



## Halton Holegate Parish Council

NOTES OF THE HALTON HOLEGATE PARISH COUNCIL AGM HELD ON 9<sup>th</sup> MAY 2019

**Present:**

**Councillors**

Cllr Mr D Sisson – Chairman  
Cllr Mrs. C Holmes -Vice Chairperson

Cllrs Mr S Andrew, Mr J Grant, Cllr Ms R Oliver

Cllr Mrs Bowkett (LCC)  
Cllr Mr J Swanson (ELDC)

**In Attendance:**

Mrs C Newton (Clerk)

1 Member of the Public

### **1 Apologies for absence**

None

### **2 Election of Chairman**

It was proposed by Cllr Mrs Holmes, seconded by Cllr Ms Oliver and unanimously agreed that Cllr Sisson becomes Chairman, Cllr Sisson accepted the post and signed the Acceptance of Office

### **3 Election of Vice Chairman**

It was proposed by Cllr Andrew that Cllr Grant became Vice Chairman – No second  
It was proposed by Cllr Grant, seconded by Cllr Sisson and unanimously agreed that Cllr Mrs Holmes became Vic Chairperson, Cllr Mrs Holmes accepted the post and signed the Acceptance of Office

The Chairman expressed thanks on behalf of the Council to Martin Clough for his work during his term in office.

A public participation session was then suggested, however there were no comments from the resident

Cllr Mrs Bowkett took the opportunity to update all present on the revised plans for Highways and then left the Meeting

### **4 Declarations of Interest**

None

### **5 To sign as correct** the Minutes from the last meetings held on 14<sup>th</sup> March 2019

It was unanimously agreed that these Minutes should be signed

## **6 To confirm the following appointments**

- a) Responsible Financial Officer- Clerk
- b) Internal Auditor – Mrs. V Clark – All Day Virtual PA
- c) Agriculture, wildlife management including Tree Warden & water management - Cllr Mr. James Grant
- d) Personnel & Procedures - Cllr Mrs. C Holmes
- e) Buildings & Development - Cllr Mr. S. Andrew
- f) Footpaths North Cllr Ms. R Oliver  
South Cllr Mr. D Sisson
- g) Finance Portfolio Holder & Web site Portfolio Holder - Cllr Mr. D Sisson
- h) Personnel Committee  
Chair Cllr Mrs. C Holmes  
Cllr Ms. R Oliver
- i) Grievance Committee  
Chair Cllr Mr. S Andrew  
Cllr Mr. J Grant

It as unanimously agreed to adopt these appointments

## **7 Matters to Report from last meeting**

- a) The LALC Clustering survey has been sent off
- b) Highways – Traffic Orders, the clerk has been advised that this document is for reference only
- c) Notice of European Parliamentary Election – put on the Notice board  
Reminder received that the Council remains in purdah

**Noted**

## **8 Correspondence received**

- a) Community Lincs Insurance services  
The Policy renewal has now arrived, and it was agreed that providing there were no significant changes the policy should be paid between meetings, in accordance with the standing orders
- b) LCC Street lighting Policy – sent to Councillors before the meeting

**Noted**

## **9 Informative Matters from the LCC & ELDC Councillors**

LCC Cllr Mrs. Bowkett had already given her report & left the meeting  
ELDC Cllr Swanson reported on the induction courses, Business rates review, and ELDC Financial Position. H then went on to thank everyone for their support

## **10 Finance – Councilor Mr. D Sisson**

- a) Bills to be paid  
Salary April & May £294.50 – new rate (2-year agreement)  
P60 issued  
Mc Affee £39.99 inc 6.67 reclaimable VAT  
Amazon – Ink jets £45.00 inc 7.50 reclaimable VAT
- b) Funds Received – precept £3578.00  
Proposed Cllr Mrs. Holmes, seconded Cllr Ms. Oliver and unanimously agreed that these bills should be paid
- c) Balance of account £8375.53  
Petty Cash £ 8.80

**Noted**

d) Annual Audit has been delayed; the Auditor will be checking the accounts at the end of the month and arrangements will be made to call an Extra Ordinary meeting so that they signed off before the due date

### **11 Footpaths & Highways**

a) Potholes – Providence cottage - Response A Job for repair has been raised

East of Hollowgate – damage to sign – acknowledged

Clerk to investigate further

b) E mail from a resident, this will be investigated by Cllr Sisson, who will contact Cllr Mrs. Bowkett

### **12 Emergency Plan**

It was agreed to invite Steve Harris LCC to a future meeting to give a presentation

### **13 Feedback from Councillors**

a) Co Option was discussed – The Clerk will advertise in the normal way, however the Councillors will activity promote the vacancies

b) Cllr Ms. Oliver reported that the school side of the notice board glass was full of water  
The Clerk will call out the suppliers

### **14 Meeting Dates**

Extra Meeting June

July 11<sup>th</sup>

September 12<sup>th</sup>

November 14<sup>th</sup>

2020

January 9<sup>th</sup>

March 12<sup>th</sup>

May 14<sup>th</sup>

These dates were unanimously agreed

### **15 Agenda Items for the next meeting**

Audit

Co Option

July Meeting – Bank mandate

**The Meeting closed at 9.10 pm**

