

**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 20TH MARCH 2023 AT 7pm**

Present: Councillor Paul Rowntree
Councillor Helen Reynolds (Vice Chair)
Councillor Mik Boon (Chairman)
Councillor Teresa Dodge
Councillor Anne Wheeler
Councillor Patrick Warrener

**Councillor Phyll Smith – East Lindsey District Council
No members of the public**

Public forum cancelled due to lack of attendance.

183. CHAIRMANS WELCOME:

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

184. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:

Councillor Moore, Councillor Springett, Councillor Starr and Councillor Aldridge all sent their apologies.

**185. TO RECEIVE DECLARATIONS OF INTEREST IN
ACCORDANCE WITH THE REQUIREMENTS OF THE
LOCALISM ACT 2011:**

Councillor Reynolds and Councillor Dodge declared an interest as members of MERC. Councillor Boon declared an interest in Item 197 of the agenda.

**186. TO APPROVE THE MINUTES OF THE FULL
COUNCIL MEETING HELD ON 20th FEBRUARY 2023:**

The minutes for the full council meeting held on 20th February 2023 were approved and accepted as a true record.

187. TO RECEIVE AN UPDATE FROM MERC:

The committee has received a grant from district councillor Phyll Smith. The last afternoon tea was very busy but well organised. Plans are underway for the summer fayre and a children's fun day is due to be held during the Easter holidays.

188. TO RECEIVE AN UPDATE FROM THE MAGAZINE COMMITTEE:

The magazine has now been back up and running for a year and MERC is taking over the production from 1st April 2023. Printing and deliveries are all running okay. A survey is currently being considered and the group is looking for more volunteers to help with deliveries.

189. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:

A report into the allocation of traveller's sites has been commissioned but so far ELDC has failed to determine any sites. Councillor Smith felt that this may be his last meeting at the parish council in light of upcoming elections. He thanked the parish council for the concise and professional way in which they conduct business.

190. TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor not present.

191. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:

- **FINANCIAL SUPPORT AND GRANT AWARDS**
- **INTERNET AND SOCIAL MEDIA**

This item was DEFERRED until the April meeting.

192. TO CONSIDER PURCHASING A RED CORONATION FLAG FOR THE VILLAGE HALL AT A COST OF £30 (INC VAT) PLUS POSTAGE:

It was
AGREED: to purchase a red Coronation Flag for the village hall.

193. PROPOSED BY COUNCILLOR ROWNTREE TO ADD 'MATTERS OUTSTANDING' TO FUTURE AGENDAS:

It was
AGREED: to add Matters Outstanding' to future agendas.

194. TO CONSIDER REPLACING TWO CRADLE SWINGS ON THE JUNIOR PLAYING FIELD. ONE OF THE SWINGS HAS A LARGE BOLT MISSING THAT IS NOW OUT OF PRODUCTION AND THE SECOND SWING IS VERY OLD AND WORN. THE COST TO REPLACE BOTH SWINGS BY PLAYDALE IS £256 INC. VAT:

It was:

AGREED: to purchase two cradle swings for the Junior Playing Field.

195. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE 6x SWALLOW NEST BOXES AND 6x HOUSEMARTIN NEST BOXES COSTING £200 FROM THE RSPB AND OFFER TO RESIDENTS ON A FIORST COME FIRST SERVED BASIS. THIS WILL HELP WITH THE BEST KEPT VILLAGE ENTRY. FUNDS TO COME FROM THE JPF NEW EQUIPMENT RESERVE:

Counter proposal by Councillor Rowntree to place an article in the Holton News asking residents to note their interest in this item before it is agreed to go ahead with the purchase.

196. TO CONSIDER QUOTES FOR PLAY INSPECTIONS OF THE THREE PLAY AREAS – MUGA, 8 ACRES AND JUNIOR PLAYING FIELD:

- THE PLAY INSPECTION COMPANY £250 PLUS VAT FOR ALL THREE AREAS TO BE INSPECTED WITH A DETAILED REPORT FOR EACH AREA
- ROSPA PLAY SAFETY £472 PLUS VAT FOR ALL THREE AREAS TO BE INSPECTED WITH A DETAILED REPORT FOR EACH AREA

It was

AGREED: to employ the Play Inspection Company to carry out Rospa inspections.

