

MINUTES OF THE FULL COUNCIL MEETING OF HOLTON LE CLAY PARISH COUNCIL, HELD AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE CLAY, DN36 5DL MONDAY 17th October 2022 AT 7PM

Present: Councillor Mik Boon (Chairman)
Councillor Helen Reynolds (Vice Chair)
Councillor Maureen Redford
Councillor Teresa Dodge
Councillor Patrick Warrener
Councillor David Springett
Councillor Alison Edwards
Councillor Paul Rowntree

Councillor Phyll Smith - East Lindsey District Council
Councillor Terry Aldridge – East Lindsey District Council

No Members of the public

Public Forum cancelled Due to Lack of Attendance

96. CHAIRMANS WELCOME:

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

97. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Apologies received from Councillor Wheeler and Councillor Starr.

98. TO RECEIVE DECLARATIONS OF INTEREST:

Councillor Reynolds, Councillor Dodge and Councillor Edwards declared an interest as members of MERC.

99. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 26th SEPTEMBER 2022 AND THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2022:

The minutes for the full council meeting held on 26th September 2022 and the closed session minutes of the meeting held on 26th September 2022 were accepted as a true record. One abstention.

100. TO RECEIVE AN UPDATE FROM MERC:

Councillor Reynolds provided the following updates: The Quiz night held on 15th October was a real success and had a good attendance. From 24th to 28th October there will be a Pebble Hunt in the village and the winners will be able to collect their prizes (donated by Councillor Rowntree) from

the village hall. There will be an afternoon tea/advice day on 1st November. The veterans' luncheon will be held at the village hall following the Remembrance Day service at the A16 memorial on 13 November. On Saturday 19th November there will be a Christmas shopping event at the hall and on 22nd November the Annual General Meeting will be held for MERC. The Christmas light switch on is planned for 25th November at 6pm. The Christmas afternoon tea is due to be held on 6th December.

101. TO RECEIVE AN UPDATE FROM THE MAGAZINE COMMITTEE:

The magazine working group is on the lookout for some good articles to use in future publications and have asked councillors to get their thinking caps on.

102. UPDATE FROM DISTRICT COUNCILLOR:

A full council meeting was held on 12th October – the first one since last May. At the last Planning Policy Committee Meeting Councillor Smith raised the issue of the Holton le Clay NDP being adopted and there was some discussion around the subject. However, the minutes from the meeting failed to document the discussion. Councillor Smith has raised it again at the most recent meeting in the hope that it will actually be minuted this time.

Councillor Smith received a response to his enquiry with National Express regarding the London Bus from the village. They informed him that they may look at reinstating the service next year but gave no guarantees.

103. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor not present.

104. PLANNING MATTERS: Application reference N/085/01845/22 has been received and is now being considered. Your observations are requested no later than 21/10/2022.

Section 73 application in relation to condition no. 9 (works to highway) as imposed on planning permission N/085/00883/15 which was for hybrid application consisting of outline erection of up to 300 dwellings with means of access to be considered and full planning permission for change of use of land from agricultural land to a recreation ground (incorporating sports pavilion, car park, play area, allotment gardens and cemetery extension).

LAND EAST OF, LOUTH ROAD, HOLTON LE CLAY

After careful consideration it was decided that the parish Council will object to this application on the basis that the information provided is not sufficient.

105. TO CONSIDER QUOTES FOR THE GRASS CUTTING CONTRACT. THREE COMPANIES WERE APPROACHED FOR QUOTES BUT ONLY ONE PROVIDED A QUOTE:

GLENDALE – ONE YEAR CONTRACT £12,623.60

GLENDALE – THREE YEAR CONTRACT: YEAR ONE £12,623.60, YEAR TWO £12,945.30, YEAR THREE £13,249.88

Councillor Rowntree proposed that the number of grass cuts budgeted for per year is reduced as historically the number of cuts quoted for are not needed. Clerk to go back to Glendale to request a revised quote based on a three year average amount of cuts.

Deferred until November.

106. PROPOSED BY COUNCILLOR REYNOLDS TO INSTALL THE NEW BENCH ON PELHAM GREEN AT A COST OF £460 (NO VAT) :

It was

RESOLVED: to install the new bench on Pelham Green.

107. PROPOSED BY COUNCILLOR REYNOLDS TO INSTALL THE NEW SELF WATERING PLANTERS AT THE ENTRANCE TOP THE VILLAGE NEAR THE TRAFFIC LIGHTS ON LOUTH ROAD:

It was

RESOLVED: to install the planters side by side at the entrance to the village near the traffic lights on the A16.

