

BEVERLEY TOWN COUNCIL

8th SEPTEMBER 2014

Present: Councillors McGrath (Chair), Aird, Astell, Bottomley, Boynton, Cox, Elvidge, Jack, Pearson, Pinder, Sweet, Thorley and Whitfield

In attendance: Carol Oliver (Deputy Town Clerk); Joanna Render (Administrative Assistant).

One member of the public was present

Meeting started at 6.30pm

1200 To receive apologies for absence

Apologies were received from Cllr Gray.

1201 (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.

Cllr Astell declared a pecuniary interest in the agenda item relating to the Plot 1 allotment lease.

Cllr Astell declared a non-pecuniary interest in the allotments.

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

No dispensations were given.

1202 To confirm the minutes of the Town Council Meeting on the 28th July 2014 are a correct record of that which took place.

Min 1185 (vii) be amended to read "information from the Professor regarding the Beverley Town Council's assets be circulated."

Resolved: that Min 1185 (vii) be amended to read "information from the Professor regarding the Beverley Town Council's assets be circulated". Following this amendment the Minutes of the Town Council Meeting on the 28th July 2014 were received, and adopted and signed as an accurate record.

1203 To note the minutes of the Beverley Bloom Working Group on the 30th July 2014

Resolved: that the Minutes of the Beverley Bloom Working Group on the 30th July 2014 were noted.

1204 To receive a review of the recorded actions from the previous minutes

Resolved: Report received.

1205 For information, to receive reports of external organisations, meetings attended and correspondence received (already distributed by email):

(i) East Riding of Yorkshire Council and Hull City Council Joint Local Access Forum Annual Report for 2013/14

(ii) Beverley Renaissance Partnership Management Committee – 7th May 2014

(iii) Correspondence from Emma Casey, LIGHTS OUT Producer and the 14-18 NOW Team

(iv) Letter from Department for Work & Pensions to request support for the Accessible Britain Challenge

(v) August Edition of EYMS Newsletter

(vi) East Riding of Yorkshire Rural Strategy Annual Refresh 2014/15

(vii) ERNLLCA AGM documentation

(viii) Proposal from Steve Shaw at Local works “to ask for the government to give all Parish and Town Councils the right to sell electricity that they generate from any local schemes

(ix) Beverley Community Partnership – 20th August 2014

Resolved: the above listed correspondence was noted.

(x) Councillor attendance requested at Town and Parish Council Event on Thursday 9th October at Bishop Burton College either from 2-5pm or 6-9pm.

Resolved: Councillor Whitfield agreed to attend the Town and Parish Council event on Thursday 9th October 2014 from 2-5pm and Councillor Bottomley from 6-9pm.

(xi) Councillor attendance at the Yorkshire Coast Community Rail Partnership Open Meeting on Monday 13th October 2014 at the Blue Bell, Riverhead, Driffield at 6pm

Resolved: Councillor Astell agreed to attend the Yorkshire Coast Community Rail Partnership Open Meeting on Monday 13th October 2014.

(xii) Signature required on the ERNLLCA application form for the provision of advice to the Mayor, the Town Clerk or their deputies in their absence, and the Chair of the Personnel of Beverley Town Council

Resolved : it was agreed that advice from ERNLLCA would be provided to the Mayor, the Town Clerk or their deputies in their absence together with the Chair of Personnel Committee and the application form was to be sent to ERNLLCA.

1206 Mayor’s Announcements

The Mayor advised that the last few weeks had been relatively quiet. He reported that the Academy of Urbanism day had been a success, with Beverley joining Bury and Aberystwyth in the final. He asked members their thoughts on attending the award ceremony if invited.

Cllr Astel proposed that if invited then the Mayor should attend.

All members agreed

Resolved : If invited the Mayor will attend the Academy of Urbanism Award Evening.

1207 To receive the Beverley Town Council Annual Report

Resolved: the Beverley Town Council Annual Report was approved.

1208 To receive a report on the liability information received from East Riding of Yorkshire Council regarding the Food Festival – see attached paper

Cllr Sweet advised members that the Local Food Co-ordinator has advised a figure of £1500 to provide cover of 2 x personnel and an ambulance for the event.

A discussion was held with regard to the funding for the first aid provision for the event and requirements of the Council’s insurers for the event.

Cllr Pinder proposed that a capped amount of £1500 be granted to the Food Festival project and that the advice of the insurance company be sought to establish what first aid provision is required for the event. The decision of which fund the monies shall come from will be passed to the next Policy Committee.

Seconded by Cllr Bottomley

Resolved: the report on the liability information received from East Riding of Yorkshire Council regarding the Food Festival was noted by all Councillors and Beverley Town Council take responsibility for the event as the organisers.

Resolved: A capped amount of £1500 be granted to the Food Festival for first aid provision and that the advice of the insurance company be sought to establish what first aid provision is required for the event.

Resolved – The decision on which budget the £1500 funding for first aid provision for the Food Festival will be made at the next Policy Meeting

1209 To consider the amendments and sign the Scheme of Delegation

Resolved: the Scheme of Delegation was signed.

1210 To consider and set a different date for the joint meeting with Molescroft and Woodmansey Parish Councils in October

This is a matter for the Mayor and the Town Clerk to arrange a date with Molescroft and Woodmansey Parish Councils Chair and their Clerks. Items discussed at this meeting are to be brought back to Full Council for their consideration and discussion.

Resolved: The Mayor and the Town Clerk are to arrange a date with Molescroft and Woodmansey Parish Councils Chair and their Clerks. Items discussed at this meeting are to be brought back to Full Council for their consideration and discussion.

1211 To consider the ERNLLCA recording of meetings and setting a policy as per the motion:

Motion – that the draft Policy for the Recording of Meetings as recommended by ERNLLCA but with the highlighted amendments to 2.1 be adopted by this council and that the clerk make a diary note that the policy be reviewed at the next Full Council six months from this date

Councillor Pinder explained that she had amended paragraph 2.1 to simplify the language.

Proposed by Cllr Pinder. Seconded by Cllr Sweet

All Members agreed

Resolved: That the Policy for the Recording of Meetings was adopted by the Beverley Town Council and that the Town Clerk make a diary note that the policy be reviewed at the next Full Council six months from this date.

1212 To consider and agree the draft Agreement for Plot 1 Queensgate allotment – circulated previously by email by Cllr Pinder on 27th August 2014

Cllr Astell left the room at 6.55pm.

Cllr Pinder advised members that the draft agreement had been amended by the Allotment Association.

The Agreement should be amended to reflect that the Council have given them the container. Cllr Pinder agreed that the Notice Period (point 4) could be changed from 6 months to 3 months.

A discussion was held as to whether the agreement should be drafted by external solicitors, instead of Cllr Pinder. Cllr Pinder explained that this would be expensive for a relatively simple agreement.

Cllr Aird advised members that this had been discussed at a PPS meeting, and resolved that Cllr Pinder would do it and that it would be agreed at Full Council. Resolution of Min 139 of PPS meeting on 15/7/14 confirms this

Resolved: Agreement for Plot 1Queensgate Allotment should be amended to reflect that the council have given them the container and that the Notice Period (point 4) be changed from 6 months to 3 months and that this then be submitted for signature.

Cllr Astell returned to the room.

1213 To consider a proposal to be made to ERYC that the council relinquish the lease on the current skate park so that it can be relocated to a site closer to the main leisure centre buildings where it can be properly supervised and to provide the new MUGA in the same location, funding to be sought through application to commuted sums

A discussion was held regarding the wording of the proposal and what the implications of relinquishing the skate park would be to the town. Discussions were also held regarding the provision of a MUGA by ERYC and whether funds would be available through Commuted Sums.

Cllr Pinder proposed the following motion: That the Council enter into discussions with ERYC regarding options for the future provision of the MUGA and improvement to the skate park facility which may include it's relocation to a more suitable site.

Seconded by Cllr Astell

All members agreed.

Resolved: That the council enter into discussions with ERYC regarding options for the future provision of the MUGA and improvement to the skate park facility which may include it's relocation to a more suitable site.

1214 To consider the twinning visitors from Nogent-Sur-Oise from 3rd-6th October 2014

(i) Friday 3rd October - Arrival Reception at Creative Fine Arts

(ii) Saturday 4th October – Proposed Minster visit and lunch on the Syntan

(iii) Sunday 5th October – Beverley Food Festival and Bring and Share Supper at the Beverley Minster Rooms

Councillor Cox reported on the twinning visit in October. He advised members that there are insufficient funds available in the Twinning budget to for the above events. He asked members to fund £100.00 from another budget, possibly the Civic.

All members agreed to provide funds from a suitable budget to be agreed by the Policy Committee.

Resolved: £100 to be made available to fund the twinning events over the 3rd -5th October. Moneys to be taken from a suitable budget to be agreed by the Policy Committee.

1215 To consider a request from Beverley Minster

(i) Charity fund raising Yorkshire Day celebration

A meeting is to be set up by the Town Clerk with the Beverley Minster to obtain further information for reporting back to Full Council

Resolved: The Town Clerk to meet with the Beverley Minster to obtain further information regarding the Yorkshire day celebrations and report back to Full Council.

(ii) Beverley Minster Christmas Tree Festival at a cost of £40 as in previous years.

Resolved: Cllr Pearson agreed to fund 1 x Christmas Tree at £40

1216 To consider Councillor and Officer attendance at the Autumn ERNLLCA conference on the 14th November 2014 at Willerby at a cost of £80 plus VAT per delegate

Resolved: Councillors Astell, Bottomley and the Town Clerk are to attend the Autumn ERNLLCA conference on the 14th November 2014 at Willerby.

1217 To consider Councillor and Officer attendance at the NALC Larger Local Councils Conference on 3rd December 2014 at the Royal National Hotel, London regarding larger parish and town councils looking into the future in terms of putting communities in control of local assets, delivering local services and providing influence over decision making and priorities.

A discussion was held. Proposal made by Cllr Whitfield that the council not attend, Seconded by Cllr Pearson

Resolved: Attendance by Councillors and Officers at the NALC Larger Local Councils conference on the 3rd December 2014 at the Royal National Hotel London is not required.

1218 To consider the rent at the Flemingate accommodation

A discussion was held regarding possible new storage sites.

Resolved: The Town Clerk has a meeting set up to view containers in the week commencing 22nd September 2014 and this matter is to be discussed at Policy on the 28th September 2014.

Resolved: Inventory of Flemingate accommodation to be discussed at PPS on 16th September 2014

Cllr Astell passed on his thanks to the Mayor and all Councillors involved in the organising of the WW1 commemorative events over the weekend of the 1st – 4th August.

All members were reminded of the Brainstorming meeting on the 24th September at 6.00pm

The meeting closed at 7.40pm

Action Plan

Action / Minute	Person Responsible	Time to be Reported Back
1202 - Min 1185 (vii) be amended to read "information from the Professor regarding the Beverley Town Council's assets be circulated."	Deputy Clerk	Operational
1205 (x) - Councillor Whitfield agreed to attend the Town and Parish Council event on Thursday 9 th October 2014 from 2-5pm and Councillor Bottomley from 6-9pm.	Cllr Whitfield & Cllr Bottomley	9/10/2014
1205 (xi) - Councillor Astell agreed to attend the Yorkshire Coast Community Rail Partnership Open Meeting on Monday 13 th October 2014.	Cllr Astell	13/10/2014
1205(xii) It was agreed that advice from ERNLLCA would be provided to the Mayor, the Town Clerk or their deputies in	Deputy Clerk/ Mayor	Operational

their absence together with the Chair of Personnel Committee and the application form was signed by the Mayor.		
1206 - If invited the Mayor will attend the Academy of Urbanism award evening	Deputy Clerk / Mayor	Operational
1208 - the report on the liability information received from East Riding of Yorkshire Council regarding the Food Festival was noted by all Councillors and Beverley Town Council take responsibility for the event as the organisers.	Town Clerk / Local Food Co-Ordinator	Operational
1208 - A capped amount of £1500 be granted to the Food festival project for first aid provision and that the advice of the insurance company be sought to establish what first aid provision is required for the event.	Town Clerk / Local Food Co-ordinator	Operational
1208 - The decision on which budget the £1500 funding for first aid provision for the Food festival will be made at the next Policy meeting.	Deputy Clerk / Policy Committee	Next Policy Committee
1210 - The Mayor and the Town Clerk are to arrange a date with Molescroft and Woodmansey Parish Councils Chair and their Clerks. Items discussed at this meeting are to be brought back to Full Council for their consideration and discussion.	Town Clerk / Mayor	Operational
1211 - that the Town Clerk make a diary note that the Policy for the Recording of Meetings adopted at this meeting be reviewed at the next Full Council six months from this date.	Town Clerk	6 months
1212 - Agreement for Plot 1 Queensgate Allotment should be amended to reflect that the council have given them the container. Cllr Pinder agreed that the Notice Period (point 4) could be changed from 6 months to 3 months and submitted for signature.	Cllr Pinder	Operational
1213 -: That the Council enter into discussions with ERYC regarding options for the future	Town Clerk	Operational

provision of the MUGA and improvement to the skate park facility which may include it's relocation to a more suitable site.		
1214 :- £100 to be made available to fund the twinning events over the 3 rd -5 th October. Monies to be taken from a suitable budget to be decided at the next Policy Committee.	Town Clerk	Operational
1215 - The Town Clerk to meet with the Beverley Minster to obtain further information regarding the Yorkshire day celebrations and report back to Full Council.	Town Clerk	Operational
1215 - Cllr Pearson to fund 1 x Christmas Tree at £40	Cllr Pearson / Town Clerk	Operational
1216 -Councillors Astell, Bottomley and the Town Clerk are to attend the Autumn ERNLLCA conference on the 14th November 2014 at Willerby.	Town Clerk & Cllrs Astell & Bottomley	14/11/14
1217 - Attendance by Councillors and Officers at the NALC Larger Local Councils conference on the 3 rd December 2014 at the Royal National Hotel London is not required.	Town Clerk	Operational
1218 - The Town Clerk has a meeting set up to view containers in the week commencing 22 nd September 2014 and this matter is to be discussed at Policy on the 28 th September 2014.	Town Clerk	Operational
1218 - Inventory of Flemingate accommodation to be discussed at PPS on 16 th September 2014	Deputy Clerk	Operational