



Minutes of the meeting of Holbeach Parish Council on Monday 11th July 2022 at 19:00 at the Methodist Church, Albert Walk, Holbeach

	In attendance	Apologies given	Non Attendance
Holbeach Parish Council,	Cllrs: S Johnson, S Hutchinson I Hutchinson, R Stevens, M Murfet, T Wiltshire & S Lewis Clerk: Jan Hearsey Asst Clerk: Karen Baxter County Cllr T Carter District Councillors N Worth, F Biggadike & A Beal	Cllrs R Flood & P Howden	
Public including Councillors	2 members of the public. 1 Member of the press.		

19:00 Chair, Cllr Stephen Johnson welcomed everyone to the meeting and invited members of the public to ask questions and make statements.

1. Cllr A Beal asked for an update regarding a matter involving the cemetery. It was explained that due to Data protection, this could not be discussed.
2. A member of the public asked which cemetery was being referred to, the reply was Park Road

Chair Cllr S Johnson invited reports from County & District Councillors and the Police

Cllr T Carter reported on District and County matters that; Medieval event wants to re book for next year, the toilets are due to be finished end of the month, beginning of August. There will be a pop-up historical centre in the town centre, this is a joint venture with SHDC/LCC for 6 months and also involves Linden Secker. She has been out with the Police in Carters Park. Cllr S Hutchinson had requested footfall data. Enforcement data is available. The holiday activity and food programme are now live. A meeting took place with the Lincs road safety partnership and the results will be available soon with regard to the Park Road crossing.

Chair Cllr S Johnson instated Standing Orders and the meeting opened at 19:07

2022/3-036 Apologies for absence

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

Apologies were received from Cllr P Howden & Cllr R Flood

2022/3-037 Declarations of interest. To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items

Cllr S Lewis declared a pecuniary interest in agenda items: 2022/3-044 (b) & 2022/3-048. Cllrs: I Hutchinson, S Hutchinson M Murfet & R Stevens declared a non-pecuniary interest in agenda item: 2022/3-040 (c)

2022/3-038 It was resolved to approve as a correct record the notes of the meetings of the Council held on 13th June 2022 and 24th June 2022 and to authorise the Chair to sign the official minutes

2022/3-039 Clerks report

- a) To receive a report from the Clerk – see appendix A
- b) To receive an update on vacancies – see appendix B
- c) To receive an update on the election process for the seat vacated by S Favell – see appendix C

2022/3-040 Open Spaces Committee – To co-opt interested members to the committee – Cllr Steve Lewis was co-opted onto the committee

- a) To receive the report from the Chair of the committee – see appendix 1
- b) To receive an update following the meeting with Church representatives regarding the Churchyard – The meeting went well and members of both parties have agreed to work together and are meeting again later in the year.
- c) It was discussed and **resolved** to agree the way forward regarding Battlefields allotments and the Farmer Education Foundation to defer this item until a price is known for the purchase of this land.
- d) It was discussed and **resolved** to agree the way forward regarding Ashwood Homes land to the rear of Park Road cemetery to write and ask for a price
- e) It was **resolved** to not agree the use of Carters Park by a religious group due to a no religious group policy. Write to the group and advise they need to contact LCC regarding being on the pavement

2022/3-041 Planning, Properties, Emergency Planning and Speeding Committee to co-opt interested members to the committee – Cllr Sophie Hutchinson was co-opted onto the committee

- a) To receive the report from a member of the committee – appendix 2
- b) It was **resolved** to agree the planning responses as no objection:

Amendment 2 boundary/storage -

<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=>

H09-0307-22 H09-0307-22&from=planningSearch

H09-0620-22 Proposed Signage -
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0620-22&from=planningSearch>

H09-0633-22 Single storey extension & alterations -
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0633-22&from=planningSearch>

- c) It was **resolved** to agree the consultation of street names re the land rear of 29 Oakwood Glade as Francis Close, Cyprus Close, Elder Street, Silver Close, Elm Drive, Sycamore Close.
- d) It was discussed and **resolved** to agree the way forward with the Cemetery Chapels roof following the temporary halt of work – that the services of the ecologist are engaged at a cost of £700 plus VAT as bats had been reported although believed to only be in the tower. Cllr I Hutchinson will read through the terms and conditions regarding additional scaffolding charges and report back to Council
- e) It was discussed and **resolved** to agree the consultation for the Lincolnshire Minerals and Waste Local Plan

2022/3-042 – PR/IT Committee

- a) To receive the report from the Chair of the committee -see appendix 3

2022/3-043 – Events Committee

- a) To receive the report from the Chair of the committee – see appendix 4
- b) It was discussed and **resolved** to agree to change the agenda item to express an interest in entering a float in the Spalding Flower parade on Saturday 6th May 2023 which was **resolved** to agree
- c) It was discussed and **resolved** to agree the detail of street art in Carters Park (location previously agreed under minute reference 2022/3-008 (h)) in that people will be invited to have a go on the fence in Carters Park

2022/3-044- Finance Committee

- a) To receive the report from the Chair of the Committee – see appendix 5
- b) It was **resolved** to agree to authorise the payments for June 2022 totalling £18,957.88 and to note the income for June 2022 of £5,819 – see appendix 5a
- c) To note the Bank balances as at 31st May 2022 as follows:
Account ending **4844** £3,000.00 Account ending **5394** £16,344.80
Account ending **01PC** £281,950.25 – see appendix 5b

2022/3-045 UK Shared Prosperity Funding

- a) To receive a report from Cllr S Hutchinson – she and Cllr I Hutchinson had attended the briefing. Bids will be opening in September/October. This is funding that should not be missed and a mix of revenue funding and match funding for projects.

Committees should consider projects to put forward and this should be agenda'd for all committees.

2022/3 046 – Confirmation of date and venue of the next Parish Council meeting

- a) The next meeting of the Parish Council will be on Monday 8th August 2022 at Holbeach Hurn Village Hall

It was resolved to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted – agenda items: 2022/3-047 & 2022/3-048

Open meeting closed at 19:59

Closed meeting opened at 20:01

2022/3 -047 HR, Health and Safety and Data Committee

- a) To receive the report from the Chair of the committee – Cllr S Hutchinson updated members on a current and ongoing situation

2022/3-048 – It was resolved to agree the cost of the lighting in Clerks and Assistant Clerks office – to go back to one company as they had provided a quote for a different lighting system and then to go with the lowest price quote.

Meeting closed at 20:35

Signed Chair.....

Date.....

All documentation relating to this agenda will be published with the official minutes

Appendix A

Clerks report

Following consultation with LALC, the digital notice board is an official notice board just the any other information displayed on this has the same legal value as any other notice board.

Following previous conversations regarding the use of red diesel and members decision to sell the red diesel, I approached a local farmer to ask if they were interested in purchasing the surplus in the tank. They suggested that this would not be easy and suggested we make contact with the NFU as the Government had made some updates to the legislation. The NFU investigated on our behalf and came back that we cannot use red diesel. I am going back to the farmer to see what we can organise but the tank will need cleaning out before white diesel can be added.

New slide in Carters Park

Chair's initials.....

Toilets to re-open Wednesday between 08:00 and 15:00, Monday to Friday

Some vandalism to equipment in the park which has been reported to the police but in general the level of asb has declined.

Appendix B

Vacancies

Town Ward

- 4 x vacancies available for co-option
- 1 x vacancy awaiting end of ten elector
- 1 x vacancy subject to election

Hurn Ward

- 2 x vacancies available for co-option

Drove Ward

- 1 x vacancy available for co-option

Appendix C

Elector request vacancy S Favell

Just to confirm the next date is 18th August 2022. Nominations will start from 14 July through to 22 July.

Appendix 1

Open Spaces Chair report

Carters Park

The sandpit area, in that it will remain closed for the foreseeable future with a sign on and it will be looked into as a project for 2023/24. The cost of a metal tennis net for tarmac area outside the tennis courts will be investigated as a project for 2023/24. The cost of a new sign for the entrance to Carters Park will be investigated.

Cemeteries

A meeting with the Vicar, Faculty and councillors is taking place on Friday 8th July.

Allotments

Cllrs M Murfet & I Hutchinson and the Clerk will carry out inspections on those deemed to require improvement on 9th August

The former plot 1b Battlefields will be split into 6 if feasible

The rubbish pile at Battlefields will be offered as an extension to plot number G48 at no cost for this year.

The allotment holders at Battlefields will have a representative that will liaise with the Open Spaces Committee

Nature reserve

A working party was formed to look into improvements, it will be lead by Cllr M Murfet, Cllr R Flood and four members of the public
Holbeach Bank
A sign will be purchased saying “dogs must be on leads” sign
Permission is to be sought of the Crown Estate to site two picnic benches at Holbeach Bank and to ask them for an update regarding the container

Appendix 2

PPES REPORT JULY

At the meeting held on 29th June the committee agreed the planning responses for all the planning applications received and also agreed the consultation for Phase 2 of the development adjacent to Fen Rd.
The locations for the SID ‘s were agreed for the following month which will be Hallgate and Foxes Lowe Rd. The locations for further placement points in High St, Church St and Park Rd were discussed and the suggested locations will be forwarded to LCC for approval. It was agreed that Councillor Steve Lewis will work with Councillor Peter Bowden to place the SID ‘s each month.
The clerk had chased LCC regarding Saturday Bridge junction and they will be sending out an engineer to look at the location in the near future, it was agreed to ask for the details of this visit so mm beds can be in attendance if possible.
It was agreed that the office would be responsible for the emergency plan supported by members.
Following the increase in costs of energy it was agreed to monitor the situation at Coubro and discuss the situation again later in the year. It was also agreed to ask all tenants to provide evidence of PAT testing for all electrical items used within their rooms.
The committee agreed to defer the item regarding costs of replacing lighting in the clerk’s office to full council which is on the agenda for this month’s meeting.

Appendix 3

PR/It report

We have had one further entry for our calendar photography competition and we will be readvertising on Facebook to try and gain some more entries.
The car show posters have been placed on all HPC notice boards. Press releases to include the recent ASB behavior in Carters Park and Park Rd Cemetery, our next HPC Forum at 17.30 on 11th July. The next forum in August will be either in St Marks or Hurn Ward.
Agendas for full council meetings to be placed on notice boards in all wards.
CCTV is being investigated for Carters Park and Park Rd Cemetery. We agreed to purchase our own notice boards for St Johns and Hurn wards one permission has been sought.
Our budget for 2023/24 will be discussed at our next meeting.
Our next meeting is on 24th August at Coubro Chambers at 11am.

Appendix 4

EVENTS REPORT JULY

At our last meeting the jubilee event was discussed and feedback given on the ways we could improve events moving forward. The committee felt that the event went well considering the resources we had but we're happy to look at all ideas to improve future events.

The car show is fast approaching and all the paperwork has been approved by SAG. The information packs are being sent out to exhibitors this week and we currently have approx 200 vehicles attending and are now running a reserves list as we are full. UAH have kindly agreed to us using their field for visitor parking which gives direct pedestrian access to the field at Holbeach Primary Academy. We will need as many stewards as possible on the day so if anyone is able to help at all please let the clerk know the details of times you will be available.

The jubilee garden was discussed and the works needed to complete it were agreed. The official opening will take place on Saturday 27th August at 2pm. We hope to have someone from Taylor's to open it as they have been very generous in donating a large amount of bulbs. It will be an informal event with members invited to come and bring a picnic at an open mic session for anyone that wishes to perform on the newly created stage.

We are planning to have yard sales on 31st July and 27th August.

Ideas for the Christmas event were discussed and we will be contacting local groups and schools in early September to ask them if they wish to take part. We plan to have stalls and activities during the afternoon followed by some form of parade through the High St to finish in the church yard for Carole's around the tree. We will be discussing this in more detail at our next meeting.

Appendix 5

Chair of Finance report 4th July 2022

The normal monthly activities were carried out and all was found to be correct.

The Clerk has spent some time configuring the Rialtas software which will enable HPC to have a better understanding of budget control.

It was confirmed that the zero turn mower has been reserved from Chandlers. The other options available would not have given value for money.

A discussion regarding the older Kubota where the consensus was that HPC would benefit if it was sold in its current condition.

We briefly discussed next year's budget and ask that the other committee's start planning any projects for the next financial year.

Appendix 5a

08/07/2022

Holbeach Parish Council

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14:02

Invoices Due for Payment by 31 July 2022

For Purchase Ledger

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Amazon EU s.a.r.l UK Bracnk [AM1]								
14/06/2022	24144		<i>cr re cable</i>		12/07/2022	-10.35		0.00
29/06/2022	NAEUI		<i>Shredder</i>		12/07/2022	32.89		22.54
Total of Invoices Due (AM1)						22.54	0.00	22.54
Boyes [BY]								
21/06/2022	2106		<i>Watering cans</i>		12/07/2022	17.25		17.25
Total of Invoices Due (BY)						17.25	0.00	17.25
Chandlers [CHA001]								
17/06/2022	601632		<i>pin for towball</i>		12/07/2022	26.57		26.57
Total of Invoices Due (CHA001)						26.57	0.00	26.57
Councillors [CLLR]								
30/06/2022	3006		<i>Collecting benches</i>		12/07/2022	80.00		80.00
30/06/2022	3006F		<i>Fuel trainng</i>		12/07/2022	51.39		51.39
Total of Invoices Due (CLLR)						131.39	0.00	131.39
Crusader Traffic [CT]								
20/05/2022	32294		<i>Traffic management jubilee</i>		12/07/2022	108.00		108.00
Total of Invoices Due (CT)						108.00	0.00	108.00
Doubledays [DD]								
30/06/2022	113074		<i>Look at old Kubota</i>		12/07/2022	89.63		89.63
Total of Invoices Due (DD)						89.63	0.00	89.63
DTS [DTS001]								
30/06/2022	5		<i>Locking up</i>		12/07/2022	600.00		600.00
Total of Invoices Due (DTS001)						600.00	0.00	600.00
Greenzone Park Road [GZPR]								
23/06/2022	CR		<i>cr 517350</i>		23/06/2022	-62.71		0.00
30/06/2022	351683		<i>Bins Park Road</i>		12/07/2022	250.85		188.14
Total of Invoices Due (GZPR)						188.14	0.00	188.14
Hags UK [HAGS]								
30/05/2022	082721		<i>Inclusive swing</i>		12/07/2022	2,162.49		2,162.49
Total of Invoices Due (HAGS)						2,162.49	0.00	2,162.49

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Holbeach Parish Council

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Invoices Due for Payment by 31 July 2022

For Purchase Ledger

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
[HMRC]									
23/06/2022	230622		Re June salaries HMRC		12/07/2022	2,018.95		2,018.95	
						Total of Invoices Due (HMRC)	2,018.95	0.00	2,018.95
Ian Brown [IB]									
08/06/2022	18041		Emergency lighting Coubro		12/07/2022	163.54		163.54	
08/06/2022	18040		Fre alarm meeting room		12/07/2022	742.08		742.08	
						Total of Invoices Due (IB)	905.62	0.00	905.62
Inko [INK001]									
01/06/2022	270118		Ink cartridges		12/07/2022	29.99		29.99	
						Total of Invoices Due (INK001)	29.99	0.00	29.99
JWK Electrical [JWK]									
22/06/2022	8719		Akarm Coubro		12/07/2022	60.00		60.00	
						Total of Invoices Due (JWK)	60.00	0.00	60.00
LALC									
28/06/2022	12726		Lunch costs x 2		12/07/2022	24.00		24.00	
						Total of Invoices Due (LALC)	24.00	0.00	24.00
L D Conway [LD]									
09/06/2022	3967		Brass memorial plaques		12/07/2022	35.94		35.94	
						Total of Invoices Due (LD)	35.94	0.00	35.94
Lives [LI]									
20/06/2022	103220		Defib cabinet		12/07/2022	774.00		774.00	
20/06/2022	103219		Defib Drove		12/07/2022	1,484.04		1,484.04	
						Total of Invoices Due (LI)	2,258.04	0.00	2,258.04
Lincolnshire Commercial Maintenance [LIN001]									
30/06/2022	099		Grass cutting		12/07/2022	2,185.80		2,185.80	
						Total of Invoices Due (LIN001)	2,185.80	0.00	2,185.80
Microsoft [MS1]									
03/06/2022	ZZPU		office 365 cllrs		12/07/2022	71.29		71.29	
03/06/2022	ZNKJ		office 365 admin		12/07/2022	22.56		22.56	
						Total of Invoices Due (MS1)	93.85	0.00	93.85

