

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 JANUARY 2019.

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

Also Present: Councillor Terry Aldridge (ELDC)
No Members of the Public.

165. CHAIRMANS WELCOME:

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

166. TO RECEIVE APOLOGIES FOR ABSENCE:

Emma Harris (Clerk), Councillor S. Weller (ELDC), Councillor M. Brae

167. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Webster (NDP), Councillor Reynolds (MERC)

168. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 17TH DECEMBER 2018 AND THE MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON FRIDAY 18TH JANUARY 2019:

It was proposed, seconded and

RESOLVED: that the minutes of the Full Council meeting held on 17th December 2018 and the Extraordinary Full Council meeting held on 18th January 2019 be accepted as a true record and signed by the Chairman.

169. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

PC Richard Precious delivered a police report. There have been more calls regarding suspicious activity in the village which seems largely down to the fact that residents are looking after one another and showing concern for the village.

Three individuals have been arrested in possession of property from homes in the North Thoresby area and they are being processed.

There is a police meeting in the Parish Council offices on Tuesday 22nd January 2019 in which officers will discuss target hardening etc with members of the public.

In Nursery Gardens a vehicle has been parked up for 5 days without moving and residents are not aware of who the owner is.

There have been reports of children riding bicycles in the village without lights and the local schools have sent out letters to parents. Police are sending out letters also.

170. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

Councillor Aldridge expressed a concern for the width of roads on new developments and the need for a minimum of 2 parking spaces per new home.

There has been no final planning application as yet for the 300 homes planned for the Simon Williams Development.

171. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:

Councillor Marfleet was not present.

172. TO RECEIVE REPORTS FROM OUTSIDE BODIES:

NDP – Nothing to report.

MERC – The question of obtaining more quotes for the renovation of the upstairs of the village hall was raised and Councillor Reynolds agreed to this on behalf of MERC.

173. PLANNING MATTERS: APPLICATION FROM ANGLIAN WATER TO REMOVE 2no 6 METER SECTIONS OF HEDGEROW FROM LOUTH ROAD. COMMENTS REQUIRED BY 25TH JANUARY 2019:

No objections.

174. TO REVIEW THE FOLLOWING DOCUMENTATION:

- **FINANCIAL MANAGEMENT RISK ASSESSMENT – INTRODUCTION OF PARISH COUNCIL CREDIT CARD TO BE ADDED TO RISK ASSESSMENT. PAUL ROWNTREE IS A SECOND SIGNATORY ON THE CARD AND WILL LOG INTO THE ACCOUNT AT RANDOM TIMES TO CARRY OUT CHECKS ON EXPENDITURE. THE CLERK PAYS THE CREDIT CARD IN FULL EVERY MONTH AND ATTACHES RECEIPTS FOR EXPENDITURE TO EACH STATEMENT. IT IS ONLY TO BE USED FOR PURCHASES THAT HAVE BEEN AUTHORISED BY FULL COUNCIL AT A MEETING:**
- **HEALTH & SAFETY POLICY. NO CHANGE TO LEGISLATION**
- **COMPLAINTS POLICY. NO CHANGES**
- **PARISH COUNCILLOR PROTOCOL. NO CHANGES**

The documentation has been reviewed and it was resolved that the changes listed be implemented with immediate effect.

VOTE: all in favour

175. TO CONSIDER A SECTION 137 GRANT APPLICATION FROM HOLTON LE CLAY INFANT SCHOOL FOR £100 FOR THE PURCHASE OF A REAL CHRISTMAS TREE THAT CAN BE PLANTED FOR FUTURE GENERATIONS. THE TOTAL COST OF THE PROJECT IS £200 AND THE OTHER HALF WILL BE MATCHED BY THE SCHOOL:

It was proposed, seconded and

Resolved: that the grant for £100 is awarded to the infants school

176. PROPOSED BY COUNCILLOR PRATT TO REPLACE THE DAMAGED RUBBISH BIN ON THE JPF WITH ONE SIMILAR TO THOSE AROUND THE VILLAGE:

£120 INC VAT – ADVANCEDSCAPE

£140 + VAT – VIKING

£130 – EBAY

It was proposed, seconded and

Resolved: to purchase a litter bin from AdvancedScape at a cost of £120. Clerk to obtain price for installation.

- 177. PROPOSED BY COUNCILLOR PRATT TO PURCHASE 4no. 90 LITRE BLACK PLASTIC RUBBISH BINS FOR THE CEMETERY:**
£11.99 EACH FOR 90 LITRE BINS – WICKES
£13.99 EACH FOR 80 LITRE BINS – PAPERSTONE
£20.49 FOR 2 X 80 LITRE BINS – AMAZON

It was proposed, seconded and

Resolved: to purchase 4x 90 litre litter bins from Wickes at a cost of £11.99 each. Councillor Pratt to collect.

