

Holbeach Parish Council

The Annual General Meeting of Holbeach Parish Council was held on Monday 12 May 2014 at Methodist Church Meeting Room, Albert Walk, Holbeach commencing at 7pm

Note: It being the Annual Meeting with no elected Chairman there was no Open Forum preceding this meeting.

Present:

As per the register

Two members of the public were in attendance together with the Press, [REDACTED] and the Police, PCSO [REDACTED] and PC [REDACTED].

Councillor Terry Harrington thanked Members and staff for their support during the previous year.

1. Appointment of Chairman for ensuing year:

Councillor John Spencer was duly elected as Chairman for the ensuing year and signed the relevant declaration of office. **Agreed**

2. Appointment of Vice-Chairman:

Councillor Isobel Hutchinson was duly elected as Vice-Chairman. **Agreed**

3. Apologies:

Councillor Peter Savory, Councillor Paul Gunn, and County Councillor Nick Worth sent their apologies

4. Appointment of Chairman of the following Committees:

Agreed: The following appointments were made by unanimous decision:

(a) Cemeteries and Closed Churchyard and Deputy:

Chairman: Councillor Jenny Worth and Deputy Councillor Mark Smith

(b) Cemetery Chapels and Conservation:

Councillor Jenny Worth

(c) Parks and Playing Fields and Deputy:

Chairman: Councillor Paul Foyster and Deputy Councillor Terry Harrington

(d) Allotments:

Chairman: Councillor Graham Rudkin and Deputy Councillor Carol Rudkin

(e) Property:

Chairman: Councillor Isobel Hutchinson

(f) Planning and Deputy:

Chairman: Councillor Maureen Male and Deputy Councillor Arthur Male

(g) Holbeach Bank Playing Field:

Councillor Jayne Cornwell

(h) Finance:

Chairman: Councillor Paul Brighton

(i) Finance Working Party

Elected Chairs of all Committees

5. Declarations of interest:

As follows:

Councillor Graham Rudkin – Holbeach in Bloom and Allotments

Councillor Carol Rudkin – Holbeach in Bloom and Allotments

6. Police Matters and County Matters:

PCSO [REDACTED] informed Members that there had been a spate of rural thefts from sheds, and large garden ornaments, mowers etc. as reported in the press. The Police had some success in solving and were still working on this problem. She also reported on some anti-social behaviour at the Battlefields Lane allotments, and all tenants had been given crime prevention packs and signs.

PCSO [REDACTED] introduced PC [REDACTED] to the meeting.

The Police left the meeting.

The Clerk reported a letter regarding Skinners Chase not being resurfaced or made up after being taken on by Lincolnshire County Council.

In the absence of County Councillor Nick Worth the Clerk suggested that this item be place on the next agenda. **Agreed.**

Councillor Martin Howard informed Members that following on from the meeting with the Highways Department, he was pursuing the matter of on street Parking. To date he had had received no response from either the District or County Councils, but was still working on this problem.

The Chairman left the meeting due to personal reasons and the Vice Chairman took over the meeting.

7. Minutes of the previous meeting.

The minutes of the previous meeting held on 14 April 2014 as circulated were approved and signed by the Vice Chairman as a true and accurate record.

8. Highway Matters:

- (a) The Clerk advised the meeting that the Parish Council had been advised of a road closure at Hurdletree Bank (in vicinity of Hurdletree Farm) on 20th and 21st May for essential maintenance by Anglian Water.

(b) Councillor Martin Howard informed Members that the sign stating 'not suitable for HGV's' that was originally situated in Battlefields Lane has now been deemed not necessary following a new survey. A survey was not requested, only reinstatement and he proposed that the Clerk contact LCC Highways to request that the sign be reinstated. **Agreed.**

9. Allotments

- (a) Councillor Graham Rudkin reported that 60% of allotment rents had been paid and that reminders for the others had been sent out. All 22 of the Garden Allotments had now been let. There was only one vacant allotment, that being number 25 at Northon's Lane.

Councillor Rudkin reminded Members that the annual allotment inspection was becoming due and offered some suitable dates.

Councillor Terry Harrington proposed that the dates of 10th or 11th June were more appropriate, because the growing season, they would be in full growth. Members should contact the Clerk to express their preference if they wished to attend. **Agreed.**

- (b) The Clerk informed Members that the small piece of land bordering the entrance to Bass's site had now been registered as Parish Council owned, and the Crown's solicitors were drawing up an agreement which will then enable the Council to relinquish the Crown allotments at Holbeach Bank.

- (c) The Clerk reported to Members that a letter had been received from a tenant (circulated and **Annexed**) requesting that the proposed increase in rent be reduced and spread over a longer period of time rather than a single increase.

The Clerk informed Members that this increase had been agreed at a full Council meeting in February and that the decision could not be amended for six months and also that if a smaller increase was agreed then, it would require a further twelve months' notice to implement and no further increase would be allowed for another three years.

Councillor Isobel Hutchinson proposed that that the proposed increase must stand. **Agreed.**

10. Carters Park

(a) In the absence of the Chairman, the Clerk informed Members that planning permission for the new fencing around Carters Park had been applied for.

(a)The Vice Chairman reported that approximately three tons of topsoil was required to repair the area where the roundabout had been removed, at a cost of £45 per ton and informed Members that as the University Academy had a surplus, would it be prudent to approach them to enquire if the Parish Council could have some.

Councillors Jenny Worth and Jayne Cornwell declared an interest

Councillor Harrington proposed that the Clerk approach the Academy to enquire of the possibility, but to order some at the agreed price if not a possibility. **Agreed.**

(b)The Clerk advised Members of the Meeting that was held within Carters Park and the agreed possible site for some skateboard equipment.

He informed the meeting that he had received correspondence from County Councillor Nick Worth stating that he was awaiting some realistic ideas and costing from the young people / skate park company, before he would bring anything to the Parish Council for approval. Councillor Harrington proposed that this item be placed on the next agenda. **Agreed**

11.Stukeley Grounds

The Clerk advised that some remedial work was planned to take place during the forthcoming half term.

12. Parish Playing Field:

The Clerk reported that the re-marking of the football pitch was in place in preparation for the winter months and the installation of the agreed extra waste bin had been applied for.

13. Cemeteries- Park Road and Hallgate

(a) Councillor Jenny Worth gave a verbal report to the meeting and advised that there was an issue of damage/vandalism to some of the older gravestones within Park Road Cemetery near the Edinburgh Walk side being pushed over and asked for the Clerk to advise the Police of the issue. **Agreed.**

Councillor Worth advised Members that she had met with [REDACTED], at Hallgate Cemetery to discuss his request to plant a tree there in memory of his late wife, she proposed an appropriate site. **Agreed**

Councillor Worth informed Members that the agreed draft lease for the Cemetery Chapels was being drawn up by the Parish Councils solicitors.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

[REDACTED]

[REDACTED]

14. Closed Churchyard:

(a) Councillor Worth gave a verbal report, and thanked Councillors Graham and Carol Rudkin for the work they had put in and complimented them on the appearance of the Churchyard.

(b) Councillor Graham Rudkin informed Members that he had received a request from [REDACTED] for the possibility of the erection of a Christmas tree to enable a Christmas service. Councillor Terry Harrington stated that there was a 'sleeve, with a cap on' originally in place and volunteered to investigate and proposed that Councillor Worth meet with the Vicar to establish her request and clarify the situation. **Agreed**

15. Holbeach Bank Playing Field:

Nothing to report from Holbeach Bank Playing Field Chairman

16. Planning Applications:

Councillor Maureen Male reported that the amended system was working much better and thanked Members for their responses.

Councillor Maureen Male commented on the letter received regarding the proposed housing development for Hallgate and Fen Road and proposed a public meeting for the community. **Agreed.** The Clerk to arrange a suitable venue for the meeting to be held in the week commencing 2nd June 2014.

17. Property

Councillor Isobel Hutchinson's report. **Annexed.**

18. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment as per **Annexed. All Agreed.**

(b) The Clerk informed Members that a request had been made by 'Holbeach in Bloom' for the Parish Council to apply for a licence to erect hanging baskets from lamp posts within the town on their behalf, as this can only be applied for by the Parish Council and not themselves, they would reimburse the cost of the licence. **Agreed.**

(c) The Clerk reported to Members, that they had all received a copy of the internal auditors report, the Audit report and full set of accounts for the financial year 2013 -

14 and asked as there had not been any queries to seek their approval and authority for them to be signed by the vice chairman as a true and accurate account. **Agreed.**

(d)The Clerk reported on Council's finances as follows:

HOLBEACH PARISH COUNCIL

2014-15

BANK RECONCILIATION AS AT 30 APRIL 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	2097.85	
LESS UNPRESENTED CHEQUES	<u>1193.71</u>	*
	904.14	
TRACKER ACCOUNT 90321444	5414.25	
TRACKER ACCOUNT 10257125	3005.16	
BUSINESS SAVER 90915394	249912.76	
TREASURY STOCK	300.00	
COIF	<u>50.00</u>	
	259586.31	LINE 8
CASH BOOK		
BALANCE BROUGHT FORWARD	82726.02	
ADD RECEIPTS	<u>196660.67</u>	
	279386.69	LINE 8
LESS PAYMENTS	<u>19800.38</u>	
	259586.31	

***UNPRESENTED CHEQUES**

85	25.00	
114	282.00	
115	25.00	
134	36.64	
139	324.00	
141	376.09	
156	78.00	
157	<u>46.98</u>	
total	1193.71	*

19. Localism Act 2011

No issues to report

20. Staffing Matters:

Proposed to be taken "In Committee". **Agreed**

21. Grants and Contributions-

(a) Holbeach St. Marks PCC – request for grant

Agreed: A grant of £100 to be paid towards the upkeep of their churchyard.

(d) Holbeach & District Community Association- request for grant towards new benches.

Agreed: a grant of £94 +VAT towards the purchase of a new bench (50%of cost)

2. Flood Warning/Risk/Emergency Plan.

Councillor Martin Howard reported to Members that he had been asked to complete a sizeable document to bring to the Parish Council, which would cover all aspects of emergency i.e. fire/accident/flood etc. and he stated that he was willing to do this, but asked for volunteers to form a committee to complete the task.

Councillor Harrington proposed that this plan cover the whole of the Parish. **Agreed.**

Councillor Isobel Hutchinson proposed that at least one Member from each ward volunteer to be on this committee. **Agreed.**

Councillors Jayne Cornwell, Joan Woolard and Paul Brighton volunteered to assist Councillor Howard. **Agreed.**

23. Any other business by leave of Chairman:

The Clerk informed Members that Councillor Peter Savory had requested an item be discussed regarding the Food Festival to be held in Stukeley Grounds during June, to which a stall had been offered to help showcase the allotments. Councillor Graham Rudkin informed Members that he was aware of this but unfortunately was unable to attend. Clerk to get information from County Councillor Nick Worth and pass on to all Members. **Agreed**

Councillor Graham Rudkin informed Members that the Town sign from the Beacon area had been repainted and he was in the process of re-erecting it.

24. Confirm date and venue of next Parish Council Meeting.

June 9th 2014 at Holbeach St Johns Village Hall

25 .Agenda Items for next Meeting

The meeting ended and closed at approximately 8.10 p.m.

It was then resolved that the Parish Council go "Into Committee".

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 14 July 2014 at The Reading Room, Church Street, Holbeach, commencing at 7.12 p.m. following the Open Forum

Present:

Councillors John Spencer (Chairman), Councillor Paul Brighton, Councillor Terry Harrington. Councillor Paul Foyster. Councillor Kathy Rooke. Councillor Mark Smith., Councillor Carol Rudkin. Councillor Graham Rudkin. Councillor David Hudson, Councillor Jenny Worth, Councillor Martin Howard, Councillor Paul Gunn, Councillor Joan Woolard and the Clerk.

Two members of the public, County Councillor Nick Worth, and PCSO [REDACTED], from the Police.

1. Apologies:

(a) Councillor Arthur Male. Councillor Maureen Male, Councillor Isobel Hutchinson and Councillor Peter Savory offered their apologies

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 9th June 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Police and County matters:

(a) Police matters: PCSO [REDACTED] stated that she had nothing to report.

(b) County Matters: County Councillor Nick Worth informed the meeting that RAF Holbeach was extending its hours up to 11pm to allow practise and exercises by helicopters in that area.

Councillor Martin Howard informed the meeting that holes in the pavement along Battlefields Lane were due to be repaired and asked County Councillor Nick Worth if he could pursue the work.

5. Highway Matters:

(a) Road Closures: The Clerk informed Members that Woodhouse Lane, Holbeach and St.Marks Road, Holbeach St. Matthews would be closed from 29/7/14 to 8/8/14 for essential maintenance work on carriageway and also that Church Street, in the vicinity of Lefley's site would be partially closed with one way traffic, controlled by traffic lights to allow

the forming of site entrance and sewer connection and would come into effect from 2/7/14 for approx. seven weeks.

(b) Highway Verge- North Parade: The Clerk informed Members that he had received notice from LCC (circulated) that a small piece of land along North Parade, with disputed ownership had now been taken over by them as a highway verge and that the vegetation and bushes would be removed in September.

(c) Boston Road Car Park /Fun Fair: Councillor David Hudson informed Members that, as mentioned at the June meeting, he had received complaints from business people within Holbeach, that the Fun Fair had created a severe lack of available parking within the town while it was in progress.

Councillor Carol Rudkin commented that this also caused the closure of the path from Tesco's to Park Road and they had also driven their vehicles over the flower gardens created within the car park. She informed Members that she had complained to [REDACTED] at SHDC.

Councillor Terry Harrington proposed that the Council write to SHDC to lodge complaints about the lack of parking during the time the Fun Fair is within the car park and ask for it to be located elsewhere. **Agreed.**

6. Allotments:

(a) Councillor Graham Rudkin reported that all allotment rents had been collected and that four tenants on the small garden allotments within Battlefields Lane had been given notice for failure to maintain the plots. Work had been carried out to remedy the state of these plots.

(b) Councillor Rudkin reported that the Allotment Inspection had taken place on 10th June (Copy previously circulated and **Annexed**), overall the standard was very good and much improved since last year, the only problem being the four garden allotments mentioned previously.

7. Carters Park:

(a) Councillor Paul Foyster reported that the Park was looking very good.

(b) Councillor Foyster stated that he had received a request from Transported Arts to place a banner on the park perimeter hedge/fence to advertise events in the town from July 15th to 2nd August. **Agreed.**

(c) Councillor Foyster stated that he had received a request from the Holy Trinity Church to hold a garden fete on either Saturday 30th August or 6th September. **Agreed** providing they produce the required insurance.

(d) Councillor Foyster informed Members that the response from the planning officer in respect of the proposed new fencing for Carters Park had been that they would prefer the colour to be green powder coated rather than plain galvanised. This would result in an extra £2100 to the cost. Councillor Terry Harrington proposed that the Parish Council proceed with the green coloured fencing as the Clerk confirmed monies were in estimate. **Agreed**

(e) Councillor Foyster stated that he had received a request from Holbeach FC 'A' team to use the Cricket Pavilion for changing, while playing on the School playing field, he could not see a problem with this if the normal football club changing rooms were in use at the same time, and providing it was not used during the summer months, as they should remain available for a Cricket Club, should one be formed. **Agreed**

8. Stukeley Grounds and Parish Playing Field:

Councillor Foyster stated that he had received a request from Holbeach Football Club to use the Parish Playing Field for 2 or 3 pre-season matches as per previous years as from 16th July. **Agreed**. He informed Members that he had received a similar request to use the Parish Playing Field from Holbeach Bank Football Club. **Agreed**.

Councillor Carol Rudkin stated that she had received a request from the Headmaster of William Stukeley Primary School to have the hedge cut down in the car park and proposed that it be done before the end of the school holidays. **Agreed**

9. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that she had nothing to report regarding Park Road Cemetery. With regard to Hallgate Cemetery she reported that the dyke had been cleared out very well and that a letter had been sent to the contractor thanking him.

