

MINUTES OF THE FULL PARISH COUNCIL MEETING OF HOLTON LE CLAY  
PARISH COUNCIL HELD AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE  
CLAY AT 7.00PM ON MONDAY 20<sup>TH</sup> NOVEMBER 2017.

PRESENT: Councillor P. Rowntree (Chairman), Councillor H. Reynolds (Vice-Chairman), Councillor P. Warrener, Councillor P. Webster, Councillor A. Dulieu, Councillor S. Pratt

Four members of the public.

East Lindsey District Council: Councillor T. Aldridge

Lincolnshire County Council: Councillor H. Marfleet

In attendance: Emma Harris. Clerk to the Parish Council

The meeting opened at 7.00pm

**155. CHAIRMAN'S WELCOME:**

The Chairman welcomed all those present and thanked them for their attendance. He also gave thanks to MERC for their efforts at the recent veteran's luncheon on Remembrance Day and to Councillor Warrener for laying the poppy wreath at the church service.

**156. TO RECEIVE APOLOGIES FOR ABSENCE:**

Councillor S. Weller sent her apologies.

**157. TO RECEIVE DECLARATIONS OF INTEREST:**

Councillor Webster declared an interest as a member of the NDP.

**158. TO APPROVE THE MINUTES OF THE FULL COUNCIL  
MEETING HELD 16<sup>th</sup> OCTOBER 2017**

It was PROPOSED, SECONDED and RESOLVED that the minutes of the meeting held on 16<sup>th</sup> October 2017 be approved as a correct record.

**159. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:**

**Anti-social behaviour** – 7 incidents reported. 3 of these reports were made by the same person claiming he was being targeted by local youths throwing eggs at his address. Re-assurance visits have been made to this person and suitable advice has been provided in relation to 'target hardening' his address to try and prevent further issues. The last report from this address was made on 31<sup>st</sup> October with no further issues being reported. Of the remaining 4 ASB reports – 1 x group of youths gathering on Pinfold Lane. No trace on PCSO attendance. 1 x report of cyber

bullying. 1 x report of a motorcycle being ridden anti-socially on St Peter's Close. 1 x report of youths knocking on doors and running off.

**Burglary** – 1 incident. Tools reported as being stolen from an address being renovated.

**Concern for welfare** – 1 incident. Elderly male at address. Family members made aware and attended.

**Missing person** – 1 incident. 14 year old boy. Male found.

**Suspicious circe** – 1 incident. 3 persons seen on back road between HLC and Tetney. No trace on police attendance.

**Drink Driver** – 1 incident. 1 male arrested and charged with the offence.

**160. TO RECEIVE A REPORT FROM EAST LINDSEY DISTRICT COUNCILLORS:**

Councillor Aldridge mentioned that the working and delivery times on the Snape Housing Development have now been restricted.

**161. TO RECEIVE A REPORT FROM COUNTY COUNCILLORS:**

Councillor Marfleet informed the group that the fairer funding campaign has now been launched. A street light policy is under review and a survey will be circulated to residents shortly. The clerk asked Councillor Marfleet whether he would be willing to do a 'walkabout' of the village with councillors as he has so far failed to respond to reports of flooding of certain roads in the area. He will attend the next afternoon tea and meet with Councillor Reynolds to discuss this.

**162. TO RECEIVE REPORTS FROM OUTSIDE BODIES:**

**NDP**

The Neighbourhood Development Plan is now in its final stages. The group will be meeting this week to finalise the portfolio.

Councillor Reynolds requested clarification on what happens to the NDP grant if it is not spent.

**163. TO ADJOURN THE MEETING FOR A MAXIMUM OF 30 MINUTES FOR THE PUBLIC FORUM:**

*The meeting adjourned at 7.25pm.*

The leaseholder from The Holt, Jonathan Rowbotham asked the group some questions about his recent planning application. He wishes to build three

flats above his premises in order to provide affordable accommodation in the village, but his plans have been refused at committee level. Councillor Rowntree reiterated all of the parish council's previous objections to the application and that the design of the flats were not in-keeping with the rest of the area. Councillor Aldridge suggested that Mr Rowbotham speaks with his architect as the plans should have been drawn up in line with the National Planning Policy Framework.

