

BEVERLEY TOWN COUNCIL

Full Council

29th June 2015

Present: Councillors: Peter Astell (Mayor), Robert Begnett (Deputy Mayor), Elaine Aird, Tom Astell, Ben Cooper, Geoff Cooper, Philip Dodsworth, David Elvidge, Duncan Jack, Nick Machen, Dominic Peacock, Bryan Pearson and Ann Willis.

In attendance: Helen Watson (Town Clerk); Carol Oliver (Deputy Town Clerk)

3 members of the public were present.

The Mayor welcomed Councillors and members of the public to the meeting.

No items were raised in the public forum.

Councillor Jack asked whether it is possible for Councillors to be notified if a member of the public wishes to speak at public forum. The Town Clerk advised that public forum was resolved to be at the beginning of Full Council and she notifies Councillors if she receives a request from a member of the public wishing to speak. The Town Clerk informed Council that members of the public can attend and speak without notification but advised the time could be changed if required.

32 To receive apologies for absence

Apologies for absence were received from Councillor Paul McGrath.

33 (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.

Councillor Peacock declared a non-pecuniary interest in the review of the Community and Renaissance Partnership as he is a member of the East Riding of Yorkshire Council review panel.

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

No dispensations were given.

34 To confirm the minutes of the Mayor Making on the 18th May 2015 and Full Council Meeting on the 26th May 2015

The minutes of Mayor Making on the 18th May 2015 were amended to reflect Councillor Willis nominated Councillor Begnett as the Deputy Mayor.

Resolved - The minutes of Mayor Making on the 18th May 2015 were amended to reflect Councillor Willis nominated Councillor Begnett as the Deputy Mayor. The minutes of Mayor Making on the 18th May 2015 and the Full Council Meeting on the 26th May 2015 were received, adopted and signed as an accurate record.

35. To receive and adopt the minutes of the following Committees:

Planning, Property & Services	2nd June 2015
Policy	8th June 2015

Resolved – That the minutes of Planning Property & Services Committee on 2nd June 2015 and Policy on 8th June 2015 were received, adopted and signed as accurate records.

36. To receive the minutes of the following Working Groups:

Beverley in Bloom AGM	3rd June 2015
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Resolved – That the minutes from the above Beverley in Bloom AGM on the 3rd June 2015 were received.

37. To receive a review of the recorded actions from the previous minutes

Resolved - The Report circulated with the agenda was received.

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

- (i) East Yorkshire Local Council's network notification of the Police Commissioner attending the next East Yorkshire Local Councils network meeting in July 2015**
- (ii) Notification of the Yorkshire Coast Community Rail Partnership Annual General Meeting in June 2015**
- (iii) Youth Facilities' letter from Mr White**
- (iv) Response from East Riding of Yorkshire Council regarding the stopping up order – Flemingate level crossing**
- (v) Review of the Community and Renaissance Partnerships documentation**
- (vi) Letter to invite resolutions for the 2015 ERNLLCA AGM**

Resolved – The above papers were received and noted.

39. Mayor's Announcements

The Mayor reported he had attended many civic events. He also reported his Civic Service is on the 1st August 2015 and invitations will be sent out this week. This is to be a joint event with Beverley Town Council and Beverley Minster for Yorkshire Day.

The Mayor reported that Yorkshire in Bloom Summer Judging is taking place on the 13th July 2015 at 1.30pm. The judges will have a tour of the town and the community allotment plot which is being worked by FIND 2. If Councillors are available and wished to be involved, please let the Town Clerk know.

A member of the public wishes a clock to be sited in Saturday Market.

The Town Clerk is working with East Riding of Yorkshire Council officers regarding the floral tribute of the 202 Squadron as an operational matter.

The Mayor reported on the forthcoming ERNLLCA district meeting on the 8th July 2015 and there is a space available for a Councillor from Beverley Town Council to attend. Councillor Begnett agreed to attend and all members agreed.

The Mayor reported on the forthcoming NGS Open Day at the Allotments is to be held on the 26th July 2015 and Councillors were asked to let the Town Clerk know of their availability to come and help at the event.

40. To consider the:

- (i) Nomination of Councillor T Astell for the Beverley in Bloom working group**

Resolved – Councillor T Astell be a member of the Beverley in Bloom Working Group.

- (ii) Nomination of Councillor T Astell for the Christmas Lights working group**

Resolved – Councillor T Astell be a member of the Christmas Lights Working Group.

- (iii) Nomination of a Councillor for Renaissance Committee (under review)**

Resolved - Councillor T Astell attended the Renaissance Committee as a representative for Beverley Town Council.

- (iv) Nomination of a Councillor for Community Partnership (under review)**

Councillor Elvidge reported that the Community Partnership and Renaissance Review Panel report recommendations will be submitted to the next Full Council meeting of the East Riding of Yorkshire Council.

(v) Nomination of a Councillor for the Nogent-sur- Oise Twinning Association

Members were informed this was a new association and they have requested a Councillor from Beverley Town Council be a member of this association.

Resolved - Councillor P Astell is to be the Beverley Town Council representative for the Nogent-sur-Oise Twinning Association.

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

(i) The Risk Assessment

Resolved - That the risk assessment was approved and signed by the Town Clerk and Mayor.

(ii) The Statement of Assets

Resolved - That the Statement of Assets was approved and signed by the Mayor.

(iii) The Annual Accounts

Resolved - That the Annual Accounts were approved and signed by the Mayor and Town Clerk.

(iv) The Annual Return 2014/15

Resolved - That the Annual Return 2014/2015 was approved and signed by the Mayor and Town Clerk and returned to Littlejohns.

(v) To receive the annual internal audit report for 2014/15

Resolved - That the annual internal audit report for 2014/15 was approved.

(vi) To appoint the internal audit for 2015/16

Resolved - Mr Alan Johnson of AJAC Services was appointed as the internal auditor for 2015/16.

(vii) To consider the scope of audit required by Beverley Town Council

Resolved – The scope of audit required by Beverley Town Council is six monthly and annual audits for 2015/2016 and the Town Clerk is to inform Mr Alan Johnson.

42. Annual Town meeting

The Mayor reported that the Annual Town Meeting was very well attended. Various concerns and issues were raised by the residents of Beverley. The Minutes of the meeting are in the process of approval and will be sent to Councillors as soon as possible. The Mayor reported the Town Clerk had notified East Riding of Yorkshire Council of the issues that related to that authority. Some issue brought up at the Annual Town meeting will be discussed at future Full Council meetings, when more information has been received from other organisations involved. Some of the matters were local authority related issues and had been referred on.

43. To consider Brighter Beverley

Councillor T Astell reported that he had not had the opportunity to provide a detailed report. He requested this be moved to a future meeting of Full Council.

Resolved – Brighter Beverley is to be an Agenda item for a future Full Council meeting when Councillor T Astell had prepared his detailed report.

44. To consider correspondence from ERNLLCA

(i) Desktop Advisory Service

Resolved – The Desktop Advisory Service letter from ERNLLCA was received for information only.

(ii) Attendance at the Conference 2015 on Friday 23rd October at the Village Hotel from 9.00am to 4.30pm.

The Town Clerk and Cllr P Astell to attend.

Resolved – Councillor P Astell and the Town Clerk to attend the ERNLLCA 2015 Conference.

45. To consider paperless Council Meetings

Councillor B Cooper referred to the paperless Council meetings documentation that had been circulated with the Agenda. He suggested a working party is formed with four members, one from each political party, to discuss the way forward. The costs of paper, staff time and delivery time is to be prepared for the meeting. The Town Clerk explained that Standing Orders do state that all agenda's and supporting papers will be sent electronically and only copied if particularly ask for by a Councillor. Councillors Aird, B Cooper, Jack and Machen agreed to sit on the working party and Councillor B Cooper is to liaise with the Town Clerk in order to set a date for a meeting of the working group.

Resolved - Councillors Aird, B Cooper, Jack and Machen agreed to sit on the working party and Councillor B Cooper is to liaise with the Town Clerk in order to set a date for the first meeting of the working group.

46. To consider the 600th anniversary of the Battle of Agincourt

The 600th anniversary of the Battle of Agincourt which is on the 25th October 2015 and ideas were discussed. Councillor Pearson suggested the Town Clerk consider the type of event to be held and comes back with ideas and funding for the next meeting of Full Council.

Resolved – The Town Clerk considers the type of event to be held and comes back with ideas and funding for the next meeting of Full Council.

47. Update on Yorkshire Day Celebrations

The Town Clerk updated members on the Yorkshire Day Celebrations: the Civic Service would be held at 11.30am, there would be a Garden Party from 1.00pm and also a Proms Patchwork of Beverley concert at 5.30pm. Councillors were asked to inform the Town Clerk of their availability to help on the day, as volunteers are needed from 1.00pm – 7.30pm the day.

48. To consider the exclusion of the public from the meeting on the grounds that confidential information shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

Motion: that the public be excluded from the meeting on the grounds that confidential information shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

The three members of the public left the meeting.

Resolved - Members of the public were excluded from the meeting on the grounds that confidential information shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

49. To discuss correspondence received by the Mayor which he considers needs to be brought to the attention of Full Council

The correspondence was discussed and it was agreed that Beverley in Bloom is a working party of the Town Council and that Policy Committee would consider a Code of Conduct for members of Beverley in Bloom.

Action	Who is Responsible	Report back date
Min 39 – NGS Day on 26 th July 2015 – Councillors to notify Town Clerk of their availability	All Councillors	As soon as possible
Min 41 – Send Annual Return and associated papers to external auditor	The Town Clerk	As soon as possible
Min 43 – Brighter Beverley – to be an Agenda item	Councillor T Astell	Future Full Council
Min 45 – Paperless Working Party – first meeting to be arranged	Cllr B Cooper/Town Clerk	As soon as possible
Min 46 – Commemoration of Battle of Agincourt on 25 th October 2015 – ideas for an appropriate event	The Town Clerk	July Full Council
Min 47 – Yorkshire Day on 1 st August 2015 event – Councillors to notify of their availability	All Councillors	As soon as possible
Min 49 – Code of Conduct for Beverley in Bloom – to be discussed at next Policy	The Town Clerk	July Policy Meeting