

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 15TH OCTOBER 2018

Present: Councillor P. Rowntree (Chairman), Councillor H. Reynolds (Vice-Chairman), Councillor P. Warrener, Councillor S. Weller, Councillor E. Beech, Councillor M. Brae

Councillor Terry Aldridge (ELDC)

2 members of the public

In attendance: Emma Harris – Clerk to the Parish Council

The public forum opened at 7.00pm and closed at 7.15pm by the Chairman

102. CHAIRMANS WELCOME:

The Chairman welcomed all those present and thanked them for their attendance. He also expressed his condolences at the passing of former councillor Mr Wilf Bickley.

103. TO RECEIVE APOLOGIES FOR ABSENCE:

Councillor S. Pratt sent his apologies.

104. TO RECEIVE DECLARATIONS OF INTEREST:

None declared.

105. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 17TH SEPTEMBER 2018:

It was RESOLVED that the draft minutes for the full council meeting held on 17th September 2018 be approved as a correct record.

VOTE: all in favour. 1 abstention.

106. TO RESOLVE TO GRANT FINANCIAL DISPENSATION TO COUNCILLOR BRAE SO THAT HE MAY VOTE ON FINANCIAL MATTERS:

It was RESOLVED that financial dispensation be granted to Councillor Michael Brae.

VOTE: all in favour

107. TO RESOLVE TO GRANT FINANCIAL DISPENSATION TO COUNCILLOR BEECH SO THAT SHE MAY VOTE ON FINANCIAL MATTERS:

It was RESOLVED that financial dispensation be granted to Councillor Emma Beech.

VOTE: all in favour

108. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

PC Richard Precious delivered the following report:

3x ASB incidents

3x burglary dwellings – same method each time. Properties targeted when occupants are away and entry gained via rear entrance.

1x criminal damage

1x £4000 fraud/scam

1x domestic violence

5x concerns for welfare

2x thefts

2x missing persons

2x suspicious circumstances

1x driving without insurance

PC Precious gave out flyers and handouts to the council regarding the Community Speed Watch Scheme. This is a scheme that could be run by the parish council and a group of volunteers in a bid to curb speeding in the area. The council would need to fund the purchase of a speed gun, high vis vests and some signage at a cost of around £400. This is an initiative that many parish councils in the surrounding area are currently participating in.

109. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

A consultation is still taking place regarding council tax dispensation. Councillor Weller urges anyone who may be eligible to check the ELDC website (students etc) to see if they are entitled to a reduction.

The effectiveness of planning policies for Sustainable Drainage systems (SuDS) has been called in to question. It is still unclear as to who is responsible for clearing dykes and ditches in new developments.

Councillor Aldridge is now Cancer Champion and Patient Representative for North Thorsby and Holton Le Clay Surgery and can be contacted for advice if needed.

110. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:

Not Present.

111. TO RECEIVE REPORTS FROM OUTSIDE BODIES:

NDP

No report from NDP this month

112. PLANNING MATTERS:

N/085/01915 DETAILED PARTICULARS RELATING TO THE ERECTION OF AN INDUSTRIAL UNIT AS APPROVED ON 14TH FEB 2018. HOLTON LE CLAY GOLF COURSE. COMMENTS BY 26TH OCTOBER.

No objections raised.

N/085/01919 TO ERECT A HOUSE WITH AN INTEGRAL SINGLE GARAGE. LAND ADJACENT TO 1 PELHAM ROAD. COMMENTS BY 22ND OCTOBER.

Object.

113. TO RESOLVE TO REMOVE ANDREW DULIEU AS SIGNATORY FROM THE PARISH COUNCILS UNITY ACCOUNT:

It was RESOLVED to remove Andrew Dulieu as signatory from the Unity Trust account.

VOTE: all in favour.

114. TO ACCEPT THE FOLLOWING DOCUMENTATION FOR REVIEW:

- **LONE WORKING POLICY**
- **DISCIPLINARY POLICY**
- **HARASSMENT POLICY**
- **COUNCIL FREEDOM OF INFORMATION POLICY**
- **DATA PROTECTION**

No Changes to any of the above policies since last review.

