

**Minutes of the Meeting of Great Coates Village Council held at 7.00 pm
at the Village Hall, Cooks Lane, Great Coates, Grimsby, DN37 9NW on 22 October 2020**

Present: Cllr Masterton (Chair), Cllr Huntley, Cllr Green, Cllr Cutting, Cllr Stewart, Cllr Redgrift,
Cllr Lawrance, Cllr Stiles, C. Thomas (Clerk),
Members of public present: 0

- 1 To receive apologies and reasons for absence - Ref: 767**
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: 768**
None
- 3 To approve draft minutes of the Village Council Meeting held on 02/09/2020 - Ref: 769**
It was resolved to approve the minutes as a true record
Proposed: Cllr Huntley Seconder: Cllr Stiles All in favour
- 4 To approve draft minutes of the Village Council Meeting held on 24/09/2020 - Ref: 770**
It was resolved to approve the minutes as a true record
Proposed: Cllr Green Seconder: Cllr Cutting All in favour
- 5 To approve draft minutes of the Village Hall Committee Meeting held on 24/09/2020 - Ref: 771**
It was resolved to approve the minutes as a true record
Proposed: Cllr Lawrance Seconder: Cllr Huntley All in favour
- 6 To approve draft minutes of the Village Hall Committee Meeting held on 15/10/2020 - Ref: 772**
It was resolved to approve the minutes as a true record
Proposed: Cllr Lawrance Seconder: Cllr L. Cutting All in favour
- 7 To approve draft minutes of the Great Coates In Bloom Committee Meeting held on 15/10/2020 - Ref: 773**
It was resolved to approve the minutes as a true record
Proposed: Cllr Stewart Seconder: Cllr Masterton All in favour
- 8 Public Session - Ref: 774**
No members of the public were present
- 9 Finance Report - Ref: 775**
 - a) Financial report for period ending 30th September 2020 - Ref: 776**
The Clerk had previously circulated the accounting statements and made an amendment to the VAT balance being corrected to £869.70 from £915.69 which had been re-claimed. Cllr Redgrift queried when payment for the grass cutting was to be received and the Clerk confirmed that it was in fact paid on 21st October 2020.
Proposed: Cllr Stiles Seconder: Cllr Huntley All in favour
 - b) To approve Schedule of payments for October 2020 - Ref: 777**
The Clerk had previously circulated the schedule of payments totalling £11486.12.
Cllr Huntley did propose querying the Wave/Anghian Water invoice due to a lack of actual readings but this proposal was subsequently removed and approved for payment.
Proposed: Cllr Masterton Seconder: Cllr Cutting All in favour
 - b) Proposal to bring payroll in-house - Ref: 778**
It was resolved to bring payroll administration in house to be undertaken by the Clerk using the HMRC software,
Proposed: Cllr Masterton Seconder: Cllr Cutting All in favour

Signature:

10 To receive any reports from external organisations - Ref: 780

a) Reports by Humberside Police - Ref: 781

The Clerk read out the crime figure report for the period 24/09/20 - 22/10/20 being a total of 48 crimes within the Freshney Ward. There were 4 offences in Great Coates being 1xdomestic related, 1xtheft, 1xmalicious communication and 1xharassment. The malicious communication and harassment were out of the same incident giving a total of 3 offences. There were 3 offences on the industrial estate.

The Clerk also explained that the crime figures given are actual crimes whereas calls for service may be logged but not necessarily recorded as a crime unless a 'criminal offence' has been committed during the incident.

b) Reports by Unitary Councillors to include updates on items raised at the last meeting - Ref: 782

No ward councillors were present.

11 Reports from representatives to external organisations - Ref: 783

a) Freshney Forward - Ref: 784

No meetings had taken place.

12 Reports from committees of the Village Council - Ref: 785

a) Personnel Committee - Ref: 786

No meetings had taken place. Following a question raised by Cllr Huntley the Clerk confirmed that staff appraisals had not been set up due to the Clerk self isolating and the caretakers taking holiday. It was hoped to have these undertaken during November.

b) Hall Committee - Ref: 787

The hall committee had unanimously agreed to cancel all remaining events for the rest of 2020 being the halloween, christmas and new year events.

A virtual halloween event was to be staged with £60 of the budget being used as prize money.

There was also a suggestion to obtain more lights for the christmas tree and the hall. It was suggested that costings are provided for consideration at the next meeting.

The christmas event was to be replaced with a best dressed house competition with hampers being awarded as prizes ideally sourced from a local company.

The Council agreed to progress the 2022 calendar idea with any proceeds from sales going to a nominated charity.

c) Great Coates in Bloom Committee - Ref: 788

Cllr Stewart confirmed that autumn planting had near enough been completed and the poppy displays would be put up over the weekend.

13 Parish Matters - To receive any report or consider any appropriate action - Ref: 789

a) Village Council Magazine / Newsletter - Ref: 790

Cllr Green read out a letter related to a feature in the last magazine following a 'spurious' comment made by Cllr Lawrance at an earlier meeting. Cllr Lawrance refuted the allegation made and requested the comment be rescinded. Cllr Green refused.

The December magazine was scheduled to be distributed around the weekend of 28th November with all content being submitted by 19th November latest.

b) Email Protocol Policy (MH) - Ref: 791

It was resolved to adopt the new policy.

Proposed: Cllr Huntley Seconder: Cllr Cutting All in favour

c) Review Tracking Report - Ref: 792

1975 - Newbury Avenue Garages

There was no further update.

1996 - Policy Review: Disciplinary Policy

Signature:

It was resolved to adopt this policy
Proposer: Cllr Huntley Seconder: Cllr Redgrift All in favour

2074 - Personnel Committee: Terms of Reference Review

This policy had previously been circulated to all members of the personnel committee prior to circulation to all councillors.

It was resolved to adopt this policy.
Proposer: Cllr Huntley Seconder: Cllr Cutting All in favour

5800 - 2020 Audit

Nothing had been heard from the external auditor PKF Littlejohn and it was understood that they were behind in their workload.

5801 - Hall Improvements: Remainder of Hall Painting

No further update

5804 - Hall Improvements: Exterior Wood Panels

The Chairman and Clerk had met with building engineers and awaiting this report before proceeding further.

5805 - Hall Improvements: Ornamental Trees & Tree Guards

A specific tree was still not available for order. Order would be completed upon availability of this tree.

7267 - FP49 Motorbikes

The Clerk had received communication from Humberside Police and spoke to Insp Martin Hopper and PC Jordan Raven who were also liaising with NELC/Engie in respect of engineering solutions. Continued crime enforcement was also being undertaken assisted by the force aerial services and Humberside Fire & Rescue utilising shared drone resources.

The Clerk would speak further with Sutton Estates with potential assistance from NELC Enforcement/Police in respect of access to their land.

7536 - Insurance Quotes

The Clerk confirmed that the insurance had been renewed on 1st October 2020.

8000 - Tree Complaint - Ruskington Avenue

This work had been completed

8381 - Steam Cleaner

Heath & Hygiene had provided a demonstration and provided a loan machine for the caretakers to try prior to making any final decisions.

8563 - HGVs In Village

Despite the additional signage we were still experiencing HGVs through the village.

Yellow lines had also been painted along the junction of Woad Lane and Estate Road No 1 which had helped with traffic problems especially whilst the road works are taking place.

As it was becoming clear overseas drivers, in particular, were entering Allington Drive seemingly to access HSH Coldstores contact would be made with HSH to see if they could assist.

8576 - Disabled Ramp for village hall

A disabled ramp was now in place and stored next to the tables.

8582 - Policy Review: Complaints Procedure

It was resolved to adopt this policy
Proposer: Cllr Masterton Seconder: Cllr Redgrift All in favour

9154 - Policy Review: Grievance Policy

It was resolved to adopt this policy

Signature:

Proposer: Cllr Masterton Seconder: Cllr Redgrift All in favour

9156 - Policy Review: Abusive, Persistent or Vexatious Complaints Policy

It was resolved to adopt this policy

Proposer: Cllr Masterton Seconder: Cllr Redgrift All in favour

14 Clerk's Report - Ref: 793

a) Correspondence Received - Ref: 794

None received

Cllr Lawrance asked for clarification on the procedure for correspondence. The Clerk confirmed that all resident correspondence is either circulated to all councillors or dealt with by the Clerk and then placed on the next agenda. Cllr Lawrance advised that two residents had sent complaints in to the council. Cllr Lawrance would not elaborate any further and The Clerk was clear that nothing had been received other than what had already been dealt with.

15 Planning applications and decisions received - Ref: 796

a) DM/0667/20/FUL - Waste to Energy Power Plant, Energy Park Way, amendment to approved planning application. - Ref: 797

No objections

b) DM/0832/20/FUL - 5 Newbury Terrace - Porch - Ref: 798

No objections

**16 Next meeting will be Thursday 26th November 2020 at 7 pm
Items for the agenda by Thursday 19th November 2020 - Ref: 799**

Meeting closed at 8.00 pm

Signature: