

Minutes of the of Great Coates Village Council held at 7.00 pm at the Virtual Video Meeting on 28 May 2020

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

1 To receive apologies and reasons for absence - Ref: 478

None

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: 479

None

3 To approve draft minutes of the Village Council Meeting held on 27th February 2020 open - Ref: 480

The Clerk confirmed that whilst the minutes represented a true record there was a factual error in respect of item 11(j)(6) in that a self closing door mechanism couldn't be fitted as it was classed as a fire door. This was incorrect as it is classed as an escape route door.

It was therefore resolved to fit a self closing door mechanism.

Proposer: Cllr Masterton Seconder: Cllr Huntley All in favour

It was resolved to approve the minutes as a true record.

Proposed: Cllr Green Seconder: Cllr Redgrift All in favour

4 To approve draft minutes of the Village Council Meeting held on 27th February 2020 closed - Ref: 481

It was resolved to approve the minutes as a true record.

Proposed: Cllr Green Seconder: Cllr Redgrift All in favour

5 To approve draft minutes of the Great Coates in Bloom Committee Meeting held on 12th February 2020 - Ref: 482

It was resolved to approve the minutes as a true record.

Proposed: Cllr Stewart Seconder: Cllr Masterton All in favour

6 Public Session - Ref: 483

There were no members of the public present.

7 Finance Report - Ref: 484

a) Financial report for period and year ending 31st March 2020 - Ref: 485

The Clerk had previously circulated the accounting statements.

It was resolved to approve these as a true record.

Proposed: Cllr Masterton Seconder: Cllr Green All in favour

b) Financial report for period ending 30th April 2020 - Ref: 486

The Clerk had previously circulated the accounting statements.

Cllr Huntley raised a query in respect of the 2019/20 actual figures were in the budget column instead of the budget figures on the budget expenditure analysis summary.

The Clerk confirmed this had been corrected and didn't materially change the 2020/21 actual figures.

It was resolved to approve these as a true record.

Proposed: Cllr Masterton Seconder: Cllr Green All in favour

c) Impact on finance due to Coronavirus Pandemic - Ref: 487

The Clerk had prepared an analysis of the likely impact of the Coronavirus on Council finances and whether the budget should be reviewed. In view of the Government grant it was felt that a review was not necessary at this stage. The Clerk would provide a monthly update until the crisis is over.

Signature:

Page

d) To approve Schedule of payments for March 2020 - Ref: 488

It was resolved to approve the schedule of payments totalling £9736.05.

Proposed: Cllr Masterton Seconder: Cllr Green All in favour

e) To approve Schedule of payments for April 2020 - Ref: 489

It was resolved to approve the schedule of payments totalling £1523.03

Proposed: Cllr Masterton Seconder: Cllr Green All in favour

f) To approve Schedule of payments for May 2020 - Ref: 490

It was resolved to approve the schedule of payments totalling £2178.34

Proposed: Cllr Masterton Seconder: Cllr Green All in favour

8 To receive any reports from external organisations - Ref: 491

a) Reports by Humberside Police - Ref: 492

The Clerk read a report from Humberside Police detailing 13 offences in Great Coates together with an explanation for the higher than normal figure which was from one incident and need not be a cause for concern.

b) Reports by Unitary Councillors to include updates on items raised at the last meeting - Ref: 493

There were no ward councillors present. The Chair confirmed that he had been in contact with Cllr Furneaux and Cllr Furneaux had been in touch with the Clerk throughout the lockdown period.

9 Reports from representatives to external organisations - Ref: 494

a) Freshney Forward - Ref: 495

No meetings had taken place.

10 Reports from committees of the Village Council - Ref: 496

a) Personnel Committee - Ref: 497

No meetings had taken place.

b) Hall Committee - Ref: 498

No meetings had taken place.

c) Great Coates in Bloom Committee - Ref: 499

No meetings had taken place. Cllr Stewart confirmed that the committee continued to plant and water through the village. Had a successful VE day display and had received a £100 donation from the Coffee Pod on Woad Lane.

11 Parish Matters - To receive any report or consider any appropriate action - Ref: 500

a) Councillor Casual Vacancy - Ref: 501

The Clerk confirmed that two vacancies remained.

b) Village Council Magazine / Newsletter - Ref: 502

Cllr Green confirmed that the June edition of the magazine was hoping to be ready for printing w/c 1st May for distribution around 6/7 June. This edition was looking at 36 pages and due to the Coronavirus regular advertisers were offered free adverts although some advertisers offering to pay in any event.

c) Membership of Village Halls Advisory Service - Ref: 503

It was resolved to continue the membership at a cost of £50.00.

Proposed: Cllr Green Seconder: Cllr Redgrift All in favour

d) Membership of ERNLLCA or LALC - Ref: 504

The Clerk had circulated a document in respect of ERNLLCA and LALC. The Council felt that LALC offered a better training program and as such resolved to not renew membership with ERNLLCA and to join LALC.

Proposed: Cllr Lawrance Seconder: Cllr Masterton All in favour

e) To adopt the General Power of Competence - Ref: 505

The Clerk had circulated a document and briefly outlined the benefits of GPC being available to the Council. The Clerk had obtained CiLCA qualification, had completed appropriate training and the elected members

was equal to or greater than 2/3rds of the current members elected in May 2019.
It was resolved to adopt the General Power of Competence.
Proposer: Cllr Huntley Secoder: Cllr Redgrift All in favour.

