

MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY PARISH
COUNCIL HELD AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE CLAY AT
7PM ON MONDAY 17TH JULY 2017.

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

7 members of the public.

In attendance: Emma Harris, Clerk to the Parish Council

Councillor T. Aldridge – East Lindsey District Council

Councillor H. Marfleet – Lincolnshire County Council

The meeting opened at 7.00pm

59. CHAIRMAN'S WELCOME:

The Chairman welcomed all those present and thanked them for their attendance. He also congratulated MERC on another successful Summer Fayre.

60. TO RECEIVE APOLOGIES FOR ABSENCE:

Councillor S. Pratt sent his apologies.

61. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Webster - NDP

62. TO APPROVE THE PUBLIC AND PRIVATE MINUTES OF THE FULL COUNCIL MEETING HELD ON 19TH JUNE 2017:

It was PROPOSED, SECONDED and RESOLVED that the minutes of the last full council meeting held on 19th June 2017 be approved as a correct record.

VOTE: all in favour

63. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

Police Report covering 17/06/2017 to 17/07/2017 inclusive

Incidents: - Total 35

2x alarm activations – All in order

5x thefts - (1 retail, 2 relate to garden ornaments, 1 theft of motorcycle , 1 theft of cycle) We are currently progressing matters in relation to the theft of a large quantity of garden ornaments across the Louth Rural areas. A lincs alert message was sent out regarding this. An offender was arrested for a number of these offences and this is still under investigation with a number of items being returned to their rightful owners.

2x violence (1x domestic related matter & one in relation to a threatening letter)

1x fraud and forgery

1x burglary - No burglary had taken place

1x abandoned vehicle (no issues, more suspicious than abandoned)

1x malicious/nuisance communications

1x nuisance neighbours

2x ASB Inconsiderate Behaviour (1x traffic related matter & 1x youths hanging around)

1x civil trespass

1x admin messages

3x admin police generated in relation to ANPR camera activations

1x abandoned call – All in order

4x concern for safety

2x suspicious circumstances

1x wanted person

4x transport Hazzard/Disruption

2x traffic offence

64. TO RECEIVE A REPORT FROM THE ELDC DISTRICT COUNCILLORS:

Councillor Weller informed the group that the future of the Louth Cattle Market has now gone to consultation. IF the Louth Market goes, the nearest one will be at Selby or Newark.

Councillor Aldridge provided the clerk with some information on Japanes3e4 Knotweed.

80. Additional Agenda Item: Report from Lincolnshire County Councillor:

Councillor Marfleet asked whether there are still issues surrounding street light repairs, to which Councillor Rowntree confirmed that repairs still aren't being done quickly enough.

Councillor Webster asked if the road will be resurfaced and pot holes dealt with when the work begins on the Louth Road junction on the A16. Councillor Marfleet will make enquiries.

65. TO RECEIVE REPORTS FROM OUTSIDE BODIES:

Councillor Webster explained that the Holton Le Clay Pre Submission Consultation begins on 18th July 2017 and will last for 6 weeks. It will be advertised in the local press and the Holton News.

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

The meeting adjourned at 7.25pm

The proprietors of The Four Candles wished to clarify certain details relating to their planning application for the first floor of their property. The following points were covered:

- The kitchen upstairs will be used for food prep and cake making
- Laundry will be done on the first floor
- The First floor dining room will only serve afternoon tea, coffee and cake. It will have a much smaller capacity than the room downstairs. There are 5 designated parking spaces, not 4 as stated on the planning application.

Mr Gilman provided the clerk with a copy of a letter he has sent to ELDC Planning Officers.

A member of the public complained about the loose chippings on the road following road resurfacing in Silver Street.

One member asked whether speed restrictions could be put in place at the Jug and Bottle entrance to the village. The clerk will contact the local policing team to enquire about this.

The meeting reconvened at 7.45pm

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

No planning matters were discussed.

**68. 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 application for grant aid was circulated to councillors for discussion. The following questions were raised:

- What is the exact cost of aluminium posts including VAT and delivery?
- How much is it for plastic goal posts and would these be a cheaper alternative?
- What will happen with the goal posts once the season ends on March 2018?
- Where will the posts be ordered from and what is the item number etc?

The clerk will contact the applicant and explain that these points will need to be answered prior to the next meeting in August so that a decision can then be reached.

**69. PROPOSED BY COUNCILLOR ROWNTREE TO CARRY OUT
THE FINDINGS OF THE WISH LIST**

Councillor Dulieu asked that the wording of this proposal is changed from 'findings' to 'recommendations'.

It was PROPOSED, SECONDED and RESOLVED that the recommendations of the wish list are carried out.

VOTE: all in favour.

**70. PROPOSED BY COUNCILLOR ROWNTREE TO PURCHASE A
LEAF BLOWER/VACUUM FOR THE MAINTENANCE OPERATIVE
MACHINE MART £149.99 INC. VAT
SAM TURNER & SONS £248.99 PLUS VAT
THE TOOLSHOP £179.00 INC. VAT**

(ALL OF THE ABOVE ARE THE SAME ENGINE SIZE ETC.)

Following a discussion it was decided that the clerk is to obtain further quotes for a Stihl leaf vacuum/blower as this particular brand was recommended by a member of the public gallery. The clerk will contact

Peacock and Binningtons in Louth to obtain prices ready for the next meeting.

71. PROPOSED BY COUNCILLOR DULIEU TO APPROVE FUNDS FOR FACEBOOK ADVERTISING:

£15 FOR YOUTH CLUB VOLUNTEERS

£15 FOR ADVERTISING AN ACTIVITY/GROUP OPEN DAY IN THE VILLAGE HALL

Councillor Reynolds counter proposed that a general advert is placed on Facebook and if less than 10 people volunteer then a Facebook boost of £15 can be used.

Vote: 5 in favour, 1 against the amendment.

72. PROPOSED BY COUNCILLOR PRATT TO RECTIFY THE ISSUES IDENTIFIED IN THE RECENT FIRE INSPECTION REPORT

The clerk read out the list of issues identified in the recent fire inspection report. It was decided that the clerk will obtain quotes for the work to be carried out. Quotes will be needed in time for the August meeting.

This item will be deferred until the August meeting.

73. PROPOSED BY COUNCILLOR REYNOLDS THAT THE CLERK WRITES TO LOCAL BUSINESS TO ASK WHETHER THEY WOULD CONSIDER SITING RECYCLING BINS ON AN AREA WITHIN THEIR PREMISES. THIS WOULD INCLUDE LIMAGRAIN, ALL BUSINESSES ON CHEAPSIDE SITE AND FARMS ON STATION ROAD, TETNEY WHERE THERE IS CONSIDERABLE SPACE

It was PROPOSED, SECONDED and RESOLVED that the clerk will write to local businesses requesting a new location for an additional recycling facility.

VOTE: all in favour

74. PROPOSED BY COUNCILLOR REYNOLDS THAT A NEW CHAIR AND LAPTOP RISER ARE PURCHASED FOR THE CLERK AS SHE SUFFERS WITH A BAD BACK AND THE CURRENT SET UP IS NOT SUITABLE

PROPOSED, SECONDED and RESOLVED.

Vote: All in favour

75. PROPOSED BY COUNCILLOR WEBSTER TO OBTAIN 3 QUOTES TO CLEAR THE SKATE RAMP AREA OF THE 8 ACRES – IT IS A FIRE RISK AND ALSO THE LONG GRASS GETS CAUGHT UP IN THE PEDALS AND CHAINS OF THE KIDS BICYCLES

A quote has been received from Mowns and Growns at a cost of £80. Councillor Reynolds has requested a second quote from Glendale. The clerk will obtain a further quote ready for the next meeting.

VOTE: all in favour

76. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 29/06/2017

CASH BOOK

Balance Brought forward	29/06/2017		
General Account			89,519.84
Burial Account			<u>3,123.02</u>
			92,642.86
 Add - Income			
General Receipts		638.51	
Burial Receipts		<u>760.00</u>	
			<u>1,398.51</u>
			#####
 Less - Expenditure			
General Payments		4,434.99	
Burial Payments		<u>0.00</u>	
			<u>4,434.99</u>
 Balance Carried Forward	29/06/2017		<u><u>89,606.38</u></u>

BANK BALANCES as at 29/06/2017

General Account per Statement		85,759.36	
less - Outstanding Cheques		<u>36.00</u>	
			85,723.36
 Burial Account per Statement		3,883.02	

less - Outstanding Cheques	0.00
	<u>3,883.02</u>
TOTAL COUNCIL FUNDS AS AT	<u>89,606.38</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE 89,606.38

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)	<u>3,883.02</u>	
		57,183.02

PRECEPT RECEIVED IN ADVANCE (see below)

4		
months	<u>19,334.00</u>	
		<u>76,517.02</u>

***APPROX FUNDS AVAILABLE as at 29/06/2017 13,089.36**

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**

77. FINANCE REPORT:

JULY 2017 Payments
out of committee/For
Authorisation

GENERAL				
CHQ NO	PAYEE	DETAILS		TOTAL

BACS	HMRC	PAYE Liabilities	£107.33
DD	UNITY	SERVICE CHARGE	£18.00
DD	NEST	EMPLOYERS CONTRIBUTION	£10.93
DD	Anglian Water	CEMETERY USAGE	£59.03
DD	Scottish Power	Elec Supply village hall	£71.00
BACS	Glendale	Junior playing Field	£50.88
BACS	Glendale	8 acres	£133.20
DD	Glendale	Amenity area	£528.00
DD	Virgin Media	Broadband	£79.69
BACS	P. Notley	Main. Operative salary	£450.00
BACS	E. Harris	Staff salary	£1,042.37
BACS	LALC	Health & Safety training	£25.00
BACS	M&J Electrical	Lamp replacement	£600.00
BACS	Physio Control	Defibrillator	£780.00
DD	Anglian Water	Village Hall	£47.87
	MOWNS N		
BACS	GROWNS	CEMETERY CONTRACT	£513.71
BACS	Viking Direct	1st Class stamps	£68.48
BACS	E. Harris	Refund - Seal Labels for Deeds	£9.90
BACS	Konika Minolta	Printer/photocopier	£53.82
		Total	£4,649.21

PETTY CASH - Bedding plants £15.00
Hanging baskets £33.00

It was noted that the amount of £600 to M&J electrical needs to be removed from the list of payments as this is a bill for MERC not the Parish Council.

VOTE: all in favour after amendment

78. CLERKS REPORT:

The clerk showed everybody the new cemetery map which has now been completely updated and shows every occupied grave space. The clerk has worked closely with Councillor Pratt on this. The cemetery software is now completely up to date also and it is being used for new deeds and interments and is proving to be very useful.

A new section of the cemetery is now in use. The clerk has put up notices in the section asking people to stop parking on the grass.

The clerk asked whether a charity box could be obtained for use in the meeting room as members of the public often tell her to 'keep the change' when paying for photocopying. As the clerk cannot accept this it is felt that a local charity could benefit from it instead.

It was suggested by the clerk that photographs and a short biography of each member of the parish council is placed on the website in order to let members of the public know exactly who their parish councillors are.

79. ITEMS FOR NEXT AGENDA:

There will be an Extraordinary meeting to be held on 21st August 2017.

A joint meeting between the parish council and MERC will take place on 7th August 2017.