

## **Holbeach Parish Council**

An Extra Ordinary Meeting of Holbeach Parish Council was held on Monday 25<sup>th</sup> April 2016 at Coubro Chambers, West End, Holbeach, commencing at 7.00 pm. There being no Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Rita Rudkin, Paul Brighton, Maureen Male, Arthur Male, Graham Rudkin, Martin Howard, John Spencer, and Paul Gunn Winston Brown of the Press was also in attendance.

Chris Seymour: Clerk.

### **1. Apologies:**

Councillors Carol Rudkin, Val Gemmell, Kay Piccaver Rachel Flood, Simon Benton, and Kathy Rooke had sent their apologies. *The Police also sent 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. Planning:**

Councillor Isobel enquired of Members if they had all had studied the proposed development of 195 dwellings, off Damgate Road, on the site of the old golf club, and invited comments.

Councillor Martin Howard Commented that the Parish Council had only agreed the new Parish Plan in January and that this area was not earmarked for development. He stated that he believed Damgate Road would not be good enough to take the amount of additional traffic and also the infrastructure of the Town was insufficient. Councillor Rita Rudkin stated that this development had been proposed previously and had been rejected on the grounds that access was not good enough and that nothing had changed to alter that.

Councillor Isobel Hutchinson confirmed the fact and asked why the application had been submitted again unless of any law change or road improvement.

Councillor Martin Howard proposed that the Parish Council write to SHDC objecting on the grounds of insufficient infrastructure for the Town and Damgate Road and the further crucial point that it was not on the Town plan. **Agreed.**

Councillor Paul Foyster commented that he had been through the infrastructure problems with SHDC but had got the usual response.

Councillor Martin Howard proposed that when the objection is registered to also ask the Planning Committee why Parish Councils objections are not listened to. **Agreed.**

Councillor Rita Rudkin proposed that we let Parishioners know that we are objecting to the plans and send copy of the objection to the media. **Agreed.**

Councillor Isobel Hutchinson made the point that people outside of the Holbeach area were making decisions that affected the Town; none of the Town's District Councillors have a vote and what was the point of agreeing to a 20 year plan if the Planning Committee ignored it.

Councillor Hutchinson proposed that all Members go online to object individually as well as letter sent from the Parish Council, via Councillor Maureen Male and to also ask the public to object individually as well. **Agreed.**

Councillor Rita Rudkin stated that she was not against development but was against growth before development.

**The meeting ended and closed at approximately 7.33 p.m.**

Chairman.....

## **Holbeach Parish Council**

The Annual General Meeting of Holbeach Parish Council was held on Monday 9<sup>th</sup> May 2016 at THE Methodist Church Hall, 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:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Paul Foyster, John Spencer, Kathy Rooke, Martin Howard, Kelly Wilson, Paul Gunn, Simon Benton, Kay Piccaver, Rita Rudkin and Val Gemmell.

Chris Seymour: Clerk

County Councillor Nick Worth, and Winston Brown (the Press) were also present. Seven of the public were in attendance.

### **1. Appointment of Chairman for ensuing year:**

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

### **2. Appointment of Vice-Chairman:**

Councillor Martin Howard was duly elected as Vice Chairman for the ensuing year. **Agreed**

### **3. Clerks Report:**

The Clerk reported that following the resignation of Mark Smith and there being no request for an election that the Parish Council was permitted to co-opt a new Member onto the Parish Council. This was advertised throughout the Parish and that he had received three applications to be considered (distributed and **annexed**). They were Joy Holden, Geoff Donley and Emma Amiger.

The Clerk explained the protocol was for a ballot to be taken, if no applicant received more than 50% of the vote, then the one with the least votes would be eliminated and a second ballot taken. In the event of a tie, the Chairman's additional casting vote would decide.

The result of the ballot was three votes each for Geoff Donley and Joy Holden and Ten Votes for Emma Amiger. (One vote spoilt). Emma Amiger was duly elected

She was invited to sign her declaration of acceptance of office and received the Parish Councils Code of Conduct and joined the meeting.

### **4. Apologies**

The Police had sent their apologies.

## **5. 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 Martin Howard and Deputy Councillor Kay Piccaver

(b) Cemetery Chapels and Conservation:

Councillor Rita Rudkin

(c) Parks and Playing Fields and Deputy:

Chairman: Councillor Paul Foyster and Deputy Councillor Paul Gunn

(d) Allotments:

Chairman: Councillor Graham Rudkin and Deputy Councillor Carol Rudkin

(e) Property:

Chairman: Councillor Kathy Rooke

(f) Planning and Deputy:

Chairman: Councillor Maureen Male and Deputy Councillor Arthur Male

(g) Holbeach Bank Playing Field:

Councillor Rachel Flood

(h) Finance:

Chairman: Councillor Paul Brighton

(i) Finance Working Party

Elected Chairs of all Committees

## **6. Declarations of interest:**

The Chairman informed Members that the Declaration of Interest book was available and Members could sign at any time if they needed to.

## **7. Minutes of the previous meeting.**

The minutes of the previous meetings held on 11th April and 25<sup>th</sup> April 2016 as circulated were approved and signed by the Chairman as a true and accurate record.

## **8. Police Matters and County Matters:**

(a). Police: The Clerk informed Members that the Police were aware of the events at the Battlefields Lane Allotments and were taking action.

Councillor Kelly Wilson informed Members that a carrier bag of needles/syringes had been discovered in Stukeley Grounds, which she took to the police and PCSO Jayne Gardner was monitoring the situation, none had been discovered since.

(b). County Matters: County Councillor Nick Worth informed Members that Lincolnshire Road Safety Partnership would be carrying out a speed survey along Spalding Road, as per the request form the May meeting. He also informed Members that the public footpath the runs through the Closed Churchyard had been inspected by LCC Highways, but considered not to be needing work carried out at present, but would continue to be monitored. Councillor Kelly Wilson asked Councillor Worth about the small gate off Back Lane that leads into Stukeley Grounds, regarding the problems recently with the locking/unlocking if the School and the Parish Council could take the responsibility over. County Councillor Worth offered no objection and it was **agreed** to contact the school, so that they be informed and could purchase a new lock.

(c). Update on Town Market: Emily Spicer, SHDC updated the meeting on the new positioning of the Market into Boston Road Car Park. She stated that the feedback from stall holders was positive with higher takings and more stallholders participating.

She stated that the public's reaction had been favourable but had received little feedback from the towns businesses. The trial would continue and she would report further in the autumn.

Members made comments regarding the perceived decline of footfall in the town high street on Market days and the fact that there was no market at all during the placement of the Funfair in the car park recently and questioned why a site on Church Street was not used.

Emily explained that the stallholders were aware of the car park being closed for one week and had no objections.

Councillor John Spencer raised the question of the Air Ambulance stall that used to be sited outside the closed Barclays Bank, they did not wish to move to the Car Park and would it be possible to remain on the old siting on the few occasions. Emily replied that they were more than happy to help where possible and that Councillor Spencer should make contact with the Market inspector.

Councillor Isobel Hutchinson asked Emily if she would be willing to attend the Business Forum at their next meeting to explain to them and answer their questions, Emily **agreed**

Councillor Martin Howard asked Emily if it would be possible to have more notices that the car park was closed the next time the fun fair was there. **Agreed.**

## **9. Highway Matters:**

The Clerk advised the meeting of temporary road closures and traffic restrictions..

## **10. Allotments**

Councillor Graham Rudkin reported that all but three allotment rents had been paid and second reminders would be sent to them that week. Only five out of the forty four Garden Allotments that were created remained vacant and all other allotments were let.

Councillor Rudkin also informed Members that there had been a spate of thefts from the Battlefields Lane site, the Police had been informed, and unfortunately the CCTV

cameras did not pick anything up and was looking at re-positioning to get better coverage.

Councillor Rudkin also stated that some conifers had been planted on the boundary of the plot used by the Parish Council and asked for them to be removed. **Agreed.**

### **11. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported that there had been two reports that ducking's that had got into the dog area had been killed by dogs, he stated that he would be writing a letter to the press asking for dog owners to be more aware that ducklings could be present and to check first before releasing their dogs. He also stated that the Parish Council may have to consider closing the dog area during the breeding season if the problem persists as the Bye Laws of the park do state that dogs should not worry or disturb any wildfowl.

Councillor Rachel Flood asked why the gates near the toilets were locked when the pupils from the academy came out of school, Councillor Foyster stated that they should not be and that he would look into the matter. **Agreed.**

Councillor Carol Rudkin enquired to why the seat that was previously sited in the dog run had not been returned. **Agreed** that it should be reinstated.

Councillor Paul Gunn reported that there were no problems with Stukeley Grounds or the Parish Playing Field, and both were looking good.

Councillor Carol Rudkin replied that the top of Stukeley grounds needed trimming and asked if the previous contractor had now stopped as the grass did not look as good.

Councillor Isobel Hutchinson replied that the Parish Councils staff were trialling cutting the grass, as agreed at the April meeting and that it would be monitored for the summer.

(b) Dog Area- Wild Fowl- Covered in Councillor Foyster's report

### **12. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard reported that following a meeting with Diane Fairchild-Fenton, SHDC, she had suggested the planting of one /two trees of Lebanon, so that they could eventually replace the one that was currently in the Park Road cemetery. Councillor Martin informed Members that he had researched the costs and a 3 metre tree would cost in the region of £175 or a one metre tree at around £30. It was proposed that one quality tree would be more appropriate and that Councillor Martin obtain a firm price for the next meeting. **Agreed.**

Councillor Martin also informed members that some tree work was required in the part of the Cemetery that borders Edinburgh Walk where some wind damage had occurred.

Councillor Martin informed Members that he had received a letter (**annexed**) complaining the spraying around their headstone in Park Road Cemetery that had a red/white post on it, denoting that they would maintain the grave.

Councillor Martin proposed that he would inspect the post to ensure that it was prominent and would ensure staff does not spray around them in future and report back at the next meeting. **Agreed.**

Councillor Carol Rudkin enquired what she should say to the gentleman who had complained. The Chairman replied that Councillor Howard would come back to him.. Councillor Carol Rudkin also commented that soil was still being deposited in the dyke that runs down the left of Hallgate Cemetery despite it being agreed not to. The Clerk replied that he was not aware of it and would investigate.

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

Amanda Patricia Ingham- Additional inscription

Angela Richards- Memorial

David William Ellis- Memorial

Peter Hefford – Additional Inscription

Anthony John Brown – Memorial

Geoff Smith – Memorial

Debra French- Reservation

Andrew French – Reservation

Maxine Boucher – Reservation

Brian Boucher – Reservation

Iris Boucher – Reservation

Leslie Frederick Hill – Reservation

Agatha Maria Blon – Reservation

(c) Cemetery Chapels: Councillor Rita Rudkin informed Members that the committee had been successful in receiving a grant from the Heritage Lottery Fund, but that it was not to be used for any structural repair. It has to be used to satisfy the Heritage Lottery Fund that the Chapels were 'wooing' and involving the public, and how it would benefit and serve them, so that the Chapels had a value and a future. If the Heritage Lottery Fund were satisfied then a larger sum could be made available for renovation.

(d) Tenders for Cemetery Fence:

Two tenders were received and opened (twelve were sent out) :

Ivan Forman Ltd - £6250

Canadian Fencing Co. - £5793

After discussion Members **agreed** that the price was more than anticipated and the best course would be to replace some time in the future, when funds allowed.

The Clerk informed members that a test would be carried out using an algaecide, which would remove all algae and moss. It was **agreed** to report back on the test at the next meeting.

### **13. Closed Churchyard:**

Councillor Martin Howard stated that he had received a letter of complaint and proposed it taken 'In Committee' – **Agreed.**

#### **14. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported that the only problem was with 'Moles' otherwise everything was fine.

#### **15. Planning Applications:**

Councillor Maureen Male informed Members that she had written a letter (circulated and annexed) regarding the application for 195 dwellings off Damgate Road and with Members permission the Clerk would post it to the planning department of SHDC.

##### **Annexed & Agreed.**

Councillor Male also asked Members that if members of the public contact them regarding any issues that they should refer them to her, rather than taking on the task themselves. **Agreed**

Councillor Male informed Members that currently there were 53 other applications for consideration in at present. She finally advised that all other planning issues would be complete by the end of the week.

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#### **16. Property**

No issues to report.

#### **17. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment of £14,747.80 as per **Annexed. Agreed.**

Councillor Brighton informed Members that a new Bank Mandate was needed due to Mark Smiths resignation. It was proposed that Councillor Martin Howard become an additional signatory. **Agreed.**

Councillor Brighton also proposed from the Finance Working Party meeting that an initial budget of £250 be allowed for the paint regarding the artwork on the football club fence, **Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>	<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 30 APRIL 2016</b>	
<b>BANK ACCOUNTS</b>	

CURRENT ACCOUNT 50494844	4450.60
LESS UNPRESENTED CHEQUES	<u>1468.77</u> *



	2981.83
TRACKER ACCOUNT 90321444	5419.72
TRACKER ACCOUNT 10257125	3008.16
BUSINESS SAVER 90915394	264248.70
COIF	<u>50.00</u>
	275708.41
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	88402.09
ADD RECEIPTS	<u>207898.48</u>
	296300.57
LESS PAYMENTS	<u>20592.16</u>
	275708.41
*UNPRESENTED CHEQUES	
706219	842.50
706222	80.00
706230	19.49
Credit card	526.76
Short payment credit card	0.02
total	<u>1468.77</u> *

(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 2015 - 16 and asked as there had not been any queries to seek their approval and authority for them to be signed by the Chairman as a true and accurate account. **Agreed.**

#### **18. Staffing Matters:**

No issues.

#### **19. Grants and Contributions-**

Councillor Paul Brighton proposed that a donation of £25 be made to the Air Cadets, Fire Brigade and the Town Band in appreciation of their services at the Queens 90<sup>th</sup> Birthday celebrations.

Councillor John Spencer proposed £ 100 each, as per the money left from the budget for this event.

Councillor Graham Rudkin proposed that a figure of £50 should be given. **Agreed.**

**20. S Nicholas Fayre/ Holbeach Christmas Fayre**

Councillor Carol Rudkin informed Members that the St Nicholas Fayre committee would be meeting the following Thursday.

Councillor John Spencer informed Members that he would be attending a meeting of the Holbeach Fayre organisers the following day. Further information would be available at the next meeting.

**21. Any other business by leave of Chairman:**

Councillor Martin Howard informed Members that a meeting had been arranged for the 19<sup>th</sup> May, with Steve Harris to complete the forms for the Town Emergency Plan.

**22. Confirm date and venue of next Parish Council Meeting.**

June 13th 2016 at Methodist Church Hall, Albert Walk, Holbeach at 7pm

**25 .Agenda Items for next Meeting-**

**The meeting ended and closed at approximately 8.36 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 13<sup>th</sup> June 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.06 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Paul Foyster, John Spencer, Martin Howard, Kelly Wilson, Kay Piccaver, Rita Rudkin, Emma Armiger and Val Gemmell.

Chris Seymour: Clerk

County Councillor Nick Worth and the Police were also present.

One member of the public was in attendance.

### **1. Apologies:**

Councillor Paul Gunn and Winston Brown (the Press) had offered their apologies.

### **2. Clerks Report:**

The Clerk reported that following the resignation of Kathy Rooke and Simon Benton, there would be two vacancies on the Parish Council. One for the Hurn ward and one for the Town ward.

Both resignations had been notified to SHDC and notices for 'Request for Election' will be posted on relevant notice boards when they arrive.

If no requests for elections are made then another notice will be posted inviting applicants for co-option.

### **3. Declarations of interest:**

The Chairman informed Members that the Declaration of Interest book was available and Members could sign at any time if they needed to.

### **4. Minutes of the previous meeting.**

The minutes of the previous meetings held on 9th May 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: PCSO Jayne Gardner informed the meeting that her colleague Ian Cripps had now retired. Members and County Councillor Nick Worth asked that their best wishes be passed onto Ian. PCSO Gardner had no further items to report.

Councillor Rachel informed the meeting that there were issues regarding school children walking on the road near Holbeach Bank School. PCSO Jayne Gardner stated that she would look into the matter.

(b). County Matters: County Councillor Nick Worth informed Members that, although not directly a Council matter, there was an issue with the locking and unlocking of the gates into Stukeley Grounds from Back Lane which he was trying to rectify. Members reported that three issues currently needing attention; a damaged Bollard near the Holbeach Hub, the overgrown undergrowth on trees along Park Road and also along Spalding Road.

County Councillor Worth responded by saying that the Bollard had been reported and that he would look into the problem with the two undergrowth scenarios.

## **6. Highway Matters:**

(a) The Clerk advised the meeting that he had not been notified of any road closures.