Councillor Worth reported that she had a meeting planned with [REDACTED], of SHDC on 24th July to get advice on the planting of new trees. The meeting would start at Hallgate cemetery at 10am and they would go around all the sites and Members were welcome to join the meeting.

(b) The Burial grants and inscription requests were duly signed as approved as follows:

[REDACTED]

(c) Review Cemetery Fees: Members reviewed a bench marking sheet to compare Holbeach Parish Council fees to those of Moulton, Spalding and Whaplode. **Annexed** Councillor Jenny Worth proposed that the fee we charge for a headstone for a child should be cancelled to fall in line with the others, as we are the only Parish Council to charge a fee, while other fees to remain the same. **Agreed**.

10. Closed Churchyard:

Councillor Jenny Worth reported that she had only one item on this topic and proposed to take it 'In Committee' **Agreed**.

11. Holbeach Bank Playing Field:

(a) In the absence of Councillor Jayne Cornwell there was nothing to report.

(b) Anglian Water Bill- Councillor Paul Brighton informed Members that an invoice had been received for £590 for water used during last 3 months, opposed to the normal £40. This was the result of a water pipe leak. Councillor Brighton explained that following from when they took over the lease of the playing field last year, they were responsible and the Parish Council would normally re-charge the full amount to them, but he proposed that in this instance the Parish Council only re-charge 50%. **Agreed**.

Councillor Graham Rudkin informed Members that on a visit to Holbeach Bank, she had noticed that the playing field hedge had been partially cut and the debris had been left

behind and proposed that the Clerk contact Councillor Jayne Cornwell to find out who was responsible and to get them to rectify the situation. **Agreed.**

12. Planning Applications:

Councillor Maureen Male had informed that Clerk that all current applications were up to date and the Parish Councils response to the Hallgate/Fen Road development had been sent to SHDC.

Councillor Martin Howard proposed that a letter of concern be written to both the Local MP and local government to request more funding for the local infrastructure, as although not a requirement for planning permission, he felt that LCC would not be able to afford it during the current climate and not taking the infrastructure into account when making planning decisions was ludicrous. **Agreed.**

13. Property:

In Councillor Isobel Hutchinson's absence there was nothing to report.

14. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £16306 was circulated. **Annexed**

An invoice for £82 for two waterproof jackets was questioned as expensive. Councillor Paul Foyster proposed that the schedule should be accepted, but look for better prices in the future. **Agreed**

(b) The Clerk reported on Council's finances as follows:

Bank Reconciliation as at 30 June 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	2803.20	
LESS UNPRESENTED CHEQUES	2846.26	*
	<hr/>	
	-43.06	
TRACKER ACCOUNT 90321444	5414.92	
TRACKER ACCOUNT 10257125	3005.53	
BUSINESS SAVER 90915394	219034.28	
TREASURY STOCK	300.00	
COIF	50.00	
	<hr/>	
	227761.67	LINE 8

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	<hr/>
	202788.39

	285514.41	LINE 8
LESS PAYMENTS	<u>57752.74</u>	
	227761.67	

***UNPRESENTED CHEQUES**

85	25.00
156	78.00
248	2358.00
273	25.00
275	20.00
278	100.00
298	5.00
300	<u>235.26</u>
total	2846.26 *

(c) Councillor Brighton reported that an External Auditors certificate had been received for the year 2013-14, with two minor recommendations. **Annexed.**

They stated 1. 'The Financial Regulations do not contain a check to ensure that the Council follow PAYE regulations. 2. The Financial Regulations should also include a check that expenditure is legal and is within the power of the Council to undertake. The Council should update them to contain these necessary regulations'.

(d) Financial Regulations: The Clerk reported that following the External Auditors comments, the recommendations had been made to the Financial Regulations as per sections N5 and G7 (Circulated) and sought Members approval for the Chairman to sign. Proposed and **Agreed.** The Chairman signed the new Financial Regulations.

15. Localism Act 2011:

The Clerk had nothing to report

16. Staffing: Resolve to go 'In Committee'- **Agreed.**

17. Grants and Contributions:

(a) Request from Holbeach In Bloom- **(Annexed)**

The Clerk informed Members of the request for the annual grant towards the costs for Holbeach in Bloom and was in receipt of their statement of accounts (**Annexed** and circulated). Proposed £1000 as per precept and previous years. **Agreed.**

(b) Request from Holbeach Hurn St Luke's PCC- **Annexed.**

The Clerk informed Members of the request for the annual grant towards the costs of maintaining the churchyard. Proposed £150, as per precept and previous years. **Agreed.**

18. Best Kept Village Competition: The Clerk informed Members that the initial first round judging had been completed and the reports had been circulated. All the town/villages had gone through to the second round with the exception of Holbeach Bank. The scores were :

Holbeach Hurn 90% - Holbeach St Johns 90% -Holbeach Bank 77%
Holbeach St Marks 85% - Holbeach Town 92%.

Councillor Paul Brighton informed Members that he had placed all the scoring sheets on the Parish Councils website.

Councillor Carol Rudkin stated that she hoped everyone could work together to improve the results and commented that the locks on the toilets in Carters Park were missing, Stukeley Grounds needed work, the Bus Shelter needed scrubbing, and the bus shelter at Wignals Gate needed strimming and sweeping.

Councillor Rudkin asked Members to thank Councillor Martin Howard for the donation of the new notice board, which had been erected on the Market Hill. **Agreed.**

19. Statement relating to Holbeach and the Dementia Support Group- LPPG Outreach 'Here 4 U'

Councillor Joan Woolard informed Members that the Dementia Support Group had been started around two years previously with about six carers attending, it now had over 70 members, and was going from strength to strength. Councillor Woolard explained how someone with dementia was a disabled person.

Councillor Woolard invited Members to a Seminar on the subject, to be held at the Holbeach Academy on Tuesday 22nd July at 10 am or to come along to a normal meeting at the WI Hall, on either the second or last Monday in each month. Councillor Woolard distributed a leaflet outlining the groups work to all Members.

20. Any other Business by leave of the Chairman:

The Clerk clarified an E-mail that he had forwarded on to Members regarding the Spalding Magistrates Court consultation. The Clerk explained that to make comments on the online survey was complicated and would be e-mailing Members with a step by step guide to help to make a comment easier.

21. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

22. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 11th August 2014 at the Village Hall, Holbeach Hurn .

**The meeting ended and closed at approximately 8.10 p.m.
It was then resolved that the Parish Council go "Into Committee"**

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 11 August 2014 at Holbeach Hurn Village Hurn, commencing at 7.05 p.m following the Open Forum.

Present:

Councillors John Spencer (Chairman), Councillor Isobel Hutchinson, Councillor Paul Brighton, Councillor Terry Harrington. Councillor Paul Foyster, Councillor Mark Smith., Councillor Carol Rudkin, Councillor Graham Rudkin., Councillor Jenny Worth, Councillor Paul Gunn, Councillor Arthur Male, Councillor Maureen Male, the Clerk and Deputy Clerk. One member of the public, and PCSOs [REDACTED] and [REDACTED], from the Police and [REDACTED] of the Press.

1. Apologies:

Councillor Peter Savory, Councillor Kathy Rooke, Councillor David Hudson, Councillor Martin Howard, and Councillor Joan Woolard offered their apologies

County Councillor Nick Worth also offered his apologies.

The Chairman informed Members that with regret, he had received the resignation from the Parish Council of Jayne Cornwell.

Councillor Terry Harrington proposed that a letter be written to her, accepting her resignation and the Councils sincere thanks for the work she has done in the past.

Seconded by Councillor Arthur Male. **All Agreed**

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 14th July 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record after the alteration of name from Carol Rudkin to Graham Rudkin on item 11, section (b). Proposed by Councillor Terry Harrington and seconded by Councillor Jenny Worth.

4. Police and County matters:

(a) Police matters: PCSO [REDACTED] stated that they were still being vigilant on speeding issues within the area; she also stated that some good results had been obtained using evidence from the current CCTV system, identifying the person responsible for damaging the plants on the Market Hill and an ASBO issue on Fleet Street. Members had no issues.

The Police left the meeting.

(b) County Matters: In the absence of County Councillor Nick Worth, the Chairman asked Members if they had any issues for the Clerk to pass on.

Councillor Terry Harrington asked that the situation regarding the Library be included on the next agenda, so that County Councillor Worth could update Members on the situation.

Agreed

5. Highway Matters:

(a) Road Closures: The Clerk informed Members that The Tenters, Holbeach, would be closed from 18/8/14 to 21/8/14 for essential maintenance work by National Grid and also that Hurdletree Bank, in the vicinity of Hurdletree Bank Farm, would be closed for essential maintenance work from 1/9/14 to 10/9/14

Councillor Isobel Hutchinson reported that the signpost situated on the Boston Road car park had become twisted and requested that the matter be reported to the relevant authority (SHDC). **Agreed.** Councillor Graham Rudkin reported that the signpost on Market Hill also needed attention and requested the matter reported to the relevant authority (LCC).

Agreed.

Councillor Jenny Worth reported that the signpost at the T-Junction between Holbeach St Marks and Holbeach St Matthews was in the hedge and also all the signs in the general area needed cleaning and requested the matters to be reported (LCC). **Agreed.**

6. Allotments:

(a) Councillor Graham Rudkin reported that all the plots at Norton's Lane had now been let and that five Garden plots remained at the Battlefield's Lane site. The fencing at this site had been completed, along with the spraying of the dyke and the overgrown plots. Councillor Rudkin concluded by stating that the clearing of the site entrance to Callow's was in hand for the beginning of September, after the nesting season had ended.

7. Carters Park:

(a) Councillor Paul Foyster reported that he had only one issue, regarding Park Security and proposed to take this item 'In Committee' - **Agreed**

(b) The Clerk reported that he had obtained six quotes for the supply of the Palisade fencing:

[REDACTED] - £10773
[REDACTED] - £8395
[REDACTED] - £7490
[REDACTED]
[REDACTED]
[REDACTED]

The Clerk stated that all of these firms required payment upon confirmation of order.

Councillor Paul Brighton asked if the companies' reputations were known; the Clerk reported that [REDACTED] and [REDACTED] were sister companies and the major manufacturers in this industry.

Councillor Terry Harrington asked if the quotes were within the amount allocated in the Budget, the Clerk replied that £7500 had been the figure put in.

Councillor Jenny Worth enquired, as this was supply only, what the cost in man-hours and could the staff accommodate this work. The Clerk responded by stating that the Park Keeper was willing to undertake this work, but we must take into consideration the extra workload.

Councillor Isobel Hutchinson enquired if there was sufficient secure storage for the material when it was delivered until installation. The Clerk advised that sufficient secure space could be found according to the Park Keeper.

Councillor Paul Foyster suggested that overtime could be a helpful proposition, by re-directing minor duties to other staff.

Councillor Graham Rudkin volunteered to assist the Park Keeper with the erection of the fence during the winter months.

Councillor Isobel Hutchinson proposed that providing the Park Keeper is happy with taking this project on, we go with the lowest quote from [REDACTED] and that the order be placed within the following week. Councillor Graham Rudkin seconded the proposal. **Agreed.**

Councillor Jenny Worth proposed that if extra work was necessary then overtime would be considered. **Agreed.**

8. Stukeley Grounds and Parish Playing Field:

Councillor Foyster stated that the Clerk had visited Stukeley Grounds with Councillor Carol Rudkin the previous week and produced a list of work to be completed. Some of these issues would be completed before the end of the school holidays. There was a problem with Japanese Knotweed, which is no longer notifiable, but there are restrictions on how to deal with it. The Park Keeper has the problem in hand with a spraying regime. Councillor Foyster had no issues with the Parish Playing Field

9. Park Road and Hallgate Cemeteries including Cemetery Chapels:

(a) Councillor Jenny Worth reported that she had attended a meeting with the Bowls Club, along with the Park Keeper and the Clerk and the problem of disposal of their grass cuttings had been resolved amicably, if they could be taken to a composting area upon the Allotments with the agreement of Councillor Graham Rudkin. Councillor Rudkin agreed to this arrangement.

Councillor Worth reported to Members that she had attended a meeting with [REDACTED] of SHDC to inspect the trees at Hallgate Cemetery. Some damage to trees had been caused by rabbits which would require tree guards. **Clerk to investigate the cost of tree guards.** She stated that [REDACTED] had advised on the planting of large trees to mature within 15 years and provided a list of suitable examples, but the costs would be in the region of £50 per tree. **Clerk to check the Budget.**

Councillor Worth informed Members that she had attended a meeting with Heritage Lottery and obtained details to bid for a grant, competition is fierce for funding and an application would go in either end of August or November. The Draft Lease was with Heritage Lincs who are checking the details.

Councillor Worth informed Members that there would be a Heritage Open Day on 13th September, with the theme of WW1, the Academy and Primary Schools would be in attendance.

(b) The Burial grants and inscription requests were duly signed as approved as follows:

[REDACTED]

10. Closed Churchyard:

(a) Councillor Jenny Worth reported that [REDACTED], SHDC was pleased with the tree planting within the Closed Churchyard. The Silver Birch that had been cut down would be replaced like for like in the future.

(b) Offer of Christmas tree. The Clerk reported that an offer had been made to donate a 20 foot high Christmas tree, which would be kept in situ, and then be erected in the Churchyard at the appropriate time if Members agreed. The Chairman proposed that we accept this offer and that a parishioner had already offered help with the transportation of it. Councillor Jenny Worth added that we refer to the Vicar in the first instance. **Agreed**

11. Holbeach Bank Playing Field:

In the absence of Councillor Jayne Cornwell there was nothing to report.

The Election of Chairman for Holbeach Bank Playing Field to be placed on September agenda.

12. Planning Applications:

Councillor Maureen Male informed Members that all current applications were up to date

13. Property:

Councillor Isobel Hutchinson reported that the painting of the rear elevation of Coubro Chambers was expected to start in the near future and that one room still remained vacant in this property.

The building regulations for 4a High Street have been passed and final details are awaited to enable tenders for the work to be sent out, with the possibility of some work to be commenced if budget allows or otherwise to place the figures in next year's estimates.

14. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £13862 was circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Maureen Male. **Agreed.** Councillor Brighton stated that the Parish Council credit card was now being used, as per schedule of payments.

Councillor Brighton asked that the item regarding wages and salaries be taken 'In Committee'- **Agreed**

(b) The Clerk reported on Council's finances as follows:
Bank Reconciliation as at 30 June 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3060.00	
LESS UNPRESENTED CHEQUES	1600.93	*
	<hr/> 1469.07	
TRACKER ACCOUNT 90321444	5414.92	
TRACKER ACCOUNT 10257125	3005.53	
BUSINESS SAVER 90915394	202363.74	
TREASURY STOCK	300.00	
COIF	50.00	
	<hr/> 212593.26	LINE 8

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02	
ADD RECEIPTS	205262.06	
	<hr/> 287988.08	LINE 8
LESS PAYMENTS	75394.82	
	<hr/> 212593.26	

***UNPRESENTED CHEQUES**

85	25.00	
156	78.00	
275	20.00	
311	13.02	
324	27.39	
334	1402.52	
342	35.00	
	<hr/>	
total	1600.93	*

15. CCTV

Councillor Maureen Male informed Members that she understood that we do not have CCTV within the town.

The Clerk advised Members that the old system was still currently being employed but the Parish Council were not contributing towards it at present. He had been advised by County Councillor Nick Worth that he would update members on the current situation regarding the new CCTV system at the September meeting.

Councillor Arthur Male stated that if the new system had been installed already it would have solved a lot of issues, such as the recent break-in at Lloyds Bank, as the response would have been immediate.

CCTV to be placed on September agenda.

16. Speed Indication Devices- Lincolnshire Road Safety Partnership

The Clerk informed Members that an offer (as distributed) had been received from the Lincolnshire Road Safety partnership, where the first 200 Parishes to apply for a 'Speed Indicating Device' would receive 6 Passive signs free of charge, a saving of £48.

The cost for the basic version with no data recording was £1693, or £2038 with the data recording facility. County Councillor Nick Worth has indicated to the Clerk that he would be willing to help with a contribution from his budget if the Parish Council wanted to pursue one which could be used in the Hurn Ward. Councillor Martin Howard had made a similar offer previously in respect of the Town Ward, but was absent from this evenings meeting.

Councillor Paul Brighton proposed that the more expensive one, which could record data be purchased in view of the contributions. **Agreed**

17. Best Kept Village Competition:

The Clerk informed Members that the Town had progressed to the final round of judging in this competition with a score of 132 out of a possible 135 marks. The other villages had not progressed to the final.

Councillor Arthur Male proposed a vote of thanks to all concerned.

18. Localism Act 2011:

The Clerk stated that all members had received a copy of 'The Openness of Local Government Bodies Regulations 2014' which came into force on 6th August and also a copy of 'The Guide on Open and Accountable Local Government'.

These now give the public and press new rights to film and report Council Meetings, including meetings of Committees and Sub-Committees, using digital and social media, and to transmit any recordings widely, adding their own commentary if required afterwards, including on the Internet.

The Regulations also require councils to publish a 'decision record' for certain significant decisions taken by any officers acting under delegated powers.

The new rights regarding filming and recording do not apply where a council moves into closed session to discuss confidential matters.

The Clerk informed Members that a 'Decision Record' had been created and that the Parish Councils Standing Orders would need to be amended in the future.

19. Staffing: Resolve to go 'In Committee'- Agreed.

20. Any other Business by leave of the Chairman:

Councillor Paul Foyster gave Members a brief report on a meeting he attended at Thorney on Tuesday 5th August in reference to wind turbines being placed there. He explained that there could be benefits to parishioners who live in Holbeach Drove as well as a Communal Fund available for projects that would also benefit the same residents. Councillor Foyster informed members that he would continue to monitor and investigate and report back to Council.

21. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

22. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 8th September 2014 at the Methodist Church Meeting Room, Holbeach.

**The meeting ended and closed at approximately 8.05 p.m.
It was then resolved that the Parish Council go "Into Committee"**

Chairman.....

Minutes of an Extra Ordinary Meeting of Holbeach Parish Council held on Tuesday 26 August 2014 at Coubro Chambers, 11 West End, Holbeach commencing at 7pm

Present: Councillor John Spencer (Chairman), Councillor Terry Harrington, Councillor Mark Smith, Councillor Paul Brighton, Councillor David Hudson, Councillor Paul Foyster, Councillor Graham Rudkin, Councillor Arthur Male, Councillor Maureen Male, Councillor Paul Gunn and Chris Seymour (Clerk).

No members of the public attended

The Chairman reminded Members to consider the fact that they needed to adhere to government legislation and risk breaking the Code of Conduct if discussing 'In Committee' items outside Chambers.

1. Apologies

Apologies had been offered by Councillors Peter Savory, Carol Rudkin, Councillor Joan Woolard, Councillor Isobel Hutchinson, Councillor Martin Howard, Councillor Kathy Rooke and Councillor Jenny Worth.

2. Staffing Matters- propose to take 'In Committee'.

Councillor Maureen Male proposed this item be taken 'In Committee, seconded by Councillor Terry Harrington. **Agreed.**

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 8th September 2014 at the Methodist Church Meeting Room, Albert Walk, Holbeach, commencing at 7.10 p.m. following the Public Open Forum

Present:

Councillor John Spencer (Chairman), and Councillors Isobel Hutchinson, Paul Brighton, Terry Harrington., Mark Smith., Carol Rudkin, David Hudson, Martin Howard, Kathy Rooke, Graham Rudkin, Jenny Worth, Paul Gunn, Arthur Male, Maureen Male, and the Clerk, Chris Seymour.

Two members of the public, and PCSO [REDACTED], from the Police, County Councillor Nick Worth and [REDACTED] of the Press were also present.

1. Apologies:

Councillors Peter Savory, Paul Foyster, and Councillor Joan Woolard offered their apologies

2. Vacancy Hurn Ward.

The Clerk reported that notices of the vacancy had been posted on all the parish notice boards. He understood a request for an election had been made to SHDC and they would inform him of the election details after 11th September.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

5. Minutes of previous meeting and matters arising:

The minutes of the previous meetings held on 11th and 26th August, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Terry Harrington and seconded by Councillor Arthur Male.

5 Police and County matters:

(a) Police matters: PCSO [REDACTED] stated that they were still being vigilant on speeding issues within the area and that a gentleman had been dealt with in respect of the damage caused to the flower display on Market Hill.

He also informed Members that he had met that day with the Clerk and Councillor Graham Rudkin at the Battlefield Lane Allotments to inspect the vandalism that had occurred there on Sunday evening and the relevant tenants had been contacted and that the Police would monitor this ongoing problem.

(b) County Matters County Councillor Nick Worth, informed Members that the lights in Boston Road car park had been adjusted to reduce anti-social behaviour and would send the details to the Clerk, other matters were on the agenda and he would answer them at that time.

(c) Councillor Carol Rudkin informed Members regarding to Stukeley Hall Drive and the footpath and said Councillor Graham Rudkin, [REDACTED] and herself were organising a petition to persuade LCC to improve the footpath as it was a health and safety issue. They were prepared to take it as far as the Prime Minister.

County Councillor Nick Worth explained that residents at the top of the road (8) had objected to LCC adopting the road and footpath and the only way of enforcing adoption would be to take the issue to the Planning Inspectorate and the Secretary of State. He stated that this would be very difficult to pursue, but believed a petition was a good idea and he was supportive of it.

6. Library:

Councillor Terry Harrington asked County Councillor Nick Worth for an update on the Holbeach Library situation.

County Councillor Worth explained that following the recent review, LCC were putting together a new proposal and a brief consultation would take place in Oct/Nov and they would ask for other proposals, followed by a decision. This would then be put to procurement, hopefully ready for February next year. He assured Members that in the meantime, the Library would continue with the current opening hours.

7. CCTV.

Councillor Maureen Male asked County Councillor Nick Worth for an update, following the delay in the new CCTV system. County Councillor Worth informed Members that an agreement had been reached with Boston Borough Council who would be running the operation and issues had been resolved. They would be looking at the proposed sites within the following two weeks and the cameras would be rolled out after the line had been tested.

Councillor Martin Howard asked County Councillor Worth if he had any information about a Shop Watch scheme that he had been asked to contribute to. He stated that he was willing to support this but only if it benefitted Holbeach and not just Spalding. County Councillor Worth explained that the scheme could be tied into the CCTV system, and that shopkeepers would be able to radio the monitoring office to direct the cameras to see any incidents, but there were costs to Boston Borough Council to set this up. He stated that a number of traders had already signed up within Holbeach. To be placed on October agenda. **Agreed.**

8. Highway Matters:

(a) Road Closures: The Clerk informed Members that documents had been received from LCC (**annexed**), asking if the Parish Council had any objections or comments to make on a stopping up order for Lawyers Farm Road, Holbeach St Matthews. Members **agreed** that they had no objections

(b) Driver Feedback signs. The Clerk informed Members that he had received siting details for Holbeach from Councillor Graham Rudkin and details for Holbeach St Johns from Councillor Paul Brighton. Councillor Peter Savory had volunteered to get the siting's for Holbeach Hurn and Holbeach Bank, and when the Clerk received them, he would submit an application.

The Clerk informed Members that County Councillor Nick Worth and District Councillor Martin Howard had volunteered to make contributions from their SHDC personal budgets to this project, but they were unable to quantify the amount at that time.

(c) Street parking: County Councillor Nick Worth informed Members that he had spoken to LCC Highways and that they were looking at the parking times along Barrington Gate and Church Street, and that he was awaiting a reply.

Councillor Martin Howard stated that he had made enquiries with SHDC regarding parking permits, but it was a complicated process that he was still pursuing.

District Councillor Francis Biggadike informed Members that he had also been pursuing timing removal with LCC and looking into the possibility of parking permits with SHDC.

9. Allotments:

Councillor Graham Rudkin reported that only one garden plot remained at the Battlefield's Lane site and that the allotment demands would be sent out at the end of the month.

Councillor Rudkin informed Members of the detail of the wanton damage caused the previous night at the Battlefields Lane allotments that had required Police attention. Several sheds had been damaged with broken locks, windows and doors. One shed had been turned over on its side and some of the fencing torn up. He informed Members that he would update PCSO [REDACTED] with further contact details, as he got them.

10. Carters Park:

(a) The Clerk reported in Councillor Paul Foyster's absence stated that the new system for closing the park appeared to be working well with no problems or complaints to date.

(b) The Clerk reported that following the previous months Parish Council meeting that he had contacted the Park Keeper for his assurance that he was able to erect the fencing and had suitable storage in the meantime, which he had confirmed.

Councillor Graham Rudkin proposed that the fencing be ordered. Seconded by Councillor Martin Howard. **All agreed.**

(c) Fees for closing the park: the Clerk reported that he had received notification from Triple SSS that their fees would increase by £1 per night as from 1st October; this was their first increase in over three years and was allowed for within the estimates. **All agreed**

11. Stukeley Grounds and Parish Playing Field:

The Clerk reported in Councillor Foyster's absence that Stukeley Grounds were looking good, thanks to the volunteer work of the Councillors Graham and Carol Rudkin, the Park Keeper and another. There was nothing to report regarding the Parish Playing Field.

12. Park Road and Hallgate Cemeteries including Cemetery Chapels:

(a) Councillor Jenny Worth reported that the Cemetery Chapels would be holding an Open Day on 13th September from 10am until 4pm, with WW1 display, School displays and the Academy Choir would be singing WW1 songs, and any support would be appreciated. Councillor Worth informed Members that an application for funding had been submitted to the Heritage Lottery Fund, but results would not be known until December.

(b) The Burial grants and inscription requests were duly signed as approved as follows:

[REDACTED]

13. Closed Churchyard:

Councillor Jenny Worth reported that the Closed Churchyard was still looking very good. Councillor Worth informed Members that she had received a letter from the PCC, requesting permission to use the Churchyard to hold a Christmas Fayre during the weekend 6/7 December and invited a Parish Councillor to attend an organisational meeting on 13th September at 9.30am.

Councillor Terry Harrington stated that he agreed to the request and proposed that permission be given with the provision that no vehicles are parked on the grass areas due to ground conditions at that time of the year. **All Agreed.** Councillor Carol Rudkin volunteered to attend the meeting on behalf of the Parish Council.

14. Holbeach Bank Playing Field:

(a) Chairman of Holbeach Bank Playing Field: Following the resignation of the Chairman of Holbeach Bank Playing Field at the previous meeting, the Chairman invited nominations from Members to fill this position.

Councillor Carol Rudkin proposed Councillor Paul Gunn, Councillor Terry Harrington seconded the proposal. There being no other nominations the appointment was **agreed.**

(b) The Clerk informed Members that he was still awaiting a response from Holbeach Bank Football Club as to whether they wished to proceed with an amended lease or revert to the previous agreement. This situation had arisen due to the fact that the Parish Council were only able to lease the playing field from the Crown for a period of seven years.

15. Planning Applications:

Councillor Maureen Male informed Members that all current applications were up to date but requested that Members make a more active contribution.

16. Property:

Councillor Isobel Hutchinson reported that the painting of the rear elevation of Coubro Chambers was ongoing and expected to be complete by end of September.

Councillor Hutchinson also reported that the invites to tender for the work on 4a High Street had been sent out.

Councillor Hutchinson informed Members that the lease for 4 High Street was due for renewal on 6th January 2015 and enquired of Members if they wished to increase the rent or for it to remain the same.

Councillor Terry Harrington asked the Chairman of Property for her views, which was for the rent to remain the same. **All Agreed.**

14. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £11249 was circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Paul Gunn. **Agreed.**

(b) The Clerk reported on Council's finances as follows:

Bank Reconciliation as at 31 August 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3202.67	
LESS UNPRESENTED CHEQUES	1514.34	*
	<hr/>	
	1688.33	
TRACKER ACCOUNT 90321444	5414.92	
TRACKER ACCOUNT 10257125	3005.53	
BUSINESS SAVER 90915394	188135.98	
TREASURY STOCK	300.00	
COIF	50.00	
	<hr/>	
	198594.76	LINE 8

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02	
ADD RECEIPTS	206070.66	
	<hr/>	
	288796.68	LINE 8
LESS PAYMENTS	90201.92	
	<hr/>	
	198594.76	

***UNPRESENTED CHEQUES**

85	25.00
156	78.00
275	20.00
351	54.00
366	1267.19
369	20.00
Credit card	50.15

total	<hr/>	1514.34	*
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18. Localism Act 2011:

The Clerk stated that he had nothing to report under this item.

19. Staffing: Resolve to go 'In Committee'- **Agreed.**

20. Any other Business by leave of the Chairman:

Councillor Terry Harrington informed Members that the New Millennium Lighting Committee would be putting the Christmas lights up in the town on Sunday 23rd November and taking them down on Sunday 4th January and any help from Members would be greatly appreciated.

The Chairman congratulated the Holbeach in Bloom team and wished them success in the forthcoming awards.

21. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Councillor Harrington asked for the appointment of Voluntary Car Scheme representative to be placed on the next agenda.

Councillor Harrington also asked for Matters Arising from Minutes to be placed on next agenda.

22. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 13th October 2014 at the Methodist Church Meeting Room, Holbeach.

The Chairman reminded Members to consider the fact that they needed to adhere to Government Legislation and risked breaking the Code of Conduct if discussing 'In Committee' items outside the Council Chamber.

The meeting ended and closed at approximately 8.00 p.m.

It was then resolved that the Parish Council go "Into Committee"

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 13th October 2014 at the Methodist Church Meeting Room, Albert Walk, Holbeach, commencing at 7.09 p.m. following the Public Open Forum.

Present:

Councillor John Spencer (Chairman), and Councillors Isobel Hutchinson, Paul Brighton, Mark Smith, Paul Gunn, Carol Rudkin, Graham Rudkin, David Hudson, Martin Howard, Kathy Rooke, Peter Savory, Paul Foyster, Joan Woolard and the Deputy Clerk Teresa Daisley standing in for the Clerk, Chris Seymour.

Four members of the public left the Meeting after the close of the Open Forum.

1. Apologies:

Councillors Arthur and Maureen Male and Councillors Jenny Worth and Terry Harrington had offered their apologies. County Councillor Nick Worth and the Police had also offered their apologies. The Clerk also tendered his apologies.

2. Vacancy Hurn Ward.

(a) The Deputy Clerk reported that notices of Election had been posted in all the relevant places. She advised candidates had until 17th October to submit nomination papers to South Holland District Council and that if more than one candidate comes forward an Election will be held on Thursday 13th November 2014.

(b) The Deputy Clerk enquired if it was Members' wish to request "Poll Cards" for the Election on 13th November. She advised that the Parish Council had not budgeted for and have not requested them at previous mid-term elections but it was of course Members' decision.

Agreed: Not to request poll cards for this election. Proposed by Councillor Peter Savory and seconded by Councillor Martin Howard.

The Poll Card requisition form from South Holland District Council was duly signed accordingly by the Chairman and the Deputy Clerk.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

4. Minutes of previous meeting:

The Minutes of the previous meeting held on 8th September 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Paul Brighton and seconded by Councillor Mark Smith.

5 Police and County Matters:

(a) Police Matters:

In the absence of the Police the Chairman asked Members if they had any issues they wished to bring to their attention.

Councillor Kathy Rooke requested the Police be asked to monitor persons using mobility scooters in town as there were safety issues for pedestrians.

Councillor Peter Savory expressed concern about the number of cyclists wearing dark clothing and with no active cycle lights which he had witnessed in his Ward. Members noted this is a common problem throughout the Parish particularly in view of the darkening evenings.

Agreed: Members asked that the Clerk contact the Police to register their concerns regarding these issues and ask if the Police could update Members of the number of recorded incidents of this nature at the next Parish Council Meeting.

(b) County Matters:

In the absence of County Councillor Nick Worth there were no County matters to report.

6. Highway Matters:

(a) Road Closures:

The Deputy Clerk reported on various scheduled road closures, including the closure of High Street, Fleet Street and Church Street on Sunday 9th November for the Remembrance Parade and other traffic order restrictions.

(b) Driver Feedback signs – update:

The Deputy Clerk advised this was still on-going and that we were awaiting final details for placement.

She further advised that County Councillor Nick Worth had generously agreed to pay for two of the signs to be placed within Holbeach Hurn out of his South Holland District Council budget.

(c) Parking in Town:

Councillor Joan Woolard advised that she considered this issue had been addressed within the debate on parking issues in the Open Forum.

7. Allotments:

Councillor Graham Rudkin as Chairman of Allotments reported that to date all allotments had been let. Further garden allotments would be developed during the coming months.

He advised that a further spate of vandalism had taken place at the Battlefields Lane site and that two CCTV cameras had been purchased to try and alleviate the problem.

Councillor Rudkin then advised that all allotment rent demands had been sent out and payments were now being received.

8. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that a tree had fallen that morning in the far corner of the Park by the large shed. It had caused minimal damage, the area had been cordoned off and the tree would be cleared in due course.

He further reported there had been an issue with one of the football teams who had wanted to use the old Cricket Pavilion changing rooms but this had been resolved as at the moment the space is required.

Councillor Foyster advised that he had spoken with [REDACTED] as the Park Keeper and although he is working under pressure at the moment [REDACTED] had advised he felt he was able to cope with the current workload.

Councillor Peter Savory proposed that thanks be conveyed to [REDACTED] for his continuing efforts at this time. Councillor Foyster seconded the proposal.

Agreed: The Clerk to convey Members' appreciation to [REDACTED].

(b) Locking up Carters Park: **resolved to take "In Committee"**

(c) Tree Pollarding – Hire of MEWP

The Deputy Clerk advised that permission was being sought from Members for approval of the cost of hire of a mobile elevated working platform to facilitate the pollarding of trees on the Park Road boundary of Carters Park.

She advised the cost was approximately £2,000 which sum had been agreed last year but the work had been postponed then due to weather conditions. It was now planned to go ahead with the work this Autumn with Members permission and approval of costs.

The work had been instigated initially from a recommendation by [REDACTED] of South Holland District Council and a suggestion had been made to use a local firm, [REDACTED] who could undertake putting traffic lights in place and arrange all road closures etc.

Members expressed some concern regarding the expenditure and asked if the sum of £2,000 included the fee from [REDACTED]. The Deputy Clerk advised that she would have to check on this.

Members also expressed concerns regarding safety issues and stipulated that a second person would have to be in place to assist the Park Keeper with this work.

Councillor Mark Smith enquired if given current work pressures the Park Keeper could cope with this tree work and wondered if it would be advisable to obtain quotes from tree contractors.

Councillors Isobel Hutchinson and Joan Woolard also expressed concern regarding the timing of this work and advised it would be best to look at undertaking the work when the University Academy was closed to pupils and in view of Park Road being a heavily used road to also avoid any periods of time when other road closures were in place.

Councillor Paul Foyster advised that he would speak with [REDACTED] on this matter.

Members then proposed this matter be deferred to the next Parish Council when more detail on costings and the operational issues had been determined.

Agreed: The matter be deferred to the next meeting of the Parish Council to be held on 10 November 2014.

9. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds and the Parish Playing Field reported that on recent inspection all appeared well at these sites and he had no issues to report.

10. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth had submitted a report which had been circulated in her absence. She had reported that with regard to Park Road Cemetery, the shed had been broken into twice recently with nothing of value taken but some damage done.

With regard to the Cemetery Chapels she had reported that the Chapels Open Day had been a big success.

There was nothing to report at this time regarding Hallgate Cemetery.

(b) The Burial grants and inscription requests were duly signed as approved as follows:

Lincolnshire Co Op – memorial to the late Phyllis Margaret Fleet – Hallgate Cemetery
Mowton Memorial Company - memorial to the late Christine Chapman - Park Road Cemetery.

11. Closed Churchyard:

Councillor Jenny Worth had indicated in her previously circulated report that there was nothing to report regarding the Closed Churchyard.

12. Holbeach Bank Playing Field:

(a) Councillor Paul Gunn as Chairman of the Holbeach Bank Playing Field reported that a recent inspection of the play equipment had been carried out by Wicksteed Leisure. He advised that [REDACTED] had accompanied him on a recent site visit and they had determined that some of the work recommended in the report could be carried out by [REDACTED].

Councillor Gunn further advised that the report had recommended the placement of a bench seat near some of the equipment to facilitate the supervision of children. He stated that he would be pleased if any Members could either donate a suitable seat or that he would be looking at budgetary provision to enable this.

(b) Holbeach Bank Football Club lease:

Councillor Gunn advised that he had spoken to members of the Football Club who had indicated that they would be prepared to sign a seven year lease but that they had concerns this would seriously affect them seeking funding opportunities to develop the site. He explained again that this had arisen due to the fact that the Crown Estate had reviewed some of their leases and that they were only prepared to offer the Parish Council a seven year lease on the site compared to the previous twenty five year lease. The Parish Council in turn could therefore only offer the aforementioned seven year period of lease as a sub-let to the Football Club.

Councillor Gunn advised that he would report further on this issue at later date.

13. Planning Applications:

The Deputy Clerk stated that Councillor Maureen Male as Chairman of Planning had advised in her absence that all planning issues were up to date. Councillor Male had also requested that Members submit their comments to her on the proposed thirty five dwelling development on Northons Lane in Holbeach.

14. Property:

(a) Councillor Isobel Hutchinson as Chairman of Planning reported that she had spoken to the tenant of number 4 High Street and that they had indicated they would be happy to continue with their lease of this property for a further three year period. Councillor Hutchinson advised she would be looking into this matter. She also reported that the exterior painting work at Coubro Chambers had been completed.

(b) Three tenders were presented and opened by Councillor Isobel Hutchinson at the Meeting for specified works at 4a High Street, Holbeach.

Tender details were as follows:

1. [REDACTED] in the sum of £25,953 excluding V.A.T.
2. [REDACTED] in the sum of £26,840 – no mention of V.A.T. although V.A.T. registered
3. [REDACTED] in the sum of £26,070 excluding V.A.T.

Councillor Hutchinson advised the Meeting that she would prefer Members to permit her to go through the tenders submitted in fine detail so that she could ensure the tenders included all specified works and that she could check on the Hurco figure with regard to V.A.T. She therefore proposed that also in view of the closeness of the costings Members only award the tender on that proviso.

Agreed: To accept the tender of D. Brown based on the figures as shown at that moment and that it was awarded subject to being thoroughly checked by the Chairman of Property.

Councillor Peter Savory seconded Councillor Hutchinson's proposal and Councillor Hutchinson advised that she would report to the next Parish Council Meeting in November which contractor we would be awarding the work to.

15. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £23,077.72 including V.A.T. which had been circulated. Councillor Brighton pointed out that the total included a sum of £8,371.02 which was for the new fencing. **Annexed.** Councillor Peter Savory proposed that they be accepted, seconded by Councillor Mark Smith. **Agreed.**

(b) Financial Statement:

The Deputy Clerk reported on Council's finances as follows:

HOLBEACH PARISH COUNCIL

2014-15

LINCOLNSHIRE

BANK RECONCILIATION AS AT 30 SEPTEMBER 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	2521.82
LESS UNPRESENTED CHEQUES	1695.57 *
	826.25
TRACKER ACCOUNT 90321444	5415.65
TRACKER ACCOUNT 10257125	3005.93
BUSINESS SAVER 90915394	173057.05
TREASURY STOCK	300.00
COIF	50.00
	182654.88

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	210673.58
	293399.60
LESS PAYMENTS	110744.72
	182654.88

***UNPRESENTED CHEQUES**

85	25.00
156	78.00
275	20.00
394	1267.39

credit card 305.18

	1695.57 *
--	-----------

total

(c) Request for Grant – Holy Trinity and St. Polycarps Church:

The Deputy Clerk reported that a written request had been received as annexed for a grant towards the upkeep of the Church. The letter also gave sincere thanks for the support the Parish Council had always previously shown. The Deputy Clerk advised that the same amount of £100 as previously granted had been allowed for in current financial years' budget.

It was proposed by Councillor Martin Howard and seconded by Councillor Peter Savory that a grant of £100 be again awarded to the Church. **Agreed.**

16. Holbeach Nature Reserve and Voluntary Car Scheme:

The Deputy Clerk advised that Members were invited to elect representatives for these Committees.

Councillor Carol Rudkin proposed Councillor Martin Howard for both positions seconded by Councillor Paul Brighton. With regard to the Nature Reserve Councillor Howard asked if Councillor Paul Gunn would be prepared to stand as a reserve representative which Councillor Gunn accepted. **Agreed.**

Councillor Howard then requested that his contact details and possibly also those of Councillor Paul Gunn be placed on the notice board at the Nature Reserve as a point of contact reference.

17. Holbeach in Bloom and Best Kept Village Competition:

(a) Results:

The Deputy Clerk reported that as previously circulated the results were that Holbeach in Bloom had received a very good result and had been awarded a "Silver Award" for Holbeach in the small town category and a Judges Award for the Poppy Field in Carters Park.

Holbeach had won the Best Kept Village and Small Town Competition under Category 4 (small town) and Crowland had received the runners up award in the same category.

Councillor Peter Savory proposed thanks to Councillors Graham and Carol Rudkin and the entire team of Holbeach in Bloom members.

Councillor Martin Howard stated that in his capacity as a District Councillor he proposed to fund a planter which he would donate to Holbeach in Bloom from his South Holland District Council budget to commemorate their success.

Councillor Graham Rudkin gave thanks for this on behalf of Holbeach in Bloom and advised they would consider placing it at the entrance of Stukeley Grounds.

The Deputy Clerk then advised Members that as a result of winning the Best Kept Village and Small Town Competition for Holbeach, a prize of a tree of our choice from a list supplied had been awarded to the Parish Council. It was agreed that the choice of tree be made in due course but Members indicated that Councillor Graham Rudkin may like to be involved in the choice.

(b) The Deputy Clerk reminded Members that as previously circulated an invitation to attend the Presentation evening on Thursday 18th November 2014 at Cranwell Village Hall

had been extended. Some Members had already supplied the Clerk with numbers but she and the Clerk would be pleased to receive others if they wished to attend so that they could finalise a response.

Councillor Joan Woolard gave her apologies and left the Meeting at this point.

18. New Millennium Lighting Committee:

(a) A written request for the annual grant of £1,000 as annexed had been received accompanied by a set of accounts. The Deputy Clerk advised budgetary provision had been made for this grant in the current financial year.

Agreed: The sum of £1,000 be awarded.

(b) The New Millennium Lighting Committee were also seeking permission from the Parish Council to erect in addition this year a set of “pea lights” in the Closed Churchyard.

Agreed: To permit the placement of said pea lights.

19. Localism Act 2011:

The Deputy Clerk advised that she had nothing to report under this agenda item.

Councillor Peter Savory proposed that this item be removed as a recurring agenda item and in future only be placed on the agenda as and when there was something to report.

Agreed.

20. Staffing Matters:

Resolved: to take “In Committee”. Proposed by Councillor Kathy Rooke and seconded by Councillor Peter Savory.

21. Remembrance Parade:

The Deputy Clerk advised that as previously circulated and annexed the Holbeach Branch of the Royal British Legion had written to invite the Parish Council to join in the Remembrance Parade and Service to be held on Sunday 9th November. A list of Parade details had been included and also previously circulated.

Councillor Peter Savory offered his apologies for not being able to attend the Parade in Holbeach as he anticipated attending the service which was to be held in Holbeach St. Marks.

The Deputy Clerk advised that as in previous years budgetary provision had been made in the current year’s estimates of £40 towards a wreath to be laid by the Chairman or his representative on behalf of Holbeach Parish Council.

Agreed: A sum of £40 was approved for the purchase of a wreath for the occasion.

22. Matters Arising – decision to place on future agendas:

Councillor Terry Harrington had requested this item be placed on the agenda for consideration.

The Clerk had previously circulated copies of an advice on this subject that he had received from the Lincolnshire Association of Local Councils which did not recommend the practice.

Councillor Peter Savory advised the Meeting that the decision to remove this item from Parish Council Meeting agendas had been made during his Chairmanship of the Parish Council (2012-13) on the same advice received from L.A.L.C. He advised that in his previous experience it had the potential to become bad practice as it enabled members attending a meeting to readdress issues which had already been resolved.

Councillor Martin Howard advised that it did on occasions give the opportunity for Members to report back on a given issue.

Councillor Isobel Hutchinson stated that she believed the Parish Council should follow L.A.L.C's advice but proposed an agenda item could be included on future agendas which gave the opportunity for feedback, in particular from District Council Members. She proposed that the agenda item be included as with the "County Matters" recurring agenda item. This was seconded by Councillor Peter Savory. **Agreed.**

23. Dates and Venues – Parish Council Meetings 2015.

Copies had been circulated of a list of suggested dates and venues for the 2015 Meetings of the Parish Council for Members decision and approval. Members were also invited to reach a decision as to whether to continue the practice adopted over the last couple of years of holding some of the Parish Council Meetings at other Wards.

Councillor Peter Savory stated that he believed it was important to continue to hold the out of Town Ward meetings at least once a year.

Councillor Mark Smith stated that although he agreed with Councillor Savory it was worth noting that it appeared that it had not increased the attendance of the public at the out of Town Ward meetings.

It was also noted that there were some problems with acoustics at certain of the venues and with there being no other venue options in some of the locations Councillor Isobel Hutchinson stated she was concerned about having Meetings at some of the Wards and not others.

The Chairman proposed a vote on whether the Parish Council Meetings should be taken to other Ward venues which resulted in one Member voting for; nine Members against and two Members abstaining.

Resolved: that the Parish Council Meetings for 2015 were to be held at Town Ward venues only but it was proposed and **Agreed** that this could be reviewed when the next Parish Council Meetings were set for 2016.

Members then agreed to the dates and venues as suggested on the submitted list with the majority of the Parish Council Meetings being held as usual on the second Monday of each month, with the exception of the May 2015 Meeting which had been put back by one week to Monday 18th May in view of Parish Council and other Elections being scheduled for Thursday 7th May. Members enquired if the date for the January 2015 Parish Council Meeting gave sufficient time for the preparation of 2015-16 financial year estimates which would be due to be presented at that Meeting. The Deputy Clerk advised that she and the Clerk had discussed this possibility when setting the proposed dates and that based on experience of the current year they had agreed this should be achievable. She advised that

it also assisted with not having such a long gap between the December 2014 and January 2015 Meetings and would facilitate the payment of accounts on time.

Agreed: To accept the dates for the Parish Council Meetings as the suggested list with the venues all being in the Town Ward subject to review towards the end of the year when the 2016 dates were set and the proposed date of the Meeting of 12th January also being accepted but subject to review nearer the time when the Clerk and or Deputy Clerk could report on the progress of budget preparation.

24. Any other business by leave of Chairman:

The Chairman Councillor John Spencer stated that he also wished to extend his congratulations to members of the Holbeach in Bloom team for their achievement.

The Chairman then briefed Members on a recent meeting he had attended together with Councillor Martin Howard with the Principal of the University Academy of Holbeach. He explained that the primary reason for the meeting had been at the Principal's invitation to discuss parking and other issues. He stated that it had been a successful meeting but that he was seeking Members approval to extend an invitation for the Principal to attend the next Parish Council Meeting to be held on Monday 10th November 2014 so that the Principal could have the opportunity to share some of the University's proposals on parking issues and the possible provision of litter bins and so on.

The Chairman advised that he and Councillor Howard had been given a tour of the Academy and its facilities and that during the course of the tour the Principal had indicated that if the Parish Council were ever seeking any assistance with wood engraving he had invited the Parish Council to approach him.

Councillor Kathy Rooke stated that she would be pleased to hear of provision of litter bins but that she felt there was an educational need for people to be encouraged to use them as existing facilities were not used and there were litter issues along Park Road, Holbeach.

25. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 10th November 2014 at the Methodist Church Meeting Room, Holbeach.

26. Agenda items for next Meeting:

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the November 2014 Parish Council Meeting:

Update on County Highways Parking Review
Tree Pollarding – Hire of MEWP
Tenders – works to 4a High Street, Holbeach

The meeting ended and closed at approximately 8.25 p.m.

It was then resolved that the Parish Council go "Into Committee"

Chairman.....

.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 10TH November 2014 at the Methodist Church Meeting Room, Albert Walk, Holbeach, commencing at 7.02 p.m. following the Public Open Forum.

Present:

Councillor John Spencer (Chairman), and Councillors Isobel Hutchinson, Paul Brighton, Arthur and Maureen Male, Mark Smith, ,Carol Rudkin, Graham Rudkin, David Hudson, Jenny Worth, Terry Harrington, Martin Howard, , Peter Savory, Paul Foyster, Joan Woolard and the Clerk Chris Seymour and Deputy Clerk Teresa Daisley.
Also present were County Councillor Nick Worth, PCSO [REDACTED], [REDACTED] (Press) and [REDACTED], Holbeach University Academy.

1. Apologies:

Councillors Paul Gunn and Kathy Rooke had offered their apologies.

2. Vacancy Hurn Ward.

The Clerk reported an election for the vacancy on the Hurn Ward would be held on Thursday 13th November.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting. Councillor Jenny Worth declared an interest regarding Holbeach University Academy parking.

4. Minutes of previous meeting:

The Minutes of the previous meeting held on 13th October 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Terry Harrington and seconded by Councillor Peter Savory.

6. (a) Police Matters:

PCSO [REDACTED] *had requested if this item could be brought forward on the agenda to accommodate a later appointment he had. Members agreed.*

PCSO [REDACTED] informed Members that the Police had two new priorities. Cyclists who, disobeyed traffic lights, no lights, cycling on pavements, etc. as well as motorists with defective headlights, no lights and the misuse of fog lights.

PCSO [REDACTED] also informed Members that the previous issue of identifying speeding problems had resulted in a number of vehicles being stopped and issued fixed penalty notices resulting in prosecutions and drivers required to attend courses.

There were no questions from Members and the Police left the meeting

5. Holbeach University Academy-

The Principal, [REDACTED] was introduced by the Chairman and invited to update Members on the plans for the Academy.

[REDACTED] informed Members that one of the ongoing issues was with car parking at the Academy and Penny Hill Road area. Members were given a satellite photograph which explained the areas of concern, for reference. [REDACTED] explained the previous

areas, the ones that were currently being used and also the proposed new areas of parking, along with the reasons for the increase in parking needs.

██████████ stated that the original school used to have approximately 420 pupils and now had 1250 and now employ 180 staff.

██████████ went on to explain that the Academy currently were taking in around 180 new pupils each year, which would increase to 300 in two year's time and anticipated the Academy would be at its capacity in five years time.

██████████ also explained that they were negotiating to widen the footpath along Park Road and also to replace the boundary fencing with Carters Park.

██████████ concluded by inviting Members to tour the school to see the changes and progress made.

Members thanked ██████████ for attending the meeting and the information given.

██████████ *left the meeting*

6. (b) County Matters:

County Councillor Nick Worth informed Members that he had no specific items to report, but would comment on some items as they arose on the agenda.

Councillor Paul Foyster asked County Councillor Worth if he knew of any progress being made on the Skinners Chase problem. County Councillor Worth explained that this problem was still being progressed, but because of various problems and objections from residents it would not be resolved in the short term as it would be necessary to follow official routes

6. (c) District Matters.

District Councillor Martin Howard informed Members that he had been involved, along with the Academy in the re-siting of two new litter bins along Cherry Hill Road and Park Road.

6. (d) Wind Farm at Thorney.

Councillor Paul Foyster informed Members that he had attended a recent meeting with the developers and although the areas to benefit were not defined at present, they would be providing grants for community projects and discounts for electricity usage. Holbeach Parish Council would be invited to elect a representative when decisions were nearer to being made.

7. Highway Matters:

(a) Road Closures:

The Clerk reported on various scheduled road closures, including the closure of High Street, Fleet Street and Church Street on Sunday 23rd November and Sunday 4th January for the installation and taking down of the Christmas Lights and other traffic order restrictions.

(b) Driver Feedback signs – update:

The Clerk advised this was still on-going and that we were awaiting final details for placement.

(c) Update on County Highways Parking Review:

The Clerk reported that he had received notification from ██████████ of LCC Highways has started the review but it was not something that would be quickly resolved. She anticipated that her suggestions, along with plans would be ready for the consultation stage in January. These plans will be sent to the Parish Council for informal discussions prior to the formal stage.

Once the consultations are over they have to go to the formal advertisement stage. Both of these stages take 28 days. If, at the end of these stages there are no objections she can hopefully get work underway to make the necessary changes.

Their Alliance Partners usually require at least 8 week's notice for works to be programmed but as there will be line removal required, this may take longer and there are budget implication as the minimum cost for this work is £1,000 per day.

She has discussed the issue of Residents Parking Permits with District Councillor Francis Biggadike, as it is a SHDC matter. She understands that this is not being pursued.

When she has anything to report she will let us know.

8. Allotments:

Councillor Graham Rudkin as Chairman of Allotments reported that CCTV cameras were in the process of being erected. 90% of allotment rents had been paid and the Clerk would be issuing reminders by the end of the current week. Councillor Rudkin concluded by informing Members that all the current Garden Allotments had been let, and due to demand he would be creating further plots ready for the forthcoming spring.

9. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that the security lights had been fitted and were working and that there had been no recent security problems.

(b) Tree Pollarding – Hire of MEWP and traffic control

The Chairman advised Members that this item was deferred from the October Meeting.

The Clerk informed Members that the number of companies that are able to supply a MEWP or cherry picker with a 26 metre reach was very limited. The only one to source within a reasonable distance was from ATP Plant Hire in Peterborough. The Park Manager had been able to negotiate a price of £850 for one week's hire plus £150 each way delivery and collection, total £1150 which compared well to a price of £2000 quoted last year.

The cost involved in regard to using Crusader Ltd for 2 way traffic control, who would provide full kit, Council notices, CADs, etc. was £300 plus a move up charge of £35 per time.

Councillor Peter Savory proposed that these prices be accepted and the work to go ahead.

Councillor Martin Howard seconded the proposal. **All Agreed.**

10. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds and the Parish Playing Field had no issues to report.

11. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that a donation of two bags of daffodils had been offered by Taylors Bulbs for planting around the Cemetery Chapels, where the trees had been removed.

The Chapels had been looked at by Transported Arts, who in partnership with Altered Arts and the Diocese of Lincoln, had completed a project at Crowland Abbey, to decorate the covered windows and were looking at doing the same with the Chapels with no cost involved.

Councillor Worth informed Members that she had given the Clerk a plan for a toilet block for Hallgate Cemetery and asked that three quotes be obtained; to see if sufficient funds held

in the reserves for this project would cover it. (£11,000). If quotes exceed that figure there were opportunities to reduce the plan if costs were too high.

Councillor Peter Savory proposed that we proceed with the quotes. Councillor Mark Smith seconded. **All agreed.**

Councillor Jenny Worth informed Members in respect of Hallgate Cemetery, she was looking to acquire some specimen trees to replace some of which had died. County Councillor Nick Worth advised that some new trees may be available via LCC. County Councillor Nick Worth volunteered to look into what trees were available.

Councillor Carol Rudkin informed Members that she had completed the painting of the fencing and the shed within Hallgate Cemetery.

(b) The Burial grants and inscription requests were duly signed as approved as follows:

M J Coates- Memorial to the late Eileen Gardner 170CC- Park Road Cemetery.

M J Coates- Memorial to the late Ernest Simpson 163N- Park Road Cemetery.

M J Coates- Memorial to the late Doreen Grommitt 180 OO - Park Road Cemetery.

M J Coates- Memorial to the late Peggy Tuck A96- Hallgate Cemetery.

12. Closed Churchyard:

Councillor Jenny Worth informed Members that the Closed Churchyard was all planted up with winter bedding and thanked the Park Manager and Holbeach in Bloom for their assistance. She also informed Members that the donated Christmas tree should be in place within the next two weeks ready for the Christmas Fayre

Councillor Terry Harrington informed Members that a sleeve, set in concrete has been in place, just behind the church wall for some years and enquired if this could not be utilised again. The Park Manager to investigate. **Agreed.**

Councillor Carol Rudkin informed Members that she had been asked by the Vicar as to whether the Parish Council would be decorating the donated tree with lights.

Councillor Isobel Hutchinson enquired as to if the Parish Council or the Millennium Lighting Committee had any lights available. It was explained that none were available, as all surplus ones had been allocated to decorate Church Street but Councillor Terry Harrington stated that he would speak to the lighting team to see if they would place the lights, if they were made available.

County Councillor Nick Worth informed Members that there would be an interactive book placed outside the Church, which would feature historical information and stories regarding the town. He invited Members, who had any information or articles to contact him

13. Holbeach Bank Playing Field:

(a) No report in Councillor Paul Gunn's absence.

(b) Holbeach Bank Football Club lease:

The Clerk advised Members that he understood Holbeach Bank Football Club were now prepared to accept a seven year minus one day lease.

County Councillor Nick Worth advised holding off preparing the lease as they were pursuing talking direct with the Crown to see if they can get a longer lease direct.

14. Planning Applications:

Councillor Maureen Male as Chairman of Planning had advised that all planning issues were up to date. Councillor Male stated that she had previously requested Members

comments on the Northon's Lane development, but had not received any at all and requested that any comments be passed to her even if they were 'no objections'.

15. Property:

(a) Councillor Isobel Hutchinson as Chairman of Property reported that the Parish Council had received notice from the CAB, for their office within Coubro Chambers. Some movement within Coubro Chambers was anticipated in the New Year. The internal painting of the public areas was planned as well.

(b) Consider Tenders for work on 4a High Street.: Councillor Isobel Hutchinson clarified that Hurco Ltd had confirmed that their tender figure did in fact include VAT making theirs the cheapest quote:

£25,983 +VAT

Hurco Ltd - £22367 + VAT

- £26070 + VAT

Councillor Peter Savory proposed that the Hurco quote be accepted. Seconded by Councillor Arthur Male. **All agreed.**

The Clerk informed Members of details of a funding option after consultation with the Interanl Auditor. There would be £10,000 from this year's surplus to precept and the additional £12,000 could be used from the reserves. That figure less the estimated £5000 rental income (nett £7000) would then be place in next years budget.

Councillor Peter Savory proposed that this option be used, .Councillor Arthur Male seconded. **All agreed.**

Councillor Hutchinson informed Members that she would expect work to start within 3 weeks and be complete by the end of January 2015.

16. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £11378.98 including V.A.T. which had been circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Peter Savory **.Agreed.** Councillor Brighton proposed that one item from the Finance Working Party Meeting be taken 'in Committee'. **Agreed.**

(b) Financial Statement:

The reported on Council's finances as follows:

HOLBEACH PARISH COUNCIL

2014-15

LINCOLNSHIRE

BANK RECONCILIATION AS AT 31 OCTOBER 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3462.75
LESS UNPRESENTED CHEQUES	197.85 *
	<hr/> 3264.90
TRACKER ACCOUNT 90321444	5415.65
TRACKER ACCOUNT 10257125	3005.93
BUSINESS SAVER 90915394	160417.56
TREASURY STOCK	300.00
COIF	50.00
	<hr/> 172454.04

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	216569.32
	<hr/> 299295.34
LESS PAYMENTS	1216841.30
	<hr/> 172454.04

*UNPRESENTED CHEQUES

421 25.00

credit card	172.85
	<hr/>
total	197.85 *

(c) Request for Grant – Royal British Legion- Donation for Remembrance Day Parade
 The reported that a written request had been received as **annexed** for a grant towards the cost of the Remembrance Day Parade. The Clerk advised that the same amount of £650 had been allowed for in current financial years' budget.
 It was proposed by Councillor Peter Savory and seconded by Councillor Martin Howard that a grant of £650 be awarded to the Royal British Legion. **Agreed.**

17. Staffing Matters:

Resolved: to take "In Committee". Proposed by Councillor Martin Howard and seconded by Councillor Peter Savory.

18. Best Kept Village –Choice of tree

The Chairman reminded Members that it was agreed at the previous meeting that Councillor Graham Rudkin would propose his choice of tree from the list available as a prize.

Councillor Rudkin proposed that his choice would be an Acer Tree. **Agreed**

19. Any other business by leave of Chairman:

Councillor Martin Howard informed Members that a large sign had fallen down at the Nature Reserve, and he would like this item to be placed on the next agenda

25. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 8th December 2014 at the Reading Room Church Street, Holbeach.

26. Agenda items for next Meeting:

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the December 2014 Parish Council Meeting:

Nature Reserve- signage

The meeting ended and closed at approximately 8.17 p.m.

It was then resolved that the Parish Council go "Into Committee"

Councillor Joan Woolard left the meeting

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 8th December 2014 at the Reading Room, Church Street, Holbeach, commencing at 7.15 p.m. following the Public Open Forum.

Present:

Councillor John Spencer (Chairman), and Councillors Isobel Hutchinson, Paul Brighton, , Mark Smith, , Carol Rudkin, Graham Rudkin, David Hudson, Jenny Worth, Terry Harrington, Martin Howard, Peter Savory, Paul Foyster, Paul Gunn, Rachel Flood and Kathy Rooke, the Clerk, Chris Seymour and Deputy Clerk, Teresa Daisley.

Also present were County Councillor Nick Worth, PCSO [REDACTED], [REDACTED] (Press) and [REDACTED] (Press)

The Chairman welcomed Rachel Flood, as a newly elected Member of the Parish Council

1. Apologies:

Councillors Joan Woolard , Arthur and Maureen Male had offered their apologies.

2. Vacancy Hurn Ward.

The Clerk confirmed that Councillor Rachel Flood had completed her Declaration of Acceptance, Declaration of Pecuniary Interests and received her Councillors Code of Conduct and all the relevant paperwork had been submitted.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

4. Minutes of previous meeting:

The Minutes of the previous meeting held on 13th October 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Peter Savory and seconded by Councillor Terry Harrington.

5. Police, County and District Matters

(a) Police Matters:

PCSO [REDACTED] informed Members that the Police priorities as reported at the November meeting were incorrect. Cyclists were not a priority but motorists with defective headlights, no lights and the misuse of fog lights would be.

Councillor Kathy Rooke stated that two double decker buses that used Park Road each morning were speeding, and there had been some near misses due to the width of the road.

PCSO [REDACTED] informed the meeting that he would look into the matter.

(b) Restorative Justice:

A letter from the Criminal Justice Department of Lincs. Police Headquarters (circulated) asked for the support of the Parish Council in promoting the benefits of Restorative Justice to residents of our community. The Chairman asked Members if they had any comments to make on this matter.

Councillor Peter Savory stated that he did not believe this to work, except in exceptional circumstances. He believed that it was not good for the victims, and some people might see it as an easy way out.

Councillor Jenny Worth stated that she disagreed with that view and believed it does in general help the perpetrator and victim and is a useful tool although agreed it does not always work.

No other comments were made.

(c) County Matters:

County Councillor Nick Worth reiterated the Chairman's welcome to Councillor Rachel Flood and congratulated her on being elected to the Hurn ward.

County Councillor Worth informed Members that the Lincolnshire Partnership would be entering a bid for a roundabout at Peppermint Junction, for housing and development of the area in mid-January.

(d) District Matters:

District Councillor Martin Howard informed Members that parking issues along Barrington Gate was ongoing. He also informed Members the litter bins along Park Road would be resolved in January and that he had also requested for trees in Market Rasen Way to be trimmed.

6. Highway Matters:

(a) Road Closures:

The Clerk reported on a temporary vehicle restriction on Hurn Bank for one day on 11th December.

(b) Driver Feedback signs – update:

The Clerk advised this was still on-going and that we were awaiting final details for placement.

7. Allotments:

Councillor Graham Rudkin, as Chairman of Allotments reported that nearly all allotment rents had been collected and that there had been another incident regarding damage at the Battlefield Lane allotments, when a car had knocked some fencing down and ended up in a dyke.

8. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that there had been an incident of a break-in at the Bowls Pavilion; the Police were aware and the premises made secure. The dog walking area and grassed area between the toilets and UHA gate had been temporarily closed due to surface damage and notices explaining the reasons had been erected.

(b) Sports facilities/ Buildings: Councillor Isobel Hutchinson explained to Members that she had met with [REDACTED], of the football club to discuss his ideas on improvements on facilities and suggested that she would like to invite [REDACTED] to present his ideas at a future meeting. Councillor Harrington proposed to invite [REDACTED] to the February meeting, seconded by Councillor Peter Savory. **Agreed**

9. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds and the Parish Playing Field had no issues to report.

10. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that a donation of two bags of daffodils by Taylors Bulbs had been planted around the Cemetery Chapels. The students from UHA were now looking after the two flower beds in front of the Cemetery Chapels.

The Heritage bid for the Chapels had not been successful at the first attempt, but they had been recommended to apply again.

Councillor Worth informed Members that pricing for a toilet block at Hallgate Cemetery had been obtained, with a cost of £39000 for the full version and £18500 for a scaled down version; these did not include the cost of connection of utilities.

Councillor Carol Rudkin stated that she did not believe there was a need for this facility.

Councillor David Hudson stated that he could not recall visiting a cemetery with toilets.

Councillor Peter Savory proposed that this item be left in abeyance for the future, seconded by Councillor Paul Gunn. **Agreed.**

Councillor Worth informed Members that some trees and tree guards had been purchased for Hallgate Cemetery and the Closed Churchyard.

(b) The Burial grants and inscription requests were duly signed as approved and follows:

[REDACTED] - Reservation A106 Hallgate Cemetery

W Kent- Memorial Vase to the late Jean Mavis Mace -192L- Park Road Cemetery.

M J Coates- Memorial to the late Pat Thrower - CRA - Park Road Cemetery.

11. Closed Churchyard:

Councillor Jenny Worth informed Members that she had no further issues on this item

Councillor Carol Rudkin passed on to Members the thanks from [REDACTED] for the donation of the Christmas tree.

12. Holbeach Bank Playing Field:

(a) Councillor Paul Gunn reported that hedge cutting had been completed and two dog fouling signs had been erected. Councillor Gunn informed Members that he had organised a litter pick of the area to take place within the next few weeks.

(b) Holbeach Bank Football Club lease:

County Councillor Nick Worth advised Members that he had been negotiating on behalf of the Football Club with the Crown to take over the lease, but the cost involved would be too expensive. He had managed to get an agreement for them to increase the Parish Council's lease to 20 years and the football club to sub-lease for 20 years minus one day.

Councillor Paul Gun proposed that the Parish Council accept these new proposals, seconded by Councillor Peter Savory. **Agreed.**

13. Planning Applications:

Councillor Maureen Male as Chairman of Planning had advised via the Clerk that all planning issues were up to date.

14 Property:

(a) Councillor Isobel Hutchinson as Chairman of Property reported that a new lease was with the tenant of 4 High Street, ready for signing.

Councillor Hutchinson informed Members that with the vacating of CAB in January 2015, the WASH group were looking to relocate to a smaller room within Coubro Chambers, the one most suitable, being the current Members room and asked Members if they still required a specific Members room.

Councillor Peter Savory proposed that a separate room for Members was beneficial and one should be kept for that purpose somewhere in the building. Seconded by Councillor Terry Harrington. **Agreed.**

(b) Consider Tenders for work on Internal decorating Coubro Chambers.

[REDACTED] - £740 + VAT

[REDACTED] - £825- no mention of VAT

[REDACTED] - £2363 +VAT

[REDACTED] - £2000

Councillor Peter Savory proposed that the [REDACTED] quote be accepted if it included VAT, otherwise the [REDACTED] quote be accepted, seconded by Councillor Terry Harrington. **All agreed.** Clerk to check on VAT situation.

17. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £24,210.43 including V.A.T. which had been circulated. **Annexed.** Councillor Peter Savory proposed that they be accepted, seconded by Councillor Terry Harrington. **Agreed.**

Councillor Brighton reminded Members that December was the last opportunity for them to add items to next year's precept.

(b) Financial Statement:

The Clerk reported on Council's finances as follows:

HOLBEACH PARISH COUNCIL

2014-15

BANK RECONCILIATION AS AT 30 November 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3883.39
LESS UNPRESENTED CHEQUES	<u>150.66</u> *
	3732.73
TRACKER ACCOUNT 90321444	5415.65
TRACKER ACCOUNT 10257125	3005.93

BUSINESS SAVER 90915394	155534.58
TREASURY STOCK	300.00
COIF	50.00
	<hr/>
	168038.39

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	224372.91
	<hr/>
	307098.93
LESS PAYMENTS	139060.04
	<hr/>
	168038.89

***UNPRESENTED CHEQUES**

421	25.00
444	25.00

credit card	100.66
	<hr/>
total	150.66 *

(c) Elas Business Support:

(Brochure circulated). Councillor Isobel Hutchinson reported that she and the Clerk had attended a meeting with the Elas representative and believed the benefits they offered, to provide, correct legal & compliant employment contracts for all employees, fully up to date hand books and documentation needed under law, regular bulletins to ensure all documents remain current as legislation changes, 24hours a day, 7 days a week help and advice line, preparation for and representation in any employment tribunal that may occur, indemnity to pay any awards made against you should you lose in a tribunal, (subject to advice given being followed), employer safe software package, to cost £100.00 pm + vat, based on an initial 3 year contract was the way forward for the Parish Council. Councillor Peter Savory proposed that the Parish Council adopt their scheme, seconded by Councillor Mark Smith. **Agreed.**

16. Staffing Matters:

Resolved: to take "In Committee". Proposed by Councillor Peter Savory and seconded by Councillor Paul Brighton.

17. Nature Reserve:

Councillor Martin Howard informed Members that the UHA had offered to do a project on the signage for this site starting in January and would be part of the coursework for the pupils involved. Councillor Peter Savory proposed that we accept this offer, seconded by Councillor Terry Harrington. **Agreed.**

18. CCTV.

The Clerk informed Members that he had enquired as to whether or not the CCTV would be operational within this fiscal year. SHDC had informed him that they would be ready early in the new year and offered to send a representative to the January meeting. They were seeking assurance that the Parish Council were still interested.

The Clerk informed Members that the price for 24/7 coverage would be £6400 per annum as opposed to the £5693 which was quoted at the October 2013 meeting; a difference of £707 per annum.

County Councillor Nick Worth informed Members that the latest pricing update was £6323.55, which included maintenance which was not included originally.

Councillor Peter Savory proposed that although pleased to hear this item progressing, the Parish Council should query the price increase, seconded by Councillor Mark Smith.

Agreed.

Councillor Terry Harrington proposed that we accept the invitation for SHDC to attend the January meeting, seconded by Councillor Paul Brighton. **Agreed.**

19. University Academy Parking Issues.

Agreed to defer until January meeting in Councillor Joan Woolard's absence.

20. Any other business by leave of Chairman:

The Chairman reminded Members that a meeting had been arranged with [REDACTED], of [REDACTED], to update Members on any changes regarding the proposed Hallgate development on Monday 15th December at Coubro Chambers starting at 7pm.

21. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 12th January 2015 at the Methodist Church Meeting Room, Albert Walk, Holbeach.

22. Agenda items for next Meeting: January 2015

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the December 2014 Parish Council Meeting:

- Football Club & matters appertaining to it.

The meeting ended and closed at approximately 8.05 p.m.

It was then resolved that the Parish Council go "Into Committee"

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 12th January 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.10 p.m. following the Public Open Forum.

Present:

Councillors Isobel Hutchinson, Paul Brighton, , Mark Smith, ,Carol Rudkin, Graham Rudkin, David Hudson, Jenny Worth, Terry Harrington, Martin Howard, Paul Foyster, Paul Gunn, Rachel Flood, Kathy Rooke, Joan Woolard , Arthur and Maureen Male. The Clerk, Chris Seymour and Deputy Clerk, Teresa Daisley.

Also present were County Councillor Nick Worth, and [REDACTED] (Press)

Councillor Terry Harrington proposed that Councillor Isobel Hutchinson, as Vice Chairman take the Chair in the absence of a Chairman. **Agreed.**

1. Apologies:

Councillors John Spencer, Peter Savory and the Police had offered their apologies.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

3. Minutes of previous meeting:

The Minutes of the previous meeting held on 8th December 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Terry Harrington. and seconded by Councillor Paul Gunn. Councillor Jenny Worth asked for a small amendment regarding the abbreviation for the Holbeach Academy. **Agreed.**

4. Police, County and District Matters

(a) Police Matters:

With the absence of the Police, no matters arose.

(b) County Matters:

County Councillor Nick Worth informed Members that the recurring problem with flooding in the underpass near the A17 roundabout had been resolved.

(c) District Matters:

District Councillor Martin Howard informed Members that he would be conducting a surgery at Coubro Chambers on Saturday 7th February, in respect of any problems regarding District matters.

5.CCTV:

[REDACTED] of SHDC, updated Members on the report (**Circulated and annexed**) reading the CCTV cameras and asked Members to let her know of any issues that arose. Councillor Martin Howard requested a future demonstration of the cameras , when te were working.

[REDACTED] replied that all Members would be invited when they were working.

Councillor Terry Harrington enquired what in view of the estimate setting would logistics allow for the removal of one camera, [REDACTED] replied that that situation could be looked at.

The six members of the public left the meeting

6. Estimates:

Councillor Isobel Hutchinson outlined the figures (**circulated and annexed**) , initially requiring an increase of 10.06%, stating that ideally an increase of between 1 -2% would be more acceptable in the current climate.

The post Finance meeting figures were 1.91%.

Councillor Terry Harrington proposed that members should go through each sheet to agree final precept figure. **Agreed.**

- Allotments: removal of £3000 for tractor **Agreed**
- Carters Park: removal of £4500 for toilets and £3000 from the amount for path improvements. **Agreed**
- Cemeteries: As per original. **Agreed.**
- Closed Churchyard: As per original. **Agreed.**
- Properties (not including Coubro): As per original. **Agreed**
- Playing Fields: As per original. **Agreed.**
- Office Building: Carpeting to be reduced by £600. **Agreed.**
- Office Admin: removal of Elas payment (included twice in error) £1200 and reduction in amount allowed for elections £500. **Agreed.**
- Litter Picking: As per original. **Agreed**
- Stukeley Grounds: As per original. **Agreed**
- Nature Reserve: Removal of new signage and tree work £500. **Agreed.**
- Grants: removal of one CCTV camera £1280 and £1000 Millennium lighting Committee grant (to be reinstated at later date if funds allow). **Agreed.**
- Beacon Area: As per original. **Agreed**
- St Johns Churchyard: As per original. **Agreed**

Total reduction £15580, proposed precept of £194650 a 1.91% increase.

Councillor Terry Harrington proposed that Councillor Isobel Hutchinson sign the precept request for that amount. **All agreed.** Councillor Hutchinson signed the precept request.

7. Highway Matters:

Road Closures:

The Clerk reported that no road closure notices had been received.

Councillor Graham Rudkin requested that a letter be sent to the Highways Department requesting gritting on Foxes Low Road during bad weather, following recent accidents there. **Agreed**

8. Allotments:

Councillor Graham Rudkin, as Chairman of Allotments stated that he had nothing to report.

9. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that the tree work along Park Road was complete, but the trees alongside Tesco's now needed some attention.

He also reported that the new fencing would start to be installed when the appointment of new assistant was made.

Two trees need replacing within the Park, one being a Hawthorn type and the other a Redwood.

(b) Matters appertaining to the Football Club: Councillor Foyster stated that this matter had been resolved regarding the Council and Applauded Councillor John Spencer for his decision.

(c) Football Club Lease: Councillor Isobel Hutchinson informed Members that the lease for the Football Club was due for renewal in March, a process that took place every three years.

The current rent was £21 per annum, which included cutting and marking the pitch out weekly.

Councillor Joan Woolard proposed that this figure should be increased to £250 per annum. Seconded by Councillor Paul Foyster. **Agreed.**

10. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds had nothing to report on these matters

11. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that some tree damage had occurred during recent storms, with damage to one headstone. These issues had been rectified.

Councillor Worth also mentioned that during these storms several benches had blown over and disturbed some plots, and informed members that the situation regarding benches was being monitored as the number appeared to be increasing despite no new ones to be placed without permission.

(b) The Burial grants and inscription requests were duly signed as approved and follows:

H.J.M.Memorials- Memorial to the late David James Bird 174V Park Road Cemetery

12. Closed Churchyard:

Councillor Jenny Worth reported that the Christmas tree was still in place and needed removal. Clerk to ask [REDACTED] to remove it.

13. Holbeach Bank Playing Field:

(a) Councillor Paul Gunn had nothing to report

(b) Holbeach Bank Football Club lease:

Councillor Gunn advised Members that new lease was being prepared by the Parish Councils solicitors.

14. Planning Applications:

Councillor Maureen Male as Chairman of Planning advised that all planning issues would be complete by the end of the week.

Councillor Martin Howard requested that some person from SHDC planning could attend to offer a mini training session. Clerk to write to SHDC to request. **Agreed.**

15. Property:

Councillor Isobel Hutchinson as Chairman of Property reported that work on 4a High street was progressing and should be completed before end of February.

New tenants had moved into rooms 1 & 2, but high decorating costs had been incurred by them, and proposed that a reduction of £500 be allowed against their initial rental. **Agreed.** The new Members Room was almost completed and invited Members to visit.

16. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £19287.32 including V.A.T. which had been circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Mark Smith. **Agreed.** Councillor Brighton asked for one item to be discussed 'In Committee' - **Agreed.**

(b) Financial Statement:

The Clerk reported on Council's finances as follows:

HOLBEACH PARISH COUNCIL

2014-15

BANK RECONCILIATION AS AT 31 December 2014

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3202.80
LESS UNPRESENTED CHEQUES	<u>1524.22</u> *
	1678.58
TRACKER ACCOUNT 90321444	5416.33
TRACKER ACCOUNT 10257125	3006.30
BUSINESS SAVER 90915394	126721.78
TREASURY STOCK	300.00
COIF	<u>50.00</u>
	137172.99

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	<u>226990.94</u>
	309716.96
LESS PAYMENTS	<u>172543.97</u>
	137172.99

*UNPRESENTED CHEQUES

470	492.00
-----	--------

474	35.00
485	22.02
492	500.00
495	360.00
credit card	115.20
total	<hr/> 1524.22 *

17. Staffing Matters:

Resolved: to take "In Committee". Proposed by Councillor Terry Harrington and seconded by Councillor Maureen Male.

18. Skate Park:

County Councillor Nick Worth informed members that the Skate Boarders were now looking at a mobile Skate Park, but as they were not a constituted group he had paid £1500 into Holbeach Parish Council account until he ascertained own their own funds were progressing. If eventually this matter did not progress he was happy for the Parish council to use the funds for other beneficial purposes.

19. University Academy Parking Issues.

Councillor Joan Woolard informed Members of her visit to the Academy and the outcome.(report circulated and annexed)

20. Any other business by leave of Chairman:

Councillor Isobel Hutchinson informed Members that the Clerk had requested to attend a training seminar on Internal Audit in February. **Agreed.**

Councillor Hutchinson also informed Members that a request had been made by the Job Centre to take on a person for work experience within the park area **(Annexed.)** for a period of up to eight weeks. **Agreed** to go ahead

21. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 9th February 2015 at the Methodist Church Meeting Room, Albert Walk, Holbeach.

22. Agenda items for next Meeting: February 2015

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the February 2015 Parish Council Meeting:

- Parish Council Facebook page- Councillor Mark Smith
- Rent Review 2 High Street.

The meeting ended and closed at approximately 8.50 p.m. It was then resolved that the Parish Council go "In Committee"

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 9th February 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.03 p.m. following the Public Open Forum.

Present:

Councillors Isobel Hutchinson, Paul Brighton, , Mark Smith, ,Carol Rudkin, Graham Rudkin, Jenny Worth, Terry Harrington, Peter Savory, Paul Foyster, Rachel Flood, , Arthur and Maureen Male. The Clerk, Chris Seymour.

Also present were County Councillor Nick Worth, and [REDACTED].

1. Appointment of Chairman:

The Vice Chairman asked Members for any nominations for the position of Chairman. Councillor Terry Harrington proposed that the Current Vice Chairman, Councillor Isobel Hutchinson be elected Chairman, seconded by Councillor Arthur Male. There were no other nominations. **All Agreed.**

Councillor Isobel Hutchinson signed a Declaration of Acceptance of Office.

2. Apologies:

Councillors John Spencer, Martin Howard, David Hudson, Paul Gunn, Kathy Rooke, Joan Woolard, the Press and the Police had offered their apologies

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

4. Minutes of previous meeting:

The Minutes of the previous meeting held on 12th January 2015, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Terry Harrington, seconded by Councillor Mark Smith. **Agreed.**

5. Informal Proposal by [REDACTED] for Carters Park Facilities:

The Chairman welcomed [REDACTED].

[REDACTED] outlined his suggestion for the updating of the facilities within the park, which included the Football Club, Bowls Club, Tennis Facilities, Potential Cricket Club and toilets.

Annexed. He offered to pursue further if the Parish Council supported his ideas.

Councillor Paul Foyster welcomed the idea and proposed that a Committee be formed to discuss the proposal further with [REDACTED] and others. **Agreed**

The Chairman asked for volunteers to form this Committee.

Councillors Paul Foyster, Carol Rudkin, and Chairman offered their services. **Agreed.**

6. Police, County and District Matters

(a) Police Matters:

With the absence of the Police, the Clerk read out a statement from them, **Annexed.**

Members proposed that the Police be requested to monitor motorists driving without lights at dusk. **Agreed.**

(b) County Matters:

County Councillor Nick Worth informed Members that the dyke drainage problems in the Langwith Gardens area was being resolved and that Peppermint Junction and development would be going ahead and detailed planning application would be submitted in April, but the process would take several months to complete.

(c) District Matters:

With the absence of Councillor Martin Howard, no matters were raised.

7. Highway Matters:

(a) Road Closures:

The Clerk reported two closure notices.

(b) Councillor Terry Harrington informed Members that in the past, a request for a Tourism sign on the A17 to encourage passing traffic to visit the town was not possible due to money not being available and asked County Councillor Nick Worth if this was still the case. County Councillor Worth informed Members that a Tourism board could be erected but the Parish Council would have to pay the cost of it, which would depend on the size required and amount of information on it. The Chairman proposed that the Town businesses be asked for feedback and the item to be placed on the March agenda. **Agreed.**

(c) In Councillor Kathy Rooke's absence, Councillor Mark Smith informed Members of Councillor Rookes comments following a recent football match and the parking problems that ensued. **Annexed**

Councillor Peter Savory proposed that although this was beyond the remit of the Parish Council letters be written to the Football Club asking for their co-operation and the Police asking for 'No Parking' cones on match days. **Agreed**

8. Allotments:

Councillor Graham Rudkin, as Chairman of Allotments stated that a contractor had completed the work at the Battlefields Lane site, and that he would be preparing further garden allotments ready to rent in the next few weeks, to date there being six people waiting for them.

9. Carters Park:

Councillor Paul Foyster as Chairman of Parks reported that a small section of the Park was cordoned off due to the tree debris, but this would be cleared as soon as weather permitted. The new fencing would commence very soon.

10. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds and Parish Playing Field reported that notice had been received that the person who currently opened and closed the Parish Playing Field would no longer be able to do so after the end of February. The Chairman volunteered to do a leaflet drop around the playing field area to generate any possible volunteers to take on the task.

Councillor Terry Harrington proposed that if someone was found that a small remuneration should be paid. **Agreed.**

Councillor Foyster proposed that the field be left unlocked in the short term to monitor the situation. **Agreed.**

11. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that there was a problem with the amount of pot's, basket's and toy's being left on graves and that it was becoming very untidy and making it difficult to maintain and proposed that two signs be purchased to remind the public of the bylaws. **Agreed.**

Councillor Worth also informed Members that an Arts project in respect of the Cemetery Chapels was progressing and a workshop would be held over Easter.

(b) The Burial grants and inscription requests were duly signed as approved:

Holbeach Memorial Company- Memorial to the late Robert Neve, Hallgate Cemetery

M J Coates- Memorial to the late Bryan Lewis, A99 Hallgate Cemetery.

M J Coates- Memorial to the late Reginald Hart, A103 Hallgate Cemetery.

M J Coates- Memorial to the late Harry Ingham, CRA23 Hallgate Cemetery.

M J Coates- Memorial to the late June Hudson, 191Y Park Road Cemetery.

[REDACTED]- Memorial Vase to the late Mrs Dawson

12. Closed Churchyard:

(a) Councillor Jenny Worth reported that a letter had been received from [REDACTED] in respect of the fallen leaves in the Closed Churchyard with suggestions on how to manage the problem. The Clerk had replied to [REDACTED].

(b) Request from All Saints Church ref. Holbeach Community Flower Festival 2015.

Councillor Jenny Worth informed members that the Cemetery Chapels Trust would be participating.

13. Holbeach Bank Playing Field:

Councillor Paul Gunn had nothing to report

14. Planning Applications:

Councillor Maureen Male as Chairman of Planning advised that all planning issues would be complete by the end of the week.

15. Property:

Councillor Isobel Hutchinson as Chairman of Property reported that work on 4a High Street was progressing and should be completed before the end of February. An Energy Performance Certificate would be required before it could be let, but proposed that an agent be arranged to sort this and to let as soon as possible. **Agreed.**

Councillor Hutchinson informed Members that re-decorating would commence at Coubro Chambers in the following week.

Councillor Hutchinson informed Members that a rent review was due on 2 High Street in March and asked for Members proposal on it. Councillor Peter Savory proposed that the current rent of £3120 remain. **Agreed.**

16. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £20861.42 including V.A.T. which had been circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Mark Smith. **Agreed.** Councillor Brighton asked for one item to be discussed 'In Committee'- **Agreed.**

Councillor Brighton informed Members that an invoice for an additional payment of £1041.46 for the insurance premium had been received. This was due to the increase in valuation by [REDACTED] for the Cemetery Chapels from £330,000 to £1,000,000.

Approval of this expenditure was sought by full Council. **Agreed.**

Councillor Brighton informed Members that on costs to date this financial year, the cost of petrol purchased via the Parish Council fuel card of £147.09 had incurred a cost of £32.40 (22%) in the provision of Card protection and Carbon Certificate proposed the cancellation of these provisions. **Agreed.**

(b) Financial Statement:

The Clerk reported on Council's finances as follows:

BANK RECONCILIATION AS AT 31 January 2015

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	4219.99	
LESS UNPRESENTED CHEQUES	1192.18	*
	<hr/>	
	3027.81	
TRACKER ACCOUNT 90321444	5416.33	
TRACKER ACCOUNT 10257125	3006.30	
BUSINESS SAVER 90915394	107931.37	
TREASURY STOCK	300.00	
COIF	50.00	
	<hr/>	
	119731.81	

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	<hr/>
	231159.91
	313885.93
LESS PAYMENTS	<hr/>
	194154.12
	<hr/>
	119731.81

***UNPRESENTED CHEQUES**

492	500.00
502	86.00
517	100.00
518	25.00

credit card	481.18
	<hr/>
total	1192.18 *

(c) The Clerk informed Members that he had received a request from St Polycarp's Church, Holbeach Drove, for their annual grant towards the upkeep of the Churchyard, which is normally £100, allowed for in the precept. **Annexed and Agreed.**

17. Staffing Matters:

Resolved: to take "In Committee". Proposed by Councillor Peter Savory and seconded by Councillor Terry Harrington.

18. Any other business by leave of Chairman:

Councillor Isobel Hutchinson informed Members that a reply from SHDC to the request of the Parish Council for training on planning issues had been agreed and did Members wish to attend a day or night session and to be held at Coubro Chambers or the SHDC offices. Members **agreed** that a night meeting at the SHDC offices would be preferred. Councillor Peter Savory suggested that the meeting should be held after the May elections and proposed a June meeting if possible. **Agreed.**

19. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 9th March 2015 at the Methodist Church Meeting Room, Albert Walk, Holbeach following the Annual Parish Meeting.

22. Agenda items for next Meeting: March 2015

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the March 2015 Parish Council Meeting:

- Election of Vice Chairman
- Parish Council Facebook page- Councillor Mark Smith
- Tourism sign- Chairman/Councillor Terry Harrington
- Holly Contract
- Defibrillator request- Holbeach St Johns
- Shortcut from High Street to Park Road- Councillor Joan Woolard
-

The meeting ended and closed at approximately 8.08 p.m. It was then resolved that the Parish Council go "In Committee"

Chairman.....

Holbeach Parish Council

Minutes of the Annual Parish Meeting held on Monday 9 March 2015 at the Methodist Church Hall, Albert Walk, Holbeach commencing at 7.00 p.m.

Present:

As per the register.

Seven members of the public were in attendance together with County Councillor Nick Worth. As per the register.

1. Apologies:

The Clerk reported that he had received apologies from:
Councillor David Hudson, Councillor Joan Woolard, Councillor Kathy Rooke , and Councillor John Spencer

2. Minutes of previous meeting:

The Minutes of the previous Annual Parish Meeting held on Monday 10 March 2014 were read out by the Clerk.

Agreed: The Minutes as read were approved and signed by the Chairman as a true and accurate record.

3. Matters arising:

No matters were brought up from the previous year's minutes.

4. Any Other Business:

██████████ informed the Meeting that a grievance brought up at the 2010 Annual Parish Meeting, had been discussed by himself with ██████████, of the Crown and also with John Hayes, MP and that police investigations and court proceedings would be taking place.

A member of the public, stated that despite the issue of parking restrictions along Church Street being voiced regularly, and championed by various District Councillors, nothing had been progressed and residents were still receiving parking tickets because they had no place to park other than outside their homes or a great distance away. She wished to know why parking restrictions were placed along there in the first place.

County Councillor Nick Worth explained that the parking enforcements came in eighteen months ago, and that he was aware of and hoping to resolve the issues and agree to update the Parish Council and also the Parishioner before the April Parish Council meeting

Minutes of the Annual Parish Meeting of Holbeach Parish Council of 9 March 2015

The Chairman then invited any other business but there being no further matters that members of the public wished to raise the Annual Parish Meeting was declared closed at 7.13 pm.

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 9th March 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.13 p.m. following the Annual Parish Meeting.

Present:

Councillors Isobel Hutchinson, Paul Brighton, , Mark Smith, ,Carol Rudkin, Graham Rudkin, Jenny Worth, Terry Harrington, Peter Savory, Paul Foyster, Rachel Flood, , Arthur Male, Maureen Male, Martin Howard, Paul Gunn and the Clerk, Chris Seymour.

Also present were County Councillor Nick Worth, and two members of the public

1. Apologies:

Councillors John Spencer, David Hudson, Joan Woolard, Kathy Rooke, the Press and the Police had offered their apologies

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

Councillors Graham Rudkin, Carol Rudkin and Rachel Flood declared an interest under Holbeach in Bloom.

3. Minutes of previous meeting:

The Minutes of the previous meeting held on 9th February 2015, as circulated were **approved and signed** by the Chairman as a true and accurate record. Proposed by Councillor Terry Harrington, seconded by Councillor Peter Savory

4. Appointment of Vice Chairman:

The Chairman asked Members for any nominations for the position of Vice Chairman. Councillor Arthur Male proposed that Councillor Mark Smith be elected Vice Chairman, seconded by Councillor Paul Foyster. There were no other nominations. **All Agreed.** Councillor Mark Smith took up the position of Vice Chairman.

5. Police, County and District Matters

(a) Police Matters:

With the absence of the Police, the Clerk read out a statement from them, **Annexed.**

Councillor Arthur Male asked for the Police to be made aware of the amount of cars with defective lights that were still around. **Agreed.**

(b) County Matters:

County Councillor Nick Worth informed Members that he had received complaints regarding speeding along Holbeach Bank and enquired as to the planned Speed Awareness Camera placements.

Councillor Peter Savory responded by stating that two would be placed in Holbeach Bank, Hurn, St Marks and the Town and explained their positions. The Clerk to forward a map showing their positions to County Councillor Worth, **Agreed**

(c) District Matters: Councillor Martin Howard informed members his recent District Surgery held at Coubro Chambers was a great success. He also informed Members that he was pursuing the towns litter bins not being emptied on a regular basis.

Councillor Peter Savory proposed CCTV cameras within town and the proposal from SHDC be placed as an agenda item for April. **Agreed.**

6. Highway Matters:

(a) Road Closures: The Clerk reported three closure notices.

(b) County Councillor Nick Worth reported that he had been notified by Lincolnshire County Council Highways Department that the cost of a basic Tourism sign would be approximately £3000, and suggested that a Local Facilities sign might be more cost effective and agreed to obtain costings for the April meeting. To be placed as Agenda item. **Agreed**

7. Allotments:

(a) Councillor Graham Rudkin, as Chairman of Allotments reported that 14 new garden allotments had been created on the Battlefields Lane site, 6 have already been taken, therefore 8 still remained available for parishioners.

He also informed Members that he had obtained a quantity of vegetable and flower seeds and these were in the process of being distributed free of charge to the smaller allotment holders.

The Clerk had prepared the allotment demands and these would be sent at the end of this month.

(b) The Clerk informed Members that he had received notice from the Crown, that following arbitration, the rent they will charge for the land situate at Holbeach St Marks, would increase to £1200 per annum, which equates to £89 per acre.

This remains a very low rent due to the amount of time it has spent in arbitration, the Parish Council currently charge £108 per acre, this will dramatically increase in three years, when the next rent review is due.

The rents we charge other allotment tenants on other sites are between £130 and £150 per acre, and the Clerk enquired if Members wished to increase the rent the Parish Council charge on this site.

Councillor Peter Savory proposed that the rents on these allotments be increased to £150 per acre in line with other sites, Councillor Graham Rudkin seconded. **All Agreed.**

8. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that he had no issues to report

(b) Update on meeting with [REDACTED]. The Chairman informed Members that along with Councillor Paul Foyster, Councillor Carol Rudkin and the Bowls Club, she had met with [REDACTED]

and agreed for him to prepare more explicit plans for the facility and it to be placed as an agenda item in the future. **Agreed.**

9. Stukeley Grounds and Parish Playing Field:

(a) Councillor Paul Foyster as Chairman of Stukeley Grounds and Parish Playing Field reported that he had no issues to report.

(b) The Clerk reported that following a leaflet drop around the Netherfield's Area, a [REDACTED] had volunteered to unlock the Parish Playing Field, with his neighbour willing to cover for him if he was not available. Triple SSS, who previously locked it on four nights per week, are willing to take on the other three at no extra charge. **Agreed**

10. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that the trees had been planted in the Cemeteries and the only issue was that the edging around the two flower beds near the Cemetery Chapels needed replacing. **Agreed**

(b) The Burial grants and inscription requests were duly signed as approved:

Lincolnshire Coop- Memorial to the late Mark Richard Smith. CRA Park Road Cemetery.

M J Coates- Memorial to the late Mervyn White, TBA Park Road Cemetery.

M J Coates- Memorial to the late Maurice Tennant, A99 Hallgate Cemetery.

M J Coates- Memorial to the late Joan Tyler, CRA2kii Park Road Cemetery.

M J Coates- Memorial to the late Marilyn Shearer, A42 Hallgate Cemetery.

Holbeach Memorial Company- Memorial Vase to the late Thomas Geoffrey Sayer. Park Road Cemetery

[REDACTED] - Reservation Grave space A11 Hallgate Cemetery.

[REDACTED] - Reservation Grave space SA£ /16.Park Road Cemetery

(c) Holly Contract: The Clerk informed Members that the contract for the cutting of Holly within Park Road Cemetery has expired.

[REDACTED] of A J Nursery has expressed an interest to continue, and asked Members for a proposal on what route they would prefer regarding a future contract, as previously advertising in the press had become very expensive.

Councillor Peter Savory proposed that at least three tenders be obtained via contacting known Contractors. **Agreed**. Councillors to inform Clerk if they knew of anybody interested

11. Closed Churchyard:

(a) Councillor Jenny Worth reported that she had no issues to report.

(b) Request from Holbeach in Bloom: Councillor Graham Rudkin, as Chairman of Holbeach in Bloom, asked Members if they would consider Holbeach in Bloom taking over the planting and maintenance of the flower beds, baskets and tubs within the Closed Churchyard, has they had done some years previously. If the grant was reinstated to the former level of £2000, this would save the Parish Council a sum in excess of £600 plus take a large amount of pressure off the Parish Councils staff.

Councillor Jenny Worth proposed that Holbeach in Bloom take over the supply and maintenance of the Closed Churchyard to cover flower beds, hanging baskets and tubs, and the grant to be £2000, The Parish Council to continue to maintain grass cutting, tree work and planting and any shrubs that are currently planted.

She also requested that Holbeach in Bloom liaise with the Parish Council on their plans and schemes and to keep communication open. Seconded by Councillor Terry Harrington.

Agreed.

12. Holbeach Bank Playing Field:

Councillor Paul Gunn had nothing to report

13. Planning Applications:

(a) Councillor Maureen Male as Chairman of Planning advised that all planning issues would be complete by the end of the week.

(b) The Clerk informed Members that [REDACTED], SHDC has agreed to hold a Planning training session at their offices during June.

14. Property:

Councillor Isobel Hutchinson as Chairman of Property reported that the decorating within Coubro Chambers had been completed; work on 4a High Street was nearly complete and asked if any Members would like to view the finished work, would they contact her and she would arrange a viewing, she would provide photographs for the next meeting.

Councillor Hutchinson stated that she would be meeting with the agent by the weekend and hoped to have a tenant for it within three weeks.

15. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £26851.98 including V.A.T. which had been circulated. **Annexed.** Councillor Terry Harrington proposed that they be accepted, seconded by Councillor Paul Gunn. **Agreed.**

(b) Financial Statement:

The Clerk reported on Council's finances as follows:

BANK RECONCILIATION AS AT 28 February 2015

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3733.28
LESS UNPRESENTED CHEQUES	2639.45 *
	<hr/>
	1093.83
TRACKER ACCOUNT 90321444	5416.33
TRACKER ACCOUNT 10257125	3006.30
BUSINESS SAVER 90915394	101965.79
TREASURY STOCK	300.00
COIF	50.00
	<hr/>
	111832.25

CASH BOOK

BALANCE BROUGHT FORWARD	82726.02
ADD RECEIPTS	236531.84
	<hr/>
	319257.86
LESS PAYMENTS	207425.61
	<hr/>

111832.25

***UNPRESENTED CHEQUES**

492	500.00
518	25.00
538	1379.92

credit card	734.53
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total	<hr/> 2639.45 *
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16. Standing Orders- Financial Regulations- Risk Assessment:

The Chairman informed Members, that the Finance Working Party has gone through all three documents in detail, made amendments, which had previously been circulated and asked Members if they had any comments or amendments that they wished to propose. Councillor Terry Harrington proposed that all three documents be signed and adopted, seconded by Councillor Paul Gunn, **All Agreed**. The Chairman signed all three documents as accepted. **Annexed**.

17. Staffing Matters:

Resolved: to take "In Committee". Proposed by Councillor Peter Savory and seconded by Councillor Terry Harrington. **Agreed**.

18. Parish Council Facebook Page:

Councillor Mark Smith stated that a Facebook page could be of a large help in promoting the work and events of the Parish Council and getting information to the Parishioners in a more widespread manner and asked for Members comments.

After discussion, Councillor Pater Savory proposed that this be placed as an agenda item for April to give Members some time for thought on the matter. **Agreed**.

19. Short cut from High Street to Park Road:

In Councillor Joan Woolard's absence the item could not be discussed and the Chairman asked Members if they wanted to defer it until the April agenda.

Councillor Peter Savory stated that this was a District Council matter and the Parish Council had no jurisdiction over it and should not be an agenda item for April.

Councillor Paul Foyster proposed that it not be included as an agenda item. **All Agreed**

20. Defibrillator- Request for Grant- Holbeach St Johns:

The Chairman informed Members of a request from [REDACTED], (**circulated and annexed**) for a grant for a defibrillator to be installed at Holbeach St Johns and asked for members comments.

Councillor Paul Brighton welcomed the idea, but as no money was placed in the Precept, proposed that this be deferred until September, when a clear indication of funds could be discussed.

Councillor Peter Savory proposed that if this was not possible at that time, it should be placed for consideration when the precept was set for next year. **Agreed**

21. Any other business by leave of Chairman.

No items were raised.

22. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 13th April 2015 at the Methodist Church Meeting Room, Albert Walk, Holbeach following the Open Forum.

23. Agenda items for next Meeting: April 2015

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the April 2015 Parish Council Meeting:

- CCTV Cameras
- Parking in Church Street
- Carters Park Facilities
- Parish Council Facebook Page
-

The meeting ended and closed at approximately 8.13 p.m. It was then resolved that the Parish Council go "In to Committee"

Chairman.....

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 13th April 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.04 p.m. following the Public Open Forum.

Present:

Councillors Isobel Hutchinson, Mark Smith, Paul Brighton, Carol Rudkin, Graham Rudkin, Jenny Worth, Paul Foyster, Rachel Flood, Kathy Rooke, and Paul Gunn, The Clerk, Chris Seymour.

Also present were County Councillor Nick Worth, District Councillor Francis Biggadike and PCSO [REDACTED].

1. Apologies:

Councillors John Spencer, Martin Howard, David Hudson, Terry Harrington, Peter Savory, Joan Woolard, Arthur and Maureen Male and the Press had offered their apologies

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

3. Minutes of previous meeting:

The Minutes of the previous meeting held on 9th March 2015, as circulated were **approved and signed** by the Chairman as a true and accurate record. **Agreed.**

4. Police, County and District Matters

(a) Police Matters:

PCSO [REDACTED] informed Members that there had been a spate of break-ins into outbuildings, and advised Members to be vigilant.

Councillor Paul Foyster informed the meeting that Carters Park had been suffering from severe littering problems, especially at dinner times and asked if it was possible to have a Police presence at that time on occasions.

PCSO [REDACTED] responded by stating that they would attend when possible and also that an e-mail had been sent to all students at the Academy, asking them to take responsibility when they are in the park.

(b) County Matters:

County Councillor Nick Worth informed Members that an e-mail from the Highways department had been circulated, informing of the reasons for the delay in preparation of parking restrictions changes in Holbeach. The draft proposal would come to the Parish Council for comments before it was agreed.

County Councillor Worth also informed Members that a large amount of road repairs would be taking place over the summer and asked Members to be aware of road works.

(c) District Matters:

With the absence of Councillor Martin Howard, no matters were raised.

5. Highway Matters:

(a) Road Closures:

The Clerk reported ten road restrictions that would take place between 1/5/15 and 31/8/15.

(b) The question of a Local Facilities sign was discussed and due to cost involved it was **agreed** to defer this item until a later date when funds or funding may be available.

(c) District Councillor Francis Biggadike informed Members that he had been petitioned by residents of Foxes Low Road for road salting along that road during the winter period, following a spate of accidents and requested the Parish Councils support this by sending a letter requesting for the road to be included in the gritting programme. **Agreed**.

(d) Parking Restrictions on Church Street: dealt with under County Matters, local residents had been informed by County Councillor Nick Worth.

6. CCTV Cameras:

The Chairman informed Members that this was deferred from the March meeting and asked Members for their preference of either four cameras for twenty four hours per day or five cameras for eighteen hours per day. Members unanimously **agreed** for four Cameras 24/7

7. Allotments:

Councillor Graham Rudkin, as Chairman of Allotments stated that all allotment rents had been collected for the previous year, the demands for April 2015 had been sent out and rents were starting to be paid by tenants.

Councillor Rudkin informed Members that six Garden Allotments remained vacant at Battlefields Lane site and two plots of half an acre were available at Plank Hook and would be advertised.

The Clerk advised Members that notice had been received from [REDACTED] that they were increasing the rent for the Northons Lane allotments as from April 2015 and enquired to Members as to what rent increase to charge the current tenants, if any. It was proposed to increase the rent to £150 per acre to bring into line with the rents charged for other allotments held by the Parish Council. **Agreed**.

8. Carters Park:

(a) Councillor Paul Foyster as Chairman of Parks reported that all tree work had been completed and a reconditioned gang mower had been purchased, which represented good value compared to new prices and was performing well.

(b) The Clerk reported that he had received a request from [REDACTED], who was producing a low budget film, using volunteers from within the community and was requesting permission to film two scenes within Carters Park. Members **agreed**.

(c) New facilities within Carters Park:

The Chairman reported that no further information had been received to date.

9. Stukeley Grounds and Parish Playing Field:

Councillor Paul Foyster as Chairman of Stukeley Grounds and Parish Playing Field reported that no problems related to these areas.

10. Cemeteries – Park Road and Hallgate including Cemetery Chapels:

(a) Councillor Jenny Worth reported that the Cemetery Chapels were not successful in obtaining a grant from the Heritage Lottery Fund at the last attempt as they now require projects to take place before funding is qualified. An activities programme has been drawn

up, which will be funded by HLF, and she informed Members of them. Councillor Worth sought Members permission for these to go ahead. **Agreed.**

Councillor Worth informed Members that excessive ornaments, toys and benches were being placed on and near graves at the Hallgate Cemetery; this contravened the rules and proposed that the Clerk should write to the offending people after the signs reminding the public of the rules had been in place for a short period. **Agreed**

Councillor Worth also informed Members that an Arts project in respect of the Cemetery Chapels was progressing and a workshop would be held over the first May Bank Holiday weekend.

(b) The Burial grants and inscription requests were duly signed as approved:

Reservation of Grave space CRA24 Hallgate Cemetery- [REDACTED]

Reservation of Grave space A109 Hallgate Cemetery- [REDACTED]

Holbeach Memorial Company- Memorial to the late Gerald Snare, 81D Park Road Cemetery

M J Coates- Added inscription for the late Eleanor Clements, 5i Park Road Cemetery.

M J Coates- Added inscription for the late Patricia Drew, 170AAA Park Road Cemetery.

M J Coates- Memorial to the late Eric Bidwell Hallgate Cemetery.

M J Coates- Added inscription for the late Elsie French A75 Hallgate Cemetery.

Lincolnshire Coop- memorial to the late David Coleman Hallgate Cemetery

HJM Memorials- Memorial to the late John Hilliam 146xx Park Road Cemetery

HJM Memorials- Memorial to the late Walter Hilliam 148AA Park Road Cemetery

HJM Memorials- Memorial to the late Ester Hilliam 17F Park Road Cemetery

Mowton Memorial Company- Memorial to the late Peter Vanner Park Road Cemetery

Richard King Memorials – Memorial to the late Thomas McKenna A97 Hallgate Cemetery

11. Closed Churchyard:

Councillor Jenny Worth had nothing to report

12. Holbeach Bank Playing Field:

Councillor Paul Gunn had nothing to report

13. Planning Applications:

Councillor Maureen Male as Chairman of Planning, in her absence had advised the Clerk that all planning issues were complete..

14. Property:

Councillor Isobel Hutchinson as Chairman of Property reported that work on 4a High Street had been completed and a tenant had been found and the rent for the initial six months had been paid in advance.

15. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton as Chairman of Finance reported on a schedule of payments totalling £24838 including V.A.T. which had been circulated. **Annexed and Agreed.**

Councillor Brighton informed Members that due to the timing of the next Parish Council meeting, he was seeking permission to sign the cheques at the preceding Finance Meeting. **Agreed.**

(b) Financial Statement:

The Clerk reported on Council's finances as follows:

BANK RECONCILIATION AS AT 31 March 2015

BANK ACCOUNTS

CURRENT ACCOUNT 50494844	3143.00	
LESS UNPRESENTED CHEQUES	1376.36	*
	<hr/>	
	1766.64	
TRACKER ACCOUNT 90321444	5416.95	
TRACKER ACCOUNT 10257125	3006.65	
BUSINESS SAVER 90915394	75037.06	
COIF	50.00	
	<hr/>	
	85277.30	
CASH BOOK		
BALANCE BROUGHT FORWARD	82726.02	
ADD RECEIPTS	237947.64	
	<hr/>	
	320673.66	
LESS PAYMENTS	235396.36	
	<hr/>	
	85277.30	

***UNPRESENTED CHEQUES**

492	500.00
518	25.00
550	100.00

credit card	751.36	
	<hr/>	
total	1376.36	*

(c) The Clerk informed Members that the Annual Return had been received and completed and would be ready for signing at the May Parish Council meeting. A copy of the Internal Auditors report was circulated to Members, **Annexed**.

(d) Precept as reported on Rate demands: the Clerk reported that the reason for the increase of 5.3% as stated on the rate demands as opposed to the increase of 1.9% as agreed when setting the precept was due to SHDC cutting the Council Tax Support Grant from £13348 last year to £6755 this year, a reduction of approximately 50%. Members **agreed** that the Clerk write to SHDC asking them to make this position clear on future rate demands

(e) Request from Holbeach in Bloom- Erection of 3 Hanging Baskets at Coubro Chambers at a cost of £35 each. **Agreed**.

(f) The Clerk informed Members that the Parish Council would be required to automatically enrol certain staff in a workplace pension scheme as from 1st April 2016, and the Finance Working Party had proposed that he should make enquiries with various providers in preparation for the scheme starting. **Agreed**

16. Staffing Matters:

Resolved: to take "In Committee".

17. Parish Council Facebook page.

Councillor Mark Smith informed Members that it was possible to set up a "Facebook page" for the Parish Council that would be purely informational and would not allow inappropriate comments to be posted. It was **agreed** that Councillor Mark Smith and Councillor Kathy Rooke go ahead with setting up the page.

18. Beat Kept Village Competition:

It was **agreed** that the Town and Wards enter this competition again and Councillors Paul Brighton, Rachel Flood, Graham Rudkin and Jenny Worth volunteered to submit application forms to the Clerk by Monday 20th April 2015, for him to collate and submit.

19. Any other business by leave of Chairman:

County Councillor Nick Worth informed the meeting that he wished his thanks to be passed on to Members that had decided not to stand at the forthcoming election and singled out Councillor Terry Harrington for special appreciation for the 36 years' service he had given to the Parish Council.

The Chairman echoed County Councillor Worth's comments and wished all Members success in all of the various elections that will take place in May.

20. Confirm date and venue for next Parish Council Meeting:

The Annual General Parish Council Meeting will be on 18th May at the Reading Room, Church Street Holbeach. There would not be an open forum before this meeting.

201. Agenda items for next Meeting: March 2015

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

Items to be included for the May 2015 Parish Council Meeting:

- Election of Chairman and Vice Chairman
- Election of Chairman and Vice Chairman of other Committees and positions

The meeting ended and closed at approximately 7.55 p.m. It was then resolved that the Parish Council go “In Committee”

Chairman.....