

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 21<sup>ST</sup> AUGUST 2017.

Present: Councillor P. Rowntree (Chairman), Councillor H. Reynolds (Vice-Chairman), Councillor S. Pratt, Councillor P. Webster, Councillor S. Weller

8 members of the public.

In attendance: Emma Harris – Clerk to the Parish Council

The meeting opened at 7.00pm

**80. CHAIRMAN'S WELCOME:**

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

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

Councillor Dulieu and Councillor Warrener sent their apologies.

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

Councillor Webster – Neighbourhood Development Team.

**83. TO APPROVE THE PUBLIC AND PRIVATE MINUTES OF THE FULL COUNCIL MEETING HELD ON 17<sup>th</sup> July 2017:**

It was PROPOSED, SECONDED and RESOLVED that the minutes of the last full council, meeting held on 17<sup>th</sup> July 2017 be approved as a correct record.

VOTE: all in favour.

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

49 Incidents in total between 18<sup>th</sup> July and 21<sup>st</sup> August 2017.

2x admin messages

12x admin police generated

1x audible premise alarm – all in order

2x ASB inconsiderate behaviour – both dealt with positively using ASB legislation

2x malicious communications

1x ASB trespass

3x burglary dwelling – one suspect identified for one of the burglaries, two other burglaries still under investigation

1x attempted burglary – enquiries ongoing  
1x criminal damage – haystacks behind Southfield Rd. Youth identified and dealt with formally and damage paid for  
1x fraud and forgery  
1x threat to harm  
1x sexual – inappropriate behaviour from a taxi driver  
2x thefts from shop  
1x vehicle offences  
1x shouting and swearing  
3x concerns for safety  
1x sudden death  
8x suspicious circumstances  
1x domestic incident  
3x transport hazard disruption  
1x transport infrastructure defect

**85. TO RECEIVE A REPORT FROM THE ELDC DISTRICT COUNCILLORS:**

Councillor Weller urged members of the public and the parish council to voice their opinion on proposals for the Louth Cattle Market. Consultation will be running until 5<sup>th</sup> September.

**86. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR:**

No County Councillor was present.

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

Councillor Webster explained that this is the last week of the NDP village consultation period. The NDP has so far received positive feedback from the likes of Sport England and Lindsey Drainage Board. Historic England made no comment.

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

*The meeting adjourned at 7.10pm.*

Several members of the public made comments on the planning application for 30 Church Lane.

Two members of the public said they recently attended an East Lindsey District Council meeting regarding the Neighbourhood Development Plan.

They felt that the plan needs to be signed off as soon as possible in order for it to take effect.

One member said that he has seen two HGV's turning right into the Dong Energy compound from the A16. He has since discovered that the vehicles were not HGV's but were abnormal loads so the 'turning right' rule does not apply to them. He said that he was told by a Dong representative that Dong doesn't decide on the route that the loads take and that it is entirely the decision of the haulage company. He does not feel that Dong has been entirely honest with members of the public about its plans.

The same gentleman asked whether Pelham Green can be revisited by Dong workers. They have recently replaced the soil and laid grass seeds but it is felt that they have not done a good enough job with this. The clerk will contact the customer liaison representative at Dong and raise the complaint again.

One member of the public raised the issue of the need for additional recycling facilities in the village.

*The meeting reconvened at 7.35pm.*

#### **89. PLANNING MATTERS E.L.D.C:**

N/085/01359/17 – 30 CHURCH LANE. Planning Permission - Erection of a detached bungalow and construction of vehicular access, existing garage on site to be demolished.

OBSERVATIONS REQUIRED NO LATER THAN 26<sup>TH</sup> AUGUST 2017

Councillor Webster will forward her report to the clerk. The observations remain much the same as the previous application with one or two amendments. The parish council remains opposed to tandem developments.

#### **90. TO CONSIDER THE APPLICATION FOR GRANT AID FROM HOLTON LE CLAY FOOTBALL CLUB FOR THE AMOUNT OF £400 FOR A SET OF ALUMINIUM GOAL POSTS:**

The councillors felt that more questions need to be answered before a decision can be made on whether or not to award the grant for this application. The clerk is to ask the following questions:

Where will the goal posts be stored? Has the manager of the football club contacted the school to seek their authority to place the aluminium goal posts on the field? Will the manager of the football club remove the existing

goal posts which are no longer in use? Decision deferred until a response is received.

