



# **NORMANTON TOWN COUNCIL**

## **Annual Report 2017/18**

## **NORMANTON TOWN COUNCIL**

REPORT TO: Annual Parish Meeting  
DATE: Tuesday 8<sup>th</sup> May 2018  
REPORT BY: Steven Hudson – Outgoing Mayor  
AGENDA REF: Outgoing Mayor's Report

It has been my greatest honour and privilege to have served the people of Normanton and Altofts during 2017/18 as Mayor. Both my Fiancée Leigh, who performed the duties of Mayoress, and my son Thomas, who became consort, enjoyed their experience of supporting me in my role. During my term of office, we have met some amazing people and attended some fantastic events. Everybody was friendly and made us welcome.

We were invited to and were pleased to attend various Mayor Making functions throughout the region. We were also pleased to attend nursing homes, charity events, local schools and representing Normanton and Altofts at 100<sup>th</sup> birthdays and Golden and Diamond anniversaries. It was also a great honour on my Civic Sunday and on Remembrance Day to be afforded the opportunity to wear the old Mayoral Chains. This gave the public the opportunity to see the historic Mayoral Chain.

In July we attended the Party @ Haw Hill Park which has become one of the town's biggest events. The event is always very well attended and it was great to see everybody enjoying themselves.

Although the weather for Gala Day was inclement, it was to the credit of the community spirit of the people of Normanton and Altofts that the day was a great success. The quality of the fireworks at night time was as fabulous as ever. Unfortunately, Gala Sunday was cancelled due to the weather. However, with great effort, the cheerleader groups pulled together and rearranged Gala Take Two, which was a great success.

The Halloween Event, yet again, was a great success with more and more people attending each year.

Lots of schools were involved with Local Democracy Week. It was nice to see the enthusiasm the children had for learning about the Magna Carta and about the history of Normanton and Altofts.

Although it was very cold and wet for the Christmas Lights Switch On, the event was still successful. The children of Normanton and Altofts waited patiently for the appearance of Santa and were not disappointed when Santa appeared. The children also had the opportunity to see real life reindeer. Around Christmas time, I was able to attend school nativity plays. The children were fantastic with their presentation and I applaud the effort they put in. We were privileged to attend the Wakefield Cathedral Christmas Carol Concert which featured the Featherstone Male Voice Choir.

When we attended the Normanton Sports Acro Talent Festival, it was pleasing to witness the great talent that Normanton and Altofts have. It was brought to my attention that Normanton Sports Acro had entered a team for the Las Vegas Cup and their incredible gymnastics skills ranked them sixth in the world.

I am very pleased to announce that during my term of office, the Mayor's Charity Fund raised a total of £7,605.99. The main recipient was the Yorkshire Ambulance Service Charitable Fund. The aim of this fund is to provide Normanton and Altofts with public access defibrillators. I was also able to provide nine other local good causes with a donation.

I would like to take this opportunity to thank family, friends, Councillors and local businesses, especially Fearmasters Entertainment Ltd, for all their help and support.

A special thanks is given to the Town Clerk, Donna Johnston, and her office staff for all their hard work and support they have given me during my term of office.

The understanding and support given to me by my Fiancée Leigh, the Mayoress, has been outstanding. I also appreciate the support from my children and immediate family.

Finally, I wish Councillor Denton Jones and his Mayoress, Elisha, every success for the coming year. Thank you, Denton, for all your help and support throughout my term. Also, every success to Mary Vickers in her role as Deputy Mayor.

**REPORT TO THE ANNUAL PARISH MEETING OF NORMANTON TOWN COUNCIL FROM THE LEADER OF THE COUNCIL, COUNCILLOR MRS C.A.MORAN B.E.M.**

**I am pleased to be able to give this report showing just some of the things in which Normanton Town Council have been involved over the last twelve months.**

As most people are aware the Council meets on the second Tuesday of each month except we do not normally have a meeting in August. In addition we have more than ten Committees and Sub-Committees which meet some fortnightly, others meet every six weeks and the remainder meet as and when required so you will gather from that myself and my Councillors are more than busy. I always include in my report that my 22 Councillors are all volunteers and do not receive any payment except for a small amount towards their telephone costs once a year. I make no apology for saying this each year but I think it is important to give credit to them for giving their services free of charge and I would like to record my thanks to them.

Wakefield Metropolitan District Council are the planning authority for the District and they make decisions on planning applications but Normanton Town Council consider all applications and make comments, object or give support to the Planning Committee at Wakefield.

Normanton Town Council have to consider all new legislation and where necessary make alterations to our Standing Orders and put procedures in place in order to comply.

Councillors have a surgery at the Town Hall on the second and fourth Tuesdays of each month between 10.30 am and 11.30 am so if you have any issues to raise just call in

We have a Mayor who is elected each May for a period of twelve months and he or she are always willing to attend fund raising events, attend Churches in the town, visit couples on the occasion of their Golden and Diamond Wedding Anniversaries and also go and see anyone who reaches 100 years of age. If you would like to invite the Mayor just contact the office.

I am sure that most of you will attend one or more of the many events the Council organise over a twelve month period. The two biggest events we arrange are the Party in the Park and the Gala and Carnival. Both of those are free to attend because the Council appreciate that people only have a limited amount of money and often much of that is spoken for with the usual mortgage, rent, gas electricity and I could go on. In our budgeting every year we try to precept as low as possible so as not to place an extra burden on the people in Normanton and Altofts. I can confidently say that is what we have done since the Town Council came into existence in 1975.

We organise other events such as an Easter Competition for children and all children who enter receive a small prize and then we have larger prizes for the winners. We have a competition for children to design the front cover of the Gala Programme and we have a Halloween Event when the Town Hall is trimmed up and children and adults wear fancy dress and walk through the precinct and many of the shops give sweets and chocolate to the children.

We have two childrens parties when Father Christmas pays a visit to hand over gifts to the children. I could go on all day with the events and attractions we arrange. I must thank the public of Normanton and Altofts who turn out for our events, rain or shine – without the public support nothing would be worthwhile

We have lots of things planned for the coming year. If you have ideas or suggestions to improve our events we would love to hear from you

We meet on a regular basis with the businesses in the Town Centre to discuss ways of improving and making Normanton a better place to live in and to come to. Along with the businesses we are working with the Markets Department at Wakefield to try to improve the market particularly on a Saturday. My Council are continuing to run a second hand market on the third Saturday of the month and stalls only cost £5 – why not bring your no longer needed clothes and goods and make some money.

I would like to express my thanks to Donna, the Town Clerk and the staff in the office for all they do over the year.

I am personally at the end of the telephone or in the office most mornings if you wish to see me

Yours sincerely

Carol A. Moran B.E.M.

Leader of the Council

## **NORMANTON TOWN COUNCIL**

REPORT TO: Annual Parish Meeting  
DATE: Tuesday 8<sup>th</sup> May 2018  
REPORT BY: Donna Johnston – Town Clerk & RFO  
AGENDA REF: Town Clerk Report

During the last twelve months the Town Council has continued to provide a high standard of events for the people of Normanton and Altofts. All of these events are provided free of charge and give families an opportunity to enjoy activities in their own area.

This year we have further developed our events to ensure that they continue to be relevant and attract a family audience.

Events in the last year include:

- Party @ Haw Hill Park;
- Normanton Gala and Gala Sunday, including free funfair for children with special needs, bowls competition and Talk and Slide Show;
- Horticultural Show;
- Halloween in Normanton;
- Christmas Lights Switch On;
- Children's Christmas Party;
- Schools Carol Service;
- Christmas Celebration with Normanton Lions and Churches Together.

In addition to these events, we also held a number of Civic events including Civic Sunday and Remembrance Sunday.

We have continued to work closely with local Schools, and provide them with an opportunity to learn about the Town Council by offering visits to the Town Council Offices.

Our Committees have continued to work hard throughout the year in line with their Terms of Reference.

We have continued to work with Wakefield MDC to promote Normanton Market to make it an attractive place to shop and have organised several Second-Hand Markets which have been very successful and which will continue for the foreseeable future.

The Town Council has provided support to residents in many ways including assisting with complaints about fly-tipping, parking and litter. We have shared these concerns with the District Council and achieved success in many cases. The Town Council continues to refer residents to the Food Bank which offers food and support to people in crisis.

The Woodhouse Community Centre continues to provide attractive accommodation which has recently been redecorated. The Meet 'n' Eats Diner which was created in partnership with The Well Project continues to thrive and now serves over 60 people per week and is completely free.

The Town Council has sought to support the views of residents by continuing to object to HS2 which proposes to blight our area and surrounding villages. The Town Council is firmly of the opinion that HS2 is not required and the funds should be invested into developing the existing rail infrastructure. We have hosted several meetings with HS2 and put forward the points raised by this community.

We have continued to support Community Groups by providing over £5,000 in funding through the Small Grants Scheme and Youth Activity Fund. These grants provide much needed funding to small community groups in our area who do a wonderful job on a voluntary basis.

During 2017/18 we have continued our discussions with Wakefield MDC over the transfer of Normanton Town Hall. We see the Town Hall as an asset for the community and would like to see it protected for the future. We also see the Town Hall as a hub for information which the public should be able to access and make use of.

