

**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 27<sup>th</sup> NOVEMBER 2023 AT  
7.15pm**

**Present:**

**Councillor Mik Boon (Chairman)  
Councillor Teresa Dodge  
Councillor Anne Wheeler  
Councillor Paul Rowntree  
Councillor Helen Reynolds (Vice Chair)  
Councillor Chris Lyons  
Councillor David Springett**

**Councillor Terry Aldridge – East Lindsey District Council**

**One member of the public**

***Public forum opened at 7.15pm***

One member of the public wished to draw the parish council's attention to the levels of pollution that will arise from the increased amount of traffic on Louth Road/Toll Bar once the new housing development is complete. He believes there are inaccuracies in the pollution figures provided by North East Lincolnshire Council. A resident action group has been formed in New Waltham and they have been monitoring pollution levels and traffic numbers and they apparently differ greatly from those given by NELC. The group intends to stage a demonstration at Grimsby Town Hall in the coming weeks. The group is hoping to gain financial support from parish councils and district councillors to fund an official pollution monitor of its own in order to prove that the official figures are false.

***The public forum closed at 7.40 pm***

**The meeting opened at 7.45 pm**

**117. CHAIRMANS WELCOME:**

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

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

Apologies were received and accepted from Councillor Starr and Councillor Warrener.

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

Councillor Reynolds and Councillor Dodge declared interests as members of MERC.

**120. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 16<sup>th</sup> OCTOBER 2023 AND TO APPROVE THE CONFIDENTIAL MINUTES OF 16<sup>th</sup> OCTOBER 2023:**

The minutes of the full council meeting held on 16<sup>th</sup> October 2023 and the confidential minutes of the full council meeting held on 16<sup>th</sup> October 2023 were accepted and approved as a true record.

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

The Village Hall continues to be busy and well used. The committee organised a Pebble Hunt for October half term which proved very popular with children and parents. Councillor Rowntree donated the prizes.

The last Quiz Night was not as well attended as usual but it is thought that this was because it coincided with Bonfire Night celebrations.

The Remembrance Day lunch was well received again this year although the numbers of attendees are starting to reduce each year.

The Christmas Market went ahead despite a power cut an hour before the event.

The next Quiz Night will be held on 27<sup>th</sup> January 2024.

The next afternoon tea will be a special Christmas event and Father Christmas will be there handing out gifts.

**122. TO RECEIVE AN UPDATE FROM DISTRICT COUNCILLORS:**

Councillor Aldridge provided the following updates:

- A reminder to parish councils to complete their sustainability scoresheet as part of the planning policy framework. Holton Le Clay has already completed the paperwork for this.

- Councillor Aldridge has raised the issue of the A16 Toll Bar application at ELDC and the concern that there has been no objection from the planning department despite the impact of the plan on Holton le Clay and the surrounding villages.
- Lindsey Marsh Drainage Board is aiming to take over all drainage channels that are currently looked after by the Environment Agency.
- Devolution. The proposed devolution agreement between the government and the local authorities of Lincolnshire County Council, North East Lincolnshire Council and North Lincolnshire Council has been announced and it is looking likely that it will be accepted.

**123. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR:**

County Councillor not present.

**124. MATTERS OUTSTANDING – REPORT CIRCULATED TO COUNCILLORS:**

The Outstanding Matters Report was acknowledged by 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.**

There were no objections to this planning application.

**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.**

There were no objections or comments on this application.

**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

This item was

**Deferred** in order that the clerk can try to ascertain whether the parish gardens are actually consecrated cemetery land. It is thought that the ground may have been consecrated many years ago and if it was, it may eliminate the need to apply for 'change of use' through the planning department. The clerk was also asked to research whether the cemetery can be closed to new purchases of burial plots and restrict plots to ashes only.

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

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

It was

**AGREED** to request that the roads on the new development are named after spring flowers such as Dandelion, Daffodil, Narcissus, Crocus, Tulip, Hyacinth, Snowdrop, Muscat and Bluebell.

**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)**

It was

**Resolved:** to offer the weed spraying contract for the coming year to Company B.

One abstention

**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:**

<b>YEAR ONE</b>	<b>YEAR TWO</b>	<b>YEAR THREE</b>
<b>£7,700</b>	<b>£8085 (5% INCREASE)</b>	<b>£8489 (5% INCREASE)</b>

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

It was

**Resolved:** to offer a one-year contract for cemetery maintenance to Olden Thymes Ltd.

**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:**

It was

**Resolved:** to renew the gas supply contract for the village hall with British Gas for 12 months at £3656 per year.

**\*Amendment to minutes – the price quoted from British Gas was incorrect. New prices will need to be obtained for the December meeting for resolution. This was an error by the clerk\***

### **131. FINANCIAL MATTERS:**

#### November 2023 Payments

GENERAL	Payee	Invoice	
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

The financial matters were accepted for payment retrospectively.

## 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	<u>1,499.86</u>	
	3,055.75	
		<u>90,177.39</u>
 Less - Expenditure		
General		
Payments	9,766.76	
Burial		
Payments	<u>0.00</u>	
		<u>9,766.76</u>
 <b>Balance Carried Forward</b>	<b>31/10/2023</b>	<b><u><u>80,410.63</u></u></b>

#### BANK BALANCES as at

31/10/2023

General Account per Statement	74,159.24	
less - Outstanding		
Cheques	<u>0.00</u>	
plus - Receipts not cleared		74,159.24
 Burial Account per		
Statement	6,251.39	
plus - receipts not cleared	0.00	
less - Outstanding		
Cheques	<u>0.00</u>	
		<u>6,251.39</u>
		7,157.55
 <b>TOTAL COUNCIL FUNDS AS AT</b>		<b><u><u>80,410.63</u></u></b>

#### 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)		<u>6,251.39</u>
		37,745.58
PRECEPT RECEIVED IN ADVANCE (see below)		
5 months		
		<u>30,177.91</u>
		67,923.49
<b>*APPROX FUNDS AVAILABLE as at</b>	<b>31/10/2023</b>	<b><u>12,487.14</u></b>

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

The Finance Report was accepted as a true record of the councils finances.

**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 18<sup>th</sup> DECEMBER 2023 AT 7.15PM**