## **BEVERLEY TOWN COUNCIL**

### POLICY COMMITTEE MEETING

# 19<sup>th</sup> September 2016

Present: Councillors G Cooper, Dodsworth, Elvidge, Machen and McGrath.

In attendance: Helen Watson (Town Clerk), Sue Smith and Susan Thompson (Beverley Consolidated Charities)

#### 86 Apologies for absence

Apologies were received from Cllrs Jack and Pearson.

90 (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 were received.

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

No dispensations were noted.

#### 91. Elect a Chairman

**Resolved** - In the absence of both the Chairman and Deputy Chairman Cllr Elvidge was nominated to act as Chaorman for the meeting and this was seconded by Cllr Dodsworth.

92. To note the Policy minutes of the 6<sup>th</sup> June 2016 which were approved at Full Council on 27<sup>th</sup> June 2016

**Resolved** – The Minutes of the Policy meeting on the 6<sup>th</sup> June 2016 which were approved at Full Council on the 27<sup>th</sup> June 2016 were noted.

93. To receive the external auditor's report for 2015/2016

Resolved - The external auditor's report for 2015/2016 was noted and will go forward to the Full Council.

94. To receive and discuss correspondence received from Wilkin & Chapman regarding Queensgate allotment land

Representatives from Beverley Consolidated Charities, Sue Smith and Susan Thompson, gave a short presentation on a land issue at Queensgate allotments of which they are the land owner. Members discussed the issues involved.

**Resolved** – That a meeting is to be arranged with the Town Clerk, 2 Town Councillors, Beverley Consolidated Charity representatives and the solicitor from Wilkin & Chapman to openly discuss the present legal position.

Susan Thompson and Sue Smith left the meeting at 7pm.

#### 95. Food Festival update

The Town Clerk reported on the Food Festival. Brief discussion took place with regards to price increasing in 2017 to support the sustainability of the event. The Town Clerk said more help and volunteers were needed at the event. Members discussed that it may be worth contacting the City of Culture team to see if the y could supply some volunteers.

**Resolved** – That the Town Clerk make enquires with the City of Culture Team regarding volunteers.

96. To receive a report on the bank balances of the Beverley Town Council - see circulated document

The Town Clerk reported the bank balances are as follows:

		447.500.04
Current account	£	447,526.84
Deposit Account	£	25,340.18
Events Account	£	20,251.25
Beverley in Bloom Account	£	5,545.39
Field to Table	£	30,973.21
Youth Town Council Account	£	500.67
Skatepark Account	£	591.59
Christmas Lights Account	£	8,065.05
Petty Cash	£	252.67
Business Term Deposit 421482	£	80,800.94
Mayor of Beverley	£	661.00
Mayor of Beverley Charity Account	£	12.96

## **Resolved** – The bank accounts were noted

# 97. To approve the attached payments made and to be made between 27<sup>th</sup> July 2016 and 20<sup>th</sup> September 2016

The Town Clerk reported on the payments made and to be made:

Current					
Date Paid	Payee Name	Reference	Am	ount Paid	Transaction Detail
		DEBIT			
29/07/2016	White Skip Hire	CARD	£	171.50	Skip hire for allotments
31/07/2016	CBA Sadofskys	DD	£	37.44	Payroll
31/07/2016	Kingston Communications	DD	£	101.25	Office Telephone
31/07/2016	Signs of Cheshire	BACS	£	78.00	Repair to notice board
31/07/2016	ERNLLCA	BACS	£	270.00	Human Resources Advice
					North Bar Within/Sowhill
31/07/2016	N Power	BACS	£	33.18	CCTV
31/07/2016	N Power	BACS	£	23.29	Sat Market CCTV
31/07/2016	Beverley FM	BACS	£	1,978.00	Grant
31/07/2016	NGS	BACS	£	252.00	Charity takings from Allotment Day
24/07/2046	LI Wataan	DACC	C	07.76	Clerk Travel from April to
31/07/2016	H Watson	BACS	£	97.76	July 2016 Breeders Seed for hanging
01/08/2016	Breeders Seed	4795	£	1,473.00	baskets
					Travel - with Mayor/Deputy
01/08/2016	P Nendick	BACS	£	79.04	Mayor

05/08/2016         East Riding Council         DD         £         496.00         Office Rates           09/08/2016         Kingston Reprographics Ltd         DD         £         506.32         Photocopier           12/08/2016         Staff Salaries         BACS         £         4,618.25         Staff Salaries           12/08/2016         M Swift         BACS         £         202.32         experience           12/08/2016         Beverley 24 hour storage         DD         £         240.00         Handyman storage           15/08/2016         Kingston Communications         DD         £         30.00         CCTV Town           15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         33.00         Staff Mobiles           31/08/2016         Kingston Communications         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD	04/08/2016	Siemens	DD	£	442.05	Photocopier rental
12/08/2016         Staff Salaries         BACS         £         4,618.25         Staff Salaries           12/08/2016         M Swift         BACS         £         202.32         Travel/Subs - work experience           12/08/2016         Beverley 24 hour storage         DD         £         240.00         Handyman storage           15/08/2016         Kingston Communications         DD         £         30.00         CCTV Town           15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         3.36         Email Storage           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         272.00         Postage           02/09/2016         Post Office         CARD         £	05/08/2016	East Riding Council	DD	£	496.00	Office Rates
12/08/2016         M Swift         BACS         £         202.32         Travel/Subs - work experience           12/08/2016         Beverley 24 hour storage         DD         £         240.00         Handyman storage           15/08/2016         Kingston Communications         DD         £         30.00         CCTV Town           15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         3.30         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         37.44         Payroll           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           22/09/2016         Beverley 24 hour storage         SO         £	09/08/2016		DD	£	506.32	Photocopier
12/08/2016         M Swift         BACS         £         202.32         experience           12/08/2016         Beverley 24 hour storage         DD         £         240.00         Handyman storage           15/08/2016         Kingston Communications         DD         £         30.00         CCTV Town           15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £ <t< td=""><td>12/08/2016</td><td>Staff Salaries</td><td>BACS</td><td>£</td><td>4,618.25</td><td>Staff Salaries</td></t<>	12/08/2016	Staff Salaries	BACS	£	4,618.25	Staff Salaries
15/08/2016         Kingston Communications         DD         £         30.00         CCTV Town           15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         37.44         Payroll           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         N Power         DD         £         496.00         Offic	12/08/2016	M Swift	BACS	£	202.32	
15/08/2016         Kingston Communications         DD         £         30.00         Internet Access           15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         Rest Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         174.48	12/08/2016	Beverley 24 hour storage	DD	£	240.00	Handyman storage
15/08/2016         Murco Petrol Station         BACS         £         96.99         Fuel           16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           DEBIT CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier	15/08/2016	Kingston Communications	DD	£	30.00	CCTV Town
16/08/2016         Computer Storage         DEBIT CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           DEBIT CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         88.71         Fuel	15/08/2016	Kingston Communications	DD	£	30.00	Internet Access
16/08/2016         Computer Storage         CARD         £         3.36         Email Storage           23/08/2016         Three.co.uk         DD         £         23.00         Staff Mobiles           31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           DEBIT CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09	15/08/2016	Murco Petrol Station	BACS	£	96.99	Fuel
31/08/2016         CBA Sadofskys         DD         £         37.44         Payroll           31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £	16/08/2016	Computer Storage		£	3.36	Email Storage
31/08/2016         Kingston Communications         DD         £         103.80         Office Telephone           31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	23/08/2016	Three.co.uk	DD	£	23.00	Staff Mobiles
31/08/2016         N Power         DD         £         58.99         Saturday Market camera           31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	31/08/2016	CBA Sadofskys	DD	£	37.44	Payroll
31/08/2016         Post Office         DEBIT CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	31/08/2016	Kingston Communications	DD	£	103.80	Office Telephone
31/08/2016         Post Office         CARD         £         272.00         Postage           02/09/2016         Beverley 24 hour storage         SO         £         240.00         Handyman storage           02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	31/08/2016	N Power		£	58.99	Saturday Market camera
02/09/2016         N Power         DD         £         38.03         CCTV Town           05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	31/08/2016	Post Office		£	272.00	Postage
05/09/2016         East Riding Council         SO         £         496.00         Office Rates           07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	02/09/2016	Beverley 24 hour storage	SO	£	240.00	Handyman storage
07/09/2016         N Power         DD         £         155.02         Office electricity           10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	02/09/2016	N Power	DD	£	38.03	CCTV Town
10/09/2016         Yorkshire Water         DD         £         174.48         Sparkmill water           10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	05/09/2016	East Riding Council	SO	£	496.00	Office Rates
10/09/2016         Kingston Reprographics Ltd         DD         £         69.91         Photocopier           14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	07/09/2016	N Power	DD	£	155.02	Office electricity
14/09/2016         Murco Petrol Station         DD         £         88.71         Fuel           15/09/2016         Kingston Communications         DD         £         30.00         Internet Access           15/09/2016         Kingston Communications         DD         £         30.00         CCTV Town	10/09/2016	Yorkshire Water	DD	£	174.48	Sparkmill water
15/09/2016Kingston CommunicationsDD£30.00Internet Access15/09/2016Kingston CommunicationsDD£30.00CCTV Town	10/09/2016	Kingston Reprographics Ltd	DD	£	69.91	Photocopier
15/09/2016 Kingston Communications DD £ 30.00 CCTV Town	14/09/2016	Murco Petrol Station	DD	£	88.71	Fuel
	15/09/2016	Kingston Communications	DD	£	30.00	Internet Access
	15/09/2016	Kingston Communications	DD	£	30.00	CCTV Town
	15/09/2016	Yorkshire Water	DD	£	34.01	Office Water
Community Lift minibus for the Yorkshire in Bloom 20/09/2016 Beverley Community Lift BACS £ 44.00 Judges	20/09/2016	Beverley Community Lift	BACS	£	44 00	
20/09/2016 East Riding Council BACS £ 1,152.18 Street lighting installation		1 1	i			9
Countrywise Water Coolers  20/09/2016 Ltd DD £ 14.14 Water cooler August		Countrywise Water Coolers				
20/09/2016 HMRC BACS £ 1,478.65 August Tax and Ni	20/09/2016	HMRC	BACS	£	1,478.65	
20/09/2016 East Riding Pension BACS £ 1,344.43 August pension contribution	20/09/2016	East Riding Pension	BACS	£	1,344.43	August pension contributions
20/09/2016 East Riding Council BACS £ 84.30 Stationery	20/09/2016	East Riding Council	BACS	£	84.30	
20/09/2016 East Riding Council BACS £ 1,031.18 Litter Bin installation	20/09/2016	East Riding Council	BACS	£	1,031.18	Litter Bin installation
20/09/2016 East Riding Council BACS £ 138.00 Rection NGS allotment banner erection	20/09/2016		BACS	£	138.00	
Countrywise Water Coolers Ltd BACS £ 14.14 Water cooler - July	20/09/2016		BACS		14.14	Water cooler - July
20/09/2016         Keldgate Park News         4799         £         9.00         Newspapers	20/09/2016	Keldgate Park News	4799	£	9.00	
3 x Wreaths for Battle of Britain and Remembrance Day and Remembrance Sunday	20/09/2016	RBL Poppy Appeal	4800	£	55.50	Britain and Remembrance Day and Remembrance
20/09/2016 P Evans 4801 £ 25.00 Allotment Bond refund						•
20/09/2016 East Riding Council BACS £ 71.71 Stationery						

