

HOLTON-LE-CLAY PARISH COUNCIL
Village Hall, Pinfold Lane, Holton-le-Clay, GRIMSBY, Lincolnshire
DN36 5DL Emma Portas - 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 27th November 2023 commencing at 7.30 pm at the Village Hall, Pinfold Lane, Holton-le-Clay.

Prior to the commencement of the meeting, there will be a public forum from 7.15 pm for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.

Signed Emma Portas Clerk to the Parish Council. 22nd November 2023

AGENDA

- 117. CHAIRMANS WELCOME:**
- 118. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**
- 119. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011:**
- 120. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 16th OCTOBER 2023 AND TO APPROVE THE CONFIDENTIAL MINUTES OF 16th OCTOBER 2023:**
- 121. TO RECEIVE AN UPDATE FROM MERC:**
- 122. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**
- 123. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**
- 124. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**
- 125. PLANNING MATTERS:**

Application reference N/085/02191/23 has been received and is now being considered. Your observations are requested no later than 08/12/2023

Planning Permission - Extensions to existing dwelling to provide additional living accommodation.

11 HOLTON COURT, HOLTON LE CLAY, GRIMSBY, DN36 5EE

Application reference 0117/23/TPA has been received and is now being considered regarding an application to fell a tree that has a Tree Preservation Order on it but is in very poor condition. Photographs circulated to councillors.

126. TO CONSIDER THE OPTION OF RECLAIMING SOME OF THE PARISH GARDENS FOR FUTURE CEMETERY USAGE, OR TO CLOSE THE CEMETERY TO NEW PURCHASES. THE CEMETERY CANNOT BE FULLY CLOSED UNTIL ALL EROB'S (EXCLUSIVE RIGHTS OF BURIALS) HAVE EXPIRED IN 75 YEARS' TIME. THERE ARE MANY IMPLICATIONS TO CONSIDER SHOULD THE CEMETERY BE EXTENDED:

Planning application for change of use of land £462.00

Basic Environmental survey £1,900

Groundwater activity permit £2,708 plus annual subsistence charge of £256

Grass seeding of allotment plots

Ecological and soil survey

Consultancy fee for carrying out surveys and risk assessments

Need to source a location for parish garden plots to replace those that are reclaimed

127. TO CONSIDER OPTIONS FOR THE NAMING OF NINE NEW ROADS ON THE CLAY LANE DEVELOPMENT:

- **BIRDS**
- **WILDLIFE**
- **WILDFLOWERS**

128. TO CONSIDER QUOTES FOR WEED SPRAYING FOR THE VILLAGE FOR THE YEAR 2024 TO 2025. THREE COMPANIES WERE APPROACHED FOR QUOTES BUT ONLY TWO RESPONDED:

- COMPANY A £1133 PER SPRAY (PLUS VAT)
- COMPANY B £1000 PER SPRAY (NO VAT)

129. TO CONSIDER QUOTES FOR CEMETERY MAINTENANCE FOR EITHER A ONE-YEAR OR A THREE-YEAR CONTRACT. THREE COMPANIES WERE APPROACHED BUT ONLY ONE RESPONDED:

- OLDEN THYMES ONE YEAR CONTRACT 2024-2025 £8,050. IF A ONE-YEAR CONTRACT IS CHOSEN, THE PRICE FOR MAINTENANCE WILL INCREASE BY 15% YEAR ON YEAR.
- OLDEN THYMES THREE-YEAR CONTRACT 2024 – 2027:

| YEAR ONE | YEAR TWO | YEAR THREE |
|----------|---------------------|---------------------|
| £7,700 | £8085 (5% INCREASE) | £8489 (5% INCREASE) |

IF A THREE-YEAR CONTRACT IS CHOSEN, THIS WILL RESULT IN A SAVING OF £2,035 OVER THE THREE-YEAR PERIOD.

