

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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Dear Councillor

You are hereby summoned to attend the Full Council Meeting of Holton-le-Clay Parish Council, which will be held on Monday 16th September 2019 commencing at 7.00pm 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 September 2019

AGENDA

- 79. CHAIRMANS WELCOME:**
- 80. TO RECEIVE APOLOGIES FOR ABSENCE:**
- 81. TO RECEIVE DECLARATIONS OF INTEREST:**
- 82. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 15TH JULY 2019 AND THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON 24TH JULY 2019:**
- 83. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:**
- 84. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**
- 85. TO RECEIVE A REPORT FROM OUTSIDE BODIES:**

MERC

NDP

COMMUNITY CENTRE

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

- **CODE OF CONDUCT (no change)**
- **TRAINING POLICY (no change)**
- **FINANCIAL REGULATIONS – CHANGES CIRCULATED TO COUNCILLORS PRIOR TO MEETING**

87. TO ADOPT THE SICKNESS ABSENCE POLICY (PREVIOUSLY CIRCULATED TO COUNCILLORS):

88. PLANNING MATTERS:

Application reference N/085/01409/19

Planning Permission - Extension and alterations to the existing dwelling (which is a Grade II Listed Building) to provide a sitting room. HOLTON LODGE, STATION ROAD, HOLTON LE CLAY, GRIMSBY, LINCOLNSHIRE, DN36 5HR. CLOSING DATE 19/09/19

Application reference N/085/01410/19 has been received and is now being considered. Your observations are requested no later than 24/09/2019.

Listed Building Consent - Extension and alterations to the existing dwelling to provide a sitting room. HOLTON LODGE, STATION ROAD, HOLTON LE CLAY, GRIMSBY, LINCOLNSHIRE, DN36 5HR

89. PROPOSED BY COUNCILLOR PRATT TO TRANSFER TO MERC THE EARMARKED RESERVE OF £11,300 SET ASIDE FOR THE VILLAGE HALL RENOVATIONS:

90. TO CONSIDER THE FOLLOWING QUOTES FOR THE LEVELLING AND GRASS SEEDING OF PLOT 3 ON THE PARISH GARDENS IN ORDER TO CREATE MORE SPACE ON THE BURIAL GROUND:

- **GLENDALE £420 PLUS VAT**
- **MOWNS & GROWNS £700 (NO VAT)**

2 other companies approached for quotes but none received

91. TO CONSIDER THE FOLLOWING QUOTES FOR THE REMOVAL, DISPOSAL AND REPLACEMENT OF THE WIRE FENCE BEHIND PLOT 3 ON THE PARISH GARDENS:

- **MOWNS & GROWNS £620 (NO VAT)**
- **MCN FENCING AND GROUNDWORKS £350 (NO VAT)**

**Two other companies approached for quotes but none received
(Platers/Glendale)**

**92. TO CONSIDER THE FOLLOWING QUOTES FOR INSTALLING
4X BENCHES ON THE 8 ACRES PLAYING FIELD:**

- MOWNS & GROWNS £1000 (Paving Slabs)**
- MOWNS N GROWNS £2400 (Concrete Bases)**
- D KIRK £1650 (Concrete Bases)**
- D KIRK £1090 (Paving Slabs)**

**93. PROPOSED BY CLLR ROWNTREE TO INSTALL LED
LIGHTING IN THE MEETING ROOM AND THE CLERKS OFFICE,
THE KITCHEN, THE MAIN ENTRANCE AND THE TOILETS AT A
COST OF:**

£280 PLUS VAT – MEETING ROOM

£140 PLUS VAT – CLERKS OFFICE

£168.00 PLUS VAT – MAIN ENTRANCE

£252.00 PLUS VAT – KITCHEN

£96.00 PLUS VAT – GENTS TOILET

£144.00 PLUS VAT – LADIES TOILET

£48 PLUS VAT – DISABLED TOILET

**94. TO AGREE THAT ALL CRITERIA IS MET FOR APPLICATION
OF THE QUALITY COUNCIL AWARD (APPLICATION FORM
PREVIOUSLY CIRCULATED TO COUNCILLORS):**

**95. PROPOSED BY COUNCILLOR BOON THAT THE PARISH
COUNCIL CONTACTS ELDC TO REQUEST A PATH FROM THE
ENTRANCE OF THE NEW SNAPE DEVELOPMENT TO BE MADE UP
AS FAR AS THE BUS STOP ON LOUTH ROAD WITH SAFETY
RAILINGS ALONG THE DITCH:**

**96. PROPOSED BY COUNCILLOR BOON TO OBTAIN
CONFIRMATION FROM TOLL BAR SCHOOL THAT HLC CHILDREN
WILL BE BARRED FROM ATTENDING TOLL BAR DUE TO TOLL
BAR ACQUIRING CORDEAUX AND MONKS DYKE SCHOOLS IN
LOUTH AND WILL BE USING THEM AS AN UPPER AND LOWER
SATELLITE SCHOOL FOR CHILDREN IN EAST LINDSEY. IF THIS**

IS TRUE THEN MORE CHILDREN WILL BE USING THE BUS STOP:

- 97. PROPOSED BY COUNCILLOR REYNOLDS TO CHARGE THE LOCAL FOOTBALL TEAMS FOR HIRE OF THE FOOTBALL PITCH ON THE 8 ACRES NOW THAT HCCA HAS FOLDED:**
- 98. PROPOSED BY COUNCILLOR PRATT TO ACCEPT A DONATION OF £14,721 FROM MERC FOR THE PURCHASE OF A LIFT FOR THE VILLAGE HALL:**
- 99. PROPOSED BY COUNCILLOR PRATT TO PURCHASE THE LIFT FOR THE VILLAGE HALL AND FOR THE PARISH COUNCIL TO TAKE RESPONSIBILITY FOR THE REPAIRS AND SERVICING OF THE LIFT:**
- 100. PROPOSED BY COUNCILLOR PRATT TO PAY THE VAT ON THE LIFT OF £2944.20 BY REDUCING THE PWLB LOAN RESERVE AND TO REIMBURSE THE RESERVE AT THE NEXT BUDGET MEETING:**
- 101. TO APPROVE SECTION 137 SPENDING TO PURCHASE POPPY WREATHS FOR THE REMEMBRANCE DAY SERVICE. THE COST FOR THIS LAST YEAR WAS £73.50:**
- 102. PROPOSED BY CLLR PRATT TO PURCHASE A NEW MOWER FOR PAUL NOTLEY**
 - MOW DIRECT MOUNTFIELD S421HP £239.00 WITH 5 YR WARRANTY PLUS 1LTR OIL AND FREE DELIVERY**
 - MOUNTFIELD DIRECT MOUNTFIELD S421HP £279.00 WITH 5 YEAR WARRANTY AND FREE DELIVERY**
 - GARDEN MACHINERY DIRECT MOUNTFIELD S421HP £239.00 WITH 1 YEAR WARRANTY**
- 103. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE 4X PLAQUES FOR THE NEW BENCHES TO BE INSTALLED ON THE 8 ACRES PLAYING FIELD AT A COST OF £24 EACH:**
- 104. TO RECEIVE AN UPDATE FROM COUNCILLOR GREEN ON THE NORTHERN POWERGRID AND MEETING WITH A CONTRACTOR REGARDING THE ELECTRICITY SUPPLY FOR THE 8 ACRES:**

105. TO CONSIDER AND RESOLVE THE QUOTE FROM NORTHERN POWERGRID TO INSTALL ELECTRICITY AT THE ENTRANCE OF THE 8 ACRES AT A COST OF £3,208:

106. TO RESOLVE TO AMEND THE BURIAL FEES AND ASSOCIATED EXPENSES FOR CHILD BURIALS AS PER THE 2019 CHILDRENS FUNERAL FUND REGULATIONS. THE CHILDRENS FUNERAL FUND PROVIDES GOVT FUNDING FOR FEES CHARGEABLE AND CAN BE CLAIMED DIRECTLY BY PARISH COUNCILS WITHIN 6 MONTHS OF THE FUNERAL TAKING PLACE:

107. FINANCIAL MATTERS:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 30th August 2019

CASH BOOK

Balance Brought forward	30/08/2019		
General Account			88,062.92
Burial Account			3,056.61
			<u>91,119.53</u>
Add - Income			
General Receipts		42.85	
Burial Receipts		256.00	
			<u>91,418.38</u>
Less - Expenditure			
General Payments		8,413.20	
Burial Payments		6.00	
			<u>8,419.20</u>
Balance Carried Forward	30/08/2019		<u><u>82,999.18</u></u>

BANK BALANCES as at 30/08/2019

General Account per Statement		79,716.57	
less - Outstanding Cheques		24.00	
plus - Receipts not cleared		0.00	
			79,692.57
Burial Account per Statement		3,306.61	

plus - receipts not cleared	0.00	
less - Outstanding Cheques	<u>0.00</u>	
		<u>3,306.61</u>
		7,157.55
TOTAL COUNCIL FUNDS AS AT		<u><u>82,999.18</u></u>

ALLOCATION OF FUNDS-

TOTAL FUNDS, PER ABOVE		82,999.18
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	58.04	
Village Improvement Reserve	15,176.88	
JPF Lottery grant	10,000.00	
		61,784.92
Burial Account Bank Balance (upkeep of Cemetery)		<u>3,306.61</u>
		65,091.53
PRECEPT RECEIVED IN ADVANCE (see below)		
2 months		<u>9,970.00</u>
		75,061.53
*APPROX FUNDS AVAILABLE as at	30/08/2019	<u><u>7,937.65</u></u>

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

108. FINANCE REPORT:

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SEPTEMBER 2019 Payments

GENERAL

Invoice

Payee

BACS	GLENDALE	8 ACRES	£177.60
BACS	GLENDALE	AMENITY AREA	£1,056.00
BACS	GLENDALE	JPF	£56.16
DD	BRITISH GAS LITE	ELECTRICITY VILLAGE HALL	£69.35
DD	NPOWER	GAS VILLAGE HALL	£21.01
BACS	GLENDALE	JPF	£28.08
BACS	GLENDALE	AMENITY AREA	£528.00
BACS	GLENDALE	8 ACRES	£88.80
BACS	M&J ELECTRICAL	2X SOCKETS OFFICE	£108.00
DD	PWLB	LOAN INSTALMENT	£4,604.31
BACS	MOWNS N GROWNS	TREE PRUNING	£200.00
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£369.50
BACS	BADGEMASTER	ID BADGE CLLR	£12.28
BACS	VIKING DIRECT	GLUE/PAPER/PENS/WALLETS	£38.16
CHQ	CPRE	MEMBERSHIP RENEWAL	£36.00
BACS	GRIMSBY LIFTS	DEPOSIT FOR LIFT	£5,299.56
CHQ	DIRECT BULBS	BULBS FOR CEMETERY	£100.00
BACS	LD MOWERS	ENGINE OIL/STRIMMER WIRE	£47.98
BACS	STAFF	SALARIES/PENSION/HMRC	£2,232.33
		TOTAL	£15,073.12
BARCLAYCARD PAYMENTS	AMAZON	MICROSOFT OFFICE	£29.80
		MCAFFEE INTERNET PROTECTION	£19.99
			£49.79

109. 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.

110. TO DISCUSS CHANGES TO THE CLERKS CONTRACT:

111. TO DISCUSS CHANGES TO THE MAINTENANCE OPERATIVES CONTRACT:

112. DATE AND TIME OF NEXT MEETING: 21ST OCTOBER 2019