- 178. PROPOSED BY COUNCILLOR STARR TO INSTALL A PLAQUE ON THE BENCH AT THE TOP OF LOUTH ROAD AT A COST OF £54. THE BENCH IS HAS THE NAME OF A FORMER RESIDENT ENGRAVED INTO THE WOOD BUT IT HAS WORN AWAY:**

It was proposed, seconded and

Resolved: to install a plaque on to the bench with the words 'Presented by Project 85-1990, thank you.'

- 179. PROPOSED BY COUNCILLOR BOON TO START A PETITION TO LCC TO HAVE THE STREET LIGHTS SWITCHED BACK ON DURING THE NIGHT:**

It was proposed, seconded and

Resolved: to defer this proposal until March when a full review of the costs involved can be made.

- 180. PROPOSED BY COUNCILLOR REYNOLDS TO APPLY FOR AN AWARDS FOR ALL GRANT FOR A NEW CLIMBING/SLIDE APPARATUS FOR THE JUNIOR PLAYING FIELD. THE JUNIOR COUNCIL HAS LOOKED AT TWO DIFFERENT QUOTES FOR EQUIPMENT AND CARRIED OUT A POLL AT THE JUNIOR SCHOOL. THE EQUIPMENT THEY CHOSE COSTS £10,987:**

It was proposed, seconded and

Resolved: to apply for an Awards for All Grant for playing field equipment costing £10,987 plus VAT.

181. TO DISCUSS THE OPTION OF TAKING OVER THE WEED SPRAYING CONTRACT FOR THE VILLAGE. A COPY OF THE PROPOSED CONTRACT HAS BEEN CIRCULATED TO COUNCILLORS ALONG WITH THE JOB SPEC AND MAP OF THE AREA:

COMPANY A - £895 +VAT PER SPRAY

COMPANY B - £1395 PER YEAR BASED ON A PRICE OF £465 PER SPRAY (NO VAT)

COMPANY C – £1590 PER YEAR BASED ON A PRICE OF £530 PER SPRAY (NO VAT)

It was proposed, seconded and

Resolved: to offer the weed spraying contract to Company B.

182. TO RESOLVE TO ADD TWO MORE SIGNATORIES TO THE BANK ACCOUNT:

It was proposed, seconded and

Resolved: to add Councillors Green and Beech to the General Account as signatories for the signing of checks and authorisation of payments.

183. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 2nd January 2019

CASH BOOK

Balance Brought forward	02/01/2019	
General Account		80,773.17
Burial Account		<u>5,781.75</u>
		86,554.92
Add - Income		
General Receipts		360.40
Burial Receipts		<u>254.64</u>
		<u>87,169.96</u>
Less -		

Expenditure			
General			
Payments		3,922.22	
Burial Payments		1.50	
			<u>3,923.72</u>
Balance Carried Forward	02/01/2019		<u><u>83,246.24</u></u>
<u>BANK BALANCES as at</u>	02/01/2019		
General Account per Statement		77,211.35	
less - Outstanding Cheques		0.00	
plus - Receipts not cleared		0.00	
			<u>77,211.35</u>
Burial Account per			
Statement		6,034.89	
less - Outstanding Cheques		0.00	
			<u>6,034.89</u>
TOTAL COUNCIL FUNDS AS			
AT			<u><u>83,246.24</u></u>

ALLOCATION OF FUNDS

=			
TOTAL FUNDS , PER ABOVE			83,246.24
RESERVES			
Parish Council Minimum Reserve	13,000.00		
Village Hall Loan			
Repayments	13,600.00		
Village Hall renovation 1st floor	11,300.00		
		37,900.00	
Burial Account Bank Balance (upkeep of Cemetery)		6,034.89	
			<u>43,934.89</u>
PRECEPT RECEIVED IN ADVANCE (see below)			
4			
months		19,334.00	
			<u>67,848.75</u>

***APPROX FUNDS AVAILABLE as at 02/01/2019 15,397.49**

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

184. FINANCE REPORT:

0		JANUARY 2019 Payments	
out of committee payments			
BACS	Window Cleaner	Bus Shelters	£50
GENERAL		Invoice	
	Payee		
DD	npower	GAS USAGE VILLAGE HALL	£437.16
BACS	KONIKA MINOLTA	PRINTER/PHOTOCOPIER	£91.12
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£25.50
DD	BARCLAYCARD	BATTERY CHARGER	£37.85
BACS	STAFF	SALARIES/PENSION/HMRC	£2,009.68
DD	VIRGIN MEDIA	BROADBAND	£80.08
BACS	MOWNS N GROWNS	BRANCH TRIM - VILL HALL	£50.00
Total			£2,781.39

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

Resolved

185. DATE OF NEXT MEETING:

18TH FEBRUARY 2019

SIGNED: _____

DATED: _____