



Minutes of the Village Council Meeting Of Great Coates Village Council held at 7.00 pm in the Village Hall, Cooks Lane, Great Coates on 22nd August 2019

Present: Cllr J. Masterton (Chair), Cllr R. Lawrance, Cllr M. Huntley, Cllr K. Redgrift, Cllr K. Green
C. Thomas (Clerk, Cllr C. Barber (NELC)
Members of public present: 0

1. **To Receive Apologies and Reasons For Absence – Ref 19/239**
Cllr S. Thomas, Cllr M. Stewart, Cllr L. Cutting
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 19/240**
None
3. **To Approve The Minutes of the Village Council Meeting held on 25th July 2019 - Ref 19/241**
Resolved to approve the minutes as a true record.
Proposed: Cllr Lawrance Seconded: Cllr Masterton All in favour
4. **To approve The Minutes of the In Bloom Committee held on 15th April 2019 – Ref 19/242**
Deferred until the next meeting
5. **Public Session – Ref 19/243**
No public questions
6. **Finance Report – Ref 19/244**
 - a. The Clerk had previously circulated the financial report for the period ending 31st May 2019
It was resolved to approve this report as a true record.
Proposed: Cllr Redgrift Seconded: Cllr Huntley All in favour
 - b. It was resolved to obtain a debit card to be held by The Clerk and to create a petty cash float in accordance with the Financial Regulations. The Clerk would also present to Council at the next meeting an amendment to the Financial Regulations in respect of offsetting event income against expenditure.
Proposed: Cllr Huntley Seconded: Cllr Lawrance All in favour
 - c. The Clerk had previously circulated the Schedule of Payments and supporting invoices for August 2019 totalling £1927.07. It was resolved to approve these payments subject to an invoice from Sax Mad being appended to the Clerks expense claim.
Proposed: Cllr Redgrift Seconded: Cllr Lawrance All in favour
 - d. Update on External Audit
The Clerk confirmed that the audit had been approved for sign off by the External Auditors subject to two except for items which were historic to last years audit.

Following the Internal Report and recommendations made the Clerk had circulated a document for review and it was resolved to/that:-

- Not implement a written order policy as it was felt that existing procedures were adequate and risk assessed.
- Hall hire rates had been reviewed in February 2019 (minute 19/016) and further reviewed particularly with regards to one hour bookings at this meeting item 10(e).
- A new late payment policy was adopted in May 2019 and this was no longer an issue.
- All Councillors have a copy of Standing Orders and Financial regulations through the Council handbook.

- Financial Regulations were being adopted of all goods/services sourced above the financial limits and evidenced accordingly.
 - Cash book receipts did show relevant sales numbers and this was evidenced during the audit.
 - All staff had employment contracts and are reviewed annually and this was evidenced during the audit.
 - Management accounts are produced monthly, actual against budget is reviewed, adopted as accurate at each meeting. Going forward a set of accounts will be signed by two Councillors and appended to minutes.
 - The Council is driving the financial procedures and this can and is evidenced.
- Proposed: Cllr Redgrift Seconded: Cllr Masterton All in favour.

7. To Receive Any Reports From External Organisation

a. Reports From Humberside Police – Ref 19/245

The Clerk read a report detailing 4 offences in Great Coates all relating to one incident and 8 offences on the industrial estate.

b. Reports From Unitary Councillors – Ref 19/246

Cllr Barber gave an update on lack of lighting on Footpath 47 linking Great Coates with Willows and this was removed due to flooding and damage associated. The light was to be replaced on Sept 12.

Cllr Lawrance queried the cutting of growth on the footpath and Cllr Barber advised that it was due to be cut shortly.

Cllr Lawrance mentioned a resident complaint regarding black dust in the air and Cllr Barber required further information as no other complaints had been receive

8. To Receive Reports From Representatives Of External Organisations

a. Freshney Forward – Ref 19/247

Cllr Lawrance advised that concern was raised regarding Ward Councillor commitment to meetings. There was also concern raised regarding the new NELC waste bins obscuring visibility along roads due to their size.

9. To Receive Reports Of Committee Meetings of the Village Council

a. Personnel Committee – Ref 19/248

No meetings had taken place.

b. Hall Committee – Ref 19/249

Cllr Lawrance spoke of the latest successful event being the Soul Night attended by 75 and generating a profit of 162.95 bring the total raised through events to £851.94.

The next event was the McMillan Coffee Morning followed by the 40's night and a second act was being considered to bolster this event.

It was resolved to purchase a Gobo Lighting Unit up to £125
Proposed: Cllr Huntley Seconded: Cllr Redgrift All in favour

It was resolved to provide a budget of £300 for the 40's night.
Proposed: Cllr Masterton Seconded: Cllr Redgrift All in favour

Cllr Green suggested that the Committee shouldn't concentrate on making every event profitable as these were Community Events bringing the community together and raising awareness of the hall.

Cllr Masterton confirmed that all profits were ring fenced for future events.

It was resolved to provide a budget of £50 to the Vintage Tea Rooms opening for one day in September as a trial.

Proposed: Cllr Masterton Seconded: Cllr Green All in favour

c. Great Coates In Bloom – Ref 19/250

The Clerk gave an update in that the committee had recently tidied up the planters, cleaned chairs, the War Memorial and significantly improved the cutting between Allington Drive and Newbury Avenue with help from The Payback Team. Further work would see more planters on railings in the future.

10. Parish Matters

a. Councillor Casual Vacancy – Ref 19/251

There continues to be one casual vacancy.

b. Village Council Magazine – Ref 19/252

The next Village Magazine was now scheduled to be published around 8th September.

c. Neighbourhood Plan For Great Coates – Ref 19/253

The Clerk confirmed that he had been in contact with Neighbourhood Plan writers and any plan could be funded through a grant of up to £9000. However a Neighbourhood Plan was more to control planning and as there was little land available for development within the village the benefits of a Neighbourhood Plan may be questionable for the expense.

A Parish Plan was discussed as probably more appropriate to take the Village forward but with the Village Council being limited as to what they could achieve it was felt that this be put on hold and review in the future as and when planning legislation is relaxed.

Proposed: Cllr Lawrance Seconded: Cllr Huntley All in favour

d. Review Title and Terms of Reference For Village Hall Management Committee – Ref 19/254

Deferred until the next meeting

e. Review Tracking Report – Ref 19/255

Ref: 1918 – Christmas Tree On Village Green

This matter was with the Greenbelt legal department and awaiting a response.

Ref: 1921 – Site For Allotments

There was no further update from NELC and The Clerk would follow up.

Ref: 1922 – Refurbishment of Hall Kitchen

Work had been completed on walls and installation of additional shelves.

Further work was to be completed in refurbishment of the worktops.

Ref: 1923 – Planters Either Side Of the Hall

It was resolved to spend up to £2000 on planters and landscaping to the hall grounds. Clerk would obtain further quotes prior to issuing instructions.

Proposed: Cllr Masterton Seconded: Cllr Huntley All in favour

Ref: 1924 – False Wall In Hall

Three quotes had been received. A=1723.00 B=1883.76 C=4801.39.

It was resolved to accept quote A with a limit of £2000 for additional work to make a private storage area.

Proposed: Cllr Huntley Seconded: Cllr Masterton All in favour

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Ref: 1928 – Water Butts at Village Hall

Following a financial analysis it was felt the cost of installation of water butts was too expensive for any benefit and an outside water tap would be more cost effective.

It was resolved to install an outside water tap with an isolator up to £100.

Proposed: Cllr Huntley Seconded Cllr Green All in favour

Ref: 1931 – Hall Lighting Modifications

It was resolved to re-wire lighting to provide better control of lighting in rows at a cost of £265.

Proposed Cllr Huntley Seconded Cllr Masterton All in favour

It was proposed to replace all LED drivers in lighting at a cost of £145

Proposed Cllr Huntley Seconded: Cllr Redgrift All in favour

Ref: 1932 - Tree Complaint – 27 Allington Drive

It was resolved to cut the tree down at a cost of £250

Proposed Cllr Huntley Seconded: Cllr Masterton All in favour

Ref: 1937 – Hall Hire Review

It was resolved to not hire the hall to parties of ages 13-19

Proposed Cllr Green Seconded Cllr Huntley For: 4 Against: 1 Carried

It was resolved to implement a minimum hire period of two hours for all hires of the hall with immediate effect except for existing hirers.

Proposed: Lawrance Seconded: Cllr Huntley All in favour

11. Planning Applications and Decisions Received – Ref 19/256

- a) DM/0717/19/FUL – United Fish Industries – No objections
- b) DM/0625/19/FUL – Land opp Power Station, Energy Park Way – No objections
- c) DM/0664/19/FUL – Altalto, Hobson Way, Stallingborough – No objections

12. Items To Be Considered For Next Agenda – Ref 19/257

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