(b) The Clerk informed Members that he had obtained a quote for a new 'Fingerpost' to replace the damaged one outside the Doctors Surgery on Park Road. The price quoted was £262 plus carriage, but suitability would be dependent on the fact that it must fit over the top of the existing inner support post. Members **agreed** to purchase a new post providing the measurements.

(c) Closure of Park Road entrance to Boston Rad car park; Members were asked for their comments regarding the planned closure of the entrance.

Councillor Paul Brighton proposed that this was the wrong entrance to close and the Boston Road entrance would be preferable.

Councillor Maureen Male stated that the closure of this entrance would make the disabled bays, further away from the entrance.

Councillor Val Gemmell commented that because of traffic problems entering from the Boston Road side would be more difficult than it was at present.

Councillor Arthur Male proposed that a better option would be to leave both entrances open, but to put barrier up in the middle, creating two car parks, which would still solve the problem of cars using the car park as a short cut from Boston Road to Park Road and visa versa, which was a H&S issue.

Clerk to collate these views in a reply to SHDC. **Agreed.**

## **7. Allotments**

Councillor Graham Rudkin stated that he had little to report other than the problems at the Battlefields Lane site appeared to have subsided.

Councillor Rudkin informed Members that the Allotment Inspection was soon due and asked for a proposed date. It was **agreed** to hold the inspection on Tuesday 19<sup>th</sup> July 2016 at 6pm, starting at the Battlefields Lane site.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported that he was not aware of any problems with Stukeley Grounds. He reported that there had been an issue with dog fouling the previous week in the dog walking area which resulted in it being closed for three days to enable disinfectant to take effect.

Councillor Foyster reported that the Tesco Fundraising for the Park had reached the sum of £2000, and the application to be next round of Tesco grants had been submitted.

Councillor Isobel Hutchinson informed Members that suggested artwork for the football club fence was on display within the meeting room and asked for feedback and comments from Members after the meeting. She would report further at the July meeting.

Councillor Kelly Wilson asked if there was any progress on her request to have some of the bushes on the pavement along the entrance to Stukeley Grounds to be cut back. The Clerk responded by stating that it was on the list of jobs to be carried out.

(b) Activate Day in Carters Park- Councillor Foyster reported that he had received a request from SHDC to hold an “Activate Day” in Carters Park during the summer holidays, as held in previous years. The aim was to provide equipment and encourage people to participate in various activities and proposed that we allow this event. **Agreed.**

## **9. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard reported that some of the wooden fence around Park Road Cemetery had been treated with an algaecide and the results had been very impressive, and asked Members if they wished to get the staff to paint as and when time allows or if to go out for outside tender get the work done.

Councillor Isobel Hutchinson proposed that a section at a time be completed rather than trying to tackle the job in one go.

Members suggested that the workload for the Park staff was heavy already and additional work should not be imposed on them.

It was proposed and **agreed** that the Clerk would talk to the staff and also get quotes for the work and the Council would reassess and decide at the August meeting.

Councillor Howard informed Members that he had obtained a price for a new tree of Lebanon, which would be between 5 and 6 foot tall at a cost of £54.99.

Councillor Graham Rudkin stated that he would enquire to what price one could be obtained via Spalding Auction. Proposed and **Agreed** to defer until July meeting.

Councillor Carol Rudkin enquired as to what progress had been made in replying to the complaint regarding the spraying of a grave with a red/white marker in Park Road Cemetery. Councillor Howard replied that he and he Clerk had looked at the problem and arrived at the conclusion that the red/white crosses which denote that the people would maintain their own grave space, were not of a consistent nature or visible to staff, especially newer members and proposed that new markers be obtained and be placed at the rear of headstones by ourselves, so that no further confusion be made. **Agreed.**

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

Anthony Royston Turner- Reservation A132 Hallgate Cemetery.

Kirsty Allen- Reservation A131 Hallgate Cemetery.

Peter Farr – Reservation 177PP Park Road Cemetery.

Morriss and Haynes- Additional Inscription 191CC Park Road Cemetery.

Mrs L Tweddell – memorial CRA Section Park Road Cemetery.

Miss Taylor – Memorial A117 Hallgate Cemetery.

Gail Crane –Memorial CRA Section Park Road Cemetery.

(c) Cemetery Chapels: Councillor Rita Rudkin informed Members that a Manager had been appointed to run the new project following the Heritage Lottery Fund Grant.

#### **10. Closed Churchyard:**

Councillor Martin Howard stated that the new bench seat to commemorate the Queens 90<sup>th</sup> Birthday and the Tree Sculpture looked very good.

Councillor Graham Rudkin informed Members that the bench had been donated by the makers, M B Engineering. The Tree Sculpture completed by Mick Burns, a very talented man.

Councillor Rudkin then outlined further improvements that Holbeach in Bloom intended working alongside the PCC including Heritage seats, landscaping the Ashes area, Picnic Area and installing a path to it and the replacement of the existing tubs.

Councillor Rudkin also stated that the Vicar was very pleased with the new signs that had been erected, but asked if the old ones could be removed.

#### **11. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported that the Playing Field was tidy and looking good. The only problem existing was a large quantity of moles causing havoc on the field.

#### **12. Planning Applications:**

Councillor Maureen Male informed Members that all responses were up to date but again reminded Members that more of their input would be appreciated.

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#### **13. Property**

(a) The Clerk reported that the painting of the outside of 4a High street should commence that week, weather permitting.

(b) Election of Chairman of Properties: Following the resignation of Kathy Rooke, the Chairman asked for proposals for the position of Chairman of Properties.

Councillors John Spencer and Emma Armiger were proposed and a vote was taken. Councillor Spencer 4 in favour, Councillor Armiger 8 in Favour. Councillor Armiger was appointed Chairman of Properties. **Agreed.**

#### **14. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment of £16988.63 as per **Annexed. Agreed.**

Councillor Brighton informed Members that LALC had recommended new pay scales for Clerks and Deputy Clerks for the year 2016-17 and 2017-18, which equated to an

increase of approximately 1% each time and proposed that the Council accept them.  
**Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>		<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 30 MAY 2016</b>		
<b>BANK ACCOUNTS</b>		
CURRENT ACCOUNT 50494844		3042.06
LESS UNPRESENTED CHEQUES		<u>1123.14</u> *
		1918.92
TRACKER ACCOUNT 90321444		5419.72
TRACKER ACCOUNT 10257125		3008.16
BUSINESS SAVER 90915394		254638.70
COIF		<u>50.00</u>
		265035.50
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD		88402.09
ADD RECEIPTS		<u>213198.47</u>
		301600.56
LESS PAYMENTS		<u>36565.06</u>
		265035.50
*UNPRESENTED CHEQUES		
	708161	23.00
	708168	63.24
	708176	68.50
	708186	23.00
	Credit card	945.40
	<u>total</u>	<u>1123.14</u> *

(c) Consider Grant for Holbeach in Bloom: Councillor Brighton informed Members that a request for the annual grant had been received (**circulated and annexed**) from Holbeach in Bloom and proposed the usual grant of £2000 be made. **Agreed**

(d) Consider Grant for Holbeach Christmas Fayre: Councillor Brighton informed Members that a request for a donation had been received from the Holbeach St Nicholas Fayre. It had previously been agreed that a donation towards the cost of any road closure that they intended to request would be looked upon favourably, but they had now decided that the road closure would be impracticable. It was proposed to defer this decision until next month, with the Clerk to write and ask what they wanted the donation to be used for. **Agreed.**

### **15. Annual Review of Council Regulations:**

(a) Financial Regulations: New Financial regulations (**circulated**), which were amended to take into accounts various financial limits for contracts were proposed to be accepted. **Agreed** and the Chairman duly signed them.

(b) Financial Risk Assessment: The existing Financial Risk Assessment (**circulated**): had been reviewed by the Finance Working Party and deemed to be still sufficient and proposed that they be accepted. **Agreed** and the Chairman duly signed them.

(c) Standing Orders: In view of the comments from the Public forum it was proposed that this item be deferred until the July meeting **Agreed.**

### **16. Staffing Matters:**

Resolve to go 'In Committee'

### **17. Emergency Plan:**

Councillor Martin Howard updated Members on the progress of the Emergency Plan and invited any additional Members to come to the next meeting on Friday 17<sup>th</sup> June 10.30am at Coubro Chambers. It was proposed that the meeting after that one could be arranged as an evening event to enable those that work during the daytime to attend. **Agreed.**

### **18. Any other business by leave of Chairman:**

Councillor Val Gemmell informed Members that she had attended a meeting of the LALC Committee that week.

Councillor Pal Foyster congratulated Councillor Gemmell on being elected as Chairman of Fleet Parish Council.

Councillor Martin Howard asked that all those that participated in the organisation of the Parish Councils Queens 90<sup>th</sup> Birthday Celebration be thanked for their efforts.

### **19. Confirm date and venue of next Parish Council Meeting.**



July 11th 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.  
Councillor Isobel Hutchinson offered her apologies for that meeting.

**20 .Agenda Items for next Meeting-**

**The meeting ended and closed at approximately 8.26 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<sup>th</sup> July 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.01 p.m. following the Public Open Forum.

### **Present:**

Councillors Martin Howard, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Kay Piccaver, Rita Rudkin, Emma Armiger and Val Gemmell.

Chris Seymour: Clerk

County Councillor Nick Worth and the Police were also present.

One member of the public and John Stanfield (Positive Futures) was in attendance.

*In the absence of the Councillor Isobel Hutchinson, Councillor Martin Howard chaired the meeting.*

### **1. Apologies:**

Councillor Isobel Hutchinson, Paul Foyster and Winston Brown (the Press) had offered their apologies.

### **2. Clerks Report:**

The Clerk reported that following the resignation of Kathy Rooke and Simon Benton, there were two vacancies on the Parish Council. One for the Hurn Ward and one for the Town Ward.

Both resignations had been notified to SHDC and notices for 'Request for Election' were posted on relevant notice boards.

If no requests for elections are made then a further notice will be posted inviting applicants for co-option.

### **3. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **4. Minutes of the previous meeting.**

The minutes of the previous meetings held on 13th June 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: PCSO Jayne Gardner informed the meeting that she had no matters to report. Members had no issues for the Police.

(b). County Matters: County Councillor Nick Worth informed Members that some members of the public had been in contact with him regarding the traffic light problems in the Town, some alterations had been made and first impressions were that they had been improved.

County Councillor Worth informed Members that all the parking alterations along Church Street, Barrington Gate and the High Street had been made.

Councillor Worth also informed Members that the problem with tree foliage along Spalding Road was being rectified, and the replacement new posts on the Pedestrian Crossings were imminent.

Councillor Paul Gunn enquired as to why the Traffic Wardens, who had been absent from the Town for some time, had started working again on Sunday 10<sup>th</sup> July.

County Councillor Worth replied that the Traffic Wardens had been absent until the new road marking was in place, but they are independent of LCC and manage their own itinerary.

Councillor Rita Rudkin asked if the days that the Wardens visit could be varied.

County Councillor Worth replied that he was not informed of what days they attended the Town, but he would pass the message on.

## **6. Highway Matters:**

(a) The Clerk advised the meeting that he had been notified of two road closures;

- Further Old Gate- 12<sup>th</sup> and 13<sup>th</sup> July- essential maintenance work
- Dog Drove South- 11<sup>th</sup> to 13<sup>th</sup> July-essential maintenance work

(b) The Clerk informed Members that at the Business Forum meeting with The Parish Council on 4<sup>th</sup> July, it was decided that they would like to hold a Public Meeting to discuss both the Boston Road Car Park and the Market issues.

Representatives of SHDC have agreed to attend. The meeting will take place at the Methodist Church Meeting Room on 15<sup>th</sup> August at 6pm.

## **7. Positive Futures-**

A Presentation was given by John Stanfield of Positive Futures, who explained his job role, which was to organise free public activities in Spalding and Holbeach for the younger generation.

He explained in detail how they were trying to promote and involve the young people of the area in various activities.

Any Members who wished to contact John with suggestions were asked to do so via 'john.stanfield@lincolnshire.gov.uk' or phone 07810 527544

## **8. Allotments**

Councillor Graham Rudkin stated that there remained only two garden allotments at the Battlefields Lane site and interest was being shown in one of them.

He also reported that notice had been given by the tenant of one of the half allotments at Battlefields Lane site and he would be looking at splitting that down into a further six garden allotments later in the year.

Elsewhere there were no problems that he was aware of.

Councillor Rudkin reminded Members that the Allotment Inspection would be taking place on the 19<sup>th</sup> July and hoped to see several Members there

### **9. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Gunn reported that he was aware of no issues in Carters Park or Stukeley Grounds, there was a small issue regarding the Parish Playing Field (see item (c)).

(b) Football Club fence- Artwork- the Clerk reported that the Artwork on the Football Club fence within Carters Park would commence on Monday 18<sup>th</sup> July and commence for three days. The design will be that what was displayed and agreed at a previous meeting

(c) Complaint regarding dogs in Parish Playing Field: Councillor Paul Gunn informed Members that following some complaints regarding dogs being let off their leads and interfering with children playing ball games, he had visited the area and while appreciating that it was a sensitive issue he had put up four signs asking for consideration from dog owners. The signs made the point that the Parish Council was not against dog walking in the field, but they should be kept on leads. He reported that during that visit he met with some hostile reactions and asked Members for any suggestions to help solve the problem, bearing in mind that the area was designed as playing area for children and people of the town. He also informed Members that three of the four signs had already been ripped down.

Suggestions made were putting up proper official signs, ensuring the gates could not be closed during opening hours to prevent dogs running out and the installation of a designated fenced off area where dogs could be let off leads, similar to within Carters Park.

It was **agreed** to make this an agenda item for the August Meeting and that Members should visit the area to assess the problem and solutions.

### **10. Cemeteries- Park Road and Hallgate.**

(a) Councillor Martin Howard reported that he had received a request from a parishioner to install a bench in Hallgate Cemetery, near their late partner's grave. Councillor Howard stated that it had previously been agreed that no further benches were to be allowed and proposed that he should contact the person and inform them that no further seats were allowed but the Parish Council would welcome a donation of a tree in their memory if they so wished. **Agreed.**

Proposed to take one item 'In Committee' **Agreed**

(b) Tree of Lebanon: Councillor Graham Rudkin had been unable to obtain the price of the tree due to high work load with Holbeach in Bloom, but **agreed** that he would have it ready for the August meeting.

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

Mr & Mrs D Crowder- Reservation CR B19 Park Road Cemetery.

Ying Xia Barclay- Reservation A134 Hallgate Cemetery.  
Carol Rose Fisher- Reservation 183MM Park Road Cemetery  
M J Coates- memorial to late Ken Franklin  
M J Coates- additional inscription Janet Forman  
M J Coates- additional inscription Gwendolyn Scampion  
M J Coates – additional inscription Winifred Hughes

### **11. Closed Churchyard:**

Councillor Martin Howard congratulated the Holbeach in Bloom team on the appearance of the Churchyard.  
Councillor Graham Rudkin informed Members that the team were working in conjunction with the PCC and the Vicar.  
Planned improvements were the installation of a community area with a picnic table on hard standing, the refurbishment of the metal railings, a free standing wood carving, and the installation of a path to the cremated remains area and the landscaping of the same, he also informed Members that four heritage benches were being commissioned, honouring George Farmer, Sir Norman Angell, Sir William Stukeley and Walter Plowright

### **12. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported that work had started on the improvements to the Football Pavilion being carried out by volunteers and that she had been approached by the media to do an article on it. **Agreed.** She informed Members that it was hoped to hold an open day in September for all to attend and see the work carried out

### **13. Planning Applications:**

Councillor Maureen Male informed Members that all responses were up to date but again reminded Members that more of their input would be appreciated.

### **14. Property**

Councillor Emma Armiger reported that she had started to undertake the role as Chairman of Properties; she informed Members that the Holbeach Town Band would be attending the August meeting to give the Parish Council an update on their proposed move.

Councillor Armiger informed Members that the rent review for the Bowls Club was due and proposed that Members consider any alterations or amendments to this and the item to be placed on the August Agenda, **Agreed.**

### **15. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment of £17282.41 as per **Annexed. Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>		<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 30 JUNE 2016</b>		
<b>BANK ACCOUNTS</b>		
CURRENT ACCOUNT 50494844		3301.97
LESS UNPRESENTED CHEQUES		<u>512.63</u> *
		2789.34
TRACKER ACCOUNT 90321444		5420.40
TRACKER ACCOUNT 10257125		3008.53
BUSINESS SAVER 90915394		239104.74
COIF		<u>50.00</u>
		250373.01
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD		88402.09
ADD RECEIPTS		<u>216529.41</u>
		304931.50
LESS PAYMENTS		<u>54558.49</u>
		250373.01
<b>*UNPRESENTED CHEQUES</b>		
708193	50.00	
708195	50.00	
708166	50.00	
708197	40.00	
708124	36.00	
Credit card	286.63	
total	<u>512.63</u>	*

(c) The Clerk reported that he had received a request from Holbeach Tigers Social Club to receive the monies raised by the Holbeach Ladies social evening, which the Parish Council have been holding on their behalf until renovation work started on the Social Club, which it now has. Members **agreed** that the sum of £1300.50 be paid over

## **16. Review of Standing Orders:**

Following the question posed at the July open Forum in regard to wording and legality of length of position of Chairman in the Standing Orders. The Clerk informed Members that he had consulted LALC and their advice had been:

In law, if at the Annual Meeting no other person other than the existing Chairman is proposed then the existing Chairman can remain in place if that is the Members wishes. In fact some small Parish Councils have had the same Chairman for many years, as no other member wanted the position.

