

## ANNUAL REPORT

For Year 12/13

### Councillors' Attendances

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Councillors were present at the full meetings of the Village Council called 12 times for 12/13:-

|                            |                       |
|----------------------------|-----------------------|
| Cllr. Maasdam (Chairman)   | 12 out of possible 12 |
| Cllr. Cutting (Vice-Chair) | 10 out of possible 12 |
| Cllr. Redgrift             | 10 out of possible 12 |
| Cllr. Mrs. L. Winterburn   | 9 out of possible 12  |
| Cllr. B. Winterburn        | 9 out of possible 12  |
| Cllr. Bagley               | 7 out of possible 12  |
| Cllr. Souter-Smith         | 1 out of possible 1   |
| Cllr. Mrs. C. Frankish     | 1 out of possible 1   |
| Cllr. M. Frankish          | 1 out of possible 1   |

### Former Cllrs.

|                |                     |
|----------------|---------------------|
| Cllr. Emmerson | 8 out of possible 9 |
| Cllr. Hall     | 6 out of possible 6 |

Councillors also attended meetings of Committees of the Village Council including Personnel and Planning Committee meetings.

Councillors served and represented Great Coates on various outside bodies and at their meetings. These included the Town and Parish Liaison Committee held in conjunction with North East Lincolnshire Council; the Great Coates Community Liaison Panel with Humber Chemical Focus Forum and the East Riding and Northern Lincolnshire Local Councils' Association North East Lincs. District Committee.

The Council continued its commitment to ongoing training both for Members and Officers. Councillors attended ERNLLCA training, which is nationally accredited three part course, as well as a one-day seminar on neighbourhood planning, the ERNLLCA Spring Conference and Code of

Conduct training with NELC at Grimsby Town Hall. As part of her ongoing professional training, the Clerk also attended training days provided through membership of the Society of Local Council Clerks, a national organisation. The Chairman for the year, Cllr. Maasdam, also undertook an advanced chairmanship training course, again a nationally accredited course, through ERNLLCA, and completed this toward the end of the Council year.

#### Former Councillors

During the year Cllrs. Emmerson and Hall both left the Council and the Council commenced the year with 8 members and finished the year with its full number of 9 members.

#### New Councillors

Right at the end of the Council year, 3 new Cllrs. joined the Council – Cllrs. Souter-Smith, Cllr. Mrs. C. Frankish and Cllr. M. Frankish.

#### Parish Clerk

The Parish Clerk for the year was Kathy Peers who has been Clerk to the Council since its formation and is a CiLCA qualified Clerk.

*Great Coates Village Council*

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### *Planning Matters*

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The Village Council is a statutory consultee of the local Planning Authority, which is NELC, and are consulted on all planning applications within the Parish or close to its boundary if in a neighbouring parish.

During the course of the year, around a dozen planning applications and appeals were considered which is a decrease on the number for the previous year.

Applications considered ranged from domestic applications and industrial applications on the neighbouring industrial estates.

*Great Coates Village Council*

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*Great Coates Community Newsletter*

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During the year, the Village Council continued its production of the Great Coates Village Newsletter.

This is a very popular publication, which is supported through local advertising, and which is professionally distributed by local young people, to every house in the village, which totals around 600 homes. Copies go to several ex-residents who still request copies to keep in touch with village life.

Thanks should go to all those who have advertised in the Newsletter throughout the year, to Novartis for sponsoring the Newsletter once again and also to Cllr. Brian Winterburn who coordinated and managed the distribution team during the year

The Village Council would also acknowledge the hard work and reliability of the youngsters who deliver the Newsletter on their behalf during the year. All of the young people involved are local and live within the Parish.

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### *Great Coates Village Hall Project*

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The Village Council has had a busy year with the main issue of its business being the new build village hall project. The Village Hall was commissioned in 2012 and building works commenced towards the end of the year with an early summer completion target.

During the year the Village Council also looked at the possibility of utilising the building known as the Reading Room for a village hall. The building was professionally surveyed with the costs covered by the Village Council as a result of specific requests from residents. The project was not thought to be as viable as the new build however due to both cost implications and the limitations of the current building with regard to issues such as parking and size etc.

The Village Council has formed a Village Hall Committee, which will be made up of both Councillors and resident representatives from user groups of the Hall etc. and this Committee will help formulate ideas for sustainability of the Hall and ideas for programmed events etc.

The Village Council has already taken bookings for the new hall and has put into place a hiring schedule with rates set and booking forms and conditions of use already in place. At the end of the Council year the Personnel Committee commenced the procurement of a member of staff for the village hall in the form of a Caretaker/Cleaner.

The first loan repayment for the Hall was made in March 2013 and two loan repayments each year will be made, with the loan being a fixed rate loan for the life of the actual loan.

## ANNUAL REPORT

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### *Finance*

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The precept set by the Village Council for 12/13 was £20,000. Other income came from the selling of advertising space in the Great Coates Community Newsletter, and this is used directly to fund the cost of producing and distributing the Newsletter. VAT reclaimed from the previous year (as is allowed to local authorities and affiliated bodies) totalled approx. £1,929.