20/09/2016	Petty Cash	Cash	£	200.00	Petty Cash
20/09/2016	Christmas Lights Account	VAT	£	23.74	VAT to 30th June 2016
20/09/2016	Beverley 24 hour storage	BACS	£	336.00	Handyman storage
20/09/2016	PKF Littlejohn	BACS	£	960.00	External Audit 2015/2016 fees
20/09/2016	East Riding Council	BACS	£	71.71	Stationery
20/09/2016	Jewson	BACS	£	41.67	Boots/Gloves
20/09/2016	Yorkshire in Bloom	BACS	£	145.00	Awards Ceremony
20/09/2016	White Skip Hire	BACS		£204.00	Kitchen Lane Skip
20/09/2016	Jewson	BACS		£6.73	Handyman Gloves
20/09/2016	M Swift	BACS		£252.90	Travel/Subs - work experience
20/09/2016	Salaries	BACS		£4,777.70	September Salaries
20/09/2016	HMRC	BACS		£1,529.22	September Tax and Ni
20/09/2016	East Riding Pension	BACS		£1,344.43	September pension contributions
Bloom					
20/09/2016	St Marys Church Hall	468		£44.05	Town Competition Room Hire
Field to Table					
20/09/2016	Sent2print.co.uk	BACS	£	459.60	Food Festival Banners
20/09/2016	Kingfisher Media	BACS	£	744.00	Advert for Beverley
20/09/2016	East Riding Council	BACS	£	2,200.00	Stall erection and dismantle and rubbish removal for Food Festival
20/09/2016	Dalton Spire	BACS		£109.00	5000 leaflets for food festival
20/09/2016	Pat Kay	BACS		£255.00	Awards for Awards evening
20/09/2016	Holderness Gazette	BACS		£75.00	Food Festival Advertising
Lights					
20/09/2016	Titan Containers	BACS	£	47.99	August container hire
20/09/2016	Titan Containers	BACS	£	46.44	September container hire

**Resolved** – Members approved the above listed payments and the payments to be made. Members noted the petty cash and income and expenditure sheets received.

## Policy Committee 19.09.2016 Action Plan

Minute/Action	Person Responsible	Time to be reported back
93. To receive the external auditor's report for 2015/2016  – FC Agenda	Town Clerk	Full Council
94. To receive and discuss correspondence received from Wilkin & Chapman regarding Queensgate allotment land – Arrange meeting with BTC and BCC	Town Clerk	Full Council
95. Food Festival update – CoC Volunteers	Town Clerk	Full Council