

NORMANTON TOWN COUNCIL



ANNUAL REPORT 2019-2020

MAYORS REPORT

I became the Mayor of Normanton for the first time in May 2019 and was honoured to take on that position even though it was tinged with sadness after losing our dear friend Councillor Mary Vickers just a few months earlier.

I was determined to do her proud and I hope that I have achieved that.

I have attended many events during my year in office including Yorkshire Day which was held in Whitby. It was great to see so many Mayors from across Yorkshire celebrating what Yorkshire has to offer.

But for me, the best part of being the Mayor is seeing what our own town has to offer and celebrating local achievements.

At Civic Sunday I was pleased to launch the Proud Project which was aimed at celebrating our young people. I worked with our local schools and asked them to nominate children who had overcome adversity in their home or academic lives. I visited Newlands Primary School and was interviewed for their Podcast and was lucky enough to have a tour of the school and meet some of the children. Sadly, due to Coronavirus, the presentation of the Proud Project awards has been postponed.

It is always a pleasure to represent Normanton at our hometown events such as the Gala, Flower Show, Halloween, Remembrance Sunday and Christmas events. I see how much work goes on behind the scenes and very much appreciate everyone who is involved in bringing these events together, especially the community groups who work so hard to support the event and raise vital funds for themselves.

I was really pleased to join a lovely lady at Syndale Care Home on the occasion of her 100th Birthday. I was made to feel so incredibly welcome by her and her family and for me that really was the highlight of the year.

I have fundraised throughout my year in office and have organised a number of events including a Pyjama Party, Coffee Mornings and a Comedy night. I have been incredibly lucky to be supported by Urban Airsoft and Yorkshire Scare Grounds throughout my year and I am delighted to report that I have raised over £12,000 for my chosen charities.

My charities this year were The Well Project who are a local charity providing the Normanton Foodbank, Youth Club, Health Walks and support for virtually anyone who needs it. My second charity was TLG Wakefield, based at All Saints Parish Rooms. TLG provide education and support to young people who are struggling in mainstream school who, without the support of TLG, may end up excluded.

The year in office seemed to come to an abrupt end in March when the Coronavirus Pandemic took hold. Many of our events and visits had to be cancelled and all my final fundraising efforts were cancelled.

In April, the Town Council and community was devastated by the sad loss of two of our longest serving Councillors. Alan Wassell and Denton Jones were great friends to many in our community and I was privileged to know them, work alongside them and learn from them during my time on the Town Council. Two huge characters who will be very difficult to replace.

Our thoughts remain with their families who struggled to say goodbye in the usual way.

The situation with Coronavirus is still uncertain and the Government has made changes to legislation which means that as Mayor, I can remain in post for a second year. This is a very unusual situation and not something that the Town Council has ever faced before.

I have decided to continue to fundraise for The Well Project and TLG and once things return to normal and it is safe to do so, I will set about organising some more fundraising events to bring the community together again.

I would like to thank everyone who has supported me in my year in office and I will continue to uphold the principles of the position of Mayor as I move into my second year.

Councillor Josephine Farrar
Mayor of Normanton
2019-20 and 2020-21

DEPUTY LEADER'S REPORT

The 2019-2020 municipal year began with the installation of Councillor Josie Farrar as Mayor of Normanton and Councillor David Appleyard as Deputy Mayor. Both Josie and David have done a tremendous job in their respective roles and have served the community to the best of their ability.

The Mayor has raised an amazing £12,000 for her Charity Appeal which this year is supporting The Well Project and TLG.

I would like to place on record my thanks to both Josie and David for their hard work and dedication over the last twelve months.

In May we were pleased to welcome five new Town Councillors and we hope that they find their time on the council enjoyable and rewarding. Our Councillors are all volunteers and they do a fantastic job on behalf of the community that they represent.

In June and July, myself and the Town Clerk inspected our 400 allotment plots, accompanied by other Councillors and Site Representatives. Our allotments are a great community asset and we hope that they will continue to be cultivated and enjoyed for many years to come.

