

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 18th MARCH 2019.

Present: Councillor P. Rowntree (Chairman)
Councillor H. Reynolds (Vice Chairman)
Councillor P. Webster
Councillor M. Star
Councillor A. Green
Councillor D. Searle
Councillor P. Warrener
Councillor S. Pratt

Also Present: Councillor Terry Aldridge (ELDC)

2 Members of the Public.

207. CHAIRMAN'S WELCOME:

The Chairman welcomed all those present and thanked them for their attendance.

208. TO RECEIVE APOLOGIES FOR ABSENCE:

Councillor Boon, Councillor Beech.

209. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Webster (NDP), Councillor Reynolds (MERC)

**210. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD
ON MONDAY 18th FEBRUARY 2019:**

It was proposed, seconded and

RESOLVED: that the minutes of the Full Council meeting held on 18TH February 2019 be accepted as a true record and signed by the Chairman.

211. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

A report was received from PC Richard Precious and circulated to members of the parish council. Since the beginning of February the incidents of note are:

Burglary x 2 – Wold View (12/2) and Camden Crescent (8/2).

Criminal Damage x 1 on Louth Road.

Theft x 1 of Lead on Southfield Road. (22/2)

Theft of dumper truck from Peacefield Ind. Est. on 4th March.

212. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

Councillor Aldridge attended a full meeting of District Council where the budget was approved for the coming year. There are no planning updates at this present time. The issue of parking on new housing developments was raised at the last planning meeting and the fact that refuse trucks and emergency vehicles have great difficulty gaining access to certain roads due to the narrow width of them.

There are no updates at present with regards to Toll Bar Roundabout.

213. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:

Councillor Marfleet was not present. No report given.

214. TO RECEIVE REPORTS FROM OUTSIDE BODIES:

NDP – Councillor Webster has been informed by Alex Murphy that the NDP examination has still not been completed and as yet there is no publishing date in sight.

MERC – Councillor Reynolds gave an update on the renovation of the 1st floor of the Village Hall. The three quotes that have been considered were circulated to councillors. The Village Hall will be closed from 7th May for approximately two weeks.

215. PROPOSED BY COUNCILLOR REYNOLDS TO CONSIDER USING THE NCS YOUTH GROUP OVER THE SUMMER FOR A PROJECT ON THE 8 ACRES PLAYING FIELD:

Holton Le Clay has been offered the chance to have a group of 15 to 17 year olds take on a project of their choosing within the village for two weeks in the summer. This is part of the National Citizen Service. Councillors made several suggestions for them to work on such as the 8 Acres, the old railway line, the tennis courts, the village hall and the community centre.

It was proposed, seconded and

Resolved: that the NCS Youth Group be invited to work in the village for two weeks to undertake a project of their choice.

216. TO REVIEW THE FOLLOWING DOCUMENTATION:

- **ASSET REGISTER. NO CHANGE**
- **GRIEVANCE POLICY. MINOR CHANGES AGREED UPON BY FULL COUNCIL**
- **FINANCIAL SUPPORT AND GRANTS. NO CHANGE**
- **INTERNET/SOCIAL MEDIA. NO CHANGE**

It was proposed, seconded and

Resolved: that the documentation be adopted with minor changes to the grievance policy.

217. TO ADOPT THE NEW 'DEATH OF A SENIOR NATIONAL FIGURE' POLICY

It was proposed, seconded and

Resolved: that the Death of a Senior National Figure policy be adopted.

VOTE: All in favour

218. TO RESOLVE WHO WILL TAKE RESPONSIBILITY FOR RAISING AND LOWERING THE FLAG AT THE WAR MEMORIAL IN THE EVENT OF THE DEATH OF A SENIOR NATIONAL FIGURE:

Councillors Rowntree, Green, Boon and Star volunteered for this role. Councillor Rowntree challenged Councillor Star on this due to his political background as he felt it was inappropriate for a Bolshevik supporter to be involved with the ceremonial raising of the flag in the event of the death of the monarch.

Unresolved

219. TO RESOLVE TO PURCHASE A LENGTH OF BLACK RIBBON COSTING NO MORE THAN £3:

VOTE: all in favour

220. PROPOSED BY COUNCILLOR ROWNTREE TO BLOCK UP THE ACCESS TO THE VILLAGE HALL CAR PARK FROM A NEIGHBOURING PROPERTY:

It was proposed, seconded and

Resolved: that the clerk will write to the neighbouring property to state that access will be blocked in the next two weeks.

221. TO RESOLVE TO USE JEN COOPER FOR THE INTERNAL AUDIT. JEN HAS CARRIED OUT THE AUDIT FOR THE LAST THREE YEARS AND IS FAMILIAR WITH THE PARISH COUNCILS SYSTEMS:

It was proposed, seconded and

Resolved: to request that Jen Copper carries out the internal audit 2019.

222. PROPOSED BY COUNCILLOR ROWNTREE TO WRITE TO RESIDENTS ADJACENT TO THE REAR OF PEPPERCORN WALK TO REQUEST THAT OVERHANGING TREE BRANCHES ARE CUT BACK:

It was proposed, seconded and

Resolved: that the clerk will write to the relevant residents to request cutting of overhanging branches. Councillor Rowntree to obtain addresses.

223. TO RESOLVE WHETHER TO ALLOW THE CLERK A BUDGET OF UP TO £20 FOR THE PURCHASE OF TIE WRAPS AND DOG WASTE BAGS FOR THE STUDENT COUNCIL TO MAKE WASTE BAG DISPENSERS FOR USE AROUND THE VILLAGE:

It was proposed, seconded and

Resolved: to allow the clerk a £20 budget for this project.

224. PROPOSED BY COUNCILLOR GREEN TO APPLY FOR 'FREE TREES FOR COMMUNITIES' FROM THE WOODLAND TRUST. THIS ITEM WAS DEFERRED FROM THE FEBRUARY MEETING IN ORDER FOR A BASIC SURVEY OF THE TREE IN THE VILLAGE TO BE CARRIED OUT BY COUNCILLORS:

It was proposed, seconded and

Resolved: apply for a hedgerow and a small copse of up to 15 trees – location to be decided upon completion of application.

225. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

1st March 2019

CASH BOOK

Balance Brought forward	1st Feb 2019		
General Account			74,429.96
Burial Account			6,882.89
			<u>81,312.85</u>
Add - Income			
General Receipts		1,431.68	
Burial Receipts		128.00	
			<u>82,872.53</u>
Less - Expenditure			
General Payments		3,327.50	
Burial Payments		0.00	
			<u>3,327.50</u>

Balance Carried Forward	01/03/2019	<u>79,545.03</u>
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<u>BANK BALANCES as at</u>		01/03/2019	
General Account per Statement		72,802.10	
less - Outstanding Cheques		<u>267.96</u>	
plus - Receipts not cleared		0.00	72,534.14
Burial Account per Statement		7,010.89	
less - Outstanding Cheques		<u>0.00</u>	
			<u>7,010.89</u>
TOTAL COUNCIL FUNDS AS AT			<u>79,545.03</u>

<u>ALLOCATION OF FUNDS -</u>			
TOTAL FUNDS , PER ABOVE			79,545.03
RESERVES			
Parish Council Minimum Reserve	13,000.00		
Village Hall Loan Repayments	13,600.00		
Village Hall renovation 1st floor	11,300.00		
District Councillor Grant/War Mem	450.00		
		38,350.00	
Burial Account Bank Balance (upkeep of Cemetery)		<u>7,010.89</u>	
		45,360.89	
PRECEPT RECEIVED IN ADVANCE (see below)			
2 months		<u>9,668.00</u>	
			<u>67,848.75</u>
*APPROX. FUNDS AVAILABLE as at	01/03/2019		<u>11,696.28</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 parish council's finances.

Resolved

226. FINANCE REPORT:

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out of committee payments

March 2019 Payments

GENERAL	Payee	Invoice	awaiting invoice
DD	npower	GAS USAGE VILLAGE HALL	
BACS	OXLEY SHUTTERS	VILLAGE HALL SHUTTER SERVICE	£420.00
BACS	LALC	ELECTIONS TRAINING	£27.50
DD	VIRGIN	BROADBAND VILLAGE HALL	£80.36
BACS	SALARIES	PENSION/SALARIES/PAYE	£2,133.85
DD	WEX/ESSO	PETROL FOR MOWER	£6.02
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£84.41
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£707.38
BACS	MOWNS N GROWNS	BIN REMOVAL JPF	£60.00
BACS	SIGNS EXPRESS	2X PLAQUES	£48.00
BACS	E HARRIS	REFUND - VIRUS PROTECTION	£49.99
DD	BARCLAYCARD	BINS/PAINT	£249.30
		Total	£3,866.81

The Finance Report was accepted as a true record of payments to be made.

Resolved

227. DATE OF NEXT MEETING:

15th April 2019