For that reason, we increased the precept in 2017/18 to pay for the improvements required to bring the building up to modern standards. We hope that the public will benefit from the building being restored and accessible and are keen to get started on the project.

The Mayor has worked throughout the year to raise the profile of Normanton throughout the District and beyond. The Mayor has raised over £7,000 for his charity Fund which will support the Yorkshire Ambulance Charitable Fund and local good causes. My best wishes to Councillor Steven Hudson as he takes some well-earned rest and to Councillor Denton Jones who will take over as Mayor and Councillor Mrs Mary Vickers who will be Deputy Mayor in 2018/19.

## **NORMANTON TOWN COUNCIL**

REPORT TO: Annual Parish Meeting  
DATE: Tuesday 8<sup>th</sup> May 2018  
REPORT BY: Donna Johnston – Town Clerk & RFO  
AGENDA REF: Financial Report

On the following pages, you will see a summary of the Town Councils accounts for the 2016/17 financial year.

The accounts for the 2017/18 financial year are in the process of being audited and will be available very soon.

Budgetary information upon which the precept was set in 2018/19 is also included for reference.

The Town Council continues to monitor its financial position and has regular meetings to review the budget, income and expenditure.



**Normanton Town Council YEAR END 2016/17**

**Income and Expenditure Account for Year Ended 31st March 2017**

31st March 2016

31st March 2017

31st March 2016		31st March 2017
	<b>Operating Income</b>	
208,193	Administration	215,342
0	Town Hall	0
0	Civic	0
3,086	Grants & Donations	0
3,587	Woodhouse Community Centre	5,859
1,665	Services	1,206
6,851	Special Projects	5,544
0	Allotments - General	0
425	Allotments - Cypress Road	524
200	Allotments - Edward Street	200
1,825	Allotments - Ellins Terrace	1,893
30	Allotments - Gilcar Street	60
1,110	Allotments - Gladstone Street	1,150
815	Allotments - Heys Buildings	1,019
680	Allotments - Newland Lane	769
440	Allotments - Norwood Street	565
25	Allotments - The Grove	25
1,562	Allotments - Wentworth Terrace	1,629
<u>230,494</u>	<b>Total Income</b>	<u>235,784</u>
	<b>Running Costs</b>	
0		0
97,062	Administration	109,421
16,276	Town Hall	19,244
5,060	Civic	4,812
8,428	Grants & Donations	9,104
9,107	Advertising & Promotions	8,589
7,729	Woodhouse Community Centre	14,059
2,230	Services	2,488
54,684	Special Projects	51,059
314	Allotments - General	300
323	Allotments - Cypress Road	335
2,428	Allotments - Ellins Terrace	2,633
0	Allotments - Gilcar Street	0
393	Allotments - Gladstone Street	2,190
309	Allotments - Heys Buildings	3,064
210	Allotments - Newland Lane	311
251	Allotments - Norwood Street	5,115
0	Allotments - The Grove	91
4,883	Allotments - Wentworth Terrace	2,114
<u>209,686</u>	<b>Total Expenditure</b>	<u>234,930</u>
	<b>General Fund Analysis</b>	
162,412	Opening Balance	183,219
230,494	Plus : Income for Year	235,784
<u>392,905</u>		<u>419,003</u>
209,686	Less : Expenditure for Year	234,930
<u>183,219</u>		<u>184,074</u>
0	Transfers TO / FROM Reserves	0
<u>183,219</u>	<b>Closing Balance</b>	<u>184,074</u>

**THE COUNCIL OF THE CITY OF WAKEFIELD**  
**PARISH BUDGET STATEMENT - NORMANTON**  
**ESTIMATES 2018/19**

	<b>£ p</b>
<b><u>Expenditure</u></b>	
1) Cemeteries & Crematoriums	
2) Sport & Recreation	
3) Parks & Open Spaces	1,300
4) Allotments	12,200
5) Community Centres & Village Halls	13,780
6) Libraries	
7) Markets	500
8) Administration	53,724
9) Salaries & Wages	93,812
10) Contribution to Reserves	
11) Other (Please State)	
Town Hall	61,644
Civic & Elections	6,720
Grants & Donations	10,886
Hanging Baskets	10,000
Events	54,990
<b>Total Expenditure</b>	<b>319,556</b>
<b><u>Income</u></b>	
1) Fees and Charges	17,610
2) Contribution from Reserves	21,646
3) Other (Please State)	
<b>Total Income</b>	<b>39,256</b>
<b>TOTAL PRECEPT (Expenditure - Income)</b>	<b>280,300</b>

Date: 13th February 2018

## **CONTACT DETAILS**

Mr Donna Johnston FdA, FSLCC  
Town Clerk & RFO

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