**91. PROPOSED BY COUNCILLOR ROWNTREE TO PURCHASE A LEAF BLOWER/VACUUM FOR THE MAINTENANCE OPERATIVE**

**PEACOCK AND BINNINGTON – STIHL SH56 £259.00 PLUS VAT**

**SAM TURNER & SONS – STIHL SH56 £233.99 PLUS VAT**

**PEACOCK AND BINNINGTON – STIHL £370.00 PLUS VAT**

**(ALL OF THE ABOVE ARE THE SAME ENGINE SIZE AND BAG CAPACITY. THE SH56 HAS A LARGER FUEL CAPACITY AND IS SLIGHTLY LIGHTER. OTHER THAN THAT THERE ISN'T A LOT OF DIFFERENCE BETWEEN THE TWO)**

It was PROPOSED, SECONDED and RESOLVED that the SH56 model is purchased from Sam Turner & Sons as long as the delivery charge does not exceed the total cost of the same model from Peacock and Binnington.

VOTE: All in favour

**92. PROPOSED BY COUNCILLOR ROWNTREE TO DECIDE ON THE DISPLAY BOARD AND BENCH SUPPLIER FOR THE WAR MEMORIAL.**

**MANT LEISURE £2748 INC VAT AND DELIVERY (EXTRA CHARGE FOR INSTALLATION)**

**DAVID OGILVIE £2817.60 INC VAT, DELIVERY AND INSTALLATION (THIS COMPANY DOES NOT SUPPLY ANY ARTWORK)**

**SIGN OF THE TIMES – DISPLAY TABLES ONLY £876 INC VAT, DELIVERY AND INSTALLATION.**

**THERE WILL BE AN EXTRA COST INVOLVED FOR ARTWORK AND PAVING SLABS TO BE INSTALLED. SIGN OF THE TIMES CHARGE £35 PER HOUR FOR THE ARTWORK.**

Before a decision is made the clerk is to obtain individual prices for the WW2 bench from David Ogilvie and Mant leisure. The price needs to show delivery, installation and VAT.

Decision: Deferred.

**93. PROPOSED BY COUNCILLOR ROWNTREE TO CARRY OUT THE ESSENTIAL FIRE SAFETY WORK FOLLOWING THE RECENT FIRE SAFETY CHECK.**

**QUOTE 1 £1752.00**

**QUOTE 2 £2420.00**

**QUOTE 3 £3370**

It was PROPOSED, SECONDED and RESOLVED that the fire safety work is carried out in accordance with Quote 1 at £1752.

VOTE: all in favour, 1 abstention.

**94. PROPOSED BY COUNCILLOR WEBSTER TO SET UP A MAINTENANCE SCHEDULE EVERY JULY TO PAY FOR CLEARING OF WEEDS ON THE BMX DIRT TRACK.**

Glendale has recently strimmed this area at no charge to the parish council. Now that it has been tidied up, the maintenance operative will strim the area every couple of weeks to keep on top of it. This eliminates the need to increase the grass cutting budget. If the work becomes too much for the maintenance operative to fit into his scheduled hours, this will be looked at again.

**95. PROPOSED BY COUNCILLOR REYNOLDS TO SPEND THE UNUSED TESCO GRANT OF £8000 ON A TRIM TRAIL FOR THE 8 ACRES. IF THE MONEY IS NOT SPENT BY THE END OF THE YEAR IT WILL BE LOST. IT IS ALSO PROPOSED THAT A GRANT IS APPLIED FOR THROUGH A4A FOR AN ADDITIONAL £10,000 TO CREATE A BETTER CIRCUIT.**

It is possible that the need for a new roundabout on the junior playing fields will need to be funded with this grant. The clerk will see whether it is covered by the insurance before a decision is made on this proposal.

**Decision: deferred.**

**96. FINANCIAL MATTERS:**

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

27/07/2017

CASH BOOK

Balance Brought forward	27/07/2017		
General Account			85,723.36
Burial Account			<u>3,883.02</u>
			89,606.38
Add - Income			
General Receipts		1,245.01	
Burial Receipts		<u>800.68</u>	
			<u>2,045.69</u>
			#####
Less - Expenditure			
General Payments		4,191.14	
Burial Payments		<u>0.00</u>	
			<u>4,191.14</u>
<b>Balance Carried Forward</b>	<b>27/07/2017</b>		<b><u><u>87,460.93</u></u></b>

<b><u>BANK BALANCES as at</u></b>	<b>27/07/2017</b>		
General Account per Statement		82,777.23	
less - Outstanding Cheques		<u>0.00</u>	
			82,777.23
Burial Account per Statement		4,683.70	
less - Outstanding Cheques		<u>0.00</u>	
			<u>4,683.70</u>
<b>TOTAL COUNCIL FUNDS AS AT</b>			<b><u><u>87,460.93</u></u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS , PER ABOVE 87,460.93

