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 16th JANUARY 2023 AT 7PM

Present: Councillor Mik Boon (Chairman)

 Councillor Helen Reynolds (Vice Chair)

 Councillor Patrick Warrener

 Councillor David Springett

 Councillor Alison Edwards

 Councillor Paul Rowntree

 Councillor Teresa Dodge

In Attendance: Emma Portas – Clerk and RFO

Councillor Terry Aldridge - East Lindsey District Council

Councillor Phyll Smith – East Lindsey District Council

No Members of the public

Public Forum cancelled Due to Lack of Attendance

**148. CHAIRMANS WELCOME:**

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

**149. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**

Councillor Redford, and Councillor Wheeler both sent their apologies. Councillor Starr was absent.

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

Councillor Reynolds, Councillor Dodge and Councillor Edwards declared an interest as members of MERC. Councillor Boon declared an interest in items 159 and 160.

**151. TO APPROVE THE MINUTES OF THE FULL**

**COUNCIL MEETING HELD ON 20th DECEMBER 2022:**

The minutes for the full council meeting held on 20th December 2022 were accepted as a true record.

**152. TO RECEIVE AN UPDATE FROM MERC:**

There was a very good turnout at the last afternoon tea and it was nice to see that the new PCSO’s are becoming regular visitors. The committee has decided not to do an Easter Egg hunt this year as the church are organising their own. A Quiz has been organised at the Village Hall on 28th January and a Lincs FM D.J will be the quiz master.

**153. TO RECEIVE AN UPDATE FROM THE MAGAZINE COMMITTEE:**

The magazine is all running on schedule and the history articles seem to be well received. The delivery route for the magazine is now more efficient and every household in the village is now receiving a copy.

**154. UPDATE FROM DISTRICT COUNCILLOR:**

Councillor Aldridge attended a planning meeting at the new premises in Horncastle recently. A new Travelodge is being built in Skegness and another hotel is to receive some improvements.

Councillor Aldridge has forwarded a complaint form the clerk regarding planning details on the Snape development, to the chief executive of ELDC, in the hope of finally getting some answers.

Councillor Smith has been in contact with a resident who is willing to make a formal complaint to the planning ombudsman regarding the length of time it took to adopt the Neighbourhood Plan.

**155. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:**

County Councillor not present.

**156. PLANNING MATTERS: APPLICATION REFERENCE N/085/02297/22 HAS BEEN RECEIVED AND IS NOW BEING CONSIDERED. YOUR OBSERVATIONS ARE REQUIRED NO LATER THAN 20/01/2023.**

**PLANNING PERMISSION – EXTENSION TO EXISTING DWELLING TO PROVIDE ADDITIONAL LIVING ACCOMMODATION.**

**18 EVENDINE COURT, HOLTON LE CLAY, DN36 5BB**

It was

RESOLVED: to raise no objections to the revised plans.

**157. TO RECONSIDER THE CURRENT VARIABLE RATE CONTRACT FOR ELECTRICITY WITH BRITISH GAS AND CONSIDER SWITCHING TO A FIXED RATE CONTRACT FOR ONE YEAR:**

|  |  |  |
| --- | --- | --- |
|  | **Current Contract** | **Fixed contract offer** |
| **Standing Charge per day** | 278.81 | 40.0 |
| **Unit rate evening/weekend** | 93.84 | 56.13 |
| **Unit rate night consumption** | 93.84 | 44.26 |
| **Unit rate weekday**  | 93.84 | 67.76 |
| **Estimated annual cost** |  | 3618.09 |

It was

RESOLVED: to switch to a fixed term contract for one year.

**158. TO CONSIDER AN OFFER OF £4,000 FROM MERC AS A CONTRIBUTION TO THE GAS, ELECTRICITY AND WATER FOR THE VILLAGE HALL AS PER AN INFORMAL AGREEMENT BETWEEN THE PARISH COUNCIL AND MERC:**

It was

RESOLVED: to accept the donation from MERC.

**159. TO CONSIDER A QUOTE FOR INSTALLING PAVING TO THE CEMETERY BIN STORE FROM D KIRK BUILDERS AT A COST OF £737 PLUS £100 FOR SPOIL DISPOSAL IF NOWHERE TO GET RID OF IT. THE JOB WAS PREVIOUSLY GIVEN TO GLENDALE BUT THEY HAVE NOT FULFILLED THEIR OBLIGATIONS TO COMPLETE THE WORK BEFORE CHRISTMAS, DESPITE NUMEROUS REQUESTS FROM THE CLERK:**

It was

RESOLVED: to request D Kirk Builders to complete the bin store paving. One Abstention.

**160. TO CONSIDER A QUOTE FROM D KIRK BUILDERS TO REMOVE AND DISPOSE OF THE ROTTEN BENCH AT THE CEMETERY AND INSTALL THE NEW COMMEMORATIVE BENCH IN ITS PLACE AT A COST OF £140 (NO VAT)**

It was

RESOLVED: to ask D Kirk Builders to complete the task of installing the new bench and removing the old one. One abstention.

**161. PROPOSED BY COUNCILLOR BOON TO REQUEST THAT THE RECYCLING BINS ARE REMOVED FROM PEACEFIELDS NOW THAT RESIDENTS HAVE THE BENEFIT OF KERBSIDE COLLECTIONS:**

Councillor Smith advised that it is the intention of the district council to remove the recycling bins from the Peacefields estate in the next couple of months.

Proposal Withdrawn

**162. TO RETROSPECTIVELY AGREE TO APPLY FOR A FCC COMMUNITIES FOUNDATION GRANT FOR THE AMOUNT OF £75,000 FOR THE CONTINUED RENOVATION OF THE TENNIS COURTS:**

Councillor Reynolds amended the proposed figure to £80,250 to cover resurfacing and new skate equipment.

It was

RESOLVED: to agree to apply for the FCC Communities Grant.

**163. TO REVIEW THE FOLLOWING DOCUMENTS AND IMPLEMENT CHANGES:**

**- PARISH COUNCILLOR PROTOCOL. CONSIDER UPDATING THE EXISITING DOCUMENT WITH THE NALC MODEL PARISH COUNCILLOR PROTOCOL AS PART OF THE CIVILITY AND RESPECT INITIATIVE. COPY CIRCULATED TO MEMBERS.**

It was

RESOLVED: to adopt the NALC model Parish Councillor Protocol. One abstention.

**164. FINANCIAL REPORT:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
|  |  |  | **HOLTON LE CLAY PARISH COUNCIL**  |  |  |
|  |  |  |  |  |  |  |  |
| **FINANCIAL REPORT as at**  |  | **30/12/2022** |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **CASH BOOK** |  |  |  |  |  |  |
|  | Balance Brought forward  | 30/12/2022 |  |  |  |
|  |  | General Account  |  |  |  | 61,914.19 |
|  |  | Burial Account  |  |  |  | 5,094.37 |
|  |  |  |  |  |  |  | 67,008.56 |
|  | Add - Income  |  |  |  |  |  |
|  |  | General Receipts |  |  | 1,744.68 |  |
|  |  | Burial Receipts |  |  | 54.00 |  |
|  |  |  |  |  |  | 1,798.68 |   |
|  |  |  |  |  |  |  | 68,807.24 |
|  | Less - Expenditure  |  |  |  |   |   |
|  |  | General Payments |  |  | 5,541.09 |  |
|  |  | Burial Payments |  |  | 0.00 |  |
|  |  |  |  |  |  |  | 5,541.09 |
|  |  |  |  |  |  |  |  |
|  | **Balance Carried Forward**  | **30/12/2022** |  |  | **63,266.15** |
|  |  |  |  |  |  |  |  |
| **BANK BALANCES as at** |  | **30/12/2022** |  |  |  |
|  | General Account per Statement  |  | 58,131.78 |  |
|  | less - Outstanding Cheques  |  |  | 14.00 |  |
|  | plus - Receipts not cleared |  |  |  |  |
|  |  |  |  |  |  |  | 58,117.78 |
|  | Burial Account per Statement |  |  | 5,134.37 |  |
|  | plus - receipts not cleared |  |  | 14.00 |  |
|  | less - Outstanding Cheques  |  |  |   |  |
|  |  |  |  |  |  |  | 5,148.37 |
|  |  |  |  |  |  |  | 7,157.55 |
| **TOTAL COUNCIL FUNDS AS AT**  |  |  |  |  | **63,266.15** |
|  |  |  |  |  |  |  |   |
|  |  |  |  |  |  |  |  |
| **ALLOCATION OF FUNDS -** |   |   |   |   |   |
|   |   |   |   |   |   |   |   |
| TOTAL FUNDS, PER ABOVE  |   |   |   |   | 63,266.15 |
|   |   |   |   |   |   |   |   |
| RESERVES |   |   |   |   |   |   |
|   | Parish Council Minimum Reserve | 13,000.00 |   |   |
|   | Junior Playing Field New Equipment | 705.00 |   |   |
|   | Village Improvement Reserve |   | 2,874.41 |   |   |
|   | magazine costs reserve |   | 1,912.39 |   |   |
|   | muga renovation |   |   | 207.51 |   |   |
|   |   |   |   |   |   | 18,699.31 |   |
|   |   |   |   |   |   |   |   |
|   | Burial Account Bank Balance (upkeep of Cemetery) | 5,148.37 |   |
|   |   |   |   |   |   | 23,847.68 |   |
|   |   |   |   |   |   |   |   |
| PRECEPT RECEIVED IN ADVANCE (see below) |   |   |   |
|   | 3 months |   |   |   |   | 18,106.71 |   |
|   |   |   |   |   |   |   | 41,954.39 |
|   |   |   |   |   |   |   |   |
| **\*APPROX FUNDS AVAILABLE as at** | **30/12/2022** |  |  | **21,311.76** |
| 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.

**165. FINANCE MATTERS:**

|  |  |  |
| --- | --- | --- |
|   | JANUARY 2023 Payments |  |
|  |  |  |  |
|  |  |  |  |
| GENERAL |  | Invoice |  |
|  | Payee |  |  |
| DD | BRITISH GAS | ELECTRICITY VILLAGE HALL |  |
| DD | BRITISH GAS | GAS - VILLAGE HALL | 323.28 |
| BACS | GLENDALE | CUT/TIDY OF DITCH/VERGE A16 | £510 |
| DD | UNITY TRUST | SERVICE CHARGE | 3.60 |
| DD | VIRGIN | BROADBAND | £50.40 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS | £2,652.21 |
| DD | DUNCAN TOPLIS | PAYROLL SERVICES | £57.61 |
| BACS | TEC PARTNERSHIP | MAGAZINE PRINTING - JAN | £252.00 |
| BACS | TEC PARTNERSHIP | MAGAZINE PRINTING - DEC | £288.75 |
|  |  |  | £4,137.85 |
| CREDIT CARD PAYMENTS  |  |  |
|  | CLOUDNEXT | CLLR EMAIL SET UP | £17.98 |
|  | GIFF GAFF | MOBILE PHONE TOP UP | 12 |
|  | POST OFFICE COUNTER | DEFIB PACK POSTAGE | £11.15 |
|  | SLCC ENTERPRISES | MEMBERSHIP RENEWAL | £222.00 |
|  | MEMORIAL BENCHES LTD | MEMORIAL BENCH | £767.00 |
|  | AMAZON MARKETPLACE | JCB SHOVEL | £31.99 |
|  |  |  | £1,062.12 |
|  |  |  |  |

The invoices were all accepted for payment.

**166. DATE AND TIME OF NEXT MEETING: MONDAY 20th FEBRUARY 2023**