

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 21st January 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. 14th January 2019

AGENDA

- 165. CHAIRMANS WELCOME:**
- 166. TO RECEIVE APOLOGIES FOR ABSENCE:**
- 167. TO RECEIVE DECLARATIONS OF INTEREST:**
- 168. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 17th DECEMBER 2018 AND THE MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON FRIDAY 18TH JANUARY 2019:**
- 169. TO RECEIVE A REPORT FROM LINCOLNSHIRE POLICE:**
- 170. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR:**
- 171. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**
- 172. TO RECEIVE REPORTS FROM OUTSIDE BODIES:**

NDP

MERC

173. PLANNING MATTERS: APPLICATION FROM ANGLIAN WATER TO REMOVE 2no 6 METER SECTIONS OF HEDGEROW FROM LOUTH ROAD. COMMENTS REQUIRED BY 25TH JANUARY 2019:

174. TO REVIEW THE FOLLOWING DOCUMENTATION:

- FINANCIAL MANAGEMENT RISK ASSESSMENT – INTRODUCTION OF PARISH COUNCIL CREDIT CARD TO BE ADDED TO RISK ASSESSMENT. PAUL ROWNTREE IS A SECOND SIGNATORY ON THE CARD AND WILL LOG INTO THE ACCOUNT AT RANDOM TIMES TO CARRY OUT CHECKS ON EXPENDITURE. THE CLERK PAYS THE CREDIT CARD IN FULL EVERY MONTH AND ATTACHES RECEIPTS FOR EXPENDITURE TO EACH STATEMENT. IT IS ONLY TO BE USED FOR PURCHASES THAT HAVE BEEN AUTHORISED BY FULL COUNCIL AT A MEETING:**
- HEALTH & SAFETY POLICY. NO CHANGE TO LEGISLATION**
- COMPLAINTS POLICY. NO CHANGES**
- PARISH COUNCILLOR PROTOCOL. NO CHANGES**

175. TO CONSIDER A SECTION 137 GRANT APPLICATION FROM HOLTON LE CLAY INFANT SCHOOL FOR £100 FOR THE PURCHASE OF A REAL CHRISTMAS TREE THAT CAN BE PLANTED FOR FUTURE GENERATIONS. THE TOTAL COST OF THE PROJECT IS £200 AND THE OTHER HALF WILL BE MATCHED BY THE SCHOOL:

176. PROPOSED BY COUNCILLOR PRATT TO REPLACE THE DAMAGED RUBBISH BIN ON THE JPF WITH ONE SIMILAR TO THOSE AROUND THE VILLAGE:

£120 INC VAT – ADVANCEDSCAPE

£140 + VAT – VIKING

£130 – EBAY

177. PROPOSED BY COUNCILLOR PRATT TO PURCHASE 4no. 90 LITRE BLACK PLASTIC RUBBISH BINS FOR THE CEMETERY:

£11.99 EACH FOR 90 LTRE BINS – WICKES

£13.99 EACH FOR 80 LITRE BINS – PAPERSTONE

£20.49 FOR 2 X 80 LITRE BINS – AMAZON

- 178. PROPOSED BY COUNCILLOR STARR TO INSTALL A PLAQUE ON THE BENCH AT THE TOP OF LOUTH ROAD AT A COST OF £54. THE BENCH IS HAS THE NAME OF A FORMER RESIDENT ENGRAVED INTO THE WOOD BUT IT HAS WORN AWAY:**
- 179. PROPOSED BY COUNCILLOR BOON TO START A PETITION TO LCC TO HAVE THE STREET LIGHTS SWITCHED BACK ON DURING THE NIGHT:**
- 180. PROPOSED BY COUNCILLOR REYNOLDS TO APPLY FOR AN AWARDS FOR ALL GRANT FOR A NEW CLIMBING/SLIDE APPARATUS FOR THE JUNIOR PLAYING FIELD. THE JUNIOR COUNCIL HAS LOOKED AT TWO DIFFERENT QUOTES FOR EQUIPMENT AND CARRIED OUT A POLL AT THE JUNIOR SCHOOL. THE EQUIPMENT THEY CHOSE COSTS £10,987:**
- 181. TO DISCUSS THE OPTION OF TAKING OVER THE WEED SPRAYING CONTRACT FOR THE VILLAGE. A COPY OF THE PROPOSED CONTRACT HAS BEEN CIRCULATED TO COUNCILLORS ALONG WITH THE JOB SPEC AND MAP OF THE AREA:**

COMPANY A - £895 + vat PER SPRAY

COMPANY B - £1395 PER YEAR BASED ON A PRICE OF £465 PER SPRAY

COMPANY C – NOT YET AVAILABLE

- 182. TO RESOLVE TO ADD TWO MORE SIGNATORIES TO THE BANK ACCOUNT:**

- 183. FINANCIAL MATTERS:**

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at

2nd January 2019

CASH BOOK

Balance Brought forward	02/01/2019	
General Account		80,773.17
Burial Account		<u>5,781.75</u>
		86,554.92

Add - Income			
General Receipts		360.40	
Burial Receipts		<u>254.64</u>	
			<u>87,169.96</u>
Less - Expenditure			
General Payments		3,922.22	
Burial Payments		<u>1.50</u>	
			<u>3,923.72</u>
Balance Carried Forward	02/01/2019		<u><u>83,246.24</u></u>

<u>BANK BALANCES as at</u>	02/01/2019		
General Account per Statement		77,211.35	
less - Outstanding Cheques		<u>0.00</u>	
plus - Receipts not cleared		0.00	
			77,211.35
Burial Account per Statement		6,034.89	
less - Outstanding Cheques		<u>0.00</u>	
			<u>6,034.89</u>
TOTAL COUNCIL FUNDS AS AT			<u><u>83,246.24</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS , PER ABOVE 83,246.24

RESERVES

Parish Council Minimum Reserve	13,000.00	
Village Hall Loan Repayments	13,600.00	
Village Hall renovation 1st floor	11,300.00	
		37,900.00

Burial Account Bank Balance (upkeep of Cemetary)	<u>6,034.89</u>	
		43,934.89

PRECEPT RECEIVED IN ADVANCE (see below)

4 months		<u>19,334.00</u>
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67,848.75

***APPROX FUNDS AVAILABLE as at 02/01/2019 15,397.49**

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

184. FINANCE REPORT:

0		JANUARY 2019 Payments	
out of committee payments			
BACS	Window Cleaner	Bus Shelters	£50
GENERAL		Invoice	
	Payee		
DD	npower	GAS USAGE VILLAGE HALL	£437.16
BACS	KONIKA MINOLTA	PRINTER/PHOTOCOPIER	£91.12
BACS	MOWNS N GROWNS	CEMETERY CONTRACT	£25.50
DD	BARCLAYCARD	BATTERY CHARGER	£37.85
BACS	STAFF	SALARIES/PENSION/HMRC	£2,009.68
DD	VIRGIN MEDIA	BROADBAND	£80.08
BACS	MOWNS N GROWNS	BRANCH TRIM - VILL HALL	£50.00
Total			£2,781.39

185. DATE AND TIME OF NEXT MEETING: 18TH FEBRUARY 2019

