

## **Draft Minutes of the Village Council Meeting of Great Coates Village Council held at 7.30 pm in the Village Hall, Cooks Lane, Great Coates on 28th March 2019**

Present: Cllr Thomas (Chair), Cllr Lawrance, Cllr Huntley, Cllr Redgrift, Cllr Green, Cllr Cutting, Cllr Masterton, Cllr Stewart, C.Thomas (Clerk), Cllr S Mill  
1 member of public present

### **1 To Receive apologies and reasons for absence - Ref 19/084**

Cllr Barber

### **2 To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members’ Register of Interests - Ref 19/085**

None

### **3 To approve the draft minutes of the Village Council meeting held on 28 Feb 19 - Ref 19/086**

Two amendments were made to the draft minutes.

Resolved to approve as a true record of the meeting held on 28<sup>th</sup> February 2019.

Proposed: Cllr Huntley - Seconded: Cllr Masterton – All in favour

### **4 To approve the draft minutes of the Great Coates In Bloom Committee meeting held on 12 Feb 19 - Ref 19/087**

Resolved to approve as a true record of the meeting held on 12<sup>th</sup> February 2019.

Proposed: Cllr Stewart - Seconded Cllr Thomas - All in favour.

### **5 To approve the draft minutes of the Village Hall Committee meeting held on 15 Mar 19 - Ref 19/088**

Resolved to approve as a true record of the meeting held on 15<sup>th</sup> March 2019.

Proposed: Cllr Lawrance - Seconded Cllr Cutting - All in favour.

### **6 Public Questions - Ref 19/089**

None

### **7 Finance Report – Ref 19/090**

a) The financial report for the period ending 28<sup>st</sup> March 2019 was circulated.

The RFO confirmed that sick pay had been paid to a previous employee and due to changed made by HMRC this can no longer be reclaimed.

The RFO confirmed that electronic banking’s was now available to the RFO but due to numerous errors made by the bank electronic payments are not yet available but hoped to be available within a few days. The bank had paid the Council £50 in compensation for the errors.

b) The schedule of payments had been previously circulated and presented to the meeting.

It was resolved that the accounts represented a true record and to accept and approve the schedule of payments previously circulated.

Proposed: Cllr Redgrift – Seconded: Cllr Green – All in favour

### **8 To receive any reports from external organisations. Ref 19/091**

a) HumberSide Police

The Clerk had emailed the area Inspector but had not had a direct response. Apologies for not attending the meeting had been received together with a crime report advising of one recorded crime.

Katrina Goodhand attended the meeting on behalf of the Police & Crime Commissioner and introduced her role.

Concerns were raised by a number of Councillors regarding website data being out of date, lack of south bank information, lack of information for the village magazine, PCSOs being visible but not reacting and lack of Policing in Freshney ward. Ms Goodhand agreed to take concerns back to the Community Safety Partnership.



b) Reports from Unitary Councillors

Cllr Mill advised that a recent meeting was held attended by 24 residents regarding poor litter collection service and matters to improve were ongoing.

The Newbury Avenue garages was progressing with a Council Officer due to visit shortly. All owners had now been identified and letters sent. Councillors expressed concern that two residents hadn't received letters and that the current situation would encourage anti social behaviour or that an accident would occur soon.

Litter wardens were to patrol Freshney Ward and councillors suggested that this patrol included the industrial estate particularly around Laforey Road and Estate Road No1 near Brewers Fayre.

Cllr Mill confirmed the Council had received the communication from the Village Council regarding re-siting of the re-cycle bins and this was in hand to investigate further.

**9 To receive reports from representatives of external organisations – Ref 19/092**

Freshney Forward

Cllr Lawrance confirmed that Freshney Forward would hold a meeting at the hall on Tue 28<sup>th</sup> May.

**10 To receive reports of committee meetings of the Village Council – Ref 19/093**

b) Reports from Council Committee Meetings - Personnel

Nothing to report

c) Reports from Council Committee Meetings - Hall Management

Cllr Lawrance explained there was a full list of events planned for the village throughout the year.

More tickets needed to be sold for the music night and a flyer would be distributed shortly. Concern was raised regarding using double sided flyers.

Two new groups had started using the hall during the day – namely a craft group and grumpy old men's club.

It was resolved to provide a budget of £200 for the Easter event.

Proposed: Cllr Huntley Seconded: Cllr Masterton All in favour

It was resolved to purchase spray paint to re-spray the brown chairs at a cost of £10.

Proposed: Cllr Huntley Seconded: Cllr Thomas All in favour

d) Reports from Council Committee Meetings – Great Coates in Bloom

Cllr Stewart confirmed that the memory boxes were being placed throughout the village and 6 had been sold and paid for with four others awaiting payment. £90 was handed to the RFO and £90 had previously been handed to the RFO.

Bug hut was completed at the hall and a pot donated by Cllr Barber would be placed in the Hall grounds.

Members were growing bedding plants and six new planters had been purchased.

Pots had been placed by the railway line.

An additional request had been received for an allotment

**12 Parish Matters**

(a) Councillor Casual Vacancy – Ref 19/094

There continues to be a casual councillor vacancy

b) Orsted East Coast Community Fund – Ref 19/095

Cllr Green gave information on this fund providing £475000 funding over 20 years to community projects. Funding was available twice a year up to £5000 including community building works.

Cllr Lawrance commented that funding was also available from the National Lottery for improvements.

Further enquiries would be made with both and discussed at a future meeting.

**c) Village Council Magazine – Ref 19/096**

Positive feedback had been received from the last magazine with a request for larger print which was to be investigated. It was proposed to have features from community groups and new ideas were requested. The latest magazine had substantially increased advertising revenue of £505 compared to £200 for the December edition. Cllr Green thanked Cllr Cutting for her hard work in achieving the substantial increase in advertising.

**d) Internal Audit Update – Ref 19/097**

The Clerk confirmed that he was planning to meet with the internal auditor on 8<sup>th</sup> April and aiming to present the internal auditors report to Council at the end of May with a view to submitting the documentation to the external auditors in June. The deadline for submission was 1<sup>st</sup> July.

**e) Residents Precept Letter – 19/098**

It was resolved to deliver letters to all residents in respect of the precept reduction.  
Proposed: Cllr Lawrance Seconded: Cllr Thomas. 7 for 1 against – Carried.

**f) Review Tracking report – Ref 19/099**

**Ref: 19/002 – Siting of 2<sup>nd</sup> Defibrillator**

This was now installed and working at Fastnet Fish, Grimsby. The Clerk confirmed that this and the Hall defib had been registered with EMAS.

**Ref: 19/006 – Site for Allotments**

No response had yet been received by Sutton Estates. Five further requests for allotments had been received bringing the total to six. The Clerk agreed to chase Sutton estates again before writing a formal letter.

**Ref: 19/009 – Village Hall Car Park**

Meetings had taken place with Architects and it was confirmed that there was no drainage in the car park following the previous Council running out of money for drainage. Enquires had also been made with NELC. A discussion took place regarding any liability and it was agreed that effectively there was nothing that can be done. A builder had visited and advised installing a herring bone drainage system and over filling with pea gravel. Quotes would be requested for discussion at the next meeting.

**Ref: 19/012 – Village Hall Heating & Broadband**

A proposal had previously been circulated and it was resolved to go ahead installing Virgin Broadband and remote heating system. Broadband would be £384 per annum and remote heating a one off £199 subject to British Gas making this available otherwise it would be £229.

Proposed: Cllr Cutting Seconded: Cllr Huntley All in favour

**Ref: 19/013 – Community Engagement – Statement of Intent**

It was resolved to approve this policy.

Proposed: Cllr Huntley Seconded: Cllr Lawrance All in favour

**Ref: 19/014 – GDPR and Data Protection Policies**

It was resolved to approve both policies.

Proposed: Cllr Huntley Seconded: Cllr Redgrift All in favour

**Ref: 19/015 – Social Media Policy**

It was resolved to approve this policy.

Proposed: Cllr Cutting – Seconded by Cllr Redgrift – All in favour

**Ref: 19/016 – Risk Management Policy**

It was resolved to approve this policy.

Proposed: Cllr Redgrift Seconded: Cllr Masterton All in favour



**Ref: 19/017 – Grass Cutting & Maintenance**

Two quotations had been received for grass cutting at the Village Hall. Company A quoted £40 per cut and Company B quoted £100 per day based on a 6-8 hour day and estimated 2-3 hours to cut the grass.

It was resolved to accept Company A.

Proposed: Cllr Lawrance Seconded: Cllr Masterton All in favour

After a discussion it was agreed to defer the land on Newbury Avenue and the land between Allington Drive and Newbury Avenue until the next meeting where the Clerk would check the deeds and land registry documentation before any decisions are to be made.

**Ref: 19/019 – Hall Security (External Lighting)**

A proposal had previously been circulated and it was felt that increasing lighting would not be effective and may have the adverse effect. The Clerk would investigate improvement to areas of concern by motion sensor lighting and report at the next meeting.

**Ref: 19/020 – Gate Locking**

The Clerk confirmed that arrangements had now been made with the waste collectors and the car park gate would now be locked.

Standing Orders were suspended at 2103

**13 Clerk's Report – Ref 19/100**

- a) Correspondence Received
  - i) Accident in hall car park. Agreed to send a letter to the injured party.
  - ii) Three complaints had been received following sudden removal of flowers at the railway crossing. The Clerk confirmed he had spoken to Northern Rail who confirmed it was national policy to remove such flowers due to health and safety and risks. All complainants had been contacted being provided with contact details for National Rail.
  - iii) A letter had been received from Meals on Wheels offering the service throughout the village.

**14 Planning Applications – Ref 19/101**

- DM/0163/19/FUL – Ivy Cottage, 22 Station Road : No objections
- DM/0213/19/FULA - Woodlands, Old Road : no objections
- DM/0207/19/FUL – Unit 1, Europa Park : No objections

**15 Items to be considered for next agenda. Ref 19/102**

Any items to be given to Clerk by 19<sup>th</sup> April 2019.

Meeting ended 9.20 pm

Date of next meeting of the council to be held at Great Coates Village Hall, Cooks Lane, Great Coates on 25th April 2019 at 7.00 pm