

BEVERLEY TOWN COUNCIL

FULL COUNCIL

15th MAY 2017

Present: Councillors Willis (Mayor), T Astell, Begnett, B Cooper, G Cooper, Elvidge, Machen, McGrath and Pearson.

In attendance: Helen Watson (Town Clerk)

4 Members of the public were present.

2 Members of the press were present.

341 To receive and accept apologies for absence

Apologies were received from Cllrs Aird, P Astell, Dodsworth, Jack and Peacock.

342 (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 received.

343 To confirm the minutes of the Full Council Meeting on 20th February 2017, Honorary Freeman of the 20th February 2017 and Mayor Making on the 8th May 2017

Resolved: The minutes of Full Council Meeting on 20th February 2017, Honorary Freeman of the 20th February 2017 and Mayor Making on the 8th May 2017 were confirmed and signed as correct records.

344 To receive and adopt the minutes of the following Committees:

(i) Personnel on the 24th April 2017

(ii) Planning Property & Services Meeting on the 25th April 2017

Resolved: The minutes of the Personnel meeting on the 24th April 2017 and Planning Property & Services on the 25th April 2017 were confirmed and signed as correct records of the meetings.

345 To note the working group minutes:

(i) Youth Coalition Meeting on the 20th February 2017

(ii) Beverley in Bloom Meeting on the 6th April 2017

(iii) Christmas Lights Meeting on the 11th April 2017

Resolved: The minutes of the Youth Coalition Meeting on the 20th February 2017, Beverley in Bloom Meeting on the 6th April 2017 and Christmas Lights Meeting on the 11th April were noted as correct records of the meetings.

346 To note the minutes of Planning Property & Services meetings held on the 14th March 2017 and 4th April 2017

Resolved: The minutes of Planning Property & Services meetings held on the 14th March 2017 and 4th April 2017 were noted as correct records of the meetings.

347 To receive a review of the recorded actions from the previous minutes and the annual town meeting

Resolved: The recorded actions from the previous minutes were noted.

348 Mayor's Announcements.

The Mayor reported that she had attended 2 events since taking office and that she is looking to hold the Civic Dinner on 1st August.

349 To receive and agree the proposed calendar for dates and times of committee meetings/working party meetings for the municipal year 2017/18

Resolved: The calendar was received.

350 To consider joining forces with the Big Lunch on the Street parties planned to remember murdered MP Jo Cox on 17th and 18th June 2017

- (i) **Mr Matt Snowden's request** – Cllr Begnett spoke on the Great Get Together, which was formerly known as the Big Lunch. General discussion took place on this matter and the request was considered. Members felt that the national event of the Great Get Together inspired by Jo Cox should be celebrated in Beverley to show unity within the community. A working group to be formed to organise this event. Cllr Begnett volunteered to lead this forward. Cllrs Willis, T Astell, McGrath, Pearson, B Cooper and Elvidge volunteered to join the working group

Resolved - That Cllr Begnett lead a working group along with Cllrs Willis, T Astell, McGrath, Pearson, B Cooper and Elvidge to arrange the Great Get Together in Beverley.

351 To consider an action from the Annual Town Meeting relating to Green Spaces

This was put to the next Full Council meeting as Cllr P Astell was not present to report.

352 To consider the venue options for Full Council meeting

(i) **General Council Meetings**

Cllr T Astell spoke on this matter. The Town Clerk briefed Cllrs on the costs (circulated) of the three rooms available in Beverley to hold such meetings and explained that there would be additional staffing costs associated with using some of the rooms, as the rooms needed setting up and chairs and tables putting out. East Riding College is available term time only. Members discussed the options with mixed views of the need for a larger committee room. Some members thought that accessibility and space may be a problem in the current committee room. Members agreed to sample the concept by having the July and September Full Council meeting at the Minster Parish Hall.

Resolved – To hold Full Council meeting in July and September 2017 in the Minster Parish Hall. The Town Clerk to facilitate the booking and arrangements required.

(ii) **Mayor Making**

The Town Clerk reported that the Guildhall had several chairs out of use and seating would need to be brought in to facilitate Mayor Making in future. The Town Clerk stated that a past Mayor thought it would be a good idea to invite past Mayors/Councillors to Mayor Making. Members discussed that space was an issue and agreed the Guildhall should be the venue of Mayor Making and that guests receiving awards and Hon Freeman/Freewomen should be priority, as space is limited to 50.

353 To consider and grant the request from East Riding Archives for the use a photograph of Archbishop Thurstan's grant of 1129 (reference BC/I/1) for the Civic Society history board project in Saturday Market

Brief discussion took place on this matter and permission was granted. The Town Clerk reminded members that an open evening to see the Charters can be arranged in the future.

Resolved: The request from East Riding Archives for the use a photograph of Archbishop Thurstan's grant of 1129 (reference BC/I/1) for the Civic Society history board project in Saturday Market was granted.

354 To consider attendance at the ERNLLCA Being a Good Councillor Course

Brief discussion took place; Cllr Machen may want to book onto the missed session from the last training and will let the