130. TO CONSIDER PRICE COMPARISONS FOR GAS SUPPLY AT THE VILLAGE HALL AS THE CURRENT CONTRACT IS DUE TO END IN FEBRUARY 2024. PRICE COMPARISON SHEET CIRCULATED SEPARATELY TO COUNCILLORS:

131. FINANCIAL MATTERS:

November 2023 Payments

| | Payee | | |
|----------------------|-------------------|---------------------------------|-----------|
| DD | BRITISH GAS | ELECTRICITY VILLAGE HALL | £398.64 |
| DD | BRITISH GAS | GAS - VILLAGE HALL | £120.13 |
| DD | BRITISH GAS | ELECTRICITY - DEFIBRILLATOR | £27.69 |
| DD | VIRGIN | BROADBAND | £50.40 |
| BACS/DD | NEST/STAFF/HMRC | PAYE/SALARIES/PENSIONS | £2,772.23 |
| DD | DUNCAN TOPLIS | PAYROLL SERVICES | £66.25 |
| BACS | GLENDALE | WEED SPRAYING OCT | £1,282.80 |
| BACS | GLENDALE | AMENITY GRASS/JPF/8 ACRES | £697.92 |
| BACS | OLDEN THYMES | CEMETERY MAINTENANCE OCT/NOV | £1,166.66 |
| BACS | D KIRK BUILDER | PLATFORM/INSTALLATION LANCASTER | £460.00 |
| BACS | SIGNS EXPRESS | ENGRAVED PLAQUES WAR MEMORIAL | £21.48 |
| BACS | SIGN OF THE TIMES | LECTERNS - WAR MEMORIAL | £510.00 |
| | | | £7,574.20 |
| CREDIT CARD PAYMENTS | | | |
| | CLOUDNEXT | CLLR EMAIL | £17.98 |
| | GIFF GAFF | MOBILE PHONE TOP-UP | £12.00 |
| | THE POPPY SHOP | LAMP POST POPPIES | £250.00 |
| | THE POPPY SHOP | POPPY WREATHS | £49.98 |
| | GLASDON | WAR MEMORIAL BIN | £513.96 |
| | CO-OP | GIFT TO BLACKROW ENGINEERING | £18.95 |
| | BIG RED | BLACK SLATE | £20.00 |
| | | | £882.87 |

132. FINANCE REPORT:

HOLTON LE CLAY PARISH COUNCIL

FINANCIAL REPORT as at **31/10/2023**

CASH BOOK

| | | |
|-------------------------|------------|-----------------|
| Balance Brought forward | 31/10/2023 | |
| General | | |
| Account | | 82,370.11 |
| Burial Account | | <u>4,751.53</u> |
| | | 87,121.64 |
| Add - Income | | |
| General | | |
| Receipts | | 1,555.89 |

| | | | |
|-----------------------------------|-------------------|-----------|------------------|
| Burial Receipts | | 1,499.86 | |
| | | 3,055.75 | |
| | | | 90,177.39 |
| Less - Expenditure | | | |
| General | | | |
| Payments | | 9,766.76 | |
| Burial | | | |
| Payments | | 0.00 | |
| | | | 9,766.76 |
| Balance Carried Forward | 31/10/2023 | | 80,410.63 |
| | | | |
| <u>BANK BALANCES as at</u> | 31/10/2023 | | |
| General Account per Statement | | 74,159.24 | |
| less - Outstanding | | | |
| Cheques | | 0.00 | |
| plus - Receipts not cleared | | | 74,159.24 |
| Burial Account per | | | |
| Statement | | 6,251.39 | |
| plus - receipts not cleared | | 0.00 | |
| less - Outstanding | | | |
| Cheques | | | 6,251.39 |
| | | | 7,157.55 |
| TOTAL COUNCIL FUNDS AS AT | | | 80,410.63 |

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE 80,410.63

RESERVES

| | | |
|--|-----------|-----------|
| Parish Council Minimum Reserve | 13,000.00 | |
| Junior Playing Field New Equipment | 24.04 | |
| Village Improvement | | |
| Reserve | 6,262.64 | |
| muga renovation | 12,207.51 | |
| | | 31,494.19 |
| Burial Account Bank Balance (upkeep of Cemetery) | | 6,251.39 |
| | | 37,745.58 |

PRECEPT RECEIVED IN ADVANCE (see below)

5
months

30,177.91

67,923.49

*APPROX FUNDS AVAILABLE as at

31/10/2023

12,487.14

PRECEPT - is received in advance twice a year, therefore we usually have monies in our account representing spending in the coming months.

*EXACT SURPLUS CAN NOT BE CALCULATED UNTIL THE END OF THE FINANCIAL YEAR

*4086.00 of surplus monies is for cemetery upkeep

133. TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE SENSITIVE NATURE OF THE BUSINESS TO BE DISCUSSED:

134. STAFFING MATTERS

135. CONTRACT CONSIDERATIONS

136. DATE AND TIME OF NEXT MEETING: MONDAY 18th DECEMBER 2023 AT 7.15PM