

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 16th JANUARY 2017

Present:

Councillor P. Rowntree (Chairman), Councillor H. Reynolds (Vice Chairman), Councillor A. Dulieu, Councillor P. Warrener, Councillor P. Webster, and

Two members of the public. Two representatives from the Lincolnshire Co-Op. Councillor Hugo Marfleet.

In attendance: Emma Harris, Clerk to the Parish Council.

The Meeting opened at 7:00pm

227. CHAIRMAN'S WELCOME:

The Chairman welcomed all present and thanked them for their attendance. He also informed the council of Councillor Barrass' recent resignation.

228. TO RECEIVE APOLOGIES FOR ABSENCE:

Councillor T. Aldridge of East Lindsey District Council. Councillor T. Bridges of Lincolnshire County Council. Councillor S. Weller

229. TO RECEIVE DECLARATIONS OF INTEREST:

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

230. TO APPROVE THE PUBLIC AND PRIVATE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 19th DECEMBER 2016.

It was PROPOSED, SECONDED and RESOLVED that the minutes be approved as correct records. 1 ABSTENTION.

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

Members noted that the majority of actions were in hand or completed.

Councillor Dulieu said that in light of recent resignations the working group for the wish list will have to change. Councillor Webster volunteered to be part of the working group. It was decided that they will aim for the end of April for the wish list to be completed.

The clerk reminded councillors Rowntree, Reynolds, Webster and Warrener that a meeting has been set up with Sovereign Play Equipment on 19th January at 11.30am to discuss the 8 Acres playing field. Councillor Webster gave her apologies as she is unable to attend. Councillor Rowntree intends to contact Playdale to obtain a further quote for the site.

The clerk has been trying to obtain a quote for replacing the leaking tap on the cemetery. So far, nobody has come back with a quote so the clerk will contact a third plumber.

The clerk has obtained a quote from a local company for clearance of the weeds and general rubbish from the Busi-Bodies Day Nursery Site, as requested by the parish council at the last meeting. It was decided that the clerk should obtain a second quote for clearance of the weeds and grass cutting only.

The training for cemetery software has been put on hold for the time being as it will have to be done when time permits. The clerk will arrange this in the next few weeks.

A quote has been obtained by the clerk for removal of the previous clerks name from the cemetery sign. Councillor Reynolds requested that this is placed as an item for the next agenda to be voted on.

The clerk has obtained three quotes for resurfacing the footpath on the 8 Acres playing field – as requested by the parish council at the last meeting. Councillor Reynolds felt that someone from the parish council should meet with at least one of the providers of the quotes to discuss exactly what is needed for the site. The clerk will set up a meeting asap. Quotes were obtained for surfacing the area with either tree bark or gravel.

232. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:

A police report was delivered by the clerk:

3 x Admin

3 x Anti-Social Behaviour

- report of youths causing issues on bikes
- report of a drunken male causing problems at one of the PHs
- eggs being thrown at a property on Pinfold Lane.

2 x Burglary Other

- Garage burglary overnight on 2nd January, a push bike was stolen.
- Outbuilding burglary - a quad bike and chainsaw were removed from within but it is believed the offenders were disturbed as an alarm went off and the stolen items were located a short distance away from the building.

4 x Criminal Damage

- Report of graffiti which you are already aware of.
- One was damage to a wing mirror of a vehicle which was parked on Pinfold Lane.
- Damage to a vehicle with a possible suspect, enquiries ongoing at this time.

- Car window smashed whilst it was parked on Southfield Road before Christmas.

1 x Violence – report of common assault – enquiries ongoing

2 x Concern for Safety

6 x Domestic Related Incident

4 x Suspicious Incident – nothing of note

1 x Road Traffic Collision – two vehicles involved, minor injuries.

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

In the absence of district councillors, Councillor Marfleet addressed the council. He introduced himself as the county councillor for the Louth Wolds area. He is also the chairman for Adult Social Care.

He explained that the annual budget will be passed in February 2017. Councillor Marfleet explained that the key topic being reviewed at present is the Health and Transformation Programme.

Councillor Rowntree addressed the issue of lighting on the A16 and pointed out that it is a matter of great concern for the school children in the area. Councillor Marfleet responded by stating that he intends to address the concerns by asking whether some lights can be left on at strategic points in the road.

Councillor Rowntree also pointed out that the clerk has been reporting street lights in the village are currently out. Sometimes the same lights have been reported more than once and it was put to Councillor Marfleet that this should not be happening. The clerk will forward a list of outstanding jobs to councillor Marfleet for further action.

234. TO RECEIVE REPORTS FROM OUTSIDE BODIES;

NDP GROUP – Councillor Webster announced that the next NDP meeting will be held this Wednesday (18th January).

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

The meeting was adjourned at 7.30pm

Richard Leicester from the Lincolnshire Co-Op announced that the Co-Op would like to donate 2x benches to the village. This would include supply and fitting in locations of the parish councils choice. Councillor Dulieu asked whether they would be liaising with residents to see where they would like the benches to be located. Mr Leicester said they have received some feedback from shoppers but that it was ultimately the decision of the parish council. Councillor Rowntree said that the council would hold a discussion and come back to him in the near future.

Councillor Rowntree asked whether the Co-Op had any plans to try and relocate the post box on Louth Road outside the old Co-Op site. Mr Leicester said that it

is very difficult to have a post box relocated. The clerk explained that she has been in contact with Royal Mail regarding this and was informed that no requests have been made to have the post box relocated or removed.

Councillor Reynolds asked whether any plans were in place for the old Co-Op site. She suggested it may be out to use as a funeral parlour for the village. Mr Leicester stated that there has been no interest in the site so far.

(The meeting reconvened at 7.40pm)

236. PLANNING MATTERS ELDC:

- **MEMBERS RESPONSE TO**

N/085/02329/16 – Extension to existing office/store to provide a lobby and additional store and the erection of a detached double garage.

The clerk has requested an extension on this planning application. As there is already a garage in situ it was decided that the clerk will request a site visit from the planning officer to check that the garage is being used as a garage and not for any other purposes.

N/085/02432/16 – Change of use of land for the siting of 6 storage containers (work started).

The only concern raised by councillors was that flammable substances are not stored in the containers. The only objection they would have is if chemicals or flammable substances are being stored there.

N/085/00701/16 – 10 Nickerson Way. Development of 20 dwellings and reconstruction of existing office building.

Decision: The appeal is dismissed.

237. FINANCIAL MATTERS

Dec 2016 Payments+A1:A1:D36
out of committee

GENERAL

CHQ NO	PAYEE	DETAILS	TOTAL
7	HMRC	PAYE Liabilities	£129.48

ITEMS FOR AUTHORISATION

	Mowns and		
8	Growns	Cemetery Contract	£55.00
5	Staff	wages	£432.00
6	Staff	wages	£1,046.27
D/D	Virgin	PHONE/INTERNET	£77.33
D/D	Eon	Gas supply village hall	£187.32
1	Duncan & Toplis	Nest Pension set up	£300.00
2	Konika Minolta	Printer	£53.82

3	Konika Minolta	Printer	£47.84
4	LALC	Training	£162.00
9	E Harris	Petty Cash	£191.91
10	Viking Direct	Stationery	£26.46
TOTALS			£2,579.95
BURIAL			£200

Petty Cash Expenditure: Binatone Walkie Talkies £39.99
 2x packs A5 envelopes £4.00
 4x packs laminator pouches £4.00
 4x books 1st class stamps £30.72
 Replacement tap - parish gardens £7.50
 Padlock JPF £7.00
 Petrol - mower £5.00
 Cement - £5.25
 Masonry paint £16.51

238. FINANCE REPORT

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

31st December 2016

CASH BOOK

Balance Brought forward	31/12/2016	
General Account		62,786.58
Burial Account		<u>5,114.54</u>
		67,901.12
Add - Income		
General Receipts		1,215.48
Burial Receipts		<u>350.75</u>
		<u>1,566.23</u>
		69,467.35
Less - Expenditure		
General Payments		4,011.57
Burial Payments		<u>0.00</u>
		<u>4,011.57</u>
Balance Carried Forward	31/12/2016	<u><u>65,455.78</u></u>

BANK BALANCES as at

31/12/2016

General Account per Statement	62,826.57
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less - Outstanding Cheques	33.00	
		62,793.57
Burial Account per Statement	5,465.29	
less - Outstanding Cheques	0.00	
		5,465.29
TOTAL COUNCIL FUNDS AS AT		<u>68,258.86</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE 68,258.86

RESERVES

Parish Council Minimum Reserve	13,000.00
Village Hall Loan	
Repayments	17,000.00
Village improvement	3,556.45

33,556.45

Burial Account Bank Balance (upkeep of Cemetery)	5,114.54
	<u>38,670.99</u>

PRECEPT RECEIVED IN ADVANCE (see below)

4 months	14,501.00
	<u>53,171.99</u>

***APPROX FUNDS AVAILABLE as at 31/12/2016 15,086.87**

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**

239. TO ADOPT THE BUDGET RECOMMENDATIONS OF THE RFO AND RESOLVE THE PRECEPT REQUEST TO EAST LINDSEY DISTRICT COUNCIL BE SET AT £58,000.

