

## 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 25th October 2018

Present:

Councillors Cllr Thomas, Cllr Lawrance, Cllr Stewart, Cllr Huntley, Cllr Cutting, Cllr Mumby .

Jan Waite (Clerk), Cllr S Mills. 1 member of the public

### **1 To Receive apologies and reasons for absence, Ref 18/151**

Cllr Masterton, Cllr Redgrift, Cllr Barber Cllr C Proctor

### **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 18/152**

None given

### **3 To approve the draft minutes of the Parish Council meeting held on 27th September 2018. Ref 18/153**

Resolved to approve as a true record of the meeting held on 27th September 2018.

Proposed Cllr Cutting. seconded Cllr Mumby. All in favour.

### **To approve the draft minutes of the Personnel Committee meeting held on 10th October 2018. Ref 18/154**

draft mins are not yet circulated, so to be approved at next meeting.

### **To approve the draft minutes of the Village Hall Management Committee meeting held on 17th October 2018. Ref 18/155**

Resolved to approve as a true record of the meeting held on 17th October 2018.

Proposed Cllr Cutting. seconded Cllr Lawrance. All in favour.

### **4 Public Questions. Ref 18/156**

No questions raised.

### **5. To receive any reports from external organisations. Ref 18/157**

Reports from Humberside Police - None received, Clerk to contact to ask about attendance at next meeting. Speeding issues on Station Road and Woad Lane were discussed and a request is made for a police operated speed gun in this area.

Reports from Unitary Councillors – Cllr Mills was made aware of the following concerns raised by Councillors at the meeting in September and gave the following up dates

Update on re-surfacing of A180 - has raised Councillors concerns with Engie, awaiting response.

Moving the re-cycle bins on Great Coates Road - has been requested from the appropriate department at NELC. Both of the sites have been visited and a decision is to be made, however cost may be an issue.

NELC grass cutting - is due to be done this week.

There are no plans to make changes to bus services in the area at the present time.

NELC are currently undertaking a review of positions of public litter bins, while it is proposed that the ones in Great Coates will remain, no new dog waste bins are to be planned. Dog waste can be bagged and put into the general waste bins provided.

The litter and state of disrepair of the bus shelters has been raised by Council.

A reply has been received from Planning and Highways and the commemorative bench can be installed without planning permission or a permit.

Reports from representatives to external organisations.

Meeting with GCCG was positive and productive and it is hoped that better interaction between the group and the council will follow.

Reports from Council Committee Meetings.

Personnel meeting - to be discussed in closed session at the end of this agenda.

Proposed Cllr Thomas. seconded Cllr Mumby. All in favour.

Village Hall Committee meeting - christmas event planning is well underway for 8th december. A budget of £300 was agreed, with the remaining cost being raised from stall holder fees and sales on the night.

It was proposed to produce a flyer advertising both this event and the Remembrance Service at a cost of £34.

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

Great Coates in Bloom - to write to Ward Councillors for a funding donation. The committee have been asked to look at possible sites in the village for council run allotments.

## **6. Parish matters – To receive any report or consider any appropriate action. Ref 18/158**

a) Casual Vacancy - a nomination has been received for Mr Karl Green to be co opted to the council

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

Cllr Green was co opted to council.

b) Village Council Magazine - Cllr Green will join the new management committee for the production of the magazine, with Cllr Lawrance, Cllr Cutting and Cllr Huntley.

Issue 9 was printed by the new company, but it was thought to be too expensive for future issues, and so the next one was printed by the original company, and this will be the case going forward.

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

Next submission date is November 23rd, and distribution to be 30th November 2018.

c) work to clear the verge on Newbury Ave is to be done in first week of November.

d) Hall and grounds maintenance - New gate sign for the village hall - to be moved to next meeting.

e) Repairs needed to Newbury Ave and Blackthorn Drive notice boards - to be moved to next meeting

f) It was proposed to put up 2 signs at the hall grounds to remind people to clear up after their dogs. Proposed Cllr Cutting. Seconded Cllr Thomas. All in favour.

g) Cleaning at the hall - the chairs need to be cleaned of paint etc and the caretakers will be asked to do this. A cleaning schedule for the hall is to be drawn up. Tables and chairs should be set out / put away by caretakers.

h) Hall insurance - the rebuild cost is to be clarified with the insurers.

i) Council website - needs proof reading and any incorrect / out of date material removing, policies adding, including review dates of each policy. Cllr Cutting has attended training for managing the new site and further training is to be organised for Cllr Huntley.

It was proposed to delegate the powers for Cllr Cutting, Cllr Green and Cllr Huntley to be able to maintain the website rather than the Clerk.

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

### **7. Clerk's report. Ref 18/159**

The Code of Conduct to all councillors has been circulated to all members and it was proposed to adopt the NE Lincs policy.

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

There are some repairs needed for both mowers, handyman will source quotes for next meeting.

The issue of alterations to Standing Orders and the response from ERNLLCA was discussed and it was proposed to add an Action Report to the published agenda and draft mins.

Proposed Cllr Huntley. Seconded Cllr Cutting. All in favour.

The site of the 2nd de fib for the village - Northern Rail have not yet responded.

It was proposed to alter the financial orders to add a paypal account for the hall booking system.

The email detailing the conditions need to be forefilled for a PW Lone were circulated.

### **8. Finance report. Ref 18/160**

To approve Schedule of Payments

Resolved to approve as a true record.

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

The issue of the one hirer with outstanding payments was discussed and it was proposed to move to the Small Claims Court.

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

External audit interim report circulated.

Internal audit report circulated, a new auditor to be appointed next year.

### **9. Planning applications and decisions received. Ref 18/161**

no applications received.

### **10. Items to be considered for next agenda. Ref 18/162**

None given. Meeting ended 9.10pm

Moved to closed session.

Present:

Councillors Cllr Thomas, Cllr Lawrance, Cllr Stewart, Cllr Huntley, Cllr Cutting, Cllr Mumby, Cllr Green, Jan Waite (Clerk).

**1 To Receive apologies and reasons for absence, Ref 18/163**

Cllr Masterton, Cllr Redgrift.

**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 18/164**

None given

**3 To discuss matters raised at Personnel Committee Meeting , 10th October 2018. Ref 18/165.**

The Chair of the PC gave a report on the staffing matters discussed.

It was resolved to change the format of the financial reporting, to remove the £15 damage deposit from hall bookings, to arrange a further meeting with the caretakers and handyman, for Health and Safety Training to be booked for the handyman and Cllr Huntley to do a fire risk assessment for the hall.

Proposed Cllr Huntley. Proposed Cllr Mumby. All in favour.

Meeting closed 9.40pm

**Date of next meeting of the council to be held at Great Coates Village Hall, Cooks Lane, Great Coates - 22nd November 2018, at 7.00pm**