The Parish Council could amend the rules to clarify that but it is completely unnecessary and could be construed as that the person who originally raised the query was somehow correct and the Parish Council was amending the original standing orders to cover past errors.

It was proposed and **agreed** to accept the existing standing orders and they were duly signed by the Chairman.

## **17. LALC Conference:**

The Clerk reported that the Parish Council had received an invitation to attend the AGM and conference of LALC in October.

Councillor Val Gemmell informed Members that she would be attending as a LALC Committee Member and if anyone wished to accompany her could the contact her.

## **18. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

## **19. Holbeach Christmas Fayre:**

(a) Councillor John Spencer informed Members that the application for the road closure on the 4<sup>th</sup> December had been submitted along with the request to utilise part of St Johns Street Car Park and outlined the many activities arranged for the day including 20-24 Stalls, Farmers Market, Military Display Vehicles, Stationary Engines, Radio Lincolnshire, Children's Rides and Floats. Local Shops and business's participating.

(b) Consider Request for Grant: an application was received asking for a donation towards the cost of the road closure (**annexed**) and copy of the invoice they had received regarding this (£244.80).

It was proposed that the Parish Council make a grant of £244.80 for the full amount as it was of benefit for the whole town and community. **Agreed.**

## **19. Holbeach St Johns War Memorial:**

The Clerk reported that he had received a request from two Holbeach St Johns parishioners, who would like to make an improvement to the War Memorial there. The problem being over the years the pavement and road in front of the War

Memorial had been built up and the gate leading to it is six inches lower than the pavement, which allows water and mud to collect along the pathway, They would like to remove six inches from the bottom of the gate and build a ramp down to the Memorial, they have been in contact with an engineer who is willing to do the job free of charge.

The couple have also contacted the War Memorial Commission seeking advice and they had no objections providing the Parish Council gave their permission also.

It was proposed that the permission be given. **Agreed**

**21. Voluntary Car Service:**

Councillor Val Gemmill informed Members that any volunteers for the service would be more than welcome.

**22. Any other business by leave of Chairman:**

Councillor Rita Rudkin informed Members that a Heritage Day was organised for 10<sup>th</sup> September at the Cemetery Chapels and all Members were welcome. Refreshments would be available.

**22. Confirm date and venue of next Parish Council Meeting.**

August 8th 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**20 .Agenda Items for next Meeting-**

- Parish Playing Field
- Bowls Club rent
- Update from Holbeach Town Band

**The meeting ended and closed at 8.23 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 8<sup>th</sup> August 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.05 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Rita Rudkin, Emma Armiger and Val Gemmell.

Chris Seymour: Clerk

Teresa Daisley: Deputy Clerk

Winston Brown (the Press) and the Police were also present.

Nine members of the public were in attendance.

### **1. Apologies:**

County Councillor Nick Worth, Councillor Kay Piccaver and Councillor Martin Howard had offered their apologies.

### **2. Clerks Report:**

The Clerk reported that following the resignation of Kathy Rooke and Simon Benton there were two vacancies on the Parish Council. One for the Town Ward and one for the Hurn Ward.

Both resignations had been notified to SHDC and notices for requests for elections have been posted on the relevant notice boards.

There were no requests for elections so he had been informed that the Parish Council could fill the vacancies by co-option.

Notices have been posted around the Parish, inviting applicants to apply and that a decision would be made at the September meeting.

### **3. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to. *Councillors Carol and Graham Rudkin and Councillor Rachel Flood had signed the book in regard to the ST Nicholas Christmas Fayre.*

### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 11th July 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: the Police informed Members there had been no crime spikes reported.

They also reported that there would be no further Panel Meetings and were relying on the public and Parish Councils to report issues and they would be determining priorities using the engagement events process. They had several dates for these and the venues and timing were posted on notice boards around the Parishes. In the meantime they would be concentrating on problems in Holbeach St Marks, Whaplode and Tesco's car park

Councillor Carol Rudkin thanked the Police for their contribution to the previous weekends Music and Beer Festival.

(b). County Matters: in County Councillors absence, Councillor Isobel Hutchinson requested that LCC be notified of several complaints she had heard regarding too many items being placed on the pavement outside the Chequers Hotel. **Agreed.**

(c) Library: Councillor Val Gemmell informed the meeting, that in her role as a volunteer at the Library, she had attended a meeting to view the new layout of the Library for when it moved to the new Co-operative premises and her concerns regarding children using the facilities and the amount of books being reduced. Councillor Paul Foyster proposed that one Member be elected to act as a liaison with the volunteers and the Co-operative. **Agreed.** Councillor Rita Rudkin was duly proposed and accepted the position. **Agreed.**

## **6. Highway Matters:**

(a) The Clerk advised the meeting that he had not been notified of any road closures;

(b) Boston Road Car Park option- Councillor Paul Foyster informed Members that he had attended a meeting with Emily Spicer and Mike Knight of SHDC and tried to negotiate bollards being placed in the centre of Boston Road car park which would allow both entrances to be kept open. Councillor Foyster proposed that if the Parish Council were able to consider in principle to make a contribution to half the cost of the barriers (50% of approx. £7500), he was willing to make a contribution from his budget as a District Councillor if need be.

8 members **agreed** to support the principle of making a contribution to the cost, but many felt the cost was extortionate.

## **7. Holbeach Town Band**

A presentation was given by Holbeach Town Band and the difficulties it had experienced in finding new premises with enough room and storage space following the Parish Council not renewing a long term lease with them and giving notice to vacate by the end of September 2016. They had raised £15,000 towards capital funding, which fell short of the cost of the forthcoming vacant Library premises prices, (£120,000 to buy or £10,000 per annum to rent).

The Town Band offered the Parish Council two propositions:

(a) Could they remain in the current premises and offer a substantial increase in rent, £750 to £1000 per annum

(b) Could they purchase the existing building, but to bear in mind they only had £15,000 in hand.

It was proposed to have the Town Band on the September agenda to discuss.

**Agreed.**

## **8. Allotments**

Councillor Graham Rudkin stated the Allotment Inspection was held on the 19<sup>th</sup> July, and thanked those that attended and overall felt they were in the best condition he had seen them.

Councillor Rudkin also stated that all the Garden Allotments have now been let and two people were on the waiting list; a tenant has given notice that he will be giving up his plot at Northon's Lane in October for personal reasons.

All the Allotment rent demands have been prepared and are ready to be sent at the end of September.

## **9. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported that there had been a significant increase in the amount of litter left in Carters Park, but staff were coping with it at the present moment. He also reported that the Dog Area had been closed the last seven days due to an outbreak of 'Kennel Cough' as advised by the local vet practice.

Councillor Foyster also informed Members that a meeting with the suppliers of outdoor adult exercise equipment had taken place and the project was progressing well and awaiting the outcome of Tesco funds being available.

Councillor Graham Rudkin informed Members that the University Academy had erected a new fence along the boundary of the park as promised.

Councillor Paul Gunn proposed that a new litter bin be purchased for Stukeley Grounds to replace the damaged one in there. **Agreed.**

(b) Football Club fence- Artwork- Councillor Isobel Hutchinson informed Members that Spalding High School had completed the artwork on half of the football club fence and were willing to complete the other half of the fence, with the project being opened up to members of the public for design ideas. The University Academy had also been invited to submit ideas.

Councillor Hutchinson stated that she would supply photographs to the press and the feedback on the project from the public had all been positive.

(c) Complaint regarding dogs in Parish Playing Field: Councillor Kelly Wilson advised Members that she had visited the Parish Playing Field with Councillor Kay Piccaver and dogs were still being allowed to run off the lead, despite signs stating that it was not allowed on all the entrances.

Councillor Carol Rudkin advised Members that the people living local to it were going to sort the problem, but it would need monitoring and difficult to police and that the signs may need cleaning or replacing.

## **10. Cemeteries- Park Road and Hallgate.**

(a) In Councillor Martin Howard's absence it was reported that the Park Road Cemetery fence painting had been completed.

One item was proposed to be taken 'In Committee' **Agreed**

(b) Tree of Lebanon: Councillor Graham Rudkin reported that it had been difficult to source this type of tree, but had managed to obtain two quotes. One for a tree 8-10 foot at £190 and one for a tree 5-6 foot at £76 and proposed that the second option be followed. **Agreed**

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

Mr & Mrs M.Candler- Reservation 183ii & jj Park Road Cemetery.

M J Coates- Memorial to late Maurice Seymour

M J Coates- Memorial to late Louise Luckraft

M J Coates- Memorial to late John Gamble

Richard King – Memorial to late Gillian Ball

Richard King – Memorial to late Christine Morriss

(d) Cemetery Chapels.

(a) Councillor Rita Rudkin informed Members that she had a meeting on 17<sup>th</sup> August, after which she would be better informed.

(b) the Clerk informed Members that he had received a request for an electric supply to be reinstated in the Chapels from the Committee and that he had obtained a quote for doing the work at a cost of £793.45 plus VAT and had brought it to the attention of the Finance Working Party the previous Monday.

Councillor Paul Brighton, as Chairman of Finance informed Members that it was proposed at the Finance meeting to not go ahead with this as if the Heritage grant was obtained then this work would be of no use and be removed with the renovations. It was suggested that help could be given towards the cost of hiring a generator to power the Chapel for events.

It was proposed not to proceed with anything until Councillor Rita Rudkin had got further clarification from the Cemetery Chapels Committee. **Agreed.**

## **11. Closed Churchyard:**

No report.

## **12. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported that work was continuing on the improvements to the Football Pavilion being carried out by volunteers and was proceeding well

### 13. Planning Applications:

Councillor Maureen Male informed Members that all responses were up to date with the exception of those received that week and thanked Members for their comments.

### 14. Property

Bowls Club Rent: Councillor Emma Armiger reported that the Bowls Club Rent was due for review and felt that the current rent of £20 per annum was too low for the facilities they enjoyed compared to the amount that the football club was charged. Councillor Rachel Flood expressed concern that she would not like to lose this facility for the town.

Councillor Graham Rudkin suggested that it be investigated as to how many members they had, as their income would be much lower than the football club and also the area was much smaller and needs a lot less maintenance than the football club.

Councillor Isobel Hutchinson proposed that Councillor Armiger arrange a meeting with the Bowls Club representative and seek more information and report back at the September Meeting with a proposal. **Agreed**

### 15. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment of £13,274.54 as per **Annexed. Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>	<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 30 JUNE 2016</b>	
<b>BANK ACCOUNTS</b>	
CURRENT ACCOUNT 50494844	3301.97
LESS UNPRESENTED CHEQUES	512.63 *
	<hr/>
	2789.34
TRACKER ACCOUNT 90321444	5420.40
TRACKER ACCOUNT 10257125	3008.53
BUSINESS SAVER 90915394	239104.74
COIF	50.00
	<hr/>
	250373.01
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	88402.09
ADD RECEIPTS	216529.41
	<hr/>

		304931.50
LESS PAYMENTS		<u>54558.49</u>
		250373.01
*UNPRESENTED CHEQUES		
	708193	50.00
	708195	50.00
	708166	50.00
	708197	40.00
	708124	36.00
	Credit card	286.63
		<hr/>
total		512.63 *

(c) The Clerk reported that he had received a request for a grant from St Nicholas Christmas Fayre. **Annexed.**

It was proposed that a grant of £250 be made, as per the one made to the Holbeach Town Christmas Fayre, on condition that if the event does not go ahead for any reason the grant is returned. **Agreed.**

#### **16. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

#### **17. Any other business by leave of Chairman:**

Councillor Paul Foyster reported that he had been approached by Health Watch Lincolnshire, which was a charity funded by LCC to attend to request they give a presentation at the September Meeting.

Councillor Rachel Flood reported that the St Nicholas Fayre group would be joining the Holbeach Community Group.

Councillor Isobel Hutchinson reminded Members that there was a public meeting on August 15<sup>th</sup> to discuss the Boston Road car park and the Town Market and asked Members to attend and encourage other to do the same.

#### **22. Confirm date and venue of next Parish Council Meeting.**

September 12th 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**20 .Agenda Items for next Meeting-**

- Health Watch Lincolnshire- Presentation
- Bowls Club rent
- Holbeach Town Band Hall

**The meeting ended and closed at 8.22 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 12<sup>th</sup> September 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.05 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Martin Howard, Paul Brighton, Carol and Graham Rudkin, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Kay Piccaver, Rita Rudkin, Emma Armiger.

Teresa Daisley: Deputy Clerk

Winston Brown (the Press) and County Councillor Nick Worth were also present together with Sarah Fletcher of Health Watch Lincolnshire.

Twelve members of the public were in attendance.

### **1. Apologies:**

Councillors Paul Foyster, Maureen and Arthur Male and the Chris Seymour (The Clerk) had offered their apologies. The Police had also offered apologies for this Meeting. Councillor Val Gemmill was absent.

### **2. Clerks Report:**

The Deputy Clerk reported that following the resignation of Kathy Rooke and Simon Benton there were two vacancies on the Parish Council; one for the Town Ward and one for the Hurn Ward.

Both resignations had been notified to SHDC and notices for requests for elections have been posted on the relevant notice boards.

There were no requests for elections so the Clerk had been informed that the Parish Council could fill the vacancies by co-option.

Notices had been posted around the Parish, inviting applicants to apply and a decision would be made at this meeting.

Three applications had been received: Geoff Donley, Julie Barker and Terry Harrington. **(circulated)**

Members were informed of the protocol for a ballot to fill the two vacant seats.

The initial vote to fill the seat for the Hurn Ward was in favour of Julie Barker

The second vote to fill the sea for the Town Ward was in favour of Geoff Donley.

Mr. Donley was present and was invited to sign his acceptance of office and received the Parish Councils Code of Conduct and a copy of Standing Orders and was invited to join the meeting. **Agreed.**

### **3. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

*Councillors Paul Gunn and Martin Howard declared an interest regarding the Band Hall.*



#### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 8th August 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

#### **5. Police Matters and County Matters:**

(a). Police: In the absence of the Police there was no report.

Councillor Kelly Wilson requested the Police be made aware of nuisance gathering of cars in the car park area at the side of Boyes and asked that the Clerk inform the Police.

(b). County Matters: County Councillor Nick Worth welcomed the newly appointed Councillor Geoff Donley and informed Members that he had no specific issues to advise on at this Meeting. Parish Council Members did not raise any items to bring to his attention.

(c) The Deputy Clerk reported that notice had been received that the four CCTV cameras for Holbeach were now transmitting to the Boston Control Room. Councillor Martin Howard requested that an approach be made to South Holland District Council to arrange for another site visit for Parish Council Members to the Control Room. It was **agreed** the Clerk would contact South Holland.

(d) Letter from David Hudson regarding market Charter:  
The Chairman invited comments on the letter which had been previously circulated and it was agreed that it be left in abeyance and would be part of a future agenda item when the outcome of the current Market survey was known.

(e) Response/Survey/Opinion- Market/Car park/ and Traffic Lights:  
The Chairman advised that the survey was ongoing following the Public Meeting the Parish Council had called on 5<sup>th</sup> August 2016. She informed Members that she needed to receive any completed survey forms in the next week to ten days and certainly by the end of the month.

#### **6. Highway Matters:**

The Deputy Clerk advised the meeting that the only road closures to report was the one that had previously been circulated regarding the proposed stopping up order for part of Northon's Lane.

#### **7. Health Watch Lincolnshire:**

Sarah Fletcher of Health Watch Lincolnshire gave a presentation on their work and aims and objectives. She explained that they had been formed at the initiative of Central Government in response to various concerns and issues arising from the National Health Service and the team covered the whole of Lincolnshire. Patients and Carers and their families were able to share details of their experiences, good and bad, in confidence and the team were able to investigate and

follow through on feedback they received. She gave Members informed examples of some of the work and projects Health Watch Lincolnshire are involved in and invited them to make our local community aware of their services through their roles as local Councillors.

## **8. Allotments**

Councillor Graham Rudkin stated that he had nothing to report.

## **9. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Gunn reported in the absence of Councillor Paul Foyster and advised that he had nothing to raise regarding the Park. He advised that there were issues with Stukeley Gardens regarding bushes which required trimming as they were growing over footpaths and the ivy growing on the wall on Back Lane.

