BEVERLEY TOWN COUNCIL

POLICY COMMITTEE MEETING

16th March 2015

Present: Councillors Pinder (Chair), Astell, Cox, Elvidge, Jack, Sweet (Vice-Chair) and Cllr McGrath (Mayor).

In Attendance: Helen Watson (Town Clerk)

The meeting was chaired by Cllr Sweet.

868 To receive apologies for absence

Apologies were received from Councillor Pearson and Gray.

869 (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

No declarations of interested were received.

(b) To note dispensations given to any member of the Council in respect of the agenda items listed below

No dispensations were given.

870 To discuss the remaining Grants Budget line and the virement of these funds to another budget line

Members requested that agenda items 4 and 5 be discussed together. General discussion took place on the virement of this budget line. Members resolved to vire £1,835 to the detached Youth Project. The Town Clerk reported that further funds were required in agenda item 8 relating to the Tour de Yorkshire event.

Resolved - *Members* resolved to vire £1,835 to the detached Youth Project.

872 To consider the request to use the Charters from the University of Anglia School of History

Members discussed the application and proposed to cooperate and allow the use of the Charters as requested.

Resolved – The Town Clerk to inform ERYC that permission was granted to use the Charters.

873 To receive an update of the History App costs – the Town Clerk to report

The Town Clerk reported that the representative from Longcroft had not had time to organise a meeting to date. The Town Clerk informed members that she would keep all members updated.

874 To consider supporting the Tour de Yorkshire through Beverley on 2nd May 2015

Cllr Elvidge and the Town Clerk updated members of the newly formed Beverley Tour de Yorkshire group and their plans for the forthcoming event in May. Members were informed that the cycle race would be travelling through the town, without stopping. The group have requested financial support to fund wooden bicycle. The group propose to supply 10 bikes to 11 schools in Beverley to be decorated by the students and displayed on the weekend of the Tour de Yorkshire. Members discussed the estimated costs involved.

Resolved – Members agreed to support this decorated cycle project from the remaining Grants budget line, by the virement of up to £1008.

875 To consider the Lemgo twinning visit for the 825th hanseatic celebrations

Members discussed the forthcoming celebration and suggested that the Town Clerk inform the newly elected Council in May, for them to make a decision.

876 To receive a report on the bank balances of the Beverley Town Council

The Town Clerk reported the bank balances were as follows:

Current account	£	364,633.75
Deposit account	£	25,302.24
Events Account	£	20,251.25
Beverley in Bloom Account	£	2,486.60
Field to Table	£	15,120.33
Youth Town Council Account	£	500.67
Skatepark Account	£	591.59
Christmas Lights Account	£	4,526.26
Petty Cash	£	167.90
Business Term Deposit 421482	£	79,000.00

Resolved – Members noted the bank balances, petty cash expenditure and the detailed income and expenditure by budget heading information as at the 20th February 2015.

877 To approve the attached payments to be made

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
Current				
Payments made in February by DD/Debit Card/Salaries				
05/02/2015	Siemens	DD	£ 310.58	Photocopier Lease rental
14/02/2015	Murco Petrol Station	DD	£ 115.49	Fuel for van
14/02/2015	Kingston Reprographics Ltd	DD	£ 58.84	Photocopier usage
15/02/2015	Yorkshire Water	DD	£ 64.69	Sparkmill Lane allotment water
15/02/2015	Kingston Communications	DD	£ 22.09	CCTV Cherry Tree
15/02/2015	Kingston Communications	DD	£ 60.00	Office internet
15/02/2015	Kingston Communications	DD	£ 30.00	CCTV town
16/02/2015	Kingston Communications	DD	£ 85.35	Office Telephone

18/02/2015	Post Office	DEBIT CARD	£ 223.50	Postage
20/02/2015	Beverley 24 hour storage	DD	£ 240.00	Handyman storage
23/02/2015	Three.co.uk	DD	£ 33.54	Staff Mobiles
24/02/2015	Data Protection	DD	£ 35.00	Annual data protection fee
27/02/2015	N Power	DD	£ 41.64	CCTV camera 3
27/02/2015	Salaries	4436-4441	£ 9,684.97	Salaries
27/02/2015	HMRC	4442	£ 1,803.65	Tax and Ni
27/02/2015	East Riding Council	4443	£ 1,366.92	Pension contributions
28/02/2015	CBA Accountants	DD	£ 37.44	Payroll
01/03/2015	N Power	DD	£ 68.91	Camera 4 Sat Market
06/03/2015	N Power	DD	£ 263.60	Office electricity
Payments to be made in March				
10/03/2015	Written incorrectly	4444	£ -	Written incorrectly
10/03/2015	East Riding Council	4445	£ 8.98	Stationery
10/03/2015	RBS Software Solutions	4446	£ 276.00	Annual Maintenance for financial software
10/03/2015	Rosindale and Son Ltd	4447	£ 184.32	Sparkmill Allotment key cutting
10/03/2015	John Moore Security Limited	4448	£ 63.15	Annual service for alarm
10/03/2015	Vaughtons	4449	£ 1,105.91	Past Mayoral/Consort Badges
10/03/2015	Countrywise Water Coolers Ltd	4450	£ 37.37	Water cooler - 2 months hire
10/03/2015	Youth Town Council Account	4451	£ 200.00	Transfer to Youth Account as per Policy Meeting on 02/02/2015 min 866
10/03/2015	BMC Car and Commercials	4452	£ 481.09	MOT and labour
10/03/2015	VideCom Security Ltd	4453	£ 288.00	Cherry Tree CCTV
10/03/2015	Mr J Baxter	4454	£ 25.00	Refund of allotment bond following giving

				up allotment
10/03/2015	Jennings Computer Services	4455	£ 108.00	Computer repair for admin assistant
10/03/2015	East Riding Council	4456	£ 253.80	Sport for Everyone Grant x 2
10/03/2015	Caspian	4457	£ 300.00	Fence for Skatepark (claimed from insurance company)
10/03/2015	Mill Lane United	4458	£ 1,000.00	Grant
10/03/2015	The Green Project	4459	£ 664.00	Grant
10/03/2015	Humberside Police	4460	£ 300.00	Grant
10/03/2015	Beverley Folk Festival	4461	£ 2,000.00	Grant
10/03/2015	5th Wesley Guides	4462	£ 1,200.00	Grant
10/03/2015	East Riding Council	4463	£ 73.20	Grant
10/03/2015	ERNLLCA	4464	£ 408.72	Prospective Cllr Event and legal advice for employment matter
10/03/2015	East Riding Council	4465	£ 108.00	Tickets for REYTA
10/03/2015	H Watson	4466	£ 152.34	Travel for Clerk (16th July 2014 to 11th March 2015)
10/03/2015	Jewson	4467	£ 7.80	Equipment
			£23,784.09	
From Field to Table				
10/03/2015	Rollits LLP	100	£ 300.00	Legal Fees
10/03/2015	EYLFNN	101	£ 40.00	'Enjoy Food Guide 2015'
10/03/2015	D Clarkson	102	£ 125.00	Wednesday Market audio
10/03/2015	East Riding Council	103	£ 132.00	Banner erection for Christmas Food & Drink Festival
10/03/2015	FIND 2	104	£ 200.00	Gardening Equipment for From 'Field to Table Allotment Plot' being used

				by Find 2
			£ 797.00	
Christmas Lights				
10/03/2015	Titan Containers	166	£ 139.32	3 months container rental
10/03/2015	Blachere Illumination	167	£ 138.00	4th year hire
			£ 277.32	

Resolved – Members approved the above listed payments.

Policy Committee 16.03.15 Action Plan

Minute/Action	Person Responsible	Time to be reported back
870 To discuss the remaining Grants Budget line and the virement of these funds to another budget line - Arrange to vire the funding as requested	Town Clerk/Deputy Town Clerk	Operational
872 To consider the request to use the Charters from the University of Anglia School of History	Town Clerk	Operational
874 To consider supporting the Tour de Yorkshire through Beverley on 2nd May 2015	Town Clerk/Deputy Town Clerk	Operational