

PUBLIC 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 20TH MARCH 2017

Present: Councillor P. Rowntree (Chairman), Councillor H. Reynolds (Vice-Chairman), Councillor A. Dulieu, Councillor P. Webster, Councillor P. Warrener, Councillor S. Weller Councillor T Aldridge and 4 members of the public.

The meeting opened at 7pm.

278. CHAIRMANS WELCOMING COMMENTS:

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

279. TO RECEIVE APOLOGIES FOR ABSENCE:

None.

280. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Webster declared an interest as a member of the Neighbourhood Development Plan Group.

281. TO APPROVE THE PUBLIC AND PRIVATE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 20th February 2017, AND THE PUBLIC AND PRIVATE MINUTES OF THE EXTRAORDINARY MEETING HELD ON FRIDAY 24TH FEBRUARY.

It was PROPOSED, SECONDED and RESOLVED that the minutes be approved as correct records.

282. TO NOTE THE PROGRESS OF THE ACTIONS FROM PREVIOUS MEETINGS:

The Wish List; Councillor Dulieu has made a start on this but is having an issue with the app (Survey Monkey). He is having problems pulling across the information he needs for Excel. Councillor Weller has offered to help him with this. Councillor Dulieu will look at using the most cost effective programme.

8 Acres Working Group; the group is just waiting for one more quote and then they will look at moving forward with this.

Horse Riders; the clerk has written to several riding schools in the area asking them to be more mindful of the rules when riding the horses

through the village and on the footpaths. It will go in the newsletter for May and the clerk will put a notice up on Facebook also.

283. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

- 2 x Admin

- 6 x Anti-Social Behaviour
 - Two reports of inconsiderate behaviour – these two incidents have led to one youth being issued with an Unacceptable Behaviour Warning Letter and another seven youths being referred into the process for them also to be issued with Unacceptable Behaviour Warning Letters.
 - Two isolated reports of malicious communications.
 - One neighbour related issues.
 - And one report of possible trespassers which was all in order on attendance.

- 1 x Garage Burglary – mountain bike stolen

- 2 x Fraud – no offences revealed at both incidents – both were civil matters

- 1 x Theft – non-payment of items at a business premises – currently being investigated

- 1 x Civil

- 3 x Concern for Safety – all safe and well

- 1 x Domestic Related Incident

- 4 x Suspicious Circumstances – nothing of note

- 3 x Transport – Traffic Offence – one observation report and two vehicles seized for no insurance.

Councillor Reynolds mentioned that the parish council is looking into installing CCTV at various hotspots around the village. P.C Precious advised that the Community Safety Partnership may be able to advise on the best areas to place the cameras and could also give assistance on the types of signage that would be needed.

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

Councillor Weller informed the group that next Monday is the area forum on planning applications. This will be held at The Pavilion in Louth. She also mentioned the ELDC business award scheme and asked if anyone knew of any businesses in the area that may be deserving of a business award.

285. TO RECEIVE REPORTS FROM OUTSIDE BODIES;

- **NDP GROUP**

Councillor Webster will arrange a meeting with Ann Shorland mid-April to go through her ideas with regards to the Neighbourhood Development Plan.

286. TO ADJOURN THE MEETING FOR A PUBLIC FORUM: (30 MINUTE MAXIMUM)

The meeting was adjourned at 7.30pm.

Members of the public brought the issue of dog fouling in the village to the meeting. One member of the public wanted more information on the solar lights on the village hall. One member of the public wanted more information on the money that is available to small business/organisation through Grantscape.

The meeting reconvened at 7.55pm.

287. PLANNING MATTERS ELDC:

SN/17/0023 – Register new development comprising 103 dwellings. Street names confirmed as – **SQUADRON LANE, RUNWAY LANE, WELLINGTON COURT, HURRICANE CLOSE, SPITFIRE LANE, LANDINGS LANE AND HANGAR LANE – AS PER THE PARISH COUNCILS SUGGESTIONS.**

N/085/00091/17 – 44 Holton Mount – Extension to existing bungalow to provide a first floor bedroom with en-suite. **REFUSED**

N/085/00085/17 – 37 Tetney Lane Extension to existing garage to provide outbuildings, on the site of existing outbuildings which are to be demolished. – **FULL PLANNING PERMISSION**

288. FINANCIAL MATTERS

HOLTON LE CLAY PARISH COUNCIL

| | 28/02/2017 | |
|--|-------------------|-------------------------|
| <u>FINANCIAL REPORT as at</u> | 7 | |
| | | |
| <u>CASH BOOK</u> | | |
| Balance Brought forward | 28/02/2017 | |
| General Account | | 67,072.53 |
| Burial Account | | <u>5,933.29</u> |
| | | 73,005.82 |
| Add - Income | | |
| General Receipts | | 6,000.00 |
| Burial Receipts | | <u>325.00</u> |
| | | 6,325.00 |
| | | <u>79,330.82</u> |
| Less - Expenditure | | |
| General Payments | | 3,688.80 |
| Burial Payments | | <u>0.00</u> |
| | | 3,688.80 |
| Balance Carried Forward | 28/02/2017 | <u>75,642.02</u> |
| | | |
| <u>BANK BALANCES as at</u> | 28/02/2017 | |
| | | 69,708.73 |
| General Account per Statement less - Outstanding Cheques | | <u>0.00</u> |
| | | 69,708.73 |
| Burial Account per Statement less - Outstanding Cheques | | <u>0.00</u> |
| | | <u>6,258.29</u> |

**TOTAL COUNCIL FUNDS AS
AT**

75,967.02

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE 75,967.02

RESERVES

| | | |
|--------------------------------|----------|-----------|
| | 13,000.0 | |
| Parish Council Minimum Reserve | 0 | |
| Village Hall Loan | 17,000.0 | |
| Repayments | 0 | |
| Village improvement | 3,556.45 | |
| | | 33,556.45 |

| | | |
|--|--|------------------|
| Burial Account Bank Balance (upkeep of Cemetery) | | 6,258.29 |
| | | <u>39,814.74</u> |

| | | |
|---|----------|------------------|
| PRECEPT RECEIVED IN ADVANCE (see below) | | |
| 1 month | 4,833.00 | |
| | | <u>44,647.74</u> |

***APPROX. FUNDS AVAILABLE
as at 28.02.2017 31,319.28**

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**

289. FINANCE REPORT

March 2017 Payments
out of committee

| GENERAL | | | |
|---------|-------|---------|-------|
| CHQ NO | PAYEE | DETAILS | TOTAL |

| | | | | |
|------|----|------------------|------------------------------|---------|
| | 12 | ELDC | Green bin subscription | £40.00 |
| | 13 | HMRC | PAYE Liabilities | £95.42 |
| BACS | | BCJ Construction | Village hall car park repair | £652.20 |
| | 15 | HMRC | PAYE Liabilities | £55.80 |

**ITEMS FOR
AUTHORISATION**

| | | | | |
|------|--|----------------|----------------------------|---------------------------------|
| | | | | £318.87 in credit due to refund |
| DD | | Scottish Power | Gas supply village hall | £100.00 |
| BACS | | Staff | wages | £496.80 |
| BACS | | Staff | wages | £1,093.54 |
| Bacs | | Viking Direct | Laminator/lever arch files | £39.40 |
| BACS | | Oxley Shutters | Shutter service | £510.00 |
| BACS | | PWLB | Loan Repayment | £4,604.31 |
| D/D | | Virgin media | Internet usage | £81.14 |
| | | Mowns and | | |
| BACS | | Growns | Cemetery contract | £127.50 |

TOTALS £7,896.11

290. PROPOSED BY COUNCILLOR ROWNTREE THAT A SKIP IS HIRED FOR CLEARANCE OF THE RUBBISH ON THE PARISH GARDENS.

QUOTES: MOWNS AND GROWNS £180

COPEs SKIP HIRE £174 (6 YD SKIP)

LINCS SKIP HIRE £205.00 (6 YD SKIP)

BRIANPLANT £170.00 (6 YD SKIP)

It was PROPOSED, SECONDED and RESOLVED that Mowns and Growns are requested to clear the rubbish. VOTE: All in favour. The clerk will write to the parish garden tenants explaining that this will be a 'one-off' action that will not be repeated and that in future they are to dispose of their own rubbish in the correct manner.

291. PROPOSED BY COUNCILLOR REYNOLDS THAT HOLTON LE CLAY IS ENTERED INTO THE BEST KEPT VILLAGE COMPETITION 2017. THE ENTRY FEE IS £24 FOR THE PAST WINNERS CATEGORY.

It was PROPOSED, SECONDED and RESOLVED that Holton Le Clay enters the competition for 2017. VOTE: All in favour.

292. CLERKS REPORT

The clerk has been in touch with CADES electrical and requested a quote to install CCTV cameras at hotspots around the village. CADES were recommended by Cllr Butters at Nth Thoresby Parish Council.

A request has been made to Laura Gale from waste management enforcement that she visits the bottle bins to see whether any signs could be put up to deter people from fly tipping.

Emails have been sent to Kev Snape and Richard Likupe to see what their village contribution will be. They have not responded.

Email sent to Simon Williams to ask when building works are due to start – no reply.

The village hall has been booked for the Annual Parish Meeting on 8th May. I have invited Cllr Marfleet, Craig Leyland, Cllr Aldridge, Cllr Davey Laura Gale (waste management) and Mark Bainborrow (Highways). Of those invited only a couple have replied – Mark Bainborrow who has declined as he does not attend parish council meetings. Craig Leyland has another engagement.

Two incidents of fly tipping reported – three bags of asbestos on Tetney lane and several large items of household waste in the same area.

A refund of £363.90 from Scottish Power for the out of contract charges with EON has now been received.

The 'Please Drive Carefully Through Our Village' sign was removed when the Best Kept Village sign was put up. The reason for this was that it was no longer in line with regulations so it was removed and disposed of. The regulations say that the signs must be five words or less.

A quote for the ROSPA repairs on the junior playing field has been received. It was too late to include it as an agenda item. The quote comes to £4932.00 plus VAT. Other handyman services have been approached but further quotes have not been obtained. The clerk has asked the company who supplied the quote to break it down into individual costs for each job as Paul Notley is able to do some of the work. The clerk has sent the ROSPA inspection to Playdale to see if they can help with any of the work listed.

The clerk has burials training on 21st March so will be out of the office all day. She is then having an hours telephone training for the burials

software on Friday 24th March at 9am. The clerk is booked on the CiLCA two day course in May (11th and 18th).

The end of year closedown is booked for 18th April with an operative from RBS.

The clerk noticed the closing date for applications to the Community Wildlife Grant is 1st April – so she has completed an application for a grant of £390 for a new park bench. The next closing date for applications will be September 1st.

The clerk expressed her thanks to Mr Hilton for all of his help recently in getting a plot ready to let to two new tenants. The plots have now be taken.

293. TO RESOLVE THAT UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC AND REPRESENTATIVES OF THE PRESS AND BROADCAST MEDIA BE EXCLUDED FROM THE MEETING DURING THE CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS AS PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED.

294. CONFIDENTIAL STAFFING MATTERS

295. LEASELAND

296. PARISH GARDENS

297. ITEMS FOR THE NEXT AGENDA

298. DATE AND TIME OF NEXT MEETING: MONDAY 24TH APRIL 2017 AT 7PM.