

GREAT COATES VILLAGE COUNCIL

Draft Minutes of the Parish Council Meeting of Great Coates Village Council held at 7.00 pm in the Village Hall, Cooks Lane, Great Coates on 23rd August 2018

Present:

Councillors Cllr Thomas, Cllr Masterton, Cllr Redgrift, Cllr Lawrance, Cllr Stewart, Cllr Green, Cllr Mumby .

Jan Waite (Clerk), Cllr S Mills, 4 members of the public

1 To Receive apologies and reasons for absence, Ref 18/113

Cllr L Cutting, 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 18/114

Cllr Lawrance declared a personal interest in the procurement process of village hall blinds..

3 To approve the draft minutes of the Parish Council meeting held on 18th July 2018. Ref 18/115

Resolved to approve as a true record of the meeting held on 18th July, 2018.

Proposed Cllr Redgrift. seconded Cllr Green . All in favour.

4 Public Questions. Ref 18/116

A resident asked about land on Allington Drive adjacent to their property which they have been maintaining, and wish to find out if it was possible to transfer to them. The land in question does not belong to the village council, so the resident would need to seek advice from NELC.

The area of land on the verge of Newbury Drive is still not cut - the council have received one quote sourced by the resident, and are in the process of sourcing others. The company asked to quote have not replied yet.

It was proposed to obtain a quote from another company and this to be circulated via email to councillors before the next meeting for a decision to be made, in an effort to speed the process up.

Proposed Cllr Green. Seconded Cllr Mumby. All in favour.

Question was raised about the council risk assessment policy and risk management plan - to be made available on the website.

5. To receive any reports from external organisations. Ref 18/117

Reports from Humberside Police - None received.

Reports from Unitary Councillors – Cllr Mills was made aware of the following concerns raised by Councillors, and will report on these issues at the next meeting.

update on re-surfacing of A180.

Village bus service.

Planning application for Power Station.

Reciting of the re-cycle bins on Great Coates Road.

NELC grass cutting.

Fly tipping on Newbury Avenue.

Reports from representatives to external organisations - Great Coates In Bloom.

A group has been started within the village and a request was made for this to be made a sub committee of the Village Council, in order to obtain funding from grant sources. This was agreed by the council, and terms of reference are to be drawn up.

A meeting is to be held with the Great Coates Community Group on September 6th, with 2 councillors attending.

6. Parish matters – To receive any report or consider any appropriate action. Ref 18/118

- a) Village Council Magazine - The July issue has now been circulated.
- b) Casual Vacancy - still one vacancy. Standing Orders were suspended and those resident present asked if anyone would be interested in this position. There was one nomination, details to be sent to the Clerk.
- c) Defibrillator training - 2 training sessions have been held, and it was proposed to send a donation of £30 to the Humberside Fire Brigade for their excellent running of these sessions.

Proposed Cllr Lawrance. Seconded Cllr Masterton. All in favour.

A second de fib has very kindly been donated to the village, and the Council are looking at sites to place this on the other side of the railway crossing to the hall, as if the barriers are down at the rail crossing residents would be unable to use the de fib situated at the hall. An approach has already been made to Transpenine to use the station buildings.

d) Hall and grounds maintenance - Hall blinds are now installed, and the Council are grateful to Freshney Forward for providing these.

It was proposed that the Freshney Forward Group are to be offered the hall free of charge for one of their monthly meetings during the year, in the hope that more residents of Great Coates will attend.

Proposed Cllr Lawrance. Seconded Cllr Green. All in favour.

New gate sign for the village hall. Awaiting final quote, to be moved to next meeting.

Bolts are to be purchased to replace the gate on Allington Drive walk through.

Proposed Cllr Green. Seconded Cllr Masterton. All in favour.

- e) Repairs needed to Newbury Ave and Blackthorn Drive notice boards. Quotes are to be obtained for the procurement and erection of new notice boards at the two referenced sites.
- f) planning application for commemoration bench. Waiting for NELC response.
- g) Village Council Website - the "contact us" email on the site needs to be redirected when the Clerk is on leave. Councillors Green and Cutting will also have administration access to the site as well as the clerk.

It was proposed to hold an extraordinary meeting of the council to discuss the automated hall booking system, the terms of reference for the Hall management committee, and the Great Coates in bloom committee. These items are constantly being put to the next meeting due to lack of time, as meetings are required to stay with the 2 hour limit set by Standing Orders and this is not been achieved at meetings.

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

Councillors are also requested to comment only on agenda items, and not to add any other business through out the meeting.

- h) Resolved. That all future GCVC meeting agendas are to include the item under the name of "Matters Arising" to capture for discussion / attention up to date issues within the same meeting. Proposed. Cllr. Stewart, seconded, Cllr Green. All in favour. This was included in the last meeting, but will not be able to be done, as agenda items need to be transparent for members of the public to be able to raise comment, as per Standing Orders.
- i) The proposal that resident be trained to use speed cameras and monitor speeds are the village was discussed, and it was decided that this is not something the council wishes to do at this stage.

7. Clerk's report. Ref 18/119

Register of Members Interest forms were circulated for up dating, and are to be returned to the clerk before the next meeting in order to up date NELC and the website.

The GDPR checklist for computer / email / internet security was completed by each councillor.

An email has been received stating that their details appear to have been used by someone else to make a hall booking for which a payment is outstanding.

A concern was raised by the monitoring office and the external auditor about the process followed by the council for publishing this years audit information. The clerk has spoken with both offices, and the council has followed all due process and within set timescales. The clerk has inquired as to whether the name of the complainant can be released under a freedom of information request, as the complainant has made several statements relating to the council which are false and therefore need to be corrected. The name is likely to be withheld, although if this situation were to arise again, the council would have grounds to take action to defend itself against this false allegations.

A personnel meeting needs to be arranged to look at current staff contract and hours.

8. Finance report. Ref 18/120

To approve Schedule of Payments

Resolved to approve as a true record.

Proposed. Cllr Redgrift, seconded, Cllr Green. All in favour

The bank mandate form was resigned to allow Vice Chair and one other Councillor to have internet access. This had been set up, but not activated and so needs to be re done.

9. Planning applications and decisions received. Ref 18/121

Application DM/0627/18/FUL - no comments or objections made.

10. Future administration of village hall - automated booking service. Ref 18/122

Items moved to extraordinary meeting due to lack of time to stay with the meeting being 2 hours as set by Standing Orders, as already 30 mins over this allotted time scale.

Meeting ended 9.30pm

Date of next meeting of the council to be held at Great Coates Village Hall, Cooks Lane, Great Coates - 27th September 2018, at 7.00pm

DRAFT