

BEVERLEY TOWN COUNCIL

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

15th July 2015

To All members of the Town Council Policy Committee
Cllrs Begnett, G Cooper, Dodsworth, Elvidge, Jack, McGrath, Peacock and Pearson

Dear Councillor

POLICY COMMITTEE

You are hereby summoned to attend a meeting of the Beverley Town Council Policy Committee to be held on in the Council Chamber, Beverley Town Council, 12 Well Lane, Beverley on **Monday 20th July 2015** at 6.30pm.

Yours sincerely

H Watson

Helen Watson
Town Clerk

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 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 review policies of Beverley Town Council:**
 - a) Council's Complaints Procedure – see circulated documents including the ERNLLCA Code of Practice for Local Councils in Handling Complaints**
 - b) Council's Procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 – see circulated documents (ERNLLCA**

Freedom of Information Act/General rights of access & refusing Information under the Freedom of Information Act 2000

c) Council's Media and Publicity policy for communicating with the press – see circulated document

4. To consider the attached the Members, Volunteers and Officers Protocol and Health and Safety of Volunteers – see circulated documents

5. To receive an update on:

- a) Yorkshire Day on 1st August 2015**
- b) Agincourt – October 2015 – see circulated document**

6. To receive information in connection with financial regulations in connection with electronic banking

7. To consider attendance at the Yorkshire in Bloom Awards Ceremony on the 8th September 2015 at York Race Course from 9.30am to 3pm

8. To discuss the present Mayor selection process within Beverley Town Council and ask if there is a need for a change to the process

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

10. To approve the attached payments to be made - see circulated document