Councillor Gunn requested that in view of the workload of existing staff the possibility of acquiring temporary additional labour be looked into

The Deputy Clerk was to raise these issues with the Clerk in the first instance.

(c) Dogs off leads in Parish Playing Field update:

Councillor Gunn reported that this practice was still continuing and he had experienced some members of the public whose expectation was that the Parish Council had a duty to provide them with dog exercise facilities. He advised it was a difficult situation to resolve.

Councillor Carol Rudkin reported that the recent Activity Day which had been held in Carters Park was excellent and well attended and requested that the Clerk contact South Holland District Council to thank them for organising the event.

## **10. Cemeteries- Park Road and Hallgate.**

(a) Councillor Martin Howard reported that a Tree of Lebanon had been acquired for Park Road Cemetery and it was soon to be planted. He further advised that the existing older Tree of Lebanon should be reviewed for safety reasons.

He advised that there is a litter problem at Hallgate Cemetery which he wants to address during a site visit which he proposes to hold in October 2016 preferably before the October Parish Council Meeting. He would liaise with the Clerk regarding potential dates.

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

M, T & A Young- reservation Hallgate Cemetery A134/A135/ &A137

M J Coates- Memorial to late Maurice Seymour

M J Coates- Memorial to late David Machin

M J Coates- Memorial to late Walter Sirett

Rosemary Smith – Memorial to late Olive Mary Marsh

Lincolnshire Co-operative – Memorial to late Brian Fant

(c) Cemetery Chapels:

Councillor Rita Rudkin informed Members that a Heritage Day had been held on Saturday 10<sup>th</sup> September 2016 but that attendance had been disappointing due to the wet weather conditions on the day. She advised that the Project Officer Trudy Sheppard had been appointed and is steering members of the Committee and moving things very positively forward. She stated that she was pleased and proud of the progress made to date and is optimistic about restoration work commencing.

**11. Closed Churchyard:**

Councillor Martin Howard asked Councillor Graham Rudkin of any Holbeach in Bloom plans for work in this area. Councillor Rudkin responded by advising Members that he hoped work would commence soon on the replacement iron railings and they were liaising with the Church on this project and that work would commence on the flower tubs in due course. He further advised that a picnic table had been ordered for the Churchyard which would be placed on a hard standing.

**12. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported a request had been received from a neighbouring resident for work to be carried out on the fence. She advised that it had now been confirmed that the fence in question was not the responsibility of either the Parish Council or the Crown Estate and that the resident had been advised it was in fact their responsibility so the issue had been resolved. There was a need however to address the cutting back of ivy and some overhanging branches.

Councillor Flood also reported that there had been an incident involving a dog which was off the lead fighting with another dog and that a child had been involved. A Police Incident number had been obtained and she stated that she considered this issue needed to be looked at and requested that we seek to obtain appropriate signs. It was agreed the Clerk would look at the budget.

**13. Planning Applications:**

In Councillor Maureen Male absence, the Deputy Clerk informed Members that all responses were up to date with the exception of those received that week.

**14. Property**

(a) Councillor Emma Armiger reported that she had nothing to report per se.

(b) Bowls Club Rent: Councillor Emma Armiger stated the rent review was due but she had not been able to contact the Chairman of the Bowls Club to commence negotiations. She advised the Meeting that she considered the current rent of £20 per annum to be too low, particularly in comparison to other rents and that she was proposing an increase to £50 per annum.

Some Members considered that contact should be made first with the Chairman of the Bowls Club prior to any increase being made and that the comparisons of rents being made were not appropriate.

The Chairman, Councillor Isobel Hutchinson advised that Members had the opportunity to make an initial increase and that the Bowls Club had the right to enter into the arbitration process if they so wished and that this was detailed in their lease with us.

The proposal to apply an increase to £50 per annum was seconded it was **agreed** to write to the Bowls Club to advise them of the increase and invite them to discuss with Councillor Emma Armiger as Chair of Property.

(c) Band Hall: Councillor Emma Armiger reminded Members that the current lease on this property had expired in March 2016 and that the Town Band had been given a six month extension period to give them an opportunity to acquire new premises. Members of the Town Band had attended the August Parish Council Meeting to report on their progress and to advise of the difficulties they had experienced in their search with regard to lack of space and funding. In view of the Parish Council having no immediate alternative uses for the building or the site she advised the Meeting that she proposed a further extension of the lease for a further two years which could include the current six month extension, or not, as Members wished thereby giving an eighteen month or two year extension of lease.

She further proposed in view of their offer to increase their current rent at the August Meeting in the hope they would be able to remain that in the first year of the extension of lease a rent of £750 per annum be applied and that in the second year a rent of £1,000 per annum be applied.

There was considerable debate amongst Members and it was generally felt that the Parish Council wanted to continue to support the Town Band and the two year period would enable both the Parish Council to investigate opportunities for the site in addition to giving the Band more time to seek alternative premises. The Chairman reiterated that Members must make their minds up regarding the future of the site and not keep hesitating on a final decision.

Councillor Armiger proposed in the first instance that the current lease be further extended for a period of two years from 1<sup>st</sup> October 2016 and this was **agreed**.

She then went on to propose the rent increase to £750 in the first year of the new lease and £1,000 in the second year.

There was a counter proposal of an increase to £200 per annum which was subject to a vote and which was carried by six votes in favour and with two abstentions. It was therefore **agreed** the increase to £200 per annum be applied. The Clerk to write to the Band to inform them of the decision.



226330.63

\*UNPRESENTED CHEQUES

708256	53.23
708260	603.60

Credit card	147.22
-------------	--------

total	<u>804.05</u>	*
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(c) Councillor Paul Brighton reported that we had received a request for a grant from St Polycarp's Church for their annual grant towards the upkeep of the churchyard. **Annexed.**

It was proposed that a grant of £100.00 be made, as per previous years and was allowed for within the precept. **Agreed.**

**16. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**17. Any other business by leave of Chairman:**

Councillor Paul Gunn advised that he had received complaints regarding all the used items being placed on the footpath outside the former Chequers Hotel. This issue has been reported to the appropriate authorities.

Councillor Rita Rudkin advised that she had made contacts in liaising with Lincolnshire Co-Op regarding the library service in its new site and has been invited to a meeting on 27<sup>th</sup> September 2016 where she will meet the architect and be able to make representations. She advised she would report further at the October Parish Council Meeting.

**22. Confirm date and venue of next Parish Council Meeting.**

October 10th 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**20 .Agenda Items for next Meeting-**

Site Visit to Cemeteries

**The meeting ended and closed at 8.32 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 10<sup>th</sup> October 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.05 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Carol and Graham Rudkin, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Kay Piccaver, Emma Armiger. Paul Foyster, Julie Barker, Maureen and Arthur Male and Val Gemmill

Chris Seymour: Clerk

County Councillor Nick Worth, Winston Brown (the Press) was also present

Four members of the public were in attendance.

### **1. Apologies:**

Councillors Martin Howard and Rita Rudkin, and the Police had offered their apologies.

### **2. Clerks Report:**

The Clerk reported that following the election for co-option at the September meeting, it had been discovered that one of the applicants who was elected was disqualified from office because they had not resided in the Parish of within three miles of its boundary for the previous twelve months before the election

After checking with LALC the applicant at the September meeting as the only remaining candidate, Terry Harrington should be co-opted onto the Parish Council by default.

The Clerk pointed out that it was not a voting matter, as the only candidate available, and not being disqualified, Terry Harrington is now a co-opted Member of the Parish Council.

Councillor Harrington had signed his acceptance of office and received the Parish Councils Code of Conduct. Councillor Harrington had offered his apologies as he is unable to attend tonight.

### **3. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 12<sup>th</sup> September 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: In the absence of the Police there was no report.

Councillor Carol Rudkin reported that cars had been driven over the grass in Stukeley Grounds and been skidding around. The Clerk to notify the Police. **Agreed.**



(b). County Matters: County Councillor Nick Worth informed Members that he had visited the Market Hill traffic lights with engineers, and the only apparent issue was with traffic coming out of Park Road and turning right, holding up the traffic behind them. LCC intended to mark a specific right turn lane or box, which would allow traffic to flow more easily, it was hoped to have it in place before Christmas and partially resolve the situation.

It was brought to Councillor Worth's attention that there were no warning signs regarding there being a school at Stukeley Grounds, County Councillor Worth agreed to look into the matter.

(c) Response/Survey/Opinion- Market/Car park/ and Traffic Lights:

The Chairman informed Members that all the response forms had been taken to SHDC, who had also received a large response. They would be going through the responses to make a decision.

## **6. Highway Matters:**

The Clerk advised the meeting that the only road closures to report was for essential maintenance work on Frostley Gate on the 19<sup>th</sup> and 20<sup>th</sup> October

## **7. Allotments**

Councillor Graham Rudkin stated that all the allotment rent demands had been sent out and were beginning to be paid. All the present allotments are let, but the intention was to convert one of the larger allotments in Battlefields Lane from a single unit into smaller garden allotments for which there were three applicants currently on the waiting list.

Councillor Rudkin also informed Members that the problem with cars/ boy racers congregating on the hard parking at Battlefields lane site now appeared to have been resolved.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported as below:

(b) Roses and Daffodils- Donation. Councillor Foyster informed Members that Styles Roses had agreed to donate some rose bushes and Taylors Bulbs agreed to donate some bulbs for planting in Carters Park. No decision was made as to what quantities were required.

(c) Fencing around Bowls Club. Councillor Foyster informed Members that the boundary around the Bowls Club was extremely 'tatty' made up of privet hedges and wire. He hoped to remove those and some of the shrubs, and replace with fencing so as to open the area up so that the public could see what was going on and such.

The Clerk informed Members as to the cost of potential fencing.

1.8 metre mesh £3240, 1.5metre mesh £2916, 1.2 metre bow top £5352, and 1.8 metre palisade £5352. All prices include estimate of £10 per metre to erect it.

Councillor Graham Rudkin proposed that the 1.5.metre mesh fencing be purchased.

**Agreed.**

(d) Paths in Carters Park. Councillor Foyster informed Members that quotes had been obtained (annexed) for completing the tarmacking of paths within the park, to complete the work that had taken place the previous year, and also for the construction of a new path from the toilets to the main entrance.

Councillor Graham Rudkin proposed that the work on the existing paths be completed and to leave the new path for the time being. **Agreed.**

(e) Dogs off leads in Parish Playing Field update: It was reported that dogs off lead within this area was still a problem, but was proving to be a difficult job to resolve. It was agreed to look at new signage, which could make the points clearer

## **9. Cemeteries- Park Road & Hallgate..**

(a) In Councillor Martin Howard absence the Clerk reported that the Chairman of Cemeteries would like to hold the previously cancelled Cemetery Inspection the following Saturday 15<sup>th</sup> October, starting at 10am and meeting at the Cemetery Chapels. **Agreed.**

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

Lincolnshire Co-op- Memorial to late Paul Gibbons

M J Coates- Memorial to late Maureen Johnson

M J Coates- Memorial inscription to late Jean Graham

Holbeach Memorial Company- Memorial to late Joyce Facey

Holbeach Memorial Company- Additional Inscription to late Joseph Scott

M J Coates – Memorial to late Edward Richardson

(c) Cemetery Chapels:

In Councillor Rita Rudkins absence there was nothing to report

## **10. Closed Churchyard:**

In Councillor Martin Howard absence there was nothing to report.

Councillor Graham Rudkin updated Members on the progress of his work in the Closed Churchyard: they will be replacing the Flower Tubs and putting on hard standing, installing four benches commemorating local historical figures and placing a picnic bench on hard standing for the public's benefit. He also informed Members that he had purchased an additional wood carving of two owls sitting on a mushroom.

## **11. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported the Holbeach Bank Football Club had been successful in applying in getting on the grant scheme run by Tesco's, and would now be in a position to complete all the work on renovating the changing rooms / club house.

**12. Holbeach St Johns War Memorial:**

Councillor Paul Brighton reported that following the successful revamp of the entrance to the War Memorial at Holbeach St Johns (Photo circulated) the people involved were seeking permission not to replace the old gate that was previously situated. **Agreed.**

**13. Planning Applications:**

Councillor Maureen Male reported that all current applications had been commented on, where appropriate.

**14. Property**

Councillor Emma Armiger reported that the Bowls Club had accepted the rent increase proposed at the September meeting.

She also reported that the new lease for the Band Hall had been prepared, signed by the Chairman and Vice Chairman and sent to the Town Band for them to sign as well.

**15. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment of £18,389.09 as per **Annexed. Agreed.**

He also advised that it was necessary to consider the annual Wage Review and this would be taken as usual "In Committee" under Staffing Issues.

Councillor Brighton also informed Members that a final demand had been sent to Whaplode Parish Council for outstanding rent of safe space but no reply had been received as yet.

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

**HOLBEACH PARISH COUNCIL 2016-17**

**BANK RECONCILIATION AS AT 30<sup>th</sup> September 2016**

**BANK ACCOUNTS**

CURRENT ACCOUNT 50494844	2792.00	
LESS UNPRESENTED CHEQUES	1088.55	*
	<hr/>	
	1703.45	
TRACKER ACCOUNT 90321444	5421.08	
TRACKER ACCOUNT 10257125	3008.91	
BUSINESS SAVER 90915394	205429.44	

COIF		50.00
		<u>215429.44</u>
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD		88402.09
ADD RECEIPTS		<u>227771.49</u>
		316173.58
LESS PAYMENTS		<u>100744.49</u>
		215429.44
<b>*UNPRESENTED CHEQUES</b>		
708278	100.00	
708281	289.14	
708295	23.00	
708299	50.00	
Credit card	626.41	
total	<u>1088.55</u>	*

(c) Councillor Paul Brighton reported that we had received a request for a grant from St Luke's PCC for their annual grant towards the upkeep of the churchyard. **Annexed.**

It was proposed that a grant of £150.00 be made, as per previous years and was allowed for within the precept. **Agreed.**

(d) Councillor Paul Brighton reported that we had received a request for a grant from the Royal British Legion for their annual grant towards the running of the Remembrance Parade and a donation for the Parish Council Poppy Wreath. **Annexed.**

It was proposed that a grant of £650.00 be made, and £40 for the Wreath, as per previous years and was allowed for within the precept. **Agreed.**

(e) Councillor Paul Brighton reported that we had received a request for a grant from the New Millennium Lighting Committee, along with copy of their accounts for their annual grant towards the Christmas Lights in the Town. **Annexed.**

It was proposed that a grant of £1000.00 be made, as per previous years and was allowed for within the precept. **Agreed.**

## **16. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**17. Holbeach in Bloom and Best Kept Village Competition.**

Councillor Graham Rudkin informed Members' that Holbeach in Bloom had been successful in achieving a gold award in this year's East Midlands in Bloom competition and that the Town had won the Best Kept Small Town in the competition run by the Campaign to Protect Rural England, and had received the award certificate at a ceremony the previous week. The Chairman congratulated them.

**18. Remembrance Parade.**

(a) The Clerk informed Members of details of this year's Remembrance Parade.

(b) It was proposed to make a donation of £40 for the Parish Councils Poppy Wreath as per previous years. As per above. **Agreed.**

**19. Dates for 1917 Meetings:**

The Clerk had produced suggested Meeting dates and venues for 2017. It was proposed to accept these dates and venues providing they were available. **Agreed.**

**20. Any other business by leave of Chairman:**

Councillor Isobel Hutchinson informed Members that the Parish Council had been successful in getting onto the grant scheme of Tesco's for the installation of fitness equipment.

Councillor Kay Piccaver informed Members that she and Councillor Kelly Wilson intended to revive the Friends of Carters Park Committee to generate funds for play equipment.

The Clerk informed Members that Councillor Martin Howard had arranged a meeting of the Emergency Planning Group on Tuesday 18<sup>th</sup> October at Coubro Chambers starting at 7pm. All Members were welcome.

**21. Confirm date and venue of next Parish Council Meeting.**

November 14th 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**22 .Agenda Items for next Meeting-**

**The meeting ended and closed at 7.53 p.m.**

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

Chairman.....

**Holbeach Parish Council**

An Extra Ordinary Meeting of Holbeach Parish Council was held on Monday 24<sup>th</sup> October 2016 at Coubro Chambers, West End, Holbeach, commencing at 7.00 pm.

**Present:**

Councillors, Paul Foyster, Paul Brighton, Carol Rudkin, Graham Rudkin, Rita Rudkin, Rachel Flood, Martin Howard, John Spencer, Kelly Wilson, Maureen Male, Arthur Male, Kay Piccaver, Julie Barker, Emma Armingier and Val Gemmell,  
Chris Seymour: Clerk.

The Vice Chairman, Councillor Martin Howard chaired the meeting in Councillor Isobel Hutchinson's absence.