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Invoices Due for Payment by 31 July 2022

For Purchase Ledger

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
One Stop [OS1]								
17/06/2022	1706		24 2nd class stamps		12/07/2022	16.32		16.32
Total of Invoices Due (OS1)						16.32	0.00	16.32
Platinum Cleaning [PLA001]								
30/06/2022	108		Cleaning Coubro June 22		12/07/2022	191.00		191.00
Total of Invoices Due (PLA001)						191.00	0.00	191.00
Rialtas Buisness Solutions Ltd [RIA001]								
20/06/2022	29882		Assets and training		12/07/2022	42.00		42.00
Total of Invoices Due (RIA001)						42.00	0.00	42.00
SHDC [SHDC2]								
23/06/2022	2306		Ten's car show		12/07/2022	21.00		21.00
Total of Invoices Due (SHDC2)						21.00	0.00	21.00
Spalding Cleaning [SPA001]								
11/06/2022	1106		Windows Coubro		12/07/2022	23.00		23.00
Total of Invoices Due (SPA001)						23.00	0.00	23.00
Staff [ST1]								
30/06/2022	3006KB		Fuel training		12/07/2022	39.42		39.42
23/07/2022	230722		Salaries July 22		23/07/2022	7,210.19		7,210.19
Total of Invoices Due (ST1)						7,249.61	0.00	7,249.61
Shen Zhen [SZ]								
13/06/2022	35810		Cable for monitor		12/07/2022	35.99		16.01
17/06/2022	56716		HDMI cable returned		12/07/2022	-19.98		0.00
Total of Invoices Due (SZ)						16.01	0.00	16.01
Tonwood [TON001]								
19/06/2022	3113635		Hose repair		12/07/2022	16.49		16.49
Total of Invoices Due (TON001)						16.49	0.00	16.49
Team Strides Ltd [TS1]								
30/06/2022	63614		Trophies car show		12/07/2022	57.60		57.60
Total of Invoices Due (TS1)						57.60	0.00	57.60
Vodafone								

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Holbeach Parish Council

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Invoices Due for Payment by 31 July 2022

For Purchase Ledger

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
26/05/2022	26052022		SIM digital screen		12/07/2022	10.00		10.00
Total of Invoices Due (VODAPHONE)						10.00	0.00	10.00
<hr/>								
West End Garage [WEG]								
30/06/2022	11748		Fuel		12/07/2022	356.65		356.65
Total of Invoices Due (WEG)						356.65	0.00	356.65
Total of Invoices Due (Purchase Ledger)						18,957.88	0.00	18,957.88
TOTAL OF INVOICES DUE (ALL LEDGERS)						18,957.88	0.00	18,957.88

Appendix 5b

Date: 01/07/2022

Holbeach Parish Council

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Time: 16:10

**Bank Reconciliation Statement as at 30/06/2022
for Cashbook 1 - Barclays Current Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Current account	29/06/2022		3,000.00
			<hr/> 3,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			3,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
17/06/2022 100816		1,153.47	
17/06/2022 100816		265.00	
30/06/2022 100816		35.00	
30/06/2022 100816		120.00	
30/06/2022 100816		260.00	
30/06/2022 100816		130.00	
			<hr/> 1,963.47
			4,963.47
		Balance per Cash Book is :-	4,963.47
		Difference is :-	0.00

Chair's initials.....

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Date: 01/07/2022

Holbeach Parish Council

Page 1

Time: 16:25

**Bank Reconciliation Statement as at 30/06/2022
for Cashbook 3 - Business Saver Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver Account	30/06/2022		12,345.80
Barclays (Ring Fenced Funds)	30/06/2022		3,999.00
			<u>16,344.80</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			16,344.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			16,344.80
		Balance per Cash Book is :-	16,344.80
		Difference is :-	0.00

Date: 01/07/2022

Holbeach Parish Council

Page 1

Time: 16:26

**Bank Reconciliation Statement as at 30/06/2022
for Cashbook 4 - CCLA Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Account	31/05/2022		281,950.25
			<u>281,950.25</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			281,950.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			281,950.25
		Balance per Cash Book is :-	281,950.25
		Difference is :-	0.00