We began our calendar of events in July with Civic Sunday, the Summer Band Concert and Party @ Haw Hill Park. We were grateful that the sun was shining which added to the fantastic atmosphere.

In September we held the Gala and Flower Show and were once again blessed with beautiful weather and great community support. The Halloween event in October soon followed and again was very well supported.

Moving into the winter months our events included Remembrance Sunday and our Christmas events. The Christmas Community Celebration organised in partnership with Churches Together and the Normanton Lions Club was a roaring success which involved a great number of performances from local groups.

I would like to thank the Special Projects Committee for all their hard work in the organisation of these events which are all free for the community to enjoy.

The Finance Committee has continued to keep a close eye on the budget and ensured that we are spending public money in an appropriate way and they have made awards totalling almost £5,000 in grants to local community groups this year.

The Property Committee has continued to work hard to make improvements to the Woodhouse Community Centre including redecoration, new energy efficient lighting and a new secure front door. They have also been working on plans for the refurbishment of Normanton Town Hall which we hope to get started with in the next twelve to eighteen months.

As we moved into 2020, we began work on the next years calendar of meetings and events, but things were halted very quickly when the Coronavirus Pandemic became a very serious issue.

I am pleased and proud of the way our team handled this crisis and the levels of service that they are offering, albeit from a homeworking environment. I would like to thank the Town Clerk and her team for their hard work and dedication at this difficult time.

As a Council we are disappointed to have to cancel many of the events that Normanton has become famous for, but we have a duty to put the health and wellbeing of our residents first. There will be other concerts and other Galas but right now, everyone's priority should be to keep themselves safe and well.

We ended the year on a very sad note, with the loss of two councillors who we all considered friends.

Councillor Denton Jones and Councillor Alan Wassell will always be remembered fondly and will be difficult to replace. Our thoughts remain with their families. We hope that when the time is right, we can join together and celebrate their lives in the way they deserve.

Councillor Mrs Pamela Mayne
Deputy Leader

TOWN CLERKS REPORT

As I write this report, we find ourselves in extremely unusual and difficult times. The Cononavirus Pandemic has changed the way of life for the entire country and we are now in the middle of lockdown, unable to see our family and friends.

This pandemic has resulted in the closure of the Town Council's offices and our staff are now doing their best, working from home, and continuing to provide the best service that they can under the circumstances.

By far the hardest part of this lockdown has been the sad loss of two of our longest serving Councillors, Denton Jones and Alan Wassell.

These two people dedicated their lives to serving others and particularly the people of Normanton and they will be sadly missed.

The heart-breaking part is that we couldn't say goodbye in the way we would have wanted to. We couldn't comfort their families or comfort each other.

I hope that we can say goodbye in some way once normality returns to our lives, but at this stage, we don't know when that might be.

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;

Summer Band Concerts;

Normanton Gala and Gala Sunday, including free funfair for children with additional 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 several 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. Sadly, the stall holder numbers have been lower than expected so we re-launched in early 2020 with our Pre-Loved and Craft Market but the Coronavirus Pandemic put this on hold for the foreseeable future.

The Woodhouse Community Centre continues to provide attractive accommodation for community groups and private hirers. 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.

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

The negotiations on the Town Hall concluded and I am delighted to report that the Town Hall Lease was agreed by the Town Council and we took over responsibility for the building from 1st April 2020.

There is still a long road ahead and we have been looking at efficient use of the building and what improvements we can make. Again, the pandemic has caused some delays to our plans but we are continuing to work on this major project.

The Mayor, Councillor Josie Farrar, has worked throughout the year to raise the profile of Normanton throughout the District and beyond. The Mayor has raised over £12,000 for her Charity Fund which will support the The Well Project and TLG.

Due to the Coronavirus Pandemic, the Government have changed the legislation surrounding the Annual Meeting of Council and therefore the appointment of the new Mayor. Councillor Josie Farrar will therefore be continuing as Mayor until the next Annual Council Meeting in May 2021.