**1. Apologies:**

Councillor Paul Gunn, and Isobel Hutchinson had sent 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. Staffing Matters:**

It was resolved to go 'In Committee' **Agreed.**

**The meeting ended at approximately 7.05 p.m.**

**The Parish Council went "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 14<sup>th</sup> November 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.03 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Martin Howard, Carol and Graham Rudkin, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Emma Armiger, Paul Foyster, Julie Barker, Maureen and Arthur Male, Terry Harrington and Val Gemmill.

Chris Seymour: Clerk

County Councillor Nick Worth, District Councillor Francis Biggadike and Winston Brown (the Press) was also present.

Seven members of the public were in attendance.

### **1. Apologies:**

Councillors Paul Brighton, Rita Rudkin, and Kay Piccaver, and the Police had offered their apologies.

### **2. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **3. Minutes of the previous meeting.**

The minutes of the previous meetings held on 10<sup>th</sup> and 24<sup>th</sup> October 2016 as circulated were approved and signed by the Chairman as a true and accurate record.

**Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: in the Police not being in attendance, the Chair asked for any issues.

Councillor Paul Gunn reported that motorcycles had been using Stukeley Hall as a 'Grass Track' and asked for it to be reported. **Agreed.**

Councillor Graham Rudkin asked if a letter could be sent to the Police, asking them to review the Chequers Hotel's licence, regarding the reputed trouble reported there.

Councillor Paul Foyster explained that the only people that could object to a licence were the police, and this had to be backed up with firm evidence and suggested that Members keep a close eye on events and produce firm evidence.

The Chairman stated that a letter had been sent to the Conservation Officer at SHDC from the Parish Council, regarding the Chequers, as it was within a conservation area.

It was proposed to write to the Police expressing the Parish Council's concerns.

**Agreed.**

Councillor Foyster informed Members that on enquiry, he had discovered that there had been no breach of Planning Control.

(b). County Matters: County Councillor Nick Worth informed Members that outline planning permission had been granted for building on the large development at Hallgate and near the link road, and that the initial infrastructure work should commence around next May.

(c) Response/Survey/Opinion- Market/Car park/ and Traffic Lights:

The Chairman informed Members that she had met with Emily Spicer of SHDC and this item was still ongoing. Emily was to collate the information received, and complete a report for the District Council. No decision was expected before Christmas.

The Chairman stated that if a petition of more than 850 signatures was received by SHDC, the matter would have to be debated by their full Council.

## **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting that he had not received notice of any Road Closures.

(b) The Chase off Barrington Gate: Councillor Martin Howard reported that there was severe 'fly tipping' in the dyke alongside the chase and asked if Councillor Paul Foyster could investigate. **Agreed.** Councillor Howard stated that he would approach the land owner to try and get the dyke cleared of brambles etc.

(c) Additional pedestrian foot crossing: Councillor Val Gemmill stated that she had been approached by many parishioners asking for additional foot crossings near the 'boxing academy' and Stukeley School as there were not any dropped kerbs in these areas which cause problems for people on mobility scooters and mothers with pushchairs. The Chairman proposed that a letter be sent requesting some sort of additional crossings. **Agreed.**

## **6. Allotments**

Councillor Graham Rudkin reported that all but 6 out of the 84 allotment rents had been paid and reminders had been sent to them. He also stated that a break into some of the allotment sheds at Battlefields Lane had been reported and he would be investigating the CCTV footage from the site.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported that the Carters Park project was doing well in the Tesco Funding competition and leading the field of three applicants: Chairman Councillor Isobel Hutchinson informed Members that the final result should be received within the week.

(b) The Clerk reported that he had sent out four requests for quotes regarding the erecting of the new Bowls Club fence, two had replied:

M.V.S Fencing £1608 + VAT  
Canadian Fencing £888



It was proposed that the quote for Canadian Fencing be accepted. **Agreed.**

## **8. Cemeteries- Park Road & Hallgate..**

(a) Councillor Martin Howard reported that the items on the recent Cemetery Inspection would be completed in due course.

Councillor Rachel Flood stated that on the tour of the war graves within the cemetery, some were obscured by holly bushes and proposed that they be removed to allow better visibility. **Agreed.** Councillor Flood to inform the Clerk on their positions.

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

M J Coates- Memorial to late Christine Crane

M J Coates- Memorial inscription to late Peggy Barnett

Holbeach Memorial Company- Memorial to late Eric Parker

M J Coates – Memorial to late Margaret Needham

M J Coates – Memorial to late Elizabeth Dowse

Richard Kling Memorials- Memorial to late Harold & Brenda Carr

Richard Kling Memorials- Memorial to late John & Lucy Carr

(c) Cemetery Chapels:

In Councillor Rita Rudkin's absence there was no report.

## **9. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

## **10. Holbeach Bank Playing Field:**

Councillor Rachel Flood had nothing to report.

## **11. Planning Applications:**

Councillor Maureen Male reported that all current applications had been commented on, where appropriate.

Councillor Martin Howard commended Councillor Paul; Foyster on his stance at the recent SHDC planning meeting, and informed Members that Councillor Foyster had made his points regarding the town very well.

## **12. Property**

(a) Councillor Emma Armiger had nothing to report other than item (b).

(b) Offer to purchase Band Hall: *Councillors Terry Harrington, Paul Gunn, Martin Howard and Val Gemmill declared an interest.*

Councillor Armiger reported that Joan Woolard, a former Councillor, has made an offer from an anonymous person to buy the Band Hall for £25,000 and lease it to the Band in perpetuity (as long as there is a band).

The problem being that it was last valued at £29,500 in 2014 and the law states that the Council cannot sell it less than the valuation price except in exceptional circumstances for the benefit of the community, and which we would need the permission of the current Secretary of State.

The feeling at Mondays Finance meeting was to informally talk to the Band and see if they were willing to pay the difference between the £25k and the valuation price, which they provisionally had agreed.

Councillor Paul Foyster proposed that the offer not be accepted as it would take value away from the Council offices and should be retained as an asset. **Agreed.**

### **13. Financial Statement and Accounts for Approval:**

(a) The Clerk presented the Cheques for payment of £17103.68 as per **Annexed. Agreed.**

He also reminded Members that the estimates for next year's Precept need to be completed by December ready for approval in January.

He also informed Members that with the imminent closure of another Bank within the town in January, he had looked into the possibility of paying the monthly payroll via BAC's payment and it was possible to complete with the usual checks and examination by two signatories, and asked for Members opinions. It was proposed and **agreed** to adopt this system for salary payments.

The Clerk asked for one item to be taken 'In Committee'. **Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>	<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 31st October 2016</b>	
<b>BANK ACCOUNTS</b>	
CURRENT ACCOUNT 50494844	3944.60
LESS UNPRESENTED CHEQUES	2417.11 *
	<hr/>
	1527.49
TRACKER ACCOUNT 90321444	5421.08
TRACKER ACCOUNT 10257125	3008.91
BUSINESS SAVER 90915394	193942.20
COIF	50.00
	<hr/>
	203949.68
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	88402.09

ADD RECEIPTS		<u>235947.38</u>
		324349.47
LESS PAYMENTS		<u>120399.79</u>
		203939.68
<b>*UNPRESENTED CHEQUES</b>		
708322	370.52	
708313	1000.00	
708328	14.40	
708331	428.8-40	
Credit card	603.79	
	<hr/>	
	2417	
total	11	*

**14. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**15. Branding of Uniforms and Signs:**

Councillor Kelly Wilson informed Members that she felt it was difficult for Members of the public, as well as Members of the Council to identify which were Parish Councils staff and which were not, and requested that some kind of identification badge or uniform be used by the staff to identify them and also that some sort of branding also be used on Councils signage.

It was proposed that the costings be obtained with the view to include them in next year's budget. **Agreed.**

**16. Any other business by leave of Chairman:**

Councillor Val Gemmell informed Members that she had recently attended a meeting of the Voluntary Car Service.

Councillor Terry Harrington informed Members that the Millennium Lighting Committee would be putting up the Christmas lights on the 20<sup>th</sup> November.

**17. Confirm date and venue of next Parish Council Meeting.**

December 12<sup>th</sup> 2016, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

**The meeting ended and closed at 8.30 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 12<sup>th</sup> December 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.03 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Martin Howard, Paul Brighton, Rachel Flood, Paul Gunn, John Spencer, Kelly Wilson, Emma Armiger, Paul Foyster, Julie Barker, Terry Harrington, and Val Gemmill.

Chris Seymour: Clerk

Teresa Daisley: Deputy Clerk

Three members of the public were in attendance.

### **1. Apologies:**

Councillors Carol and Graham Rudkin, Kay Piccaver, Rita Rudkin and Maureen and Arthur Male, and County Councillor Nick Worth, Winston Brown (the Press) and the Police had offered their apologies.

### **2. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **3. Minutes of the previous meeting.**

The minutes of the previous meetings held on 14<sup>th</sup> November 2016 as circulated were approved and signed by the Chairman as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: In the Police not being in attendance, the Chairman asked for any issues. No matters were brought up

(b). County Matters: In the absence of County Councillor Nick Worth the Chairman again asked for any issues.

No matters were brought up.

(c) Removal of Red Public Phone Boxes: Members were informed previously that the District Council were requesting opinions by the 6<sup>th</sup> January on the removal of certain seldom used phone boxes within the Parish and whether they should be adopted by the Parish. The Chairman advised Members that if they had any comments to let the Clerk know so that he could reply (two opinions already received)

(c) Markets - Proposal from David Hudson. The Chairman stated that the decision on the Market would not be made by SHDC until January, and the main point of the letter was, should Holbeach Parish Council take over the running of the Market.

Councillor Rachel Flood proposed that a decision on taking the Market over be deferred until the February Meeting when SHDC had advised of their decision.

**Agreed.** *Councillor Paul Foyster abstained from the vote*

## **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting that he had received notice of road closure and suspension of One Way Order on Back Lane, Holbeach from 19<sup>th</sup> December until 23<sup>rd</sup> December to enable maintenance work.

## **6. Allotments**

In Councillor Graham Rudkin's absence the Clerk reported that only one allotment rent remained outstanding and that was in hand. He also reported that five additional garden plots had been created at the Battlefields Lane Site and all had been let. There had been further spates of vandalism and theft at the Battlefields Lane site and the Chairman of Allotments would like to install a further two security cameras to be purchased and installed with Members permission. The purchase of two additional CCTV cameras was proposed and **agreed**.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported the Park had been successful in obtaining funding from Tesco's appeal and had been awarded £12,000 plus £3,000 plus and the suggested exercise area and equipment could now go ahead.

Councillor Foyster also reported of an article in the press of Santa Crashing in Parks, and he had advised Park Staff to be vigilant on the lookout for broken sleigh's and discarded gifts.

## **8. Cemeteries- Park Road & Hallgate.**

(a) Councillor Martin Howard had nothing to report.

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

M J Coates – Memorial to late Alan Johnson

M J Coates- Memorial inscription to late George Cox

Holbeach Memorial Company- Memorial Inscription to late Muriel Whitmore

Richard Kling Memorials- Memorial Inscription to late Frank Dixon

Raymond Owers- Reservation Park Road Cemetery

(c) Cemetery Chapels:

In Councillor Rita Rudkin's absence the Clerk reported that an advisory person has been engaged regarding work to a proposed ' Tapestry' to hang in South Chapel , The next Cemetery Chapel meeting is in January when Councillor Rita Rudkin will have more information to report on.

## **9. Closed Churchyard:**

Councillor Martin Howard had nothing to report. The Chairman enquired who was responsible for maintaining the Cremated Remains area within the Churchyard Councillor Rachel Flood stated that although Holbeach in Bloom help maintain that area, it was the responsibility of the PCC.

**10. Holbeach Bank Playing Field:**

Councillor Rachel Flood had nothing to report.

**11. Planning Applications:**

In Councillor Maureen Male's absence, the Clerk reported that all current applications had been commented on where appropriate.

**12. Property**

(a) Councillor Emma Armiger had nothing to report

**13. Financial Statement and Accounts for Approval:**

(a) Councillor Paul Brighton presented the Cheques for payment of £14,647.05 as per **Annexed. Agreed.**

Councillor Brighton presented Members with the quotes (**annexed**) for the renewal of the Councils Insurance Policy, and although the quote from Zurich was slightly cheaper he proposed that the Parish Council accept the offer from Came & Co, who had previously arranged the insurance as they made regular contact and had represented us well in the past, whereas Zurich were an actual Insurance Company and did not feel that we would get the same level of service. **Agreed**

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

<b>HOLBEACH PARISH COUNCIL</b>	<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 30<sup>th</sup> November</b>	
<b>2016</b>	
<b>BANK ACCOUNTS</b>	
CURRENT ACCOUNT 50494844	3604.00
LESS UNPRESENTED CHEQUES	1080.83 *
	<hr/>
	2523.17
TRACKER ACCOUNT 90321444	5421.08
TRACKER ACCOUNT 10257125	3008.91
BUSINESS SAVER 90915394	179155.67
COIF	50.00
	<hr/>
	190158.83
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	88402.09

ADD RECEIPTS		<u>241170.33</u>
		329572.42
LESS PAYMENTS		<u>139413.59</u>
		190158.83
<b>*UNPRESENTED CHEQUES</b>		
708331	428.40	
708343	175.04	
Credit card	477.39	
total	<u>1080.83</u>	*

(c) Request for Donation – Holbeach Hub. The Chairman explained that this event had been arranged due to the failure of the proposed Christmas Fayre and felt that as the event had already happened and also the fact that a donation had already been made to the two other events to refuse this request, but to advise them that we would probably look favourably on any request for a future event and advise them they would need to get an application in before the setting of next year's precept.

**Agreed.**

Councillor Paul Foyster advised Members that at a recent meeting, also attended by County Councillor Nick Worth and District Councillor Francis Biggadike, it was felt that that Holbeach needed an overacting group to collate all events and organise road closures, logistics etc. on their behalf and requested that the Parish Council offices be used to hold their meetings. To be placed on the January agenda for decision.

(d) Request for Donation – Friends of Sezanne. Councillor Terry Harrington gave Members a brief outline on the history of this group.

The request was for help in celebrating 50years of this group in 2018.

The Chairman proposed that the Clerk respond to this request stating that in principle we would be in favour of supporting them at the appropriate time if they applied. **Agreed.**

**14. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**15. Branding of Uniforms and Signs:**

The Clerk reported that he had investigated the costing of branded clothing for the Parish Council employees and had discovered a company that produced 'branded



name tags' at a cost of £1.45 each and had took the liberty of ordering two of each for each manual worker and produced examples.

The Clerk also reported that due to the vast array of other clothing worn by the staff, depending on which task they were carrying out and the varying weather conditions, the branding as such would be difficult and expensive and the most cost effective way of establishing them as Parish Council employees would be via 'Hi Viz' jackets, which could have 'Holbeach Parish Council' on the back at a cost of £6.00 each.

It was proposed that a sufficient quantity be purchased, which would also allow for use by Members when on official duties. **Agreed.**

**16. Any other business by leave of Chairman:**

Councillor Martin Howard requested that a letter be sent to the Voluntary Car Scheme requesting notification of times and dates of meeting, so that a Members of the Council could attend as the Parish Council does make a sizable donation each year. **Agreed.**

**17. Confirm date and venue of next Parish Council Meeting.**

January 9<sup>th</sup>, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

Use of Coubro Chambers for Events Planning Group

**The meeting ended and closed at 7.42 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 9<sup>th</sup> January 2017 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.01p.m. following the Public Open Forum.

### **Present:**

Councillors: Martin Howard, Paul Brighton, Rachel Flood, John Spencer, Kelly Wilson, Emma Armiger, Paul Foyster, Terry Harrington, Val Gemmell. Kay Piccaver, Maureen and Arthur Male, and County Councillor Nick Worth, and Winston Brown (the Press)

Chris Seymour: Clerk

One member of the public was in attendance.

### **1. Apologies:**

Councillors Carol and Graham Rudkin, Isobel Hutchinson, Rita Rudkin, Julie Barker, Paul Gunn and the Police had offered their apologies.

### **2. Declarations of interest:**

The Vice Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **3. Minutes of the previous meeting.**

The minutes of the previous meetings held on 12<sup>th</sup> December 2016 as circulated were approved and signed by the Vice Chairman as a true and accurate record.  
**Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: In the Police not being in attendance, the Vice Chairman asked for any issues.

No matters were brought up

(b). County Matters: County Councillor Nick Worth reported that there had been some traffic incidents along Boston Road due to poor visibility and the matter was being looked into, He also reported that the County Council were in the process of rectifying any street that were not working and asked Members to report any that were not.

(c) Request to hold Food Festival in Carters Park: County Councillor Nick Worth stated that the Food Festival in the previous three years had been held in Stukeley Grounds to showcase the School and the Gardens. It was felt this had been successful and he requested that it be held this year in Carters Park on Saturday 1<sup>st</sup> July, to be nearer to and to showcase the Town. **Agreed.**

## **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting that he had not received any notice of road closure

## **6. Estimates 2016-2017. Precept:**

The Chairman of Finance explained the top sheet of the estimates that were prepared by the Clerk, which compared provisional estimates for 2017-2018 with previous years.

Councillor Paul Brighton also stated that the Finance Working Party had reviewed the suggested requirements put forward by each individual spending Chairman to reduce the estimate to a minimum and the figures to be discussed were their recommendation.

Members had previously been issued with a complete breakdown of all costs and **agreed** the precept to be set at £197,900, an increase of 0.76%. In real terms the amount required by the Parish Council was being increased from £196,400 to £197,900 or £1500.

The Vice Chairman signed the precept request form.

## **7. Allotments**

In Councillor Graham Rudkin's absence the Clerk stated that he had nothing to report.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field:**

Councillor Paul Foyster reported he had nothing to report on Stukeley Grounds or the Parish Playing Field. Councillor Foyster reported that he was going to Tesco's the following day to be presented with a cheque for £16,500 which had been raised by the store for the new fitness equipment in Carters Park.

Councillor Foyster presented to Members both options (annexed) regarding the fitness equipment and recommended accepting option one at a cost of £20,540.20 which was a more complete system. It was proposed and **agreed** to accept option one.

Councillor Foyster stated that it was anticipated to be completed by March, with an official opening ceremony early after that.

## **9. Cemeteries- Park Road & Hallgate.**

(a) Councillor Martin Howard reported that there had been some severe damage to the tree of Lebanon in Park Road Cemetery over the Christmas period, which had been cleared away and he was awaiting further advice from the tree specialist at SHDC as to the next step.

Councillor Martin informed members that there was an issue with the locking and unlocking of Hallgate Cemetery and that a temporary solution applied with him locking and unlocking at weekends until a solution was found.

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

Margaret Balding- Reservation Park Road Cemetery  
Steven and Ann Ingham- Reservation Park Road Cemetery  
Leonard Nixon- Memorial Park Road Cemetery

(c) Cemetery Chapels:

In Councillor Rita Rudkin's absence there was nothing to report.

#### **10. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

#### **11. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported that there was some erosion in the entrance to the playing field, which was causing problems with cars wanting to park in there. The Clerk to examine the lease to see if a hard parking area had been agreed.

#### **12. Planning Applications:**

Councillor Maureen Male's reported that all current applications had been commented on where appropriate.

#### **13. Property**

(a) Councillor Emma Armiger reported that she had received a letter from the football club informing her that the windows and door on the changing rooms were rotten, discovered whilst painting. As the windows and doors on the Pavilion were also in a similar state, she had asked the Clerk to obtain quotes for replacement to be considered at the February meeting.

(b) Use of Offices- Christmas Fayre Committee.

Councillor Armiger reported to Members that a request had been received from the Christmas/ Town event Committee to use the meeting room at Coubro Chambers for their meetings. It was proposed and **agreed** that they be allowed to use the room and no rent be charged as it was for the benefit of the Parish.

(c) Use of Offices – Rotary Club

Councillor Armiger stated that the Rotary Club had used the meeting room on a few occasions previously and asked Members opinions on whether a rent for the room should be applied, as some other charitable organisations paid a fee.

It was proposed to postpone this decision until the February meeting to allow the Clerk to prepare a list of who currently rents the room and which pay for it and which don't as it was felt that the conditions for payment should be uniform for all. **Agreed.**

**14. Financial Statement and Accounts for Approval:**

(a) Councillor Paul Brighton presented the Cheques for payment of **£15,243.21** as per **Annexed. Agreed.**

Councillor Brighton reported that all other items from the Finance Meeting had been dealt with in previous items.

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

<b>HOLBEACH PARISH COUNCIL</b>	<b>2016-17</b>	
<b>BANK RECONCILIATION AS AT 31st December 2016</b>		
<b>BANK ACCOUNTS</b>		
CURRENT ACCOUNT 50494844	3000.00	
LESS UNPRESENTED CHEQUES	<u>6015.40</u>	*
	-3015.40	
TRACKER ACCOUNT 90321444	5421.76	
TRACKER ACCOUNT 10257125	3009.29	
BUSINESS SAVER 90915394	172241.17	
COIF	<u>50.00</u>	
	177706.82	
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD	88402.09	
ADD RECEIPTS	<u>249663.47</u>	
	338065.56	
LESS PAYMENTS	<u>160358.74</u>	
	177706.82	
*UNPRESENTED CHEQUES		
708365	14.40	
708371	102.00	
708371	69.98	
708381	5600.00	
Credit card	228.72	
total	6015.40	*

**15. Staffing Matters:**

No matters to report.

**16. Any other business by leave of Chairman:**

Councillor Val Gemmell informed Members that the Civic Society AGM was the following week, and there was a danger of it folding due to lack of a Chairman and Committee, and if any members felt they had a little time to spare to consider standing for one of the positions.

Councillor Martin Howard informed Members that he had retired from running the Community Bus and had passed the role over to Councillor Kay Piccaver and the bus would now be housed at the Community Hub.

**17. Confirm date and venue of next Parish Council Meeting.**

February 13<sup>th</sup> 2017, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

**The meeting ended and closed at 7.45 p.m.**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 13<sup>th</sup> February 2017 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.01p.m. following the Public Open Forum.

### **Present:**

Councillors: Isobel Hutchinson, Martin Howard, Paul Brighton, John Spencer, Kelly Wilson, Paul Foyster, Terry Harrington, Val Gemmell. Kay Piccaver, Maureen and Arthur Male, Carol and Graham Rudkin, Julie Barker and Paul Gunn.

County Councillor Nick Worth, and Winston Brown (the Press) were also present.

Teresa Daisley: Deputy Clerk

One member of the public was in attendance.

### **1. Apologies:**

Councillors Emma Armiger, Rita Rudkin, Rachel Flood and the Police had offered their apologies. The Deputy Clerk offered the Clerk's apologies.

### **2. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

### **3. Minutes of the previous meeting.**

Councillor Maureen Male asked for a minor amendment to the minutes of the previous meetings held on 9<sup>th</sup> January 2017 as circulated and they were then approved and signed by the Vice Chairman as a true and accurate record.

**Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: In the absence of the Police the Deputy Clerk reported that they had advised that in the majority of cases of thefts from sheds, garages and vehicles victims were failing to secure their items / premises.

The Chairman then asked for any issues Members wished to make the Police aware of.

Councillor Kay Piccaver advised that youths were gathering in cars in the vicinity of the Youth Club premises. It was agreed the Deputy Clerk would report this matter.

Councillor Martin Howard advised that he had reported an apparently abandoned vehicle in Battlefields Lane South to the Police and he would continue to monitor the situation.

(b). County Matters: County Councillor Nick Worth reported that the pelican lights at the pedestrian crossing near the Youth Club had been sorted and the light at the top of Tolls Lane had been identified as being in the ownership of South Holland District Council and that too had been rectified.

Councillor Worth then advised that following the last meeting when the issue of street lights had been raised he had prepared a map which he would give to the

Clerk to circulate identifying those street lights which were switched off from 12.00 midnight to 6.00a.m.; the lights which remain on all during the night but are dimmed; lights around older peoples residences and more vulnerable areas which remain on during the night and the lights which are left on as they have not yet been converted to LED. Councillor Worth also confirmed that this practice was now to be a permanent measure.

Councillor Val Gemmell asked if Councillor Worth could report back to County that many of the bollards in the area required washing as they were so poorly lit they were contributing to poor conditions for night driving.

Councillor Worth agreed to raise the matter but advised he expected this would be addressed in the Spring cleaning programme. He advised Members they could always report such matters to County but recommended they do so using e-mail or via the County web site.

Councillor Carol Rudkin asked Councillor Worth to pass on thanks to County for their recent efforts in cutting back overhanging bushes in Boston Road and Park Road.

## **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting of road closures:  
Saracens Head (Roman Bank to A17)- 20/3/17 to 31/3./17.  
Roman Bank (three sections) between 6/3/17 to 8/3/17

## **6. Allotments**

Councillor Graham Rudkin advised that he had little to report other than all allotments were now let.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster advised that he had a meeting regarding the new exercise equipment scheduled for later in the week.  
He also advised that the resurfacing work to the paths was finished but there was a small area which may require some remedial work and this would be flagged with the contractor.

Councillor Paul Gunn reported on Stukeley Grounds and the Parish Playing Field and advised that he had carried out a site visit to both and all was well although the sites would soon require their first grass cut of the season.

Councillor Carol Rudkin asked again that the hedge in Stukeley Grounds be cut back as she had previously requested this work to be carried out. She also advised that a new bin had been requested previously for Stukeley Grounds but this still was not in place. Councillor Paul Gunn responded by advising that the existing bin had been refurbished and put back in situ.

(b) Grass Cutting of Playing Fields, Hallgate Cemetery and Beacon. The Chairman reported that the previous contractor for grass cutting had decided to retire and



tenders had been sent out to various contractors for prices. The tenders were opened and were:

K.E. Dawson and Sons Ltd. - £7,896.00 per annum including V.A.T.  
Millgate Garden Maintenance - £13,300 per annum plus V.A.T. (= £15,960)  
Silvertree Garden Services - £20,440 per annum – no mention of V.A.T.  
T.N. Sneath and Sons quote equates to £15,120 per annum – V.A.T. registered but quote not clear on whether prices include V.A.T. or not  
South Lincs Grass Care - £9,100 per annum – no mention of V.A.T.  
D.W. Woods Landscaping Ltd. - £7,112 per annum plus V.A.T. (= £8,534.40)  
Malc Firth Landscapes Ltd. - £7,588 per annum plus V.A.T. (= £9105.60)

It was decided based on price and knowledge of contractor's reputation to offer D.W. Woods Landscaping Ltd. the work for 2017 and to review the work carried out at the end of the season. **Agreed.**

(c) Football Club Fence: Councillor Paul Foyster reported that he had met with the Chairman of the Football Club regarding the lack of space between the Bowls Pavilion and the football fencing. The Football Club had indicated they wanted to carry out the work and he estimated the cost of extra panels to be around £300 and was seeking Members approval to the expenditure. **Agreed.**

(d) Window Replacement: Football Club Changing rooms and Bowls/Cricket Pavillion. The Tenders received for replacement doors and windows were:

Nick Gratton Glass and Glazing - £11,760 including V.A.T. for the Bowls Pavilion and ££3,120 including V.A.T. for the Football Club – totals £14,880  
M. & R. Glass and Glazing Ltd. - £11,544 for the Bowls Pavilion and £4,095 for the Football Club – totals £15,639 plus V.A.T. of £3,127.80 totals £18,766.80  
C and G Windows - £8,745 including V.A.T. for the Bowls Pavilion and ££2,900 including V.A.T. for the Football Club – totals £11,645

It was decided to check on the quality of materials to be used and if suitable the work be awarded to C and G Windows on that basis. Otherwise the work to be awarded to Nick Gratton. **Agreed.**

## **8. Cemeteries- Park Road & Hallgate.**

(a) Councillor Martin Howard reported that a site visit to Park Road Cemetery to inspect the Cedar of Lebanon tree had been carried out by Diane Fairchild-Fenton of South Holland District Council. Based on her recommendation to consult a registered arboriculturalist quotes had been invited from three specialists.

The Deputy Clerk advised the quotes were all for a site visit followed by a written report of recommendation(s) and that the prices received were £190, £300 and £400 respectively. It was **agreed** to go with the quote of £190.

(b) Locking and Unlocking Hallgate Cemetery.

Councillor Martin Howard advised that due to the person standing down who had previously undertaken this duty the Assistant Groundsperson had been doing this job on a Monday to Friday basis and that Councillor Howard himself had been doing the

locking and unlocking at weekends. Unfortunately recently there had been a couple of occasions when the site had not been unlocked at the usual time although Councillor Howard advised he had rectified the situation as soon as possible. It was reported that alternative solutions had been investigated with a view to either finding someone local or employ a contractor undertake the task but that he would continue to take the responsibility for it while further options were investigated.

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

Hanchets – Memorial to late Ralph Dean 183b Park Road  
M J Coates – Memorial to late Christopher Barclay 183ll Park Road  
M J Coates – Memorial to late Diane Tonks Cr area Park Road  
M J Coates – Additional Inscription for late Cynthia Coulson Park Road  
M J Coates – Additional Inscription for late Frank Pringle  
M J Coates – Memorial to late Sydney Birmie 176jj Park Road

(d) Cemetery Chapels:

In the absence of Councillor Rita Rudkin there was nothing to report.

The Chairman then advised Members that Councillor Rudkin had requested that if appropriate at this meeting it could be announced that she was intending to resign from the Cemetery Chapel's Committee and the Chairman advised she was seeking any other Members willing to stand to represent the Parish Council on said Committee.

Councillors Martin Howard and Kay Piccaver as Chair and Deputy Chair of Cemeteries offered to stand in the interim period before the usual round of elections to outside bodies occurs at the May 2017 Meeting. **Agreed.**

## **9. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

Councillor Graham Rudkin advised Members that work was in hand in the Closed Churchyard as he had sourced some slabs on which to site the flower barrels; the picnic table base was to be in place in the next few weeks and the table could then be sited; the new fencing at a cost of £2,900 including V.A.T. was on order and the finials were being sourced and all work should be complete by the end of March or early April and the seat backs have been prepared and should be installed by April.

Councillor Carol Rudkin reported that one bin was missing from the Closed Churchyard. It was advised that the bin had been removed for repairs. The Deputy Clerk agreed to arrange for it to be reinstalled.

## **10. Holbeach Bank Playing Field:**

In the absence of Councillor Rachel Flood the Deputy Clerk advised that Councillor Flood had requested her to report to South Holland District Council that the dog bin at this site was full and was not being emptied on a regular basis.

## 11. Planning Applications:

Councillor Maureen Male's reported that all current applications had been commented on where appropriate but that the Damgate development remained contentious.

## 12. Property

(a) In the absence of Councillor Emma Armiger there was nothing to report.

(b) Use of Offices- Charging Rates: The Clerk reported that in the two previous years only one payment for use had been received, Holbeach United Charities paid £10 for this year, but did not pay this year.

Other users of the large meeting room were Farmers Educational Foundation, Holbeach Christmas Fayre and the Rotary Club.

The Deacon and Fairfax Foundation and the Cemetery Chapels Trust had used the small Members meeting room.

Members decided that there was a need to be consistent and in view of all current users being charities and on a goodwill basis approval be given for the use of these rooms on a no charge basis. **Agreed.**

## 13. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton presented the Cheques for payment of **£38,910.24** as per Annexed. **Agreed.**

Councillor Brighton reported that as reported to the Finance Working Party he had been looking at reviewing the Parish Council's investments and he had been advised he would be required to seek the services of an independent financial advisor. He estimated this would cost in the region of £200 to £300 and was seeking Members approval for this expenditure. **Agreed.**

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

<b>HOLBEACH PARISH COUNCIL</b>		<b>2016-17</b>
<b>BANK RECONCILIATION AS AT 31st JANUARY</b>		
<b>2017</b>		
<b>BANK ACCOUNTS</b>		
CURRENT ACCOUNT 50494844		3530.80
LESS UNPRESENTED CHEQUES		534.47 *
		<hr/>
		2996.33
TRACKER ACCOUNT 90321444		5421.76
TRACKER ACCOUNT 10257125		3009.29
BUSINESS SAVER 90915394		159442.07

## Holbeach Parish Council Minutes 13<sup>th</sup> February 2017

COIF		50.00	
			170919.45
<b>CASH BOOK</b>			
BALANCE BROUGHT FORWARD		88402.09	
ADD RECEIPTS		254863.77	
			343265.86
LESS PAYMENTS		172346.41	
			170919.45
*UNPRESENTED CHEQUES			
708365	14.40		
708389	29.99		
Credit card	490.08		
total	534.47	*	

The Deputy Clerk advised Members that following a recent site visit the Parish Council's Internal Auditor had audited the accounts up and including the end of January 2017 and he was satisfied with all transactions to that date.

(c) Request for donation –Royal British Legion. Holbeach St Marks War Memorial  
Given that this was allowed for in the Precept Members **agreed** to donate the usual £25.

(d) Request for Grant – Citizens Advice Bureau  
Members were advised there was no allowance in the Precept for a donation as requested and it was agreed the Deputy Clerk should write and advise that on this occasion the Parish Council would not make a donation but suggest that in future an earlier request may result in Members being able to make an inclusion in budget.

### **14. Nature Reserve:**

Councillor Martin Howard stated that he had asked the advice of Diane Fairchild-Fenton of South Holland District Council on her recent visit as mentioned earlier in these Minutes regarding the condition of some of the trees following a request from a resident of Waterside Gardens that they be seriously trimmed. Diane Fairchild-Fenton had advised that to the best of her knowledge the trees were not posing any kind of threat to the properties in Waterside Gardens and that it was not necessary to undertake any work at this stage.