It was resolved to contribute 25% of the Clerks annual membership to SLCC.
Proposed: Cllr Huntley Secoder: Cllr Stewart All in favour

f) Update on Covid volunteer support service - Ref: 506

Cllr Huntley & Cllr Lawrance gave an update on the service which had 14 volunteers and was supporting 3 vulnerable families in the village.

g) Walk For Fun Walk For Fitness - Ref: 507

The Clerk had previously circulated a document detailing the proposal.
It was resolved to adopt the initiative.
Proposed: Cllr Masterton Secoder: Cllr Cutting All in favour

h) Use of hall grounds - Ref: 508

Following a discussion taking into account current Government guidelines, insurance advice and consideration of hall hirers it was resolved not to allow the grounds to be used as a social ground. It was resolved to place signage on the gates indicating that whilst Government guidelines are in place which would be updated to once guidelines had been relaxed by the Government.
Proposer: Cllr Huntley Secoder: Cllr Masterton All in favour
Proposed: Cllr Lawrance Secoder: Cllr Masterton All in favour

i) Review Tracking Report - Ref: 509

1975 - Garages On Newbury Avenue

NELC Enforcement had not taken any further action due to Coronavirus restrictions. Now restrictions were being lifted the matter would re-commence.
It was noted that there was significant tipping in the area again.

2086 - Hall Improvements: Car Park Bollards

The bollards and cement had been ordered and due for delivery by 9th June latest. Two men had hired to fit.
It was resolved to approve the additional cost of £185 to what had been previously agreed at the meeting on 27/02/20.
Proposer: Cllr Huntley Secoder Cllr Cutting All in favour

2087 - Hall Improvements: Patio

Four quotes had been received for installing a patio outside the door.
A: 2100 B: 2180 C: 4000 D: 3500
It was decided to potentially increase the size of the patio so revised quotes would be obtained.

2087 - Hall Improvements: Fencing

Four quotes had been obtained for repair and replacement of the fencing.
A: 430 (based on repair) B: 2400 C: 2500 D: 2250
It was decided to make a decision on this once the patio had been finalised.

2094 - Convex Mirror On Lampost opposite Cooks Lane / Speedatch Sign

The Clerk had made further enquires with NELC and no mirrors can be fixed to any authority asset.
The Clerk would make enquiries with the resident opposite using private land.

5799 - Website War Memorial Update

This page had now been updated.

5800 - 2020 Audit

The Clerk confirmed the audit was underway and proposed dates was for the internal report and

Signature:

AGAR to be approved at the June meeting with all documentation submitted to the external auditors by 1st July. The deadline for filing was 1st September so if necessary the report could be approved in July. The suggested public rights dates were to be 8th July to 7th August.

5801 - Hall Improvements - Painting of remaining panels

This had been deferred until the architrave had been fitted.

5803 - Fitting of architrave

It was resolved to fit architrave around the patio doors and window frames at a cost of £125.00.

Proposer: Cllr Masterton Seconder: Cllr Huntley All in favour

5804 - Exterior Wood Panels

The clerk had not done anything on this issue due to Coronavirus restrictions.

Now restrictions were relaxed builders would be consulted for advice.

5805 - Ornamental Tree & Tree Guards

Trees and guards had not yet been ordered.

5806 - Policy review: Risk Register

It was resolved to adopt this policy with the suggested amendments being addition of 'Business Continuation Plan' attached tot he register, amendment to reflect £250 cash held, cheques to be amended to 'payments' and the addition of the defibrillator.

Proposer: Cllr Redgrift Seconder: Cllr Masterton All in favour

The Clerk explained that the council cloud backup system was still under the personal account of the Clerk. It was resolved to set up an account in the council's name at a cost of £79.99 per annum.

Proposer: Cllr Huntley Seconder: Cllr Green All in favour

58087- Policy Review: Data Protection Policy

It was resolved to adopt this policy.

Proposer: Cllr Cutting Seconder: Cllr Masterton All in favour

5808 - Policy Review: Social Media Policy

It was resolved to adopt this policy.

Proposer: Cllr Huntley Seconder: Cllr Green All in favour

5809 - Policy Review: Health & Safety Policy

It was resolved to adopt this policy.

Proposer: Cllr Huntley Seconder: Cllr Green All in favour

5810 - Policy Review: Lone Working Policy

It was resolved to adopt this policy.

Proposer: Cllr Huntley Seconder: Cllr Green All in favour

5811 - Policy Review: Non Payment Policy

It was resolved to adopt this policy.

Proposer: Cllr Huntley Seconder: Cllr Green All in favour

5812 - New Policy: Scheme of Publication Policy

It was resolved to adopt this policy

Proposer: Cllr Huntley Seconder: Cllr Redgrift All in favour

12 Clerk's Report - Ref: 510

a) Correspondence Received - Ref: 511

Signature:

i) British Red Cross funding support - Ref: 512

It was resolved to donate £25 to this charity

Proposer: Cllr Green Seconder; Cllr Cutting 6 for 1 against carried

ii) Marie Curie Funding Support - Ref: 513

It was resolved to donate £25 to this charity

Proposer: Cllr Green Seconder; Cllr Cutting 6 for 1 against carried

**13 Planning applications and decisions received:
- Ref: 514**

a) DM/1005/19 - Alterations to Icelandic sea Chill, Estate Road No 2 - There were no objections.

Next meeting will be Thursday 25th June 2020 at 7 pm

Items for the agenda by Thursday 18th June 2020 - Ref: 515

Meeting closed at 8.20 pm

Signature: