending powers this can be paid under health and safety and the clerk will ask for an invoice.

RESOLVED

140. TO CONSIDER THE COMMUNITY SPEEDWATCH PROGRAMME FOR THE VILLAGE FOLLOWING AN ENQUIRY MADE BY A RESIDENT AS TO HOW TRAFFIC CALMING MEASURES CAN BE INTRODUCED TO REDUCE THE SPEED OF VEHICLES PASSING THROUGH THE VILLAGE. A SEPARATE ENQUIRY HAS ALSO BEEN MADE REGARDING THE LACK OF 30MPH SPEED LIMIT SIGNS AROUND THE VILLAGE:

- HAND HELD RADAR £229 PLUS £10 P&P

- **HIGH VIS VESTS £8.25 EACH WITH LOGOS PLUS £6.25 P&P**
- **COMPLETE SIGN KIT £68.20 PLUS £12.50 P&P**

It was decided that this item would be deferred until the results of the Archer Speed Survey have been received.

141. TO RESOLVE TO TAKE OUT A NEW CONTRACT FOR PRINTER/COPIER HIRE. THE CLERK HAS LOOKED IN TO SEVERAL OPTIONS INCLUDING PURCHASING INSTEAD OF LEASING BUT LEASING IS FOUND TO BE MORE COST EFFECTIVE:

KONIKA MINOLTA – 3 YEAR LEASE AT £366.84 PER YEAR OR 5 YEAR LEASE AT £235.32 PER YEAR. FULL ON-SITE REPAIR, SERVICE, PARTS AND TONER.

TWO OTHER COMPANIES WHERE APPROACHED BUT NEITHER COULD BEAT THE QUOTE FROM KONIKA AND DECLINED TO PUT IN A PRICE:

It was RESOLVED that a 5-year contract with Konika Minolta is taken out.

142. TO CONSIDER A QUOTE FOR GRASS CUTTING FOR THE NEXT THREE YEARS FROM GLENDALE. TWO OTHER COMPANIES WERE APPROACHED BUT HAVE NOT RESPONDED:

SITE	OPERATION	2020	2021	2022	FREQUENCY
AMENITY	CUT/STRIM	455.00	468.00	477.00	21 CUTS
8 ACRES	CUT	38.00	39.00	40.00	21 CUTS
8 ACRES	STRIM	38.00	39.00	40.00	21 CUTS
JPF	CUT	20.00	20.60	21.20	17 CUTS
JPF	STRIM	5.00	5.00	5.20	16 CUTS

It was RESOLVED that a three-year contract with Glendale will be taken out for village grass cutting.

VOTE: all in favour

143. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

30th September 2019

CASH BOOK

Balance Brought forward	30/09/2019		
General Account			79,692.57
Burial Account			<u>3,306.61</u>
			82,999.18
Add - Income			
General Receipts		48,259.31	
Burial Receipts		<u>25.00</u>	
			<u>131,283.49</u>
Less -			
Expenditure			
General			
Payments		29,920.24	
Burial Payments		<u>0.00</u>	
			<u>29,920.24</u>
Balance Carried Forward	30/09/2019		<u><u>101,363.25</u></u>
<u>BANK BALANCES as at</u>	30/09/2019		
General Account per Statement		98,055.64	
less - Outstanding Cheques		<u>24.00</u>	
plus - Receipts not cleared		0.00	
			98,031.64
Burial Account per			
Statement		3,331.61	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		<u>0.00</u>	
			<u>3,331.61</u>
			7,157.55
TOTAL COUNCIL FUNDS AS AT			<u><u>101,363.25</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 101,363.25

RESERVES

Parish Council Minimum Reserve	13,000.00
Village Hall Loan	
Repayments	11,900.00
Lift - Village Hall	10,304.70
Community Woodland	350.00

Grant		
District Councillor Grant/War Mem	58.04	
Village Improvement Reserve	12,402.88	
JPF Lottery grant	10,000.00	
		58,015.62
Burial Account Bank Balance (upkeep of Cemetery)		<u>3,331.61</u>
		61,347.23
PRECEPT RECEIVED IN ADVANCE (see below)		
1		
month		<u>4,985.00</u>
		<u>66,332.23</u>
*APPROX FUNDS AVAILABLE as at 30/09/2019		<u>35,031.02</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.

VOTE: all in favour

144.FINANCE REPORT:

0

OCTOBER 2019 Payments

GENERAL	Payee	Invoice	
BACS	GLENDAL	8 ACRES	£133.20
BACS	GLENDAL	AMENITY AREA	£528.00
BACS	GLENDAL	JPF	£28.08
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£64.02
DD	NPOWER	GAS VILLAGE HALL	£48.80
BACS	MOWNS N GROWNS	WEED SPRAYING	£465.00
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£401.07
BACS	BRITISH GAS LITE	METER FOR 8 ACRES	£24.60

BACS	SAFETY SIGNS 4 LESS	SAFETY SIGNS METER CABINET	£10.86
BACS	SADS UK	DEFIB PADS/CHARGER	£90.00
BACS	FAWNS PLAYTIME	CLIMBING FRAME	£13,174.20
BACS	EVERTON CONSTRUCTION	CEMETERY TURNING CIRCLE	£6,309.12
DD	VIRGIN MEDIA	BROADBAND	£50.74
BACS	ROSPA	PLAY INSPECTION	£556.20
BACS	ABATIS	CCTV, FIRE, LIGHTING RISK ASS	£597.60
BACS	ABATIS	FIRE EXTINGUISHER REMEDIALS	£292.80
BACS	KONIKA MINOLTA	PHOTOCOPIER HIRE	£91.72
		TOTAL	£22,866.01
BARCLAYCARD PAYMENTS	MOW DIRECT	LAWNMOWER	£239.00
	PAPER STONE	STATIONERY	£50.86
			£289.86

One additional payment was added to the list for M&J Electrical for the replacement of lights to LED's costing £1010 plus VAT

The finance report was accepted and all payments authorised.

127. DATE AND TIME OF NEXT MEETING:

18TH NOVEMBER 2019 AT 7PM