Councillor Howard then advised that he had dealt with some problems with some of the ducks from the site in conjunction with a local vet.

Councillor Howard also advised Members that having spoken to some interested parties he was in the process of drawing up some plans with a local architect for the installation of a decking area to the water's edge with suitable fencing. This was being funded by grants and was at no cost to the Parish Council.

Councillor Carol Rudkin stated that this idea had previously been looked at some years ago but that it had been advised not to proceed with the idea on health and safety grounds.

Councillor Isobel Hutchinson proposed that Members wait until plans are drawn and look and discuss the issue then.

Councillor Carol Rudkin reiterated a request for trimming work at the site to be carried out as soon as possible.

**15. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**16. Any other business by leave of Chairman:**

The Deputy Clerk reported the enquiry from the January meeting, that requirement to maintain the hard standing area was not included in the lease for the Playing Field, in fact such an area was not mentioned or included.

Councillor Martin Howard advised that he had meant to include in his report regarding the Cemeteries that work had been undertaken on extending the path in Park Road Cemetery.

Councillor Valery Gemmell advised Members that she had recently attended an informative visit with the Drainage Board to their Pode Hole site and that the Drainage Board were keen to engage with Members so anyone wishing to undertake a similar visit could liaise with her.

**17. Confirm date and venue of next Parish Council Meeting.**

March 13<sup>th</sup> 2017, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

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

Chairman.....

**Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 13th February 2017 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.01 p.m. following the Public Open Forum.

**Present:**

Councillors: Isobel Hutchinson, Martin Howard, Paul Brighton, John Spencer, Kelly Wilson, Paul Foyster, Terry Harrington, Val Gemmell. Kay Piccaver, Maureen and Arthur Male, Carol and Graham Rudkin, Julie Barker and Paul Gunn.

County Councillor Nick Worth, and Winston Brown (the Press) were also present.

Teresa Daisley: Deputy Clerk

One member of the public was in attendance.

**1. Apologies:**

Councillors Emma Armiger, Rita Rudkin, Rachel Flood and the Police had offered their apologies. The Deputy Clerk offered the Clerk's apologies.

**2. Declarations of interest:**

The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

**3. Minutes of the previous meeting.**

Councillor Maureen Male asked for a minor amendment to the minutes of the previous meetings held on 9th January 2017 as circulated and they were then approved and signed by the Vice Chairman as a true and accurate record.

**Agreed.**

**4. Police Matters and County Matters:**

(a). Police: In the absence of the Police the Deputy Clerk reported that they had advised that in the majority of cases of thefts from sheds, garages and vehicles victims were failing to secure their items / premises.

The Chairman then asked for any issues Members wished to make the Police aware of.

Councillor Kay Piccaver advised that youths were gathering in cars in the vicinity of the Youth Club premises. It was agreed the Deputy Clerk would report this matter.

Councillor Martin Howard advised that he had reported an apparently abandoned vehicle in Battlefields Lane South to the Police and he would continue to monitor the situation.

(b). County Matters: County Councillor Nick Worth reported that the pelican lights at the pedestrian crossing near the Youth Club had been sorted and the light at the top of Tolls Lane had been identified as being in the ownership of South Holland District Council and that too had been rectified.

Councillor Worth then advised that following the last meeting when the issue of street lights had been raised he had prepared a map which he would give to the

Clerk to circulate identifying those street lights which were switched off from 12.00 midnight to 6.00a.m.; the lights which remain on all during the night but are dimmed; lights around older peoples residences and more vulnerable areas which remain on during the night and the lights which are left on as they have not yet been converted to LED. Councillor Worth also confirmed that this practice was now to be a permanent measure.

Councillor Val Gemmel[ asked if Councillor Worth could report back to County that many of the bollards in the area required washing as they were so poorly lit they were contributing to poor conditions for night driving.

Councillor Worth agreed to raise the matter but advised he expected this would be addressed in the Spring cleaning programme. He advised Members they could always report such matters to County but recommended they do so using e-mail or via the County web site.

Councillor Carol Rudkin asked Councillor Worth to pass on thanks to County for their recent efforts in cutting back overhanging bushes in Boston Road and Park Road.

#### **5. Highway Matters:**

Road Closures: The Clerk advised the meeting of road closures: Saracens Head (Roman Bank to A17)- 20/3/17 to 31/3./17.

Roman Bank (three sections) between 6/3/17 to 8/3/17

#### **6. Allotments:**

Councillor Graham Rudkin advised that he had little to report other than all allotments were now let.

#### **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster advised that he had a meeting regarding the new exercise equipment scheduled for later in the week.

He also advised that the resurfacing work to the paths was finished but there was a small area which may require some remedial work and this would be flagged with the contractor.

Councillor Paul Gunn reported on Stukeley Grounds and the Parish Playing Field and advised that he had carried out a site visit to both and all was well although the sites would soon require their first grass cut of the season.

Councillor Carol Rudkin asked again that the hedge in Stukeley Grounds be cut back as she had previously requested this work to be carried out. She also advised that a new bin had been requested previously for Stukeley Grounds but this still was not in place. Councillor Paul Gunn responded by advising that the existing bin had been refurbished and put back in situ.

(b) Grass Cutting of Playing Fields, Hallgate Cemetery and Beacon. The Chairman reported that the previous contractor for grass cutting had decided to retire and

tenders had been sent out to various contractors for prices. The tenders were opened and were:

K.E. Dawson and Sons Ltd. - £7,896.00 per annum including V.A.T. Mitlgate Garden Maintenance - £13,300 per annum plus V.A.T. (= £15,960) Silvertree Garden Services - £20,440 per annum - no mention of V.A.T.

T.N. Sneath and Sons quote equates to £15,120 per annum - V.A.T. registered but quote not clear on whether prices include V.A.T. or not

South Lincs Grass Care -£9,100 per annum - no mention of V.A.T.

D.W. Woods Landscaping Ltd. -£7,112 per annum plus V.A.T. (= £8,534.40) Malc

Firth Landscapes Ltd. - £7,588 per annum plus V.A.T. (= £9105.60)

It was decided based on price and knowledge 'of contractor's reputation to offer D.W. Woods Landscaping Ltd. the work for 2017 and to review the work carried out at the end of the season. **Agreed.**

(c) Football Club Fence: Councillor Paul Foyster reported that he had met with the Chairman of the Football Club regarding the lack of space between the Bowls Pavilion and the football fencing. The Football Club had indicated they wanted to carry out the work and he estimated the cost of extra panels to be around £300 and was seeking Members approval to the expenditure. **Agreed.**

(d) Window Replacement: Football Club Changing rooms and Bowls/Cricket Pavillion. The Tenders received for replacement doors and windows were:

Nick Grafton Glass and Glazing - £1 1,760 including V.A.T. for the Bowls Pavilion and £3,120 including V.A.T. for the Football Club - totals £14,880

M. & R. Glass and Glazing Ltd. - £11,544 for the Bowls Pavilion and £4,095 for the Football Club - totals £15,639 plus V.A.T. of £3,127.80 totals £18,766.80

C and G Windows - £8,745 including V.A.T. for the Bowls Pavilion and £2,900 including V.A.T. for the Football Club - totals £1 1,645

It was decided to check on the quality of materials to be used and if suitable the work be awarded to C and G Windows on that basis. Otherwise the work to be awarded to Nick Grafton .**Agreed.**

## **8. Cemeteries- Park Road & Hallgate:**

(a) Councillor Martin Howard reported that a site visit to Park Road Cemetery to inspect the Cedar of Lebanon tree had been carried out by Diane Fairchild-Fenton of South Holland District Council. Based on her recommendation to consult a registered arboriculturalist quotes had been invited from three specialists.

The Deputy Clerk advised the quotes were all for a site visit followed by a written report of recommendation(s) and that the prices received were £190, £300 and £400 respectively. It was agreed to go with the quote of £190.

(b) Locking and Unlocking Hallgate Cemetery.

Councillor Martin Howard advised that due to the person standing down who had previously undertaken this duty the Assistant Groundsperson had been doing this job on a Monday to Friday basis and that Councillor Howard himself had been doing the



## Holbeach Parish Council Minutes 13th February 2017

locking and unlocking at weekends. Unfortunately recently there had been a couple of occasions when the site had not been unlocked at the usual time although Councillor Howard advised he had rectified the situation as soon as possible. It was reported that alternative solutions had been investigated with a view to either finding someone local or employ a contractor undertake the task but that he would continue to take the responsibility for it while further options were investigated.

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

Hanchets - Memorial to late Ralph Dean 183b Park Road

M J Coates - Memorial to late Christopher Barclay 18311 Park Road M J Coates - Memorial to late Diane Tonks Cr area Park Road

M J Coates - Additional Inscription for late Cynthia Coulson Park Road M J Coates - Additional Inscription for late Frank Pringle

M J Coates - Memorial to late Sydney Birmie I 76jj Park Road

(d) Cemetery Chapels:

In the absence of Councillor Rita Rudkin there was nothing to report.

The Chairman then advised Members that Councillor Rudkin had requested that if appropriate at this meeting it could be announced that she was intending to resign from the Cemetery Chapel's Committee and the Chairman advised she was seeking any other Members willing to stand to represent the Parish Council on said Committee.

Councillors Martin Howard and Kay Piccaver as Chair and Deputy Chair of Cemeteries offered to stand in the interim period before the usual round of elections to outside bodies occurs at the May 2017 Meeting. **Agreed.**

### **9. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

Councillor Graham Rudkin advised Members that work was in hand in the Closed Churchyard as he had sourced some slabs on which to site the flower barrels; the picnic table base was to be in place in the next few weeks and the table could then be sited; the new fencing at a cost of £2,900 including V.A.T. was on order and the finials were being sourced and all work should be complete by the end of March or early April and the seat backs have been prepared and should be installed by April. Councillor Carol Rudkin reported that one bin was missing from the Closed Churchyard. It was advised that the bin had been removed for repairs. The Deputy Clerk agreed to arrange for it to be reinstalled.

**10. Holbeach Bank Playing Field:**

In the absence of Councillor Rachel Flood the Deputy Clerk advised that Councillor Flood had requested her to report to South Holland District Council that the dog bin at this site was full and was not being emptied on a regular basis.

**11. Planning Applications:**

Councillor Maureen Male's reported that all current applications had been commented on where appropriate but that the Damgate development remained contentious.

**12. Property:**

(a) In the absence of Councillor Emma Armiger there was nothing to report.

(b) Use of Offices- Charging Rates: The Clerk reported that in the two previous years only one payment for use had been received, Holbeach United Charities paid £10 for last year, but did not pay this year.

Other users of the large meeting room were Farmers Educational Foundation, Holbeach Christmas Fayre and the Rotary Club.

The Deacon and Fairfax Foundation and the Cemetery Chapels Trust had used the small Members meeting room.

Members decided that there was a need to be consistent and in view of all current users being charities and on a goodwill basis approval be given for the use of these rooms on a no charge basis. **Agreed.**

**13. Financial Statement and Accounts for Approval:**

(a) Councillor Paul Brighton presented the Cheques for payment of £38,910.24 as per Annexed. **Agreed.**

Councillor Brighton reported that as reported to the Finance Working Party he had been looking at reviewing the Parish Council's investments and he had been advised he would be required to seek the services of an independent financial advisor. He estimated this would cost in the region of £200 to £300 and was seeking Members approval for this expenditure. **Agreed.**

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

HOLBEACH PARISH COUNCIL 2016-17  
BANK RECONCILIATION AS AT 31st JANUARY  
2017  
BANK ACCOUNTS  
CURRENT ACCOUNT 50494844 3530.80  
LESS UNPRESENTED CHEQUES 534.47  
2996.33  
TRACKER ACCOUNT 90321444 5421.76  
TRACKER ACCOUNT 10257125 3009.29

BUSINESS SAVER 90915394 159442.07

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WE 50.00

170919.45

CASH BOOK	
BALANCE BROUGHT FORWARD	
ADD RECEIPTS	
LESS PAYMENTS	
*UNPRESENTED CHEQUES	
708365	14.40
708389	29.99
Credit card	490.08
total	534.47

88402.09 254863.77 343265.86 172346.41 170919.45

The Deputy Clerk advised Members that following a recent site visit the Parish Council's Internal Auditor had audited the accounts up and including the end of January 2017 and he was satisfied with all transactions to that date.

(c) Request for donation —Royal British Legion. Holbeach St Marks War Memorial Given that this was allowed for in the Precept Members agreed to donate the usual £25.

(d) Request for Grant - Citizens Advice Bureau

Members were advised there was no allowance in the Precept for a donation as requested and it was agreed the Deputy Clerk should write and advise that on this occasion the Parish Council would not make a donation but suggest that in future an earlier request may result in Members being able to make an inclusion in budget.

#### **14. Nature Reserve:**

Councillor Martin Howard stated that he had asked the advice of Diane Fairchild-Fenton of South Holland District Council on her recent visit as mentioned earlier in these Minutes regarding the condition of some of the trees following a request from a resident of Waterside Gardens that they be seriously trimmed. Diane Fairchild-Fenton had advised that to the best of her knowledge the trees were not posing any kind of threat to the properties in Waterside Gardens and that it was not necessary to undertake any work at this stage.

Councillor Howard then advised that he had dealt with some problems with some of the ducks from the site in conjunction with a local vet.

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Councillor Howard also advised Members that having spoken to some interested parties he was in the process of drawing up some plans with a local architect for the installation of a decking area to the water's edge with suitable fencing. This was being funded by grants and was at no cost to the Parish Council.

Councillor Carol Rudkin stated that this idea had previously been looked at some years ago but that it had been advised not to proceed with the idea on health and safety grounds.

Councillor Isobel Hutchinson proposed that Members wait until plans are drawn and look and discuss the issue then.

Councillor Carol Rudkin reiterated a request for trimming work at the site to be carried out as soon as possible.

**15. Staffing Matters:**

Resolve to go 'In Committee'. **Agreed.**

**16. Any other business by leave of Chairman:**

The Deputy Clerk reported the enquiry from the January meeting, that requirement to maintain the hard standing area was not included in the lease for the Playing Field, in fact such an area was not mentioned or included.

Councillor Martin Howard advised that he had meant to include in his report regarding the Cemeteries that work had been undertaken on extending the path in Park Road Cemetery.

Councillor Valery Gemmell advised Members that she had recently attended an informative visit with the Drainage Board to their Pode Hole site and that the Drainage Board were keen to engage with Members so anyone wishing to undertake a similar visit could liaise with her.

**17. Confirm date and venue of Annual Parish and next Parish Council Meeting.**

March 13th 2017, Methodist Church Hall, Albert Walk, Holbeach at 7pm. 18 .Agenda Items for next Meeting-

The meeting ended and closed at 8.10 p.m.

Chairman.....

## Holbeach Parish Council

**A Meeting of Holbeach Parish Council was held on Monday 13<sup>th</sup> March 2017 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.10 p.m. following the Annual Parish Meeting.**

Present: Councillors: Isobel Hutchinson, Martin Howard, Paul Brighton, John Spencer, Kelly Wilson, Paul Foyster, Terry Harrington, Val Gemmell. Emma Armiger, Rita Rudkin, Rachel Flood, Kay Piccaver, Carol and Graham Rudkin, and Julie Barker. PCSO Jayne Gardner Police was also present.

Chris Seymour: Clerk, Teresa Daisley, Deputy Clerk and three members of the public were in attendance.

**1. Apologies:** Councillors Maureen and Arthur Male, Paul Gunn and Winston Brown (the Press) had offered their apologies.

**2. Declarations of interest:** The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

**3. Minutes of the previous meeting.** The minutes of the previous meeting held on 13<sup>th</sup> February 2017, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: The Police had nothing new to report. Councillor Martin Howard asked if cyclists riding on the pavements and riding without lights at nights could be monitored PCSO Jayne Gardner agreed.

Councillor Paul Foyster enquired as to the incident regarding reported hare coursing at Holbeach St Johns weekend. PCSO Jayne Gardner explained that they were unable to attend due to the high number of incidents being dealt with and also not being near the area. She asked Members and the public to be mindful that to use 999, the Hare Coursing needed to be taking place to ensure prosecution, whereas suspected hare coursing to be reported via 101. This would reduce the number of 999 calls and allow those that remained to be concentrated on.

(b). County Matters: County Councillor Nick Worth was not in attendance and Members had no issues to report.

### **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting of road closures:

30MPH Speed Limit Order – A17 Washway Road (250 metres east and west of A151junction) 3/4/2017 to 7/4/2017

**6. Allotments:** Councillor Graham Rudkin advised that although all the allotments had been let and rents paid, the Parish Council had received notice from a tenant who rented two small garden allotments on the Battlefields Lane site, and that he is unable to continue working it and has had to give immediate notice, hence two small garden Allotments are available.

The allotment rent demands for April have been prepared and are ready to send out nearer the time

Councillor Rudkin stated that he had purchased four sets of security lights to try and alleviate the break-in problems suffered last year at the Battlefields Lane site.

