

Healing Parish Council

**ANNUAL REPORT &
ACCOUNTS
FOR THE
YEAR 2017/18**

Published May 2018

ANNUAL REPORT

For Year 17/18

Councillors' Attendances

Councillors were present at the full meetings of the Parish Council called 12 times for the year as detailed below:

Cllr. Smith	11 from a possible 12
Cllr. Mooney	10 from a possible 12
Cllr. Walker	10 from a possible 11
Cllr. Wright	8 from a possible 11
Cllr. Metcalfe	9 from a possible 11
Cllr. Nijjar	9 from a possible 11
Cllr. Jones	2 from a possible 6
Cllr. Hickman	5 from a possible 6
Cllr. Hewins	1 from a possible 1

Former Councillors Hubbard and Chase both served for part of the year with Cllr. Hubbard commencing the year and leaving in November 2017, attending 5 from a possible 8 meetings, and Cllr. Chase joining in May and leaving in June, with 1 from a possible 1 meeting attended.

The Council has 10 available seats but started the year with only 2 members – Cllrs. Smith and Hubbard and commenced its April meeting with two temporary members, Cllrs. Pettigrew and DeFreitas from NELC, co opting Cllr. Mooney at that meeting to ensure the Council was once again quorate. It completed the year with 9 members and only 1 casual vacancy.

Councillors also attended extra meetings such as Planning Meetings and Committees of the Parish Council, including the Personnel Committee.

Councillors also served and represented Healing on various outside bodies and at their meetings. These included the Town and Parish Liaison Committee held in conjunction with North East Lincolnshire Council; the East Riding and Northern Lincolnshire Local Councils'

Association District Meetings and the Friends of the Moated Site Group meetings.

The public has been in regular attendance at meetings throughout the year along with representatives from development teams for planning applications, a representative of the Friends of Healing Moated Site and representatives from the local policing team.

Parish Clerk

The Parish Clerk for the year was Kathy Peers, a CiLCA qualified Clerk.

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Planning Matters

The Parish Council is a statutory consultee of the local Planning Authority, which is North East Lincolnshire Council. The Parish Council is consulted on every planning application within the Parish and also those which are on its boundary or close to its boundary within a neighbouring Parish.

During the course of the year, 45 planning applications and/or planning appeals were considered which is a very slight decrease on the number for the previous year.

There were no major planning applications during the year with regard to housing development, only ongoing details concerning those already granted permission.

During the course of the Council year, the Parish Council was also consulted on the new local plan from North East Lincolnshire Council.

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Healing Village Newsletter

The Parish Council oversees, organises and publishes the Healing Village News each month throughout the year, with a double edition at Christmas time to incorporate December and January together. The Newsletter is delivered to every household in the village and this is carried out by a team of local Healing-based young people who act as a distribution team for the Parish Council.

Although village groups advertise their events for free and publish monthly reports, advertising space is professionally sold within the magazine and this income helps to support the cost of producing the Newsletter.

The Parish Council is grateful to all those who have advertised their services or business during 17/18 through the Newsletter and also to the local village groups who submit their articles for each edition.

Newsletter finance:

- Expenditure totalled £6,908 for the year (including distribution of £1,100) – a slight increase on the previous year's costs;
- Revenue from advertising totalling £1,725 – which is a slight decrease on the previous year's revenue.

This means a real cost of £5,183 which equates to £471 per edition of the Newsletter. This in turn equates to roughly 43 pence per edition per household – again being only a slight increase on the previous year.

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Healing Village Hall

The Parish Council owns and runs the Village Hall on behalf of the residents of Healing. The Hall continues to maintain its long-term, regular hirings for a significant percentage of its use but also take spot hire bookings on an individual basis.

Groups who use the Hall each week include the Healing Carpet Bowling Club; Line Dancing and Keep Fit Classes; the Brownies; Kumon Classes; Limelight Dance school; Pilates and Metafit classes; Vibe Musical Theatre Group; Healing Jelly Tots for Mums and Toddlers; Yoga Classes; Dog Training and Puppy Classes; Dressmaking/Sewing, Dance Exercise and Ballet Fit, Boxing Club and the Parish Council meetings. There are also bookings at weekends for children's parties, christenings, family parties etc.

During the year, the Parish Council carried out minor repairs as required.

The Parish Council employs three part-time members of staff as Caretakers/Cleaners for the village hall.

As with all public buildings, the Parish Council has to ensure the Hall operates within all current guidelines and is appropriately licensed for use with all of the local authorities.

There are separate hiring rates for users – community/charitable/not-for-profit groups are charged at a lower rate than those organisations and groups who use the Hall on a commercial basis. There is also a separate hiring rate for residents who wish to use the Hall for private parties etc.

Financially, the village hall is subsidised by the Parish Council as its revenue generated does not cover the cost of running the Hall and the Hall staff required. During 17/18, the Hall generated £9,713 received income to date of publication of the Newsletter, with approximately

another £800 of income for the final month of the financial year still to be received. This would make the approximate figure for income for the Hall for the year just over £10,500 – this is the highest revenue the Hall has ever produced in one financial year.

Expenditure on the Hall, excluding staffing costs but including all insurances, power, water rates, business rates and cleaning materials, as well as minor repairs, totalled approximately £5,420 – which is a significant decrease on previous financial years. This demonstrates that the day to day maintenance and management of the Hall has been covered for the last year by the revenue generated from hirings.

The surplus revenue generated of approximately £5,000 then goes to support the staffing costs of the Hall, which for the financial year in question would have been approximately £9,000 which means that the Parish Council only subsidised the entire running costs of the Village Hall by approximately £4,000, which is the lowest subsidy of the Hall in many recent years.

The outside space at the Hall was maintained by a grounds maintenance Contractor with a contract awarded each year.

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Land ownership

The Parish owns the Moated Manor Site and works closely with the Friends Group to look after the site. The Friends Group is a volunteer group who undertake smaller maintenance tasks, on behalf of the Parish Council, to look after the day to day repairs to the Site.

The Council continues to be part of a Higher Level Stewardship with Natural England as part of a forward 10-year plan and receives two stewardship payments of £205 each per year for the scheme which totals £410 for the year. This income stream is used to support new fencing etc. which the Friends Group undertakes.

The Parish Council sends a representative to the meetings of the Friends of Healing Moated Site group meetings, although meetings have not been held regularly for the last couple of years. This has now been remedied with the Parish Council taking the lead and organising meetings and a schedule of dates so that the Group will now meet regularly. The Parish Council also owns and maintains the servicing of the mowing and strimming equipment each year. The Parish Council also insures the site as part of its own insurance policies.

The Parish Council also owns Cornflower Copse, a small wooded copse next to the Public Right of Way. Routine maintenance is built in each year for the maintenance of the Copse.

Also, the Parish Council holds the lease for Porri's Wood on Fords Avenue, which is owned by NELC and again ongoing maintenance has been carried out through the year and the Wood is being used regularly by pupils of the Primary School as part of its curriculum activities.

The Council had arranged, as part of a planning condition to accept the transfer of ownership of the green space land at the end of Stallingborough Road where the remainder of the site is currently undergoing housing development. This was hoped to have been

completed during the year 17/18 but the current owners of the site have been considering and applying for further housing development on the site, although at the time of the publication of this report, those plans have not been granted. The Parish Council has expressed its wish for the area to remain as total green space and so is now waiting for further contact from the development team which owns the site. A commuted sum of money to assist with its maintenance has been agreed and will come to the Parish Council once the transfer has been completed which hopefully be during the coming year.

The Parish Council conducts bi-annual inspections of all of its Sites, as required by the insurance cover and submits a report to the Council meetings for works to be agreed and then carried out.

Healing Parks – Poplar Road and Fords Avenue

The Parish Council took over the management of the Parks on both Poplar Road and Fords Avenue for the year, with NELC supporting the Parish Council by giving £9,000 towards the costs. The Healing Bowling Club also donated £1,000 towards the maintenance of the bowling green, which the Parish Council undertook for year.

The maintenance and management of the two sites includes the tennis courts, the bowling green and the Pavilion building on the Poplar Road site.

At the end of the year, the Parish Council had considered the management of the Parks as successful and agreed to continue with the lease of the two sites from NELC. During the year the Parish Council had both playgrounds inspected, as required for insurance purposes, and any essential repairs were carried out.

During the year the Parish Council purchased and installed new benches at both of the Parks, with the Ward Cllrs. donating £300 towards one of the benches.

The sites are subject to grass cutting which is paid for by the Parish Council and this was carried out by an agreed contractor during the year. The Parish Council also employs a contractor to maintain the bowling green and also empty the bins at both of the Parks as required.

The costs of maintaining the Parks for the year totalled just over £8,000 but this included the purchase of new tennis nets and posts and benches as previously mentioned.

During the year the Parish Council opened the Pavilion building to the local community, providing activity days in school holidays and family activity sessions.

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Finance

The precept set by the Parish Council for 17/18 was £38,000, a figure maintained from the previous financial year. A grant was also given by NELC as part of the changes of Council-based funding to local authorities, and this was approximately £1,700.

Other income came from the following sources:

- Revenue from hirings of Healing Village Hall – approx. £10,500
- Advertising revenue (as detailed under Newsletter) - £1,725
- Stewardship funding from Natural England - £410 (two payments of £205 from Rural Payments Agency)
- VAT reclaimed from the previous year (as is allowed to local authorities and affiliated bodies) - £3,987
- Section 106 funding from NELC for recent building development works and to be used for community purposes - £1,822
- Funding for park maintenance from NELC - £9,000
- Contribution from Healing Bowling Club for bowling green maintenance - £1,000

Basic expenditure was as follows:

- £5,200 - general administration such as annual subscriptions to local council bodies such as ERNLLCA, general insurances, including public liability for the year, stationery and office expenses, as well as training for Cllrs.

- £3,935 – highways/footpaths/land expenditure during the year including provision of a Christmas Tree for the village, all expenditure on land areas owned by the Parish Council such as the Moated Site, Cornflower Copse and the Chapel Footpath, as well as the leased area of Porri's Wood from NELC.
- £5,420 - Village Hall expenditure, excluding the costs of staffing- it includes business and water rates, the Performing Rights Society licence, heating and lighting and general everyday maintenance and repairs and a proportion of the insurance cover of the Council.
- £21,500 staffing costs - there are 5 permanent staff positions – the Parish Clerk, three staff positions at the Village Hall and 1 position for a litter picker. The expenditure includes staff salaries, relief/holiday cover for the village hall, administration and all Inland Revenue and Employer's Liability cover. This figure shows a slight increase due to increases in national living wage and national salary scales for Council Officers, increases in hours granted to the Litter Picker and also contributions under new pension legislation for staff members.
- £900 - Grants and donations to fund the grass cutting in the Churchyard for the year for St. Peter and Paul Church and the Poppy Appeal
- £6,908 for Newsletter (as detailed in Newsletter section)
- Approximately £2,200 was incurred on VAT during the year but this is reclaimed during the following financial year
- £8,000 on maintenance of the park sites and new equipment

Overall, for this financial year, the Parish Council generated more revenue with an approximate 9% increase, and also cut its overall expenditure by 9%.

As with each year, the Parish Council met to set the precept and agree its budget in January 2018 for the coming year 18/19 and during the year the Council complied with its statutory requirements to have both

an internal and external audit carried out. Fees for this totalled £1,050 and are contained in the general admin expenditure figure shown above. The Council's internal auditor for the year was Mr. Richard Dixon and the external auditor (appointed through the DCLG) was PKF Littlejohn, based in Canary Wharf, London.

The Parish Council complied with the requirements of the audit regulations and advertised a period for electors to inspect the accounts should they wish to do so. The Parish Council also publishes its financial information on its website during the year.

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General Matters

The main project during the financial year 2017/18 was the taking over of the management of both the Village's parks from NELC.

The Parish Council continues to maintain a dialogue with the local policing team, although there were again changes in the dedicated PCSO for Healing Village.

Again, the Parish Council were in attendance at the Remembrance Day Parade in November and during the year the Parish Council assisted with the Healing Showcase Day in liaison with the Royal British Legion, donating financial assistance of approximately £800 which paid for the provision of a marquee for the event.

During the latter part of the year, the Parish Council took receipt of the balance of funding from the Healing Young People's Council, whose membership had now ceased and no meetings had been held during the year. The balance of the funding was £1,498.64 and this has been banked by the Parish Council and ring-fenced for the next Young People's Council when it has been reformed. At the time of going to press, the Parish Council was working on a new constitution for the organisation, which operates under the direction and guidance of the Parish Council.

Given that some significant one off costs were to be incurred in the forthcoming financial year, e.g. treatment of long term thistle infestation on the Moated Settlement and resurfacing the Chapel footpath (together totalling over £6000), and equally recognising that the Council remains committed to developing and supporting more sport and social activities in the village, it was felt prudent to raise the village precept by £4000 for the financial year 2018-2019. This will mean an average increase of £4 per household per year.

The Ward Councillors for the Wolds Ward, which includes Healing Village, were Cllr. Melanie Dickerson and Cllr. David Hasthorpe who do attend meetings whenever possible throughout the year.

The close of the year saw the Parish Council launch a possible project with a public consultation to residents over the possibility of selling the current Village Hall and using the funds raised to provide a new, bigger and better Hall at the Pavilion Site on Poplar Road Park, Healing. The outcome of that public consultation was to be discussed at a meeting in April 2018.