

BEVERLEY TOWN COUNCIL

**Town Clerk – Helen Watson FILCM
12 Well Lane, Beverley, HU17 9BL
Tel 01482 874096**

14th May 2014

To All members of the Town Council

Dear Councillor

MEETING OF THE TOWN COUNCIL

You are hereby summoned to attend the Annual Meeting of the Beverley Town Council to be held in the Council Chamber, 12 Well Lane, Beverley on **Monday 19th May 2014** to commence 6.30pm.

Yours sincerely

H Watson

Helen Watson
Town Clerk

Public Forum from 6.15pm to 6.30pm

AGENDA

1. To receive apologies for absence
2. (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.

(b) To note dispensations given to any member of the council in respect of the agenda items listed below.
3. To receive a presentation from Mr John Dawson regarding listed buildings in Beverley – please see attached information
4. To confirm the minutes of the Town Council Meeting on the 31st March 2014 are a correct record of that which took place.
5. To receive and adopt the minutes of the following Committees:
 - (i) Personnel 14th April 2014
 - (ii) Planning Property & Services 15th April 2014
 - (iii) Policy 28th April 2014
 - (iv) Mayor Making 12th May 2014

6. To note the minutes of the following Working Groups:
 - (i) Christmas Lights 15th April 2014
 - (ii) Beverley in Bloom Working Group 23rd April 2014
7. To receive a review of the recorded actions from the previous minutes – see circulated Report
8. To receive the Annual Town Meeting minutes of the 8th April 2014 and discuss any appropriate action required
9. For information, to receive reports of external organisations, meetings attended and correspondence received (already distributed by email)
 - (i) Minutes of the Management Committee 20th November 2013
 - (ii) Action Points – Beverley Renaissance Partnership 27th February 2014
Annual General Meeting
 - (iii) Beverley and Rural Area Community Partnership 13th March 2014
 - (iv) Beverley Rural Area Community Partnership 6th May 2014
 - (v) East Riding of Yorkshire Council First World War related exhibitions events and other projects 2014
 - (vi) The dispute resolution power point from ERNLLCA – - see circulated document
 - (vii) Detached Youth Worker's Report from 1st January 2014 to 31st March 2014 – see circulated document
10. Mayor's Announcements
11. To elect members of the following committees
 - a) Policy Committee (8 Members)
 - b) Planning, Property and Services (8 Members)
 - c) Personnel Committee (4 Members)
 - d) Grants (2 Members per Ward)
 - e) Beverley in Bloom (2 Members)
 - f) Beverley Christmas Lights (3 Members)
 - g) Code of Conduct Committee (5 Members)
12. To elect substitutes for the following committees
 - a) Policy x 2
 - b) Planning, Property and Services x 2
13. To approve participation in and elect representatives to the following external organisations:
 - a) Beverley Renaissance Partnership (2 Voting Members and 1 additional non-voting representative)
 - b) Renaissance Partnership Management Committee
 - c) Business and Visitor Economy Group
 - d) Town Improvement Group
 - e) Beverley & Rural Community Partnership (1 Member)
 - f) Beverley & Rural Community Partnership - Heart town (1 Member)
 - g) ERNLLCA Central District Committee (2 Members)
 - h) Charter Town Council & Charter Trustees Association (1 Member)
 - i) Beverley Youth Town Council (1 Member)

- j) **East Riding Town Councils Network (Mayor & Town Clerk)**
 - k) **Beverley Memorial Hall Liaison (2 Members)**
 - l) **Flood Liaison (1 Member)**
 - m) **Schools Liaison Group (1 Member)**
 - n) **Chamber of Trade Representative (1 Member)**
 - o) **ERYC Parish/Town Liaison (1 Member)**
14. **To receive and agree the proposed calendar for dates of committee meetings/working party meetings for the municipal year 2014/15**
 15. **To consider the amendments to the Scheme of Delegation and to approve and sign the Scheme of Delegation**
 16. **To consider underwriting the cost of staging the play, Statues Cradling Toys, pending notification of Heritage Lottery Funding and revenue available from ticket sales – Cllr Cox to report**
 17. **To receive an update on the new Lease of 12 Well Lane Beverley**
 18. **To consider the request from the Beverley Georgian Festival for the Town Council to undertake the invitations to final ceremony**
 19. **To clarify the arrangements for the Twinning visit to Lemgo especially as it involves the Twinning Association, the Council, the Photographic Club and promotion of local food – the Town Clerk to report**
 20. **To discuss the Market Towns Workshop to include date, time, venues and attendance**
 21. **To review and confirm of arrangements for insurance cover in respect of all insured risks.**
 22. **To review the Council's complaints procedure – see circulated document**
 23. **To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 – see circulated document**
 24. **To review the Council's policy for communicating with the press**