Councillor Rudkin also reported an issue of fly tipping at the Battlefields Lane site which he had cleared up.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Paul Foyster reported that Stukeley Grounds appeared to have no issues. Councillor Carol Rudkin mentioned that the hedges around the car park had still not been cut despite many requests. The Clerk replied that it still remained on the 'to do' list and had been assured it would be completed when time allowed.

Councillor Kelly Wilson stated that there were two bad potholes in the road leading down to the school. The Clerk would report it to LCC.

Councillor Foyster reported that a lot of work had gone into improvements in Carters Park, rose beds and Bulb beds had been completed, along with a large quantity of daffodil bulbs donated by Council Terry Harrington in other places in the Park.

Also 300 trees donated by the conservation trust had also been potted up to grow on for planting in all areas of the Parish.

Councillor Foyster concluded his report by stating that the outdoor fitness equipment had been installed and the opening ceremony would be arranged for later in the month and hoped that all Councillors would attend.

(b) Request from 3<sup>rd</sup> Holbeach Town Scout Group- Use of Park for Activities 23<sup>rd</sup> April 2017. It was proposed and **agreed** for this event is allowed.

(c) Friends of Holbeach Park – Councillor Kay Piccaver stated that this group was now officially fully formed and were looking for new members assist with fund raising etc. they were in contact with the Rotary Club, who had made a donation.

Councillor Piccaver stated that the Group would like to meet with Members of the Parish Council for further discussions on Monday 20<sup>th</sup> March at 10.30am at the Parish Council offices if they could attend.

## **8. Cemeteries- Park Road & Hallgate.**

(a) Councillor Martin Howard reported that he had accompanied the Tree Specialist, Steve Vessey on the inspection of the damaged Tree of Lebanon in park Road Cemetery and that his recommendations were:

A reduction in tree height.

Re-adjusting the 2007 bracing and removing the older cable

And reducing the spread

He also commented that it should be noted that all trees have a specific limited life span and the only alternative is to top it.

Councillor Howard stated that the full tree report will be distributed to all Members for their observations and proposed that tenders be obtained for the work mentioned, ready for consideration at the next meeting to decide whether to go ahead or not.

**Agreed.**

(b) Locking and Unlocking Hallgate Cemetery. The Chairman, Isobel Hutchinson explained that following the former person that looked and unlocked the Cemetery being unable to carry on, and despite efforts to find someone local to take on the task, Councillor Kay Piccaver had volunteered to take on the task of locking and unlocking providing the Parish Council paid the minimum mileage involved. Letter **Attached**. It was proposed and **agreed** to accept this generous offer.

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

M J Coates – Memorial to late Derek Whitelam CRA37 Park Road

(d) Cemetery Chapels: Councillor Martin Howard stated that he would like to invite the Chairman and others of the Cemetery Chapels Trust to attend a future meeting to expand and explain their intentions, as the original intention had been to restore some aspects of the Chapels but it now appeared that they were expanding into other areas of the Cemetery. **Agreed**

**9. Closed Churchyard:** Councillor Martin Howard had nothing to report. Councillor Graham Rudkin informed Members that beds for the picnic tables and planters had been prepared and hoped that work would be complete by the end of April. Councillor Rudkin asked that the broken waste bin be returned to the Churchyard.

**10. Holbeach Bank Playing Field:** Councillor Rachel Flood reported that the rebuild of the Pavilion and started and also the first cut of grass in the playing field had taken place by the new contractor and looked very good.

Councillor Flood also stated that new locks had been installed at the Holbeach Hurn Playing field, and that she would get the keys to the Clerk to pass onto the grass cutting contractor

**11. Planning Applications:**

In Councillor Maureen Male's absence the Clerk reported that all current applications had been commented on where appropriate and Councillor Male had expressed thanks to all Members that had sent comments.

**12. Property:**

Councillor Emma Armiger stated that she had nothing to report. Councillor Isobel Hutchinson reported that two items/incidents had occurred at 4a High Street premises and a report from the agent would be forthcoming.

**13. Financial Statement and Accounts for Approval:**

(a) Councillor Paul Brighton presented the Cheques for payment of £45116.12 as per Annexed. **Agreed.** Councillor Brighton reported that he and the Clerk had a meeting with Regulated Financial Advisors the following day to ascertain the potential of making the financial reserves produce a better income than present and that he would present these findings at a future meeting for consideration.

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

**HOLBEACH PARISH COUNCIL 2016-17  
BANK RECONCILIATION AS AT 28th FEBRUARY 2017  
BANK ACCOUNTS**

CURRENT ACCOUNT 50494844	3180.36
LESS UNPRESENTED CHEQUES	<u>220.47</u> *
	2959.89
TRACKER ACCOUNT 90321444	0.00
TRACKER ACCOUNT 10257125	3000.00
BUSINESS SAVER 90915394	140714.48
COIF	<u>50.00</u>
	140714.48
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	88402.09
ADD RECEIPTS	<u>265039.79</u>
	353441.88



LESS PAYMENTS 212727.40

140714.48

\*UNPRESENTED CHEQUES

708410 25.00

708389 29.99

Credit card 165.48

total 220.47 \*

**14. Christmas Fayre:** Councillor Isobel Hutchinson stated that she and Councillor John Spencer had attended a meeting that included County Councillor Nick Worth and other interested parties. Another meeting was arranged in April to combine all the efforts different factors had made. Councillor Hutchinson stated that she believed the Parish Council should be involved and proposed that the Parish council take over the running of the Window Dressing Competition in reference to the judging and award giving. Agreed. Also to be advertised on the Website nearer the time.

**15. Staffing Matters:** Resolve to go 'In Committee'. **Agreed.**

**16. Any other business by leave of Chairman:**

Councillor Martin Howard informed Members that the trees at the Nature Reserve were also reported on with recommendations within the Tree Report for Members to discuss at the April meeting.

Councillor Martin also informed Members that he had been invited to attend the next Community Volunteer Bus meeting. Councillor Val Gemmell would also be attending on behalf of Fleet Parish Council

Councillor Paul Foyster informed Members that he had received a request from students of the Academy to provide 'Duck Crossing' signs near the junction of Park Road and Park Lane as well as a Zebra Crossing for the school children in a similar position and requested it to be debated at the April meeting. County Councillor Nick Worth to be made aware that it will be on that agenda.

The Clerk asked for volunteers to fill out the forms for the forthcoming 'Best Kept Village/Town' competition. The volunteers were:

Holbeach Bank and Holbeach Hurn – Councillor Rachel Flood

Holbeach St Marks – Councillor Emma Armiger

Holbeach St Johns – Councillor Paul Brighton

Holbeach Town – Councillor Graham Rudkin and the Clerk

**17. Confirm date and venue of next Parish Council Meeting.**

April 10th 2017, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

- Duck Signs and Zebra Crossing
- Tree of Lebanon: Decision and Tenders
- Financial Reserves: Financial Advisors recommendations

Nature Reserve

**The meeting ended and closed at 7.42 p.m.**

Chairman.....

## Holbeach Parish Council

**A Meeting of Holbeach Parish Council was held on Monday 10<sup>th</sup> April 2017 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.01 p.m. following the Public Open Forum.**

Present: Councillors: Isobel Hutchinson, Martin Howard, Maureen and Arthur Male, Paul Gunn, Paul Brighton, John Spencer, Kelly Wilson, Terry Harrington, Rita Rudkin, Rachel Flood, Kay Piccaver, and Graham Rudkin,

Winston Brown (the Press) and County Councillor Nick worth.

Chris Seymour: Clerk and four members of the public were in attendance.

**1. Apologies:** Councillors Paul Foyster, Val Gemmell, Julie Barker, Carol Rudkin, and Emma Armiger

**2. Declarations of interest:** The Chairman informed Members that the 'Declaration of Interest' book was available and Members could sign at any time during the meeting if they needed to.

**3. Minutes of the previous meeting.** The minutes of the previous meeting held on 13<sup>th</sup> March 2017, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: The Police were not in attendance.

Councillor Kelly Wilson informed Members that there had been a spate of car wheel thefts in the Parish, the police had been informed.

The Clerk reported a comment received from a previous Councillor, that Cars and Motorcycles were congregating in Holbeach Hurn Village Hall Car Park on a Friday, Saturday and Sunday night after 10.30- 11.00pm on a regular basis, leaving litter and sometimes vandalism and would contact the Police to ask if they could drive through the village at some of those times.

(b). County Matters: County Councillor Nick Worth reminded Members that there would be a County Council Election on the 4<sup>th</sup> May and encouraged all to cast their vote, for whichever candidate the preferred.

(c) Duck Signs and Zebra crossing: County Councillor Worth suggested that the Parish Council write to the County Highways Department requesting this item, as they were aware. **Agreed.**

### **5. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting of temporary road closures within Holbeach on 23<sup>rd</sup> April for the St Georges Day Parade.:

**6. Allotments:** Councillor Graham Rudkin reported that all the sites were let, all the Allotment rent demands had been sent and they were starting to be paid. Councillor Rudkin also informed Members that four spotlights had been erected on the Battlefields Lane site to try and prevent further thefts and break-ins.

### **7. Carters Park, Stukeley Grounds and Parish Playing Field:**

(a) Councillor Isobel Hutchinson informed Members that the official opening of the newly installed outdoor fitness equipment would be on St Georges Day, 23<sup>rd</sup> April at 1.30pm and invited all Members to attend.  
Councillor Graham Rudkin stated that he wanted to thank the staff for the excellent job in clearing Stukeley Grounds

(b) Request from Rotary Club- Use of Park for Teddy Bears Picnic event on Monday 29th May 2017. It was proposed and **agreed** for this event to be allowed

(c) Request for use of Stukeley Grounds for training purposes- The Army Cadets. It was proposed and **agreed** for this event to be allowed

(d) Friends of Holbeach Park – Councillor Kay Piccaver stated that the initial meeting of the group had gone well and their next meeting was on the 15<sup>th</sup> May at the Holbeach Hub.

### **8. Cemeteries- Park Road & Hallgate.**

(a) Councillor Martin Howard reported that the standpipes within Hallgate Cemetery had been replaced by the Cemetery Keeper. Councillor Howard informed Members that he had visited the Tree of Lebanon along with the Clerk, following information from one of the tree surgeons and further deterioration had occurred, with a large amount of broken tree limbs hanging in the canopy, and that he had got the Cemetery Keeper to cordon it off for safety reasons.

(b) Tree of Lebanon- Open Tenders and consider options: only two tenders received.

Marcus Goose reduce and brace £3500

Atkins Landscaping reduce and brace £3750

Marcus Goose fell to ground level £5600

Atkins Landscaping fell to ground level £7200

Marcus Goose fell to height of two metres £4900

After debate two proposals were put forward 1. To reduce and brace initially, to try and save the tree and 2. To Fell to a height of two metres.

A vote was taken on both motions; two votes in favour of option one, and six in favour of option two. It was **agreed** to go with option two and Marcus Goose to do the work at a cost of £4900.

The option of making the remaining two metre stump into a tree sculpture would be looked at on a future date.

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

Holbeach Memorial Company – Memorial to late Ernest Ingle - Park Road Cemetery

(d) Cemetery Chapels: Councillor Martin Howard had nothing to report on this matter.

The Clerk reported a request from the Cemetery Chapels Trust to hold a Midsummer Concert on the 21<sup>st</sup> June in the chapels at 7pm. It was proposed and **agreed** for this event to be allowed

**9. Closed Churchyard:** Councillor Martin Howard requested that the Parish Council contacted in regard to replacing the two trees that had been lost in the churchyard. Councillor Isobel Hutchinson proposed that the Chairman of Cemeteries liaise with Councillor Graham Rudkin, who was in the process of implementing new plans for the Closed Churchyard. **Agreed.**

Councillor Graham Rudkin informed Members that he had installed a picnic bench within the churchyard, the bases for the new flower tubs would be installed within the next two weeks, the new fencing would be erected in the next month and plans were in progress to landscape and improve the cremated remains area.

**10. Holbeach Bank Playing Field:** Councillor Rachel Flood reported that the dog bins were not being emptied and requested some bag bags, Clerk to arrange.

Councillor Flood informed Members that a fundraising day would be held on 29<sup>th</sup> April on the Playing Field.

Councillor Flood asked for one item to be taken 'In Committee' **Agreed.**

## **11. Planning Applications:**

Councillor Maureen Male reported that all current applications had been commented on where appropriate. Councillor Male reported there had been some success in SHDC appearing to listen to the Parish Councils opinions and asked Members for comments on the Wignals Gate proposal.

**12. Property:**

In Councillor Emma Armiger's absence the Clerk reported that the new windows and doors had been installed in the Football Club changing rooms and the Sports Pavilion within Carters Park.

**13. Financial Statement and Accounts for Approval:**

(a) Councillor Paul Brighton presented the Cheques for payment of £19,012.52 as per Annexed. **Agreed.**

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

**HOLBEACH PARISH COUNCIL 2016-17  
BANK RECONCILIATION AS AT 31<sup>st</sup> MARCH 2017  
BANK ACCOUNTS**

CURRENT ACCOUNT 50494844	2700.98	
LESS UNPRESENTED CHEQUES	<u>37257.63</u> *	
	-34556.65	
TRACKER ACCOUNT 90321444	0.00	
TRACKER ACCOUNT 10257125	0.00	
BUSINESS SAVER 90915394	128889.57	
COIF	<u>50.00</u>	
	94382.92	
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD	88402.09	
ADD RECEIPTS	<u>267092.14</u>	
	355494.23	
LESS PAYMENTS	<u>261111.31</u>	
	94382.92	this being the new balance

going forward for 2017-2018

**\*UNPRESENTED CHEQUES**

708389	29.99
708419	54.00

708426 24648.24

708427 8745.00

708430 2900.00

Credit card 880.40

total 37257.63 \*

(c) Financial Strategy Document: Councillor Paul Brighton presented to Members the Holbeach Parish Council Financial Strategy Investment Document (**annexed**) that he had prepared and presented to the Finance Working Party and asked Members to approve it. **Agreed.**

(d) Update on Investment Proposals: the Chairman of Finance advised Members that himself and the Clerk will still be awaiting an appointment with the financial advisors which was now arranged for 18<sup>th</sup> April.

(e) Subscription costs- LALC and LCR Newsletters: The Clerk explained that to continue receiving hard copies of both these newsletters would now involve an extra charge of £5 and £17.50 respectively, but electronic copies would remain free of charge and be easier to distribute to Members. It was proposed and **agreed** to receive only the electronic copies.

(f) Request for Donation re Trophies: Holbeach Army Cadets had sent a request for the Parish Council to donate £500 towards the cost of trophies for the Cadets. As this item was not allowed for in the precept it was proposed that it be refused, but a letter sent inviting them to make a request for future years and also to contact either Tesco's, who were keen to support local groups or the Holbeach United Charities who also like to support local ideas. **Agreed.**

(g) Request for Donation - South Holland Explorer Scouts had sent a request for a donation towards Camping Equipment and New Tents. As this item was not allowed for in the precept it was proposed that it be refused, but a letter sent inviting them to make a request for future years and also to contact either Tesco's, who were keen to support local groups or the Holbeach United Charities who also like to support local ideas. **Agreed.**

(h) Request from Holbeach in Bloom: Holbeach in Bloom had sent a request for their annual donation towards their work in the Town. It was proposed and **agreed** to make the usual donation of £2000.

#### **14. Holbeach Town Business Premises and Trading:**

The Chairman, Councillor Isobel Hutchinson informed Members that she was personally getting tired of all the Councils getting the blame for the present decline of shops within the town, the Parish Council had no control over the business rates, rents and ownership of the properties and that the people who complain that it is all

the Councils fault should stand for election next time if they thought they could do better. The Public cannot be forced to shop and purchase within the town. County Councillor Nick Worth congratulated the Chairman on her response and stated that retail was suffering everywhere not just in Holbeach. County Councillor Worth outlined a possible plan to put in place a fund from Local District, and County Members funds and Parish finances that could be used to improve some of the shop fronts via an application /grant process.

**15. Consider opportunity to adopt Telephone Kiosk:** to go on next agenda

**16. Holbeach United Charities:** The Clerk informed Members that he had received a request from the Holbeach United Charities for a trustee to be appointed from the Parish Council, it was proposed and **agreed** that Councillor Terry Harrington be appointed a trustee.

**17. Staffing Matters:** Resolve to go 'In Committee'. **Agreed.**

**18. Any other business by leave of Chairman:** Councillor Rachel Flood requested information on which areas and responsibilities of the town the County and District Councils were responsible for. The Clerk to inform Councillor Flood.

**19. Confirm date and venue of next Parish Council Meeting.**

May 8th 2017, Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**20 .Agenda Items for next Meeting-**

**The meeting ended and closed at 8.10pm**

Chairman.....