

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 JUNE 2018

Present: Councillor S. Pratt, Councillor S. Weller, Councillor P. Warrener

3 members of the public

In Attendance: Emma Harris: Clerk to the Parish Council

The public forum opened at 7.05

No issues raised during the public forum. It was therefore RESOLVED that the public forum was brought to a close at 7.06pm

38. CHAIRMANS WELCOME:

Councillor S Pratt welcomed all those present and thanked them for their attendance.

39. TO RECEIVE APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Reynolds and Councillor Rowntree.

40. TO RECEIVE DECLARATIONS OF INTEREST:

None Received

41. TO APPROVE THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 21ST MAY 2018 AND THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 31ST MAY 2018:

It was RESOLVED that the draft minutes of the full council meeting held on 21st May 2018 and the draft minutes of the extraordinary council meeting held on 31st May 2018 be approved as a correct record.

VOTE: all in favour

42. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:

Lincolnshire Waste Partnership are currently in consultation until 2nd July and are looking at waste recycling and disposal. Residents are encouraged to push for kerbside collections for their recyclables.

43. TO RECEIVE REPORTS FROM OUTSIDE BODIES:

NDP

No members of NDP present

44. PLANNING MATTERS E.L.D.C:

Application reference N/085/00831/18 Extension to existing dwelling to provide a kitchen/dining room. 48 PINFOLD LANE, HOLTON LE CLAY, GRIMSBY, DN36 5DN. Deadline extended.

Application reference N/085/00905/18 Planning Permission - Extensions and alterations to existing bungalow to include the raising of the roof height to provide first floor bedrooms, dressing room and en-suites. 17 SILVER STREET, HOLTON LE CLAY, GRIMSBY, DN36 5DY. Deadline extended.

As Councillor Webster was absent from the meeting and did not send any planning reports through it was decided to strike this item from the agenda. The clerk will request reports from Councillor Webster for 19th June in order to meet the deadline for observations.

45. TO ACCEPT DOCUMENTATION FOR REVIEW:

PRESS AND MEDIA POLICY

SAFEGUARDING POLICY

The clerk has reviewed the policies and no changes have been made. It was RESOLVED that the Press and Media Policy and the Safeguarding Policy be adopted.

VOTE: all in favour

46. TO ADOPT THE FOLLOWING POLICY DOCUMENTS:

GDPR CHECKLIST FOR COUNCILLORS AND STAFF

PRIVACY NOTICE

It was RESOLVED that the GDPR Checklist and Privacy Notice be adopted into the document management system.

VOTE: all in favour

47. FINANCIAL MATTERS

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

31st May 2018

CASH BOOK

Balance Brought forward	31/05/2018	
General Account		88,020.66
Burial Account		<u>8,059.52</u>

		96,080.18
Add - Income		
General Receipts	6,503.88	
Burial Receipts	<u>146.00</u>	
		<u>102,730.06</u>
Less - Expenditure		
General Payments	9,666.93	
Burial Payments	<u>4,086.00</u>	
		<u>13,752.93</u>
Balance Carried Forward	30/05/2018	<u><u>88,977.13</u></u>
<u>BANK BALANCES as at</u>	30/05/2018	
General Account per Statement	86,513.56	
less - Outstanding Cheques	<u>1,655.95</u>	
plus - Receipts not cleared	0.00	
		84,857.61
Burial Account per Statement	4,119.52	
less - Outstanding Cheques	<u>0.00</u>	
		<u>4,119.52</u>
TOTAL COUNCIL FUNDS AS AT		<u><u>88,977.13</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE		88,977.13
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Village Hall Loan Repayments	13,600.00	
Village improvement	9,490.87	
		36,090.87
Burial Account Bank Balance (upkeep of Cemetery)	<u>4,119.52</u>	
		<u>40,210.39</u>
PRECEPT RECEIVED IN ADVANCE (see below)		
5 months	<u>24,200.00</u>	
		<u>64,410.39</u>

***APPROX FUNDS AVAILABLE as at 30/05/2018 24,566.74**

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

It was RESOLVED that the finances were accepted as a true record.

VOTE: all in favour

48. FINANCE REPORT

June 2018 Payments

GENERAL	Payee	Invoice	Total
BACS	HMRC	PAYE Liabilities	£192.73
DD	Scottish Power	electric usage village hall	£101.00
DD	Npower	Gas usage Village Hall	£49.69
BACS	Staff	salaries	£1,790.19
DD	nest	Employee pension	£41.62
DD	Virgin	Broadband Services	£81.85
BACS	PlayMaintain	JPF Repairs	£1,525.20
BACS	Glendale	Amenity Area	£528.00
BACS	Glendale	JPF	£28.08
BACS	M&J Electrical	Village Hall PAT testing	£88.00
BACS	Dickies Work Wear	Maintenance Operative Clothing	£96.50
BACS	Mowns and Grows	Cemetery Contract	£396.25
		Total	£4,919.11

It was RESOLVED that the finance report was accepted as a true record of the June 2018 payments.

VOTE: all in favour.

49. DATE AND TIME OF NEXT MEETING: 16th July 2018