Revenue also was received from Ward Cllr. funding and £250 was given from Ward Cllrs. during the year. A small amount of revenue was also generated from DVD sales and this totalled £24.00.

The Newsletter expenditure totalled around £2,281 for the year, including production and distribution, which was a slight decrease on the previous year's costs, and £605 was received through advertising which was a considerable increase on the previous year's revenue. Sponsorship was again received from Novartis for the sum of £500, making the real cost to the Village Council only approximately £1,176 for the year. This equates to a cost of £196 approximately per bi-monthly issue, which then equates to approximately 36 pence per household per issue of the Newsletter – a decrease of around 50% on the previous year's costings.

Expenditure for the year centred around general administration such as the Clerk's salary, annual subscriptions to local council bodies such as the ERNLLCA, insurance - including public liability, office expenses, auditing costs and training fees for Cllrs. These costs totalled approx. £8,000, which included approximately £500 for Council training during the year.

Other major expenditure included the employment of a litter picker dedicated to Great Coates village and this and other minor highways costs amounted to around £1,180 for the year. The provision of a Christmas Tree, lighting and a carol concert cost approx. £595 – again a decrease on the previous year's cost.

The Village Council also supports various local and village groups through Grant Aid and during the year funding was given to a total of £168 – a donation to the Poppy Appeal is included in this figure.

The main item of expenditure during the year was the ongoing Village Hall project. The loan sanctioned by the DCLG was drawn down from the Public Works Loan Board and, after a small deduction for administration purposes by the Board, £299,895.00 was deposited in the Council's bank account. To the end of the financial/Council year in March 2013, expenditure on the Hall project totalled £135,535 – this included building costs, necessary surveys, QS, engineering and archaeological works as well as lease legal fees, land registry fees and any disbursements of building regs/conditions etc. as per the planning application as well as the project management fees for the Architects. The loan repayment for the first instalment had been paid in March and was for a total of £7,378.00.

The Village Council discussed finance in January 13 to check whether the budget set for the year was on target, which it was, and also to set the budget for the following financial year, and to set the precept for the coming year 12/13.

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### *General Matters*

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During 2012 residents called for a Community Governance Review of the Village Council and this took place during 2012, with NELC holding a week's worth of consultation and public sessions as part of the review. A panel was set up to conduct the Review and both Council members, Officers and residents were either called upon to give evidence to the Panel or registered to do so. The outcome of the Review made several recommendations which the Village Council is now working through with NELC and the Chairman and Clerk attended meetings quarterly with the Review Committee at NELC.

The Village Council is also liaising with NELC and the War Memorials Trust regarding the relocation of the village war memorial. Since the site of the former Reading Room had been closed and then put on the open market for sale, the Village Council had concerns over the protection and safety of the war memorial and its availability to residents of the village. The relocation has been discussed previously and at one time the Church had been proposed and considered as a suitable venue for the war memorial, however this did not come to fruition. The actual sale of the former Reading Room therefore precipitated the consideration of the relocation and this is currently being worked upon in liaison with NELC with the proposal that the memorial is sited within the grounds of the new village hall where it would be open and accessible to everyone.

The Village Council works very closely with NELC and has been consulted over various schemes within the village involving road safety and routine highway matters such as new street lighting etc.

The Village Council continued its commitment to a litter picker for the village during 2012/13 and has also placed this in the budget for the forthcoming Council year.

The Village Council also continued with its Remembrance Service at the Village War Memorial in November 2012 in conjunction with the Church

and members of the Royal British Legion. There was a good attendance from residents, members of the Village Council, the Youth Council and other village organisations.

During December 2012 the Village Council again provided a Christmas Tree and carol singing around the tree and then refreshments at the Church. Also in the Summer of 2012, the Village Council held a special Jubilee Celebration as part of the Queen's Diamond Jubilee Celebrations. The Council registered to take part in the national beacon lighting scheme, where Parish and Town Councils all over the country took part in lighting village beacons to mark this historic occasion, with names of those taking part recorded in an official commemorative book which will be kept in the Royal Library. The Church very kindly allowed the use of the vicarage garden and residents came along to mark this very special occasion.

The year has been a busy one for the Council with its core issue of the proposed new village hall.

With regard to Councillors, 12/13 saw the year commence with 8 Cllrs. and during the year there were changes to the Council with the year closing with its full number of 9 Cllrs.

Visitors to the Village Council meetings included representatives from the Planning Team at Balfour Beatty/NELC, who gave a short presentation on the work of the planning dept., as well as members of the public and members of the Local Policing Team and Ward Cllrs.

The Village Council maintained its close working relationship with the local Police through its Police Community Support Officers who either attend the VC meetings or send a full written report for the Cllrs.

The Village Council has continued its excellent working relationship with Sutton Estates, communicating with the Estate regularly and discussing local issues.

Novartis also continued its close links with the village with an invitation again issued to all residents to attend its annual Open Evening and ongoing sponsorship of the Village Newsletter.

The Ward Cllrs. for the Parish of Great Coates were Cllrs. Elliott, Barber and Sutton. One member from the Ward Cllrs. team is usually present at

the majority of the meetings throughout the year and also gives an update on issues locally and at NELC.