

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 16th October 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. 11th October 2023

AGENDA

- 99. CHAIRMAN'S WELCOME:**
- 100. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**
- 101. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011:**
- 102. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18th SEPTEMBER 2023 AND TO APPROVE THE CONFIDENTIAL MINUTES OF 18TH SEPTEMBER 2023:**
- 103. TO RECEIVE AN UPDATE FROM MERC:**
- 104. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**
- 105. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**
- 106. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**
- 107. TO REVIEW THE FOLLOWING POLICIES AND IMPLEMENT CHANGES:**

- **LONE WORKING** NO CHANGE
- **DISCIPLINARY** NO CHANGE
- **FREEDOM OF INFORMATION** UPDATED WITH CLERKS NEW EMAIL ADDRESS
- **DATA PROTECTION** UPDATED TO SAY THAT THE INFORMATION COMMISSIONER IS ADVISED THAT THE PARISH COUNCIL HOLDS PERSONAL DATA
- **HOME WORKING** NO CHANGE

108. PROPOSED BY COUNCILLOR REYNOLDS TO REPLACE THE LITTER BIN AT THE A16 WAR MEMORIAL:

- **GLASDON JUBILEE 110 LITRE BIN £492.04 PLUS VAT (FREE P&P)**
- **THE BIN SHOP GFC SQUARE 84 LITRE BIN £459.99 PLUS VAT PLUS £19.50 P&P**
- **NBB RECYCLED FURNITURE COPPERFIELD 90 LITRE BIN £385 PLUS VAT PLUS P&P (POSTAGE PRICE NOT LISTED)**

109. PROPOSED BY COUNCILLOR REYNOLDS TO PURCHASE 5 BAGS OF BLACK SLATE FOR THE CENOTAPH AT THE WAR MEMORIAL - £20 FOR 5 BAGS

110. TO CONSIDER INSTALLING TEN LARGE ROCKS AT THE WAR MEMORIAL INSTEAD OF FENCE POSTS AS ORIGINALLY AGREED. THE GROUND IS NOT SOFT ENOUGH FOR POSTS AND ROCKS ARE THE NEXT BEST OPTION. HIGHWAYS HAVE APPROVED THIS ON THE BASIS THAT THE ROCKS ARE LARGE ENOUGH TO BE SEEN BY DRIVERS AND THAT THEY ARE PAINTED WHITE FOR EXTRA VISIBILITY:

- **10x LARGE ROCKS @ £50 EACH TOTAL £500 (PREVIOUS COST AGREED FOR POSTS WAS £1000 SO THIS IS A CHEAPER OPTION)**

**111. TO CONSIDER ADOPTING THE BIODIVERSITY PLAN FOR
HOLTON LE CLAY – PREVIOUSLY CIRCULATED TO
COUNCILLORS:**

112. FINANCIAL MATTERS:

October 2023 Payments

GENERAL		Invoice	
	Payee		
DD	BRITISH GAS	ELECTRICITY VILLAGE HALL	£293.00
DD	BRITISH GAS	GAS - VILLAGE HALL	£58.39
DD	BRITISH GAS	ELECTRICITY - DEFIBRILLATOR	£27.39
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	AMENITY GRASS/JPF/8 ACRES	£697.92
DD	PWLB	PUBLIC WORKS LOAN	£4,604.31
DD	UNITY TUST BANK	SERVICE CHARGES	£28.50
BACS	SIGNS EXPRESS	DISCLAIMER SIGNS	£121.20
BACS	ABATIS	BULKHEADS/SIGNS	£378.00
BACS	GLC MOWERS	STRIMMER SERVICE AND OIL CHANGE	£91.99
BACS	MJ ELECTRICAL	SUPPLY AND FIT EXIT SIGN	£96.00
BACS	D GIBBS	BUS SHELTERS CLEANED	£60.00
BACS	MJ ELECTRICAL	REPLACE CONSUMER UNIT	£144.00
BACS	VIKING	INK CARTRIDGES	£39.49
			£9,529.07
CREDIT CARD PAYMENTS			
	CLOUDNEXT	CLLR EMAIL	£17.98
	GIFF GAFF	MOBILE PHONE TOP-UP	£12.00
	AMAZON	MEMORY STICK	£15.91
			£45.89

113. FINANCE REPORT:

HOLTON LE CLAY PARISH
COUNCIL

FINANCIAL REPORT as at

29/09/2023

CASH BOOK

Balance Brought forward	29/09/2023		
General Account			47,908.88
Burial Account			<u>3,911.53</u>
			51,820.41
Add - Income			
General Receipts		41,914.37	
Burial Receipts		<u>840.00</u>	
		42,754.37	
			<u>94,574.78</u>
Less - Expenditure			
General Payments		7,453.14	
Burial Payments		<u>0.00</u>	
			<u>7,453.14</u>
Balance Carried Forward	29/09/2023		<u><u>87,121.64</u></u>

BANK BALANCES as at**29/09/2023**

General Account per Statement		82,370.11	
less - Outstanding Cheques		<u>0.00</u>	
plus - Receipts not cleared			82,370.11
Burial Account per Statement		4,751.53	
plus - receipts not cleared		0.00	
less - Outstanding Cheques		<u> </u>	
			<u>4,751.53</u>
			<u>7,157.55</u>
TOTAL COUNCIL FUNDS AS AT			<u><u>87,121.64</u></u>

ALLOCATION OF FUNDS -

TOTAL FUNDS, PER ABOVE		87,121.64
RESERVES		
Parish Council Minimum Reserve	13,000.00	
Junior Playing Field New Equipment	24.04	
Village Improvement Reserve	6,363.64	
muga renovation	12,207.51	
		31,595.19
Burial Account Bank Balance (upkeep of Cemetery)		<u>4,751.53</u>
		36,346.72
PRECEPT RECEIVED IN ADVANCE (see below)		
6 months		<u>36,213.50</u>
		<u>72,560.22</u>
*APPROX FUNDS AVAILABLE as at	29/09/2023	<u>14,561.42</u>

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**

114. 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:

115. STAFFING MATTERS

116. DATE AND TIME OF NEXT MEETING: MONDAY 27th NOVEMBER 2023 AT 7.15PM