197. PROPOSED BY COUNCILLOR REYNOLDS TO HAVE A 'STEPPING STONE' PATH INSTALLED FROM THE ROAD SIDE TO THE BENCHES AT THE A16 MEMORIAL:

- DARREN KIRK BUILDERS £440 (NO VAT)

A SECOND COMPANY WAS APPROACHED FOR A QUOTE BUT THEY DECLINED.

It was
 AGREED: to request that the stepping stone path is installed by D Kirk Builders. One abstention.

198. FINANCIAL MATTERS:

March 2023 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	
DD	BRITISH GAS	GAS - VILLAGE HALL	£237.72
BACS	WINDOW CLEANER	FASCIAS/SOFFITS/GUTTERS/SHUTTERS	£450
BACS	APEX ENGINEERING	SHUTTER SERVICE	756.00
DD	VIRGIN	BROADBAND	£50.40
BACS/DD	NEST/STAFF/HMRC	PAYE/SALARIES/PENSIONS	£2,652.21
DD	DUNCAN TOPLIS	PAYROLL SERVICES	£57.61
BACS	OLDEN THYMES	PLANTS FOR A16 PLANTERS	£132.00
BACS	D KIRK BUILDER	BENCH REMOVAL. NEW BENCH INSTALLATION	£140.00
BACS	GLENDALE	AMENITY GRASS	£678.00
BACS	D KIRK BUILDER	BENCH INSTALLATION - PELHAM RD	£460.00
BACS	SIGNS EXPRESS	DOG FOULING SIGNS	£43.20
DD	PWLB	VILLAGE HALL LOAN	£4,604.31
BACS	TEC PARTNERSHIP	MAGAZINE PRINTING - FEB	£252.00
BACS	D KIRK BUILDER	PAVING TO BIN STORE - CEMETERY	£837.00
			£11,350.45
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL SET UP	£17.98
	GIFF GAFF	MOBILE PHONE TOP UP	£12.00
	ELDC MOTO	2xGREEN WASTE RENEWAL	£100.00
	SCREWFIX	JUBILEE CLIPS FOR SOLAR SIGNS	£19.99
	ESSO	PETROL FOR STRIMMER	£7.05
			£157.02

The Financial Matters were accepted for payment.

199. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at 28/02/2023

CASH BOOK

Balance Brought forward	28/02/2023		
General			
Account			55,954.42
Burial Account			<u>5,350.77</u>
			61,305.19
 Add - Income			
General			
Receipts		196.00	
Burial Receipts		<u>332.00</u>	
		528.00	
			<u>61,833.19</u>
 Less - Expenditure			
General			
Payments		5,468.82	
Burial			
Payments		<u>0.00</u>	
			<u>5,468.82</u>
 Balance Carried Forward	28/02/2023		<u><u>56,364.37</u></u>

BANK BALANCES as at 28/02/2023

General Account per Statement		50,681.60	
less - Outstanding			
Cheques		<u>0.00</u>	
plus - Receipts not cleared			50,681.60
 Burial Account per			
Statement		5,682.77	
plus - receipts not cleared		0.00	
less - Outstanding			
Cheques		<u> </u>	
			<u>5,682.77</u>
			<u>7,157.55</u>
 TOTAL COUNCIL FUNDS AS AT			<u><u>56,364.37</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		56,364.37
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	705.00	
Village Improvement Reserve	1,635.24	
magazine costs reserve	1,325.85	
muga renovation	207.51	
		16,873.60
Burial Account Bank Balance (upkeep of Cemetery)		<u>5,682.77</u>
		22,556.37
PRECEPT RECEIVED IN ADVANCE (see below)		
1 month		<u>6,035.57</u>
		<u>28,591.94</u>
*APPROX FUNDS AVAILABLE as at	28/02/2023	<u>27,772.43</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 of the councils' finances.

200. DATE AND TIME OF NEXT MEETING 17th APRIL 2023: