

**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**  
**01472 234566**

E mail: [HLC.PC@btconnect.com](mailto:HLC.PC@btconnect.com) Website:  
<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 15<sup>th</sup> July 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. 10<sup>th</sup> July 2019

**AGENDA**

**52.CHAIRMANS WELCOME:**

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

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

**55.TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING  
HELD ON 17<sup>TH</sup> JUNE 2019 AND THE CLOSED SESSION MINUTES  
OF 17<sup>TH</sup> JUNE 2019:**

**56.TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:**

**57.TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**

**58.TO RECEIVE A REPORT FROM OUTSIDE BODIES:**

- MERC
- COMMUNITY CENTRE

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

- ACTION PLAN 2019

- **COMMUNITY ENGAGEMENT STRATEGY – NO CHANGE**
- **TRAINING POLICY – NO CHANGE**
- **CODE OF CONDUCT – NO CHANGE**
- **FINANCIAL REGULATIONS – NO CHANGES**

**60.TO ADOPT THE CEMETERY HANDBOOK TO BE GIVEN TO ANYONE PURCHASING GRAVE SPACES FOR BOTH BURIAL AND ASHES PLOTS:**

**61.PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE 4 NEW BENCHES FOR THE 8 ACRES PLAYING FIELD COSTING £945 PLUS VAT:**

**62.PROPOSED BY COUNCILLOR REYNOLDS TO HAVE THE TREES IN THE JUNIOR PLAYING FIELD TRIMMED AT A COST OF £1414 PLUS VAT:**

**63.PROPOSED BY COUNCILLOR REYNOLDS TO HAVE A TURNING CIRCLE INSTALLED AT THE CEMETERY AT A COST OF £5257.60 PLUS VAT:**

**64.PROPOSED BY COUNCILLOR BOON TO ADD THE CLERKS NAME TO THE CEMETERY SIGN COSTING £20 FROM TIMPSONS:**

**65.PROPOSED BY PAUL ROWNTREE TO SPEND UP TO £50 ON POPPY/WILDFLOWER SEEDS FOR THE WAR MEMORIAL TO BE SCATTERED NEAR THE COMMEMORATIVE BENCHES. (THERE IS STILL £80 LEFT FROM THE DISTRICT CLLR GRANT GIVEN FOR THE WAR MEMORIAL):**

**66.TO RESOLVE TO ACCEPT ONE OF TWO QUOTES PROVIDED BY NORTHERN POWERGRID FOR INSTALLING ELECTRICITY TO THE 8 ACRES PLAYING FIELD:**

- **QUOTE A £10,265.60 FOR CONTESTABLE WORK**
- **QUOTE B £318.50 FOR NON CONTESTABLE WORK**

**67.TO RESOLVE WHETHER TO FORM A PLANNING COMMITTEE WITH A MINIMUM OF THREE MEMBERS:**

**68.FINANCIAL MATTERS:**

GENERAL		Invoice	
	Payee		
BACS	NORTHERN POWERGRID	CONNECTION QUOTE	£420.00
BACS	STAFF/HMRC/NEST	SALARIES/PAYE/PENSION	£2,467.39
BACS	P NOTLEY	REFUND SCREWS	£3.75
DD	WEX/ESSO	PETROL	£11.00
BACS	GLENDALE	JPF	£28.08
BACS	GLENDALE	AMENITY AREA	£528.00
BACS	GLENDALE	8 ACRES	£133.20
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£116.59
BACS	LALC	PLAY INSPECTION COURSE X2	£308.40
BACS	KONIKA MINOLTA	PRINTER/COPIER	£85.19
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£537.71
		TOTAL	£4,693.31

## 69. FINANCE REPORT:

### HOLTON LE CLAY PARISH COUNCIL

**FINANCIAL REPORT as at**                      **30th June 2019**

#### **CASH BOOK**

Balance Brought forward	30/06/2019		
General Account			86,355.45
Burial Account			<u>3,017.95</u>
			89,373.40
Add - Income			
General Receipts		10,000.00	
Burial Receipts		<u>278.66</u>	
			<u>99,652.06</u>
Less - Expenditure			
General Payments		4,778.25	
Burial Payments		<u>0.00</u>	
			<u>4,778.25</u>
<b>Balance Carried Forward</b>	<b>30/06/2019</b>		<b><u><u>94,873.81</u></u></b>

**BANK BALANCES as at****30/06/2019**

General Account per Statement	91,601.20	
less - Outstanding Cheques	<u>24.00</u>	
plus - Receipts not cleared	0.00	91,577.20
 Burial Account per Statement	3,296.61	
plus - receipts not cleared	0.00	
less - Outstanding Cheques	<u>0.00</u>	3,296.61
		<u>7,157.55</u>
<b>TOTAL COUNCIL FUNDS AS AT</b>		<b><u>94,873.81</u></b>

**ALLOCATION OF FUNDS -**

TOTAL FUNDS , PER ABOVE 94,873.81

## 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	85.00	
Village Improvement Reserve	19,000.00	
JPF Lottery grant	10,000.00	
		65,635.00
 Burial Account Bank Balance ( upkeep of Cemetary )	<u>3,296.61</u>	
		68,931.61
 PRECEPT RECEIVED IN ADVANCE ( see below )		
4 months	<u>19,940.00</u>	
		<u>88,871.61</u>

**\*APPROX FUNDS AVAILABLE as at 30/06/2019 6,002.20**

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

**70.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.**

**71.TO RECEIVE AN UPDATE FROM THE PERSONNEL COMMITTEE CHAIRMAN:**

**72.TO REVIEW THE CLERKS CONTRACT:**

**73.TO REVIEW THE MAINTENANCE OPERATIVES CONTRACT:  
REVIEW OF CLERKS CONTRACT.**

**74.TIME AND DATE OF NEXT MEETING:**

**Full Council Meeting 19<sup>TH</sup> AUGUST 2019**