I would like to thank all of the Town Councillors who have served Normanton Town Council over the last twelve months. All our Councillors are volunteers and do not get paid for the work they do on behalf of the community. They serve because they want to make a difference and because they want Normanton and Altofts to be a good place to live and work.

I sincerely hope that we will return to normal soon, and that our families, friends and local businesses emerge from this situation unscathed.

Donna Johnston
Town Clerk & Responsible Financial Officer

FINANCIAL REPORT

On the following pages, you will see a summary of the Town Councils accounts for the 2018/19 financial year.

The accounts for the 2019/20 financial year are in the process of being finalised and audited and will be available very soon.

Budgetary information upon which the precept was set in 2020/21 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 2018/19
Income and Expenditure Account for Year Ended 31.03.19

31st March 2018		31st March 2019
	Operating Income	
£265,520.00	Administration	£299,598.00
£3,187.00	Woodhouse Community Centre	£4,030.00
£816.00	Services	£3,164.00
£8,933.00	Special Projects	£4,021.00
£380.00	Allotments - Cypress Road	£812.00
£200.00	Allotments - Edward Street	£200.00
£1,085.00	Allotments - Ellins Terrace	£2,503.00
£45.00	Allotments - Gilcar Street	£45.00
£1,018.00	Allotments - Gladstone Street	£1,545.00
£770.00	Allotments - Heys Buildings	£1,084.00
£638.00	Allotments - Newland Lane	£895.00
£408.00	Allotments - Norwood Street	£810.00
£25.00	Allotments - The Grove	£25.00
£1,222.00	Allotments - Wentworth Terrace	£2,413.00
£0.00	Allotments - Ellins 2	£190.00
£284,246.00	Total Income	£321,333.00
	Running Costs	
£121,231.00	Administration	£147,719.00
(10,382)	Town Hall	£2,672.00
£4,794.00	Civic	£3,343.00
£8,200.00	Grants & Donations	£9,300.00
£6,695.00	Advertising & Promotions	£7,334.00
£12,377.00	Woodhouse Community Centre	£8,885.00
£12,772.00	Services	£13,994.00
£52,110.00	Special Projects	£53,091.00
£294.00	Allotments - General	£335.00
£407.00	Allotments - Cypress Road	£1,154.00
£533.00	Allotments - Ellins Terrace	£2,011.00
£355.00	Allotments - Gladstone Street	£1,319.00
£1,710.00	Allotments - Heys Buildings	£463.00
£7,217.00	Allotments - Newland Lane	£2,050.00
£247.00	Allotments - Norwood Street	£669.00
£959.00	Allotments - Wentworth Terrace	£3,486.00
£219,516.00	Total Expenditure	£257,824.00
£139,074.00	Opening Balance	£203,744.00
£284,246.00	Plus : Income for Year	£321,333.00
£423,319.00		£525,077.00
£219,516.00	Less : Expenditure for Year	£257,824.00
£203,803.00		£267,253.00
£203,803.00	Closing Balance	£267,253.00

**Precept Calculations
2020 - 2021**

<u>Expenditure</u>		
1)	Cemeteries & Crematoriums	
2)	Sport & Recreation	
3)	Parks & Open Spaces	£1,900
4)	Allotments	£12,200
5)	Community Centres & Village Halls	£66,601
6)	Libraries	
7)	Markets	£300
8)	Administration	£49,140
9)	Salaries & Wages	£115,000
10)	Contribution to Reserves	
11)	Other (Please State)	
	Hanging Baskets	£10,000
	Events	£57,020
	Civic Regalia, Elections, Allowances	£7,070
	Grants	£10,200
	Total Expenditure	£329,431
<u>Income</u>		
1)	Fees and Charges	£17,880
2)	Contribution from Reserves	£12,851
3)	Other (Please State)	
	Total Income	£30,731
	TOTAL PRECEPT (Expenditure - Income)	298,700