

HOLTON-LE-CLAY PARISH COUNCIL
Village Hall, Pinfold Lane, Holton-le-Clay, GRIMSBY, Lincolnshire
DN36 5DL Emma Harris - Clerk to the Council Telephone and Fax
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<http://parishes.lincolnshire.gov.uk/holtonleclay>

Dear Councillor

You are hereby summoned to attend the Full Council Meeting of Holton-le-Clay Parish Council, which will be held on Monday 17th June 2019 commencing at 7.30 pm in the Council Offices, Village Hall, Pinfold Lane, Holton-le-Clay.

Prior to the commencement of the meeting there will be a public forum from 7.00pm for a maximum of 30 minutes when members of the public may ask questions or make short statements to the Council.

Signed Emma Harris Clerk to the Parish Council. 11th June 2019

AGENDA

- 28. CHAIRMANS WELCOME:**
- 29. TO RECEIVE APOLOGIES FOR ABSENCE:**
- 30. TO RECEIVE DECLARATIONS OF INTEREST:**
- 31. TO APPROVE THE MINUTES OF THE ANNUAL FULL COUNCIL MEETING HELD ON MONDAY 20TH MAY AND THE ANNUAL PARISH MEETING HELD ON MONDAY 3RD JUNE 2019:**
- 32. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:**
- 33. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:**
- 34. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**
- 35. TO RECEIVE A REPORT FROM OUTSIDE BODIES:**
 - NDP**
 - MERC**
 - COMMUNITY CENTRE**

36. TO REVIEW THE FOLLOWING DOCUMENTATION AND UPDATE WITH ANY CHANGES:

- **DOCUMENT RETENTION AND DISPOSAL POLICY (no change)**
- **DATA BREACH POLICY (no change)**

PLANNING MATTERS: S/085/00207/19 IMPAKT BEHAVIOUR LTD PERMISSION – CHANGE OF USE OF LAND FORMERLY USED AS AGRICULTURAL FOR THE TRAINING AND EXERCISE OF DOGS (CURRENTLY IN USE).

LOCATION: GRANGE FARM, STATION ROAD, HOLTON LE CLAY. CLOSING DATE FOR OBSERVATIONS – 19TH JUNE 2019

N/085/00683/19 43 TETNEY LANE, HOLTON LE CLAY. AMENDED PLANNING APPLICATION – DETAILS TO FOLLOW SEPARATELY.

- 37. PROPOSED BY COUNCILLOR BEECH TO ADD THE CLERKS NAME TO THE CEMETERY SIGN NEXT TO THE OFFICE NUMBER AT A COST OF £50:**
- 38. PROPOSED BY COUNCILLOR BOON TO ACCEPT THE DONATION FROM THE LAURA MCPHEE MEMORIAL FUND OF A DEFIBRILLATOR AND TO INSTALL IT AT THE ENTRANCE TO THE 8 ACRES PLAYING FIELD:**
- 39. PROPOSED BY COUNCILLOR GREEN TO HOLD PERSONNEL TRAINING FOR ALL COUNCILLORS AT THE VILLAGE HALL – TO BE ORGANISED BY LALC AT A COST OF £100:**
- 40. COUNCILLOR GREEN TO PROVIDE FEEDBACK FROM THE PLAYGROUND INSPECTION TRAINING COURSE ATTENDED BY HIMSELF AND COUNCILLOR BOON:**
- 41. TO ADOPT THE UPDATED TERMS OF REFERENCE FOR THE PERSONNEL COMMITTEE:**
- 42. TO RESOLVE WHETHER TO PAY THE £350 DESIGN CHARGE TO NORTHERN POWERGRID FOR A QUOTE TO BE PROVIDED FOR THE POWER SUPPLY TO THE 8 ACRES PLAYING FIELD:**
- 43. PROPOSED BY COUNCILLOR PRATT TO APPLY FOR THE NALC QUALITY COUNCIL AWARD AT A COST OF £50:**
- 44. PROPOSED BY COUNCILLOR ROWNTREE TO HAVE THE LIGHTS IN THE VILLAGE HALL CONVERTED TO LED NON DIMMABLE LAMPS AT A COST OF £1330 PLUS VAT. THIS WILL SAVE ON LONG TERM RUNNING COSTS OF THE VILLAGE HALL:**

45. PROPOSED BY COUNCILLOR BOON TO PURCHASE 2x 10 WATT LAMPS FOR THE JUNIOR PLAYING FIELD AT A COST OF £37 EACH PLUS VAT:

46. PROPOSED BY COUNCILLOR BOON TO PURCHASE A WW1 COMMEMORATIVE BENCH AT A COST OF £995 INC. VAT. COUNCILLOR BOON HAS RAISED £400 TO PAY TOWARDS THE COST OF INSTALLATION:

47. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 31st May 2019

CASH BOOK

Balance Brought forward	31/05/2019		
General Account			92,568.27
Burial Account			2,817.95
			<u>95,386.22</u>
Add - Income			
General Receipts		724.96	
Burial Receipts		200.00	
			<u>96,311.18</u>
Less - Expenditure			
General Payments		6,937.78	
Burial Payments		0.00	
			<u>6,937.78</u>
Balance Carried Forward	31/05/2019		<u><u>89,373.40</u></u>

BANK BALANCES as at 31/05/2019

General Account per Statement		86,379.45	
less - Outstanding Cheques		24.00	
plus - Receipts not cleared		0.00	
			86,355.45
Burial Account per Statement		3,017.95	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		0.00	
			<u>3,017.95</u>
			<u>7,157.55</u>

**TOTAL COUNCIL FUNDS AS
AT**

89,373.40

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE 89,373.40

RESERVES

Parish Council Minimum Reserve	13,000.00
Village Hall Loan Repayments	11,900.00
Community Woodland Grant	350.00
Village Hall renovation 1st floor	11,300.00
District Councillor Grant/War Mem	450.00
	<u>37,000.00</u>

Burial Account Bank Balance (upkeep of Cemetary)	<u>3,017.95</u>
	40,017.95

PRECEPT RECEIVED IN ADVANCE (see below)

5 months	<u>24,925.00</u>
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64,942.95

***APPROX FUNDS AVAILABLE as at 31/05/2019 24,430.45**

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**

*4086.00 of surplus monies is for cemetery upkeep

48. FINANCE REPORT:

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June 2019 Payments

GENERAL

Invoice

	Payee		
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£411.50
BACS	STAFF/HMRC/NEST	SALARIES/PAYE/PENSION	£2,191.14
DD	VIKING	STATIONARY	£18.88
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£109.88
BACS	GLENDALE	JPF	£56.16

BACS	GLENDALE	AMENITY AREA	£1,056.00
BACS	GLENDALE	8 ACRES	£177.60
BACS	SIGN OF THE TIMES	LECTERN/WAR MEMORIAL	£438.00
BACS	WINDOW CLEANER	BUS SHELTERS	£50.00
DD	NPOWER	GAS USAGE	£102.83
BACS	M&j ELECTRICAL	PAT TESTING VILLAGE HALL	£72.00
BACS	P NOTLEY	REFUND FOR SCREWS	£1.29
TOTAL			£4,685.28

49. 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.

50. STAFFING MATTERS:

51. TIME AND DATE OF NEXT MEETING:

Full Council Meeting 15th July 2019