108. TO CONSIDER APPLYING FOR A NEW KISSING GATE AT THE MAGNOLIA DRIVE ENTRANCE TO THE 8 ACRES PLAYING FIELD BY COMPLETING AN AUTHORISATION OF STRUCTURES FORM WITH LINCOLNSHIRE COUNTY COUNCIL HIGHWAYS:

It was

RESOLVED: to apply for a kissing gate to be installed at the Magnolia Drive entrance to the 8 Acres.

109. TO CONSIDER QUOTES FOR NEW SIGNAGE AT THE JUNIOR PLAYING FIELD TO SIMPLIFY THE EXISTING RANGE OF SIGNS THAT ARE CURRENTLY IN PLACE – GRAPHICS PREVIOUSLY CIRCULATED:

SIGN OF THE TIMES £108 PLUS VAT

SIGNS EXPRESS £79.85 INC VAT

It was

RESOLVED: to order a new sign for the Junior Playing Field from Signs Express.

110. TO CONSIDER ADOPTING A NEW HOME WORKING POLICY – PREVIOUSLY CIRCULATED:

It was

RESOLVED: to adopt the new Home Working Policy.

111. TO REVIEW THE FOLLOWING POLICIES FOR UPDATES AND IMPLEMENT CHANGES:

- **LONE WORKING POLICY – NO CHANGE**
- **DISCIPLINARY POLICY – NO CHANGE**
- **COUNCIL FREEDOM OF INFORMATION POLICY – NO CHANGE**
- **DATA PROTECTION POLICY – NO CHANGE**

It was

RESOLVED: to adopt all policies with no changes.

112. FINANCIAL MATTERS:

OCTOBER 2022 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	239.5
DD	BRITISH GAS	GAS - VILLAGE HALL	82.32
DD	DUNCAN TOPLIS	PAYROLL SERVICES	55.5
BACS	VIKING	INK CARTRIDGE, 1st CLASS STAMPS	85.82
BACS	TEC PARTNERSHIP	MAGAZINE PRINTING	336.6
BACS	LINCS COUNTY COUNCIL	SIGN REPLACEMENT LOUTH RD	250

DD	VIRGIN	broadband	£50.40
BACS	GLENDALE	8 ACRES GRASS	£96.00
BACS	GLENDALE	JPF GRASS	£31.68
BACS	GLENDALE	AMENITY GRASS	£572.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,553.97
BACS	SERENITY MEMORIALS	A16 MEMORIAL REFURBISHMENT	£713.00
BACS	APEX ENGINEERING	SHUTTER REPAIR	£132.00
BACS	BEST VALUE PEST CONTROL	WASP NEST TREATMENT	£95.00
BACS	SIGNS EXPRESS	MEMORIAL PLAQUE	£54.00
BACS	A EDWARDS	MAGAZINE SET UP	£50.00
BACS	PLATERS	8 ACRES FENCE REPAIR	£255.00
CREDIT CARD PAYMENTS			£5,653.19
Statement not received at time of printing agenda			

All invoices accepted for payment

RESOLVED

113. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

30/09/2022

CASH BOOK

Balance Brought forward	30/09/2022		
General Account			57,075.41
Burial Account			3,013.49
			<u>60,088.90</u>
Add - Income			
General Receipts		37,480.50	
Burial Receipts		1,375.00	
		<u>38,855.50</u>	
			<u>98,944.40</u>
Less - Expenditure			
General Payments		11,938.31	
Burial Payments		0.00	
		<u>11,938.31</u>	
Balance Carried Forward	30/09/2022		<u><u>87,006.09</u></u>

BANK BALANCES as at

30/09/2022

General Account per Statement	82,617.60	
less - Outstanding		
Cheques	<u>0.00</u>	
plus - Receipts not cleared	82,617.60	82,617.60
Burial Account per		
Statement	4,388.49	
plus - receipts not cleared	0.00	
less - Outstanding		
Cheques	<u> </u>	<u>4,388.49</u>
		<u>7,157.55</u>
TOTAL COUNCIL FUNDS AS AT		<u>87,006.09</u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		87,006.09
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	705.00	
Village Improvement		
Reserve	14,213.58	
magazine costs reserve	2,573.39	
muga renovation	207.51	
		30,699.48
Burial Account Bank Balance (upkeep of Cemetery)	<u>4,388.49</u>	
		<u>35,087.97</u>
PRECEPT RECEIVED IN ADVANCE (see below)		
6		
months	<u>36,213.50</u>	
		<u>71,301.47</u>
*APPROX FUNDS AVAILABLE as at	30/09/2022	<u>15,704.62</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

The Finance Report was accepted as a true record

RESOLVED

- 114. DATE AND TIME OF NEXT MEETING: MONDAY 21st NOVEMBER 2022 AT 7pm.**