The clerk has reviewed the above policies and no changes have been made.

VOTE: all in favour

115. TO RESOLVE THE MATTER OF THE CEMETERY TURNING CIRCLE THAT IS NEEDED FOR CARS ENTERING THE CEMETERY. QUOTES RECEIVED:

COMPANY A TO EXCAVATE 45 SQ. METRES AND LAY GRASS CRETE BLOCKS £4960 PLUS VAT

COMPANY B – TO EXCAVATE 70 SQ. METRES AND LAY CELL PAVE HD £6000-£7,000. AN ALTERNATE TYPE OF MATERIAL CAN ALSO BE USED AT A COST OF £1500 TO £2000.

Councillor Rowntree proposed that this item is deferred until the finance meeting in January.

VOTE: all in favour

116. TO CONSIDER A QUOTE FOR PREPARING AND SEEDING A VACANT PARISH GARDEN PLOT AT A COST OF £550:

Councillor Rowntree proposed that this item is deferred until the finance meeting. He counter proposed that a quote is obtained for laying a polythene cover over the plot until then.

VOTE: All in favour

117. PROPOSED BY COUNCILLOR REYNOLDS TO WEED TREAT AND GRASS SEED THE BLOCK CRETE ON PICKSLEY CRESCENT AT A COST OF £320:

It was RESOLVED that the block crete on Picksley Crescent is treated and grass seeded.

VOTE: All in favour.

118. PROPOSED BY COUNCILLOR ROWNTREE TO HAVE THE BUS SHELTERS AROUND THE VILLAGE CLEANED EVERY 3 MONTHS.

QUOTE A £100

QUOTE B £10 PER SHELTER (£40)

It was RESOLVED that quote B would be the most favourable option. Councillor Weller counter proposed that the bus shelters are cleaned every six months in December and May.

VOTE: all in favour

119. FOR PARTICIPATION IN THE WINTER SELF HELP AND MUTUAL AID SCHEME WITH LCC THE FOLLOWING MATTERS NEED TO BE RESOLVED BY 31ST OCTOBER:

- Contact Details of "Snow Warden" to act as principal point of contact
- Delivery location point for 1 tonne bag (marked on a map)

- Proposed priority network of carriageways/footways to be treated with the salt provided (marked on a map)

It was RESOLVED that Paul Notley will be the Snow Warden and first point of contact for LCC and Emma Harris will be Pauls contact for the Facebook and web pages to be updated with weather warnings.

The village hall will be the delivery point for the bags of salt. Clerk to discuss with Paul Notley as to which footways will be treated with the salt provided.

120. TO RESOLVE WHICH ELECTRICITY SUPPLIER WILL BE USED WHEN THE CURRENT SCOTTISH POWER CONTRACT ENDS IN NOVEMBER 2018:

| | |
|--|------------------------------|
| British Gas – 12 months £1311 p.a | 36 months fixed £1329 |
| Utilita – 12 months £1344 p.a | 36 months fixed £1608 |
| Opus – 12 months £1356 p.a | 36 months fixed £1394 |
| Haven – 12 months £1400 p.a | 36 months fixed £1400 |
| TGP – 12 months £1523 p.a | 36 months fixed £1524 |
| YU Energy – 12 months £1400 p.a | 36 months fixed £1412 |

It was RESOLVED that a 3 year contract with British Gas will be taken out.

VOTE: all in favour.

121. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

28th September 2018

CASH BOOK

| | | |
|-------------------------|------------|-----------|
| Balance Brought forward | 28/09/2018 | |
| General | | |
| Account | | 66,962.89 |
| Burial Account | | 5,020.77 |
| | | <hr/> |
| | | 71,983.66 |
| Add - Income | | |
| General | | 32,385.81 |

| | | | |
|-----------------------------------|-------------------|-----------------|---------------------------------|
| Receipts | | | |
| Burial Receipts | | <u>703.00</u> | |
| | | | <u>105,072.47</u> |
| Less - Expenditure | | | |
| General | | | |
| Payments | | 3,631.62 | |
| Burial | | | |
| Payments | | <u>350.00</u> | |
| | | | <u>3,981.62</u> |
| Balance Carried Forward | 28/09/2018 | | <u><u>101,090.85</u></u> |
| | | | |
| <u>BANK BALANCES as at</u> | 28/09/2018 | | |
| General Account per Statement | | 93,424.73 | |
| less - Outstanding Cheques | | <u>0.00</u> | |
| plus - Receipts not cleared | | <u>2,292.35</u> | |
| | | | 95,717.08 |
| Burial Account per | | | |
| Statement | | 5,020.77 | |
| less - Outstanding Cheques | | <u>0.00</u> | |
| | | | <u>5,020.77</u> |
| TOTAL COUNCIL FUNDS AS AT | | | <u><u>100,737.85</u></u> |

ALLOCATION OF FUNDS -

| | | |
|--|-----------|-----------------|
| TOTAL FUNDS , PER ABOVE | | 100,737.85 |
| RESERVES | | |
| Parish Council Minimum Reserve | 13,000.00 | |
| Village Hall Loan | | |
| Repayments | 13,600.00 | |
| Village Hall renovation 1st floor | 12,500.00 | |
| | | 39,100.00 |
| Burial Account Bank Balance (upkeep of Cemetery) | | <u>5,020.77</u> |
| | | 44,120.77 |
| | | |
| PRECEPT RECEIVED IN ADVANCE (see below) | | |
| 1 month | | <u>4,800.00</u> |

48,920.77

***APPROX. FUNDS AVAILABLE** as

at

28/09/2018

51,817.08

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.

VOTE: all in favour

122. FINANCE REPORT:

October 2018 Payments

Out of Committee Payments

| GENERAL | Payee | Invoice | Total |
|---------|----------------|----------------------------|-----------|
| BACS | MOWNS N GROWNS | TREE REMOVAL JPF | £180.00 |
| BACS | MOWNS N GROWNS | NOTICEBOARD INSTALL | £150.00 |
| BACS | MOWNS N GROWNS | PARISH GARDEN CLEARANCE | £40.00 |
| DD | Virgin | Broadband Services | £90.01 |
| DD | N POWER | GAS USAGE VILL HALL | £50.85 |
| bacs | glendale | 8 ACRES | £177.60 |
| BACS | glendale | amenity area | £1,056.00 |
| BACS | glendale | JPF | £56.16 |
| bacs | STAFF | SALARIES | £1,676.26 |
| DD | SCOTTISH POWER | ELEC VILLAGE HAL | £89.00 |
| BACS | COUNCILLOR | DAFFODIL BULBS | £100.00 |
| BACS | HMRC | PAYE LIABILITIES | £351.57 |
| BACS | MOWNS N GROWNS | CEMETERY CONTRACT | £356.25 |
| BACS | CTAE | AOE | £37.82 |
| bacs | AOE | STAFF AOE | £15.07 |
| BACS | ASGARD SYSTEMS | EMAIL SUPPORT | £35.00 |
| DD | ANGLIAN WATER | WATER - CEMETERY | £35.68 |
| DD | ANGLIAN WATER | WATER - VILLAGE HALL | £45.70 |
| BACS | ESSO | PETROL | £10.00 |
| DD | PWL B | VILL HALL LOAN | £4,604.31 |
| DD | BARCLAYCARD | CREDIT CARD | £66.64 |

| | | | |
|------|-------------------|--------------------|----------|
| BACS | SIGN OF THE TIMES | JPF/8 ACRES SIGNS | £104.40 |
| BACS | MOWNS N GROWNS | Tommy Installation | £10.00 |
| BACS | VIKING DIRECT | POSTAGE STAMPS | £70.48 |
| DD | Nest | Employee Pension | £45.08 |
| BACS | KONIKA MINOLTA | PRINTER/COPIER | £86.81 |
| | | Total | £9540.69 |

The finance report was accepted as a true record of the parish council's payments for the month of October.

VOTE: all in favour

123. DATE AND TIME OF NEXT MEETING:

19th NOVEMBER 2018