



Town Clerk: Ms. Helen Watson FSLCC

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4th June 2019

To All members of the Town Council

Dear Councillor

FULL COUNCIL MEETING OF BEVERLEY TOWN COUNCIL

You are hereby summoned to attend the Full Council Meeting of Beverley Town Council to be held in the Council Chamber, 12 Well Lane, Beverley on **Monday 10th June 2019** to commence at 6.30pm.

Yours faithfully,

H. Watson

**Helen Watson FSLCC
Town Clerk**

Public Forum at 6.30pm

Beverley Town Council supports the rights of anyone to record this meeting in so far as is possible within the constraints of the council's meeting rooms but advises that no-one may disrupt the meeting in doing so. Anyone wishing to record council meetings should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded.

AGENDA

1. **To confirm and sign the minutes of the Full Council Meetings on 8th April 2019 and 20th May 2019.**
2. **To receive and sign the minutes of the:**
 - (i) Personnel on the 15th April 2019.
 - (ii) Planning Property & Services on the 16th April 2019 (previously approved at Property Planning & Services meeting on 21st May 2019).
 - (iii) Personnel on the 24th April 2019.
 - (iv) Planning Property & Services on 21st May 2019
 - (v) Personnel on the 4th June 2019
3. **To receive a review of the recorded actions from the previous minutes – see attached report-Action Plans since last meeting (see Planning Property and Services minutes at item 2.iv above).**
4. **Mayor's Announcements – Cllr Jack to report.**
5. **To consider requests from ERNLLCA**
 - (i) To consider resolutions to the ERNLLCA AGM
 - (ii) ERNLLCA Training Understanding the Planning Process & Being a Good Councillor.

6. To approve and sign the following Annual Audit documentation:

- (i) The Annual Return 2018/19 - see attached document.
- (ii) The Annual Accounts - see attached documents.
- (iii) To receive a summary of the Risk Assessment from the Town Clerk.
- (iv) To receive the annual internal audit report for 2018/19 – see attached report.
- (v) To appoint the internal auditor for 2019/20 and consider the scope of the audit required.

7. Finances

- (i) To delegate payment of the accounts in accordance with the Budget set by the Town Council, to enable the Town Clerk to facilitate prompt payments in line with budget spend.
- (ii) To approve change of signatories for all bank accounts.
- (iii) To receive payments from April and May 2019.

8. Councillor Contact Details – to make final amendments contact details which will be made available to the public (document to be tabled) and finalise collection of all Councillor documentation.

9. Forthcoming Events – Town Clerk to report

- (i) **Great Get Together** (Saturday 22nd June 2019).
- (ii) **Open Allotments Day** (Sunday 21st July 2019).
- (iii) **Beverley Food Festival** (Sunday 6th October 2019).

10. Yorkshire in Bloom – Town Clerk to report

- (i) **Yorkshire in Bloom Judging Day** (Wednesday 10th July 2019).
- (ii) **Yorkshire in Bloom Awards** (Sunday Tuesday 10th September 2019, York Racecourse) – to consider sending representation.

11. Proposal to meet with ERYC to explore alternative possible use of buildings owned by the senior authority – Cllr D. Healy

12. Annual Report – to be available by 30th June 2019 and tabled at Full Council in July 2019.

13. Youth Meetings – to consider sending representation to ERVAS-led Youth Meeting.

14. V.E. Day 75th Anniversary (8th to 10th May 2020) – to consider how the Town Council may wish to mark this occasion (information from SSAFA circulated with agenda).

15. Independent Aging – Cllr A. Willis (information circulated with agenda).

16. Allotments – To receive operational information from the Town Clerk.