RESERVES

Parish Council Minimum Reserve	13,000.00
Village Hall Loan Repayments	15,300.00
Village improvement	19,000.00
8 Acres Tesco Grant	6,000.00

53,300.00

Burial Account Bank Balance ( upkeep of Cemetery )	4,683.70
	<u>57,983.70</u>
PRECEPT RECEIVED IN ADVANCE ( see below )	
3	
months	<u>14,501.00</u>
	<u>72,462.02</u>
<b>*APPROX FUNDS AVAILABLE as at 27/07/2017</b>	<b><u>14,976.23</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**

\*3637.00 of surplus monies is for cemetery upkeep

## 97. FINANCE REPORT:

### August 2017 Payments out of committee/For Authorisation

GENERAL			
CHQ NO	PAYEE	DETAILS	TOTAL
BACS	Duncan Toplis	Payroll Services	£40.80
BACS	LD Mowers	Chainsaw chain replacement	£16.75
BACS	WEX/Esso	Petrol for mower	£7.70
BACS	SLCC	CILCA Registration	£250.00
BACS	Viking Direct	Office equipment	£161.96
BACS	E. Harris	Padlock refund	£11.99
BACS	LALC	Allotments training	£10.00
BACS	J BYATT	Drain cover, village hall	£200.00
BACS	Glendale	Junior Playing Field	£50.88
BACS	Glendale	8 Acres	£133.20
BACS	Glendale	Amenity Area	£528.00
BACS	MOWNS N		
BACS	GROWNS	Japanese Knotweed	£15.00
BACS	MOWNS N		
BACS	GROWNS	Cemetery Contract	£546.66
BACS	Sign of the Times	2x fire assembly point signs	£67.20
DD	Scottish Power	Electricity supply village hall	£71.00
DD	Virgin	Broadband - village hall	£78.78
BACS	E. Harris	Staff Salary	£1,067.97

BACS	P.Notley	Maint operative salary	£517.50
DD	Scottish Power	Gas supply - village hall	£103.00
BACS	HMRC	PAYE LIABILITIES	£107.33
		Total	£4,088.72

It was PROPOSED, SECONDED and RESOLVED that the finance reports were accepted and payments authorised.

VOTE: All in favour

### **98. CLERKS REPORT:**

The new section of the cemetery is still being used by people who are driving their cars onto it and leaving them there while they visit graves or attend to their allotments. One of the allotment holders has kindly offered to move the signs put up by the clerk and add a string line to them to make it more difficult for people to park there. Also, there is a walkway near the new part of the cemetery that leads through to the allotments. It is felt that this needs to be blocked up as people are parking next to it and using it as a shortcut – encouraging them to park their cars there. The clerk would like to plant a Hawthorn Bush there and put some wooden stakes in the ground with a sign to say that it is no longer to be used as an access point. The allotment holders have an access point at the entrance to the cemetery and this is more than sufficient. The walkway was blocked up in the past but someone tore it down. Clerk to write to allotment holders and explain the reasons for blocking the access point off.

The clerk has started work on updating the website. A lot of out of date information has been removed. DPI forms should be displayed on the website by law. These have now been added these to the website but everybody's signatures have been blocked out.

Before and after pictures of Paul Notleys work are now on the Facebook page and these have been met with a good response. Councillor Reynolds has been asking for various jobs to be done such as verges on Louth Rd/Church Lane, the brambles in Peppercorn Walk, bus shelters to be cleaned and grit bins and benches. Paul has been busy with all of this in preparation for the Best Kept Village judging. Also, the parking area on Tetney Lane has had a lot of work done on it between Paul and the chairman and it looks much better.

An application has been made to Northern Powergrid to receive an unmetered electricity supply for the planned CCTV cameras. They have been

back in touch to say that one of their engineers will be in contact shortly to find out exactly what it is we need. Until we have arranged this we can't proceed any further with the CCTV plans.

The clerk will attend a training day on 22<sup>nd</sup> November on Data Protection. There is some new legislation coming out and the parish council needs to be ready when it comes into force.

A young lad and his sister in the village have contacted the clerk and asked if a note could go on the Facebook page about their dog walking services. They charge between £1.50 and £5.00 to walk dogs for the elderly. They have printed off some flyers for display in the meeting room with their contact details on.

#### **99. ITEMS FOR NEXT AGENDA:**

Councillor Reynolds informed members that there will be a joint meeting between the parish council and HCCA on 11<sup>th</sup> September at 7pm in the community centre in Picksley Crescent. Clerk to circulate minutes of the previous meeting held in March 2016.

The meeting closed at 8.25pm.