Eddie Coulbeck from MERC gave some diary dates:

28<sup>th</sup> November – Village Hall AGM

5<sup>th</sup> December – Afternoon Tea

9<sup>th</sup> December Christmas Fayre 12pm till 4pm

*The meeting reconvened at 7.50pm*

**164. TO RECEIVE AN UPDATE ON THE COMMUNITY ORCHARD:**

Councillor Webster suggested that a small copse of silver birch and bluebells is planted either on the 8 Acres playing field or the Junior Playing Field, to encourage wildlife to the area.

**165. PLANNING MATTERS:**

**TO RECEIVE CONSULTEE COMMENTS ON PLANNING APPLICATIONS:  
N/085/01988 NICKERSON WAY. PLANNING PERMISSION –  
INSTALLATION OF ADDITIONAL DUST EXTRACTING PLANT FROM  
SEEDS TO SERVE EXISTING DUST EXTRACTION BINS.**

VOTE: No objections.

**N/085/02057/17 – HOLTON LE CLAY GOLF COURSE, TO ERECT TWO  
NEW UNITS.**

Councillor Webster will forward her comments on the above application before the deadline.

**166. TO RECEIVE AN UPDATE ON THE CHRISTMAS LIGHTS  
SWITCH ON FROM COUNCILLOR REYNOLDS:**

Councillor Reynolds informed everyone that the Christmas lights will be going up on 21<sup>st</sup> November and the lights will be switched on on 1<sup>st</sup> December at 5pm outside the Four Candles.

**167. TO RECEIVE AN UPDATE ON PLANS FOR A YOUTH CLUB  
FROM COUNCILLOR DULIEU:**

This item was deferred until the next meeting.

**168. PROPOSED BY COUNCILLOR WARRENER TO PURCHASE NAME BADGES FOR THE PARISH COUNCIL AT A COST OF £8.61 PLUS VAT EACH PLUS A ONE OFF COST OF £55 PLUS VAT FOR THE DESIGN OF THE ARTWORK. THE TOTAL COST FOR 7 PHOTO I.D BADGES WITH LANYARDS AND PLASTIC HOLDERS IS £138.53 INC VAT**

It was PROPOSED, SECONDED and RESOLVED that photo i.d badges are purchased for the Parish Council.

VOTE: All in favour

**169. PROPOSED BY COUNCILLOR ROWNTREE TO HIRE A WATER COOLER FOR THE MEETING ROOM.**

**RENTAL = £48 PER YEAR**

**ENVIRONMENTAL LEVEY = £8.40 PER YEAR**

**THREE MONTHLY SANITISATION = £54.40 PER YEAR**

**TOTAL = £110.80 PER YEAR (£132.96 INC VAT)**

**OTHER COSTS INVOLVED: £14.99 PLUS VAT FOR 1000 CUPS**

**£6.00 PLUS VAT PER WATER BOTTLE BUT THIS IS REFUNDED EACH TIME AN EMPTY BOTTLE IS RETURNED.**

Councillor Reynolds proposed that a free trial is taken for the water cooler to see how much it was used by members of the public before a decision is made to hire one.

**170. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE A PLAQUE FOR THE WAR MEMORIAL WITH THE FOLLOWING WORDING:**

**'PURCHASED WITH THE KIND DONATIONS FROM 100 SQUADRON ASSOCIATION AND HOLTON LE CLAY PARISH COUNCIL'.**

**IT WILL HAVE A STAINLESS STEEL BACKGROUND WITH THE WORDING ENGRAVED IN IT.**

**COST£14 PLUS VAT**

Proposed, Seconded and Resolved.

Vote: All in favour

**171. PROPOSED BY COUNCILLOR ROWNTREE TO RESOLVE WHICH CCTV SUPPLIER WILL BE USED BASED ON QUOTES RECEIVED. QUOTES AND TESTIMONIALS CIRCULATED PREVIOUSLY TO COUNCILLORS:**

**COMPANY A £1551.64 PLUS VAT (1861.96)**

**COMPANY B £3200 PLUS VAT (£3840)**

It was Proposed, Seconded and Resolved to employ Company A to install the CCTV.

Vote: All in favour

**172. FINANCE REPORT:**

November 2017 Payments  
out of committee/For  
Authorisation

GENERAL

CHQ NO	PAYEE	DETAILS	TOTAL
		OMEGA SOFTWARE	
BACS	RBS	MAINTENANCE	£294.00
BACS	Viking Direct	1ST CLASS STAMPS	£68.48
BACS	SIGN OF THE TIMES	DISPLAY LECTERNS	£1,314.00
BACS	DUNCAN & TOPLIS	PAYROLL SERVICES	£40.80
DD	ANGLIAN WATER	VILLAGE HALL WATER	£50.65
DD	ANG WATER	CEMETERY WATER	£57.33
BACS	GLENDALE	JPF	£28.08
BACS	GLENDALE	8 ACRES	£133.20
BACS	GLENDALE	AMENITY AREA	£528.00
CHQ NO			
23	BRITISH LEGION	POPPY WREATHS	£41.00
BACS	M&J ELECTRICAL	LAMP REPLACEMENT	£156.00
	DUNCAN & TOPLIS	PAYE LIABILITIES	£132.10
bacs	PLAY INSPECTION		
BACS	CO	JPF ANNUAL INSPECTION	£114.00
BACS	Viking Direct	REPLACEMENT CHAIR	£63.59
BACS	AHG PLUMBING	PLUMBING REPAIR VILLAGE	£123.00

		HALL	
DD	VIRGIN MEDIA	BROADBAND VILLAGE HALL	£83.30
	MOWNS N		
BACS	GROWNS	CEMETERY CONTRACT	£241.49
BACS	TW AGRICULTURE	8 ACRES HEDGE	£300.00
BACS	SIGNS EXPRESS	WALL OF REMEMBRANCE	£54.00
BACS	E Harris	Staff salary	£1,070.37
BACS	P Notley	Staff salary	£427.50
		Total	£5,320.89

The November invoices were accepted for payment.

### 173. FINANCIAL MATTERS:

#### HOLTON LE CLAY PARISH COUNCIL

#### FINANCIAL REPORT as at

26th October 2017

#### CASH BOOK

Balance Brought forward	26/10/2017	
General		109,305.26
Account		
Burial Account		5,011.70
		<u>114,316.96</u>
Add - Income		
General		
Receipts		2,826.13
Burial Receipts		800.59
		<u>3,626.72</u>
		<u>117,943.68</u>
Less - Expenditure		
General		
Payments		16,970.06
Burial		
Payments		936.96
		<u>17,907.02</u>
<b>Balance Carried Forward</b>	<b>26/10/2017</b>	<b><u><u>100,036.66</u></u></b>

#### BANK BALANCES as at

26/10/2017

General Account per Statement	95,161.33
-------------------------------	-----------

less - Outstanding Cheques	0.00	
plus - Receipts not cleared	0.00	
		95,161.33
Burial Account per Statement	4,875.33	
less - Outstanding Cheques	0.00	
		4,875.33
<b>TOTAL COUNCIL FUNDS AS AT</b>		<b><u>100,036.66</u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS , PER ABOVE		100,036.66
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Village Hall Loan Repayments	10,696.00	
Village improvement	19,361.51	
8 Acres Tesco Grant	6,000.00	
		49,057.51
Burial Account Bank Balance ( upkeep of Cemetary )	4,875.33	
		53,932.84
PRECEPT RECEIVED IN ADVANCE ( see below )		
5 months		
		24,166.00
		78,098.84
<b>*APPROX FUNDS AVAILABLE as at 26/10/2017</b>		<b><u>21,937.82</u></b>

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**

**174. CLERKS REPORT:**

The maintenance operative has been busy ridding the village of graffiti and this has received positive comments from residents on the facebook page.

The office will be closed on 29<sup>th</sup> November as the clerk will attend a data protection training course.

The clerk requested a small amount of money from the stationery budget for a new Christmas and some decorations for the meeting room. It was also suggested that Christmas Cards are sent out to local businesses this year. A budget for this was agreed up to £10.

**175. AGENDA ITEMS FOR NEXT MEETING:**

Asbestos removal

Discuss 8 Acres Trim Trail and community orchard at a pre meeting.