

Minutes of the Annual Parish Meeting and Village Council Meeting Of Great Coates Village Council held at 7.00 pm in the Village Hall, Cooks Lane, Great Coates on 15th May 2019

Present: Cllr S. Thomas, Cllr R. Lawrance, Cllr M. Huntley, Cllr K. Redgrift, Cllr K. Green, Cllr L. Cutting, Cllr J. Masterton, Cllr M. Stewart, C.Thomas (Clerk)
Cllr C.Proctor (NELC), Cllr T. Furneaux (NELC)
Members of public present : 0

1 Election of Chairman for the year 2019/20 - Ref 19/160

Cllr J. Masterton was proposed by Cllr Huntley and seconded by Cllr Green. All in favour.
Cllr J. Masterton was duly elected as Chairman.

Cllr M. Stewart and Cllr R. Lawrance thanked Cllr S. Thomas for her dedication and service as Chair to the Council.

2 Election of Vice Chairman for the year 2019/20 – Ref 19/161

Cllr M. Huntley and Cllr K. Green were nominated.
Following a vote Cllr M. Huntley received 5 votes and Cllr K. Green received 3.
Cllr M. Huntley was duly elected as Vice Chairman.

3 Election of Members of the Personnel Committee for the year 2019/20 - Ref 19/162

Cllr M. Huntley; Cllr R. Lawrance ; Cllr S. Thomas

4 Election of Members of the Village Hall Committee for the year 2019/20 – Ref 19/163

Cllr R. Lawrance; Cllr L. Cutting; Cllr M. Huntley

5 Election of Members of the Great Coates In Bloom Committee for the year 2019/20 – Ref 19/164

Cllr M. Stewart; Cllr S. Thomas

6 To Elect Two Members to Represent This Council at ERNLLCA District Committee Meeting – Ref 19/165

Cllr J. Masterton and Cllr K. Green were nominated. All in favour.

7 To Receive Apologies and Reasons for Absence - Ref 19/166

No apologies.

8 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 19/167

Cllr R. Lawrance declared an interest in the planning application at item 22 (a)

9 To Approved The Draft Minutes of the Village Council Meeting held on 25th April 2019 – Ref 19/168

Approved subject to addition of the following under 13 Clerk's Report – Ref 19/140:-

- b) Concern was raised regarding park at Great Coates Nursery School with inconsiderate parking blocking drives and parking unsafely. The school had attempted to improve but with no success.
It was resolved to write to NELC requesting assistance of Enforcement Officers.
Proposed: Cllr Lawrance Seconded: Cllr Redgrift All in favour

Resolved to approve the minutes as a true record.

Proposed Cllr Huntley Seconded Cllr Cutting All in favour

10 To Approve The Draft Minutes of the Village Hall Committee Meeting held on 5th April 2019 – Ref 19/169

Resolved to approve as a true record of the meeting.

Proposed Cllr Cutting Seconded Cllr Huntley All in favour

11 To Approve The Draft Minutes of the Village Hall Committee Meeting held on 15th April 2019 – Ref 19/170

Minutes not available.

12 To Approve The Draft Minutes of the Village Hall Committee Meeting held on 24th April 2019 – Ref 19/171

Resolved to approve as a true record of the meeting.

Proposed Cllr Huntley Seconded Cllr Lawrance All in favour

13 To Approve The Draft Minutes of the Great Coates in Bloom Committee Meeting held on 13th March 2019 – Ref 19/172

Resolved to approve as a true record of the meeting.

Proposed Cllr Stewart Seconded Cllr Thomas All in favour

14 To Approve The Draft Minutes of the Great Coates in Bloom Committee Meeting held on 10th April 2019 – Ref 19/173

Resolved to approve as a true record of the meeting.

Proposed Cllr Stewart Seconded Cllr Thomas All in favour

15 Public Session – Ref 19/174

No public questions.

16 Finance Report – Ref 19/175

- a) The Clerk had previously circulated the financial report for the period ending 30th April 2019.
- b) The Clerk had previously circulated the Schedule of Payments and supporting invoices for May 2019.
It was resolved that the financial report represented a true record and to approve the schedule of payments.
Proposed: Cllr Huntley Seconded: Cllr Lawrance All in favour

17 To receive any reports from external organisations. Ref 19/176

a) Humberside Police

Humberside Police had emailed a report which was read to Council indicating 1 offence reported in Great Coates being public order and 5 on the industrial estate.

b) Reports from Unitary Councillors

Cllr Furneaux was welcomed as the newly elected Ward Councillor. The Clerk agreed to provide a report on outstanding matters raised with NELC and Cllr Furneaux together with Cllr Proctor agreed and looked forward to working with the Great Coates Village Council.

It was proposed to send a letter of thanks on behalf of the Council to Cllr Mill.

Proposed Cllr Lowrance Seconded Cllr Redgrift All in favour.

18 To receive reports from representatives of external organisations – Ref 19/177

a) Freshney Forward

Cllr Lawrance confirmed that the main issue at the last meeting was re-cycling collections being continually late.

19 To receive reports of committee meetings of the Village Council – Ref 19/178

a) Reports from Council Committee Meetings - Personnel

Nothing to report

b) Reports from Council Committee Meetings - Hall Management

The Grand Dance event was considered to have been a success despite only 41 tickets being sold. Very positive comments had been received from those who attended. The event made a profit of £27.47 but around £100 was spent on 'assets' such as lights and glitter balls which can be used for future events.

The Hall Committee Chair thanked all members of the committee for the hard work in organising the event.

The next event would be the Summer Fair and sought support from as many as possible to make this a success.

The Motown evening was re-scheduled to August and the 40's night would be September.

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

Cllr Stewart reported that 9 members recently washed and painted seating throughout the village and tidied up various areas. A Bird box, donated by Gerry Smith, was placed in the Copse within the hall grounds. 2 planter boxes had been damaged. One had been run over and one damaged by workman.

20 Parish Matters

a) Councillor Casual Vacancy – Ref 19/179

There continues to be a casual councillor vacancy.

b) Village Council Magazine – Ref 19/180

The next Village Magazine's was now scheduled to be printed 8th June. Advertising had reduced for this issue.

Cllr Lawrance requested a regular column for the hall committee which would be made available.

The Clerk would supply Cllr Cutting with a list of all outstanding advertising accounts.

A discussion took place regarding a Newsletter to feature up and coming events in addition to the magazine to fill the gap inbetween the magazine which is issued every three months to promote up and coming events to replace flyers. An example of the 'newsletter' was suggested to discuss further at the next meeting.

c) **Orsted Community Funding – Ref 19/181**

Various ideas were discussed in respect of the funding from this fund. It was agreed for all Councillors to circulate ideas to the Clerk for discussion at the next meeting. Should it felt necessary an extraordinary meeting would be held to finalise any applications.

It was agreed that this was an opportunity that should be pursued.

d) **Internal Audit Update – Ref 19/182**

The Clerk confirmed that the internal audit was not yet complete and hoped to have the internal auditors report for the June meeting. The Clerk would circulate the assertion statements prior to the meeting.

e) **Review Tracking report – Ref 19/183**

Ref: 19/006 – Site For Allotments

The Clerk had written to NELC and was awaiting a reply.

Ref: 19/009 – Village Hall Car Park

Of the nine contractors approached a further quotation had been received at £39,000 which was dismissed.

Following approval at the last meeting the Clerk had met with the contractors who quoted an additional £4000 to concrete the pedestrian path from the gate to the hall, two disabled bays and make good the bays with gravel. A further £3000 was quoted to lay concrete pin kerb edging to the car park instead of wood as per the original quote.

The waste bins would also be re-located to the rear of the hall and attempts would be made to improve the actual entrance into the hall from the road.

It was resolved to approve the additional spend of £7000 for the additional work bring the total to £16,500 subject to confirmation of the number of drains as part of the herringbone drainage.

Proposed Cllr Lawrance Secoded Cllr Redgrift All in favour

There was concern raised that the culvert circumventing the hall grounds was overgrown. The Clerk would make enquiries with NELC and Anglian Water to have this resolved.

Ref: 19/012 – Village Hall Heating & Broadband

Broadband was now installed and working well within the hall.

Remote heating control has been delayed as British Gas would not install the Hive system as they didn't feel it would work. Hive have now confirmed it will work with underfloor heating but would have to be installed by a 3rd party as British Gas were not trained on underfloor systems. Further enquires would be made.

Ref: 19/013 – Hall Security (external lighting) and Toilet Hand Driers

The Clerk had received a quote for this work but additional quotes were required. It was resolved to approve expenditure of up to £395 for the security lighting and £555 subject to the additional quotes.

Proposed: Cllr Lowrance Secoded: Cllr Redgrift All in favour

Ref: 19/036 – Non Payment Policy

A revised policy was circulated to all Councillors prior to the meeting.
It was resolved to approve this policy.
Proposed Cllr Huntley Seconded Cllr Thomas All in favour

Ref: 19/037 – Refurbishment of Kitchen

This work had not yet been completed.

Ref: 19/038 – Velocys Meeting Request

The Clerk was awaiting suggested dates from Velocys.

Ref: 19/039 – Planters Either Side of Hall

This matter was deferred until after the car park works.

f) **Neighbourhood Plan For Great Coates - Ref 19/184**

A brief discussion took place and it was agreed to take this matter further with a view to producing a Neighbourhood Plan. The Clerk would prepare a document for discussion at the next meeting.

g) **Councillor Training – Ref 19/185**

The Clerk provided details of two courses being offered by ERNLLCA and would book places for Councillors who expressed interest.

Chair Training: Cllr Masterton, Cllr Huntley

Councillor Training: Cllr Huntley, Cllr Stewart and Cllr Lawrance

Proposed Cllr Redgrift Seconded Cllr Cutting All in favour

21 Clerk's Report – Ref 19/186

a) Correspondence Received

i) ERNLLCA Newsletter – this had been circulated by the Clerk.

ii) VE Day Celebration 2020 – this had been circulated to the Hall Committee.

b) Dates of 2019/20 Meetings

Meetings for 2019/20 had been set as the last Thursday of each month.

The Clerk would contact NELC regarding the Town & Parish Committee to see if dates could be adjusted to enable.

c) The Clerk read out a statement regarding Councillors making public statements.

22 Planning Applications and Decisions Received – Ref 19/187

DM/0403/19/FUL – 28 Station Road, Great Coates – No objections

23 Items to be considered for next agenda – Ref 19/188

Any items to be given to the Clerk by 20th June 2019

Meeting closed at 8.40 pm