It was PROPOSED, SECONDED AND RESOLVED that the budget recommendation was accepted and the precept request for £58,000 was also accepted.

VOTE: ALL IN FAVOUR.

240. CLERKS REPORT

The clerk has received an email of complaint from a resident regarding the overflowing bottle bins outside the Lincolnshire Co-Op. A photograph was also supplied. Councillor Rowntree asked that the clerk writes to Waste and Recycling at East Lindsey District Council to request more recycle bins. He also asked the clerk to write to Craig Leyland at East Lindsey District Council to suggest that some of the smaller green bins are replaced with larger recycle bins. He also asked the clerk to write to Peacefields to see whether they would be agreeable to having a bottle bank on the site near the angling shop and wood furniture warehouse.

The clerk has been in contact with Dereth Morgan from DONG Energy to see whether she would be happy to attend each parish council meeting. This request was declined due to time constraints but she did say that she would attend if there were specific issues that needed dealing with. The clerk asked why the generator was still on site and also if she could explain the spray painted road markings around Pelham Green. The answer came back that the generator will remain on site until DONG have been given clearance from the National Grid to proceed with connecting the utilities. The spray paint is in connection with utilities for the compound also.

Following the resignation of two councillors, Notices of Vacancy have been placed on the noticeboard at the village hall. The clerk will place these on the other three notice boards in the village also.

The clerk reported some offensive graffiti to the local policing team recently. A swastika had been spray painted on the side of a garage in The Smoothing and also on a fence and a tree in Champions Close. Paul Notley has painted over the garage and the clerk has asked the street cleaning team at East Lindsey Council to deal with the rest of the graffiti.

The broken fence on Beaumonde will be repaired by the end of the financial year.

The Best Kept Village signs will be put in place at the end of January.

The clerk has written to a resident in Picksley crescent to request that their hedges are cut back, following a complaint from another resident. The hedges will be cut back at the end of the month.

The clerk has reported to East Lindsey Council to inform them that a resident of St Peters Close has not been presenting their rubbish bins for collection and this is attracting rats to the area.

A pothole has been reported in Pelham Road.

A broken water cover has been reported to Anglian Water and this has now been repaired.

The clerk has written a short article for the LALC newsletter regarding the Best Kept Village award.

The clerk has requested a petty cash top up in the finance review. It was pointed out that this will be the last time petty cash is used as the clerk feels uncomfortable with using her own personal bank account for this and has opened an account with Viking Direct for stationery orders. She has also opened an account with ESSO and is awaiting a new fuel card so that the maintenance operative can top up the petrol mower without the need for cash.

Councillor Reynolds asked the clerk to write to the occupier of a property in Louth Road as a chair has been fly tipped there. The clerk will also contract ELDC regarding this.

A refund for the amenity grass cutting should be received by the clerk in the next two or three days.

An email was received from 100 Squadron to say that they have raised more than £2000 for the war memorial site. Councillor Reynolds was unhappy that the clerk had not forwarded this to members for discussion prior to the meeting.

The application form for Grant Aid has now been added to the parish council website.

The clerk has reserved places on the following training courses: Fire Safety/ Health and Safety; Allotment Training; first Aid; Burials Training.

The clerk will write to Persimmon Homes regarding the overgrown pond area in Bever Way.

The clerk was asked to write to Kevin Snape again to request a meeting to discuss the new housing development. The clerk will also contact the planning department at East Lindsey District Council to see whether the section 106 agreement has now been finalised.

241. 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.

(Members of the public left the meeting)

242. CONFIDENTIAL STAFFING MATTERS

243. ITEMS FOR THE NEXT AGENDA

244. DATE AND TIME OF NEXT MEETING: MONDAY 20th FEBRUARY 2017 AT 7pm.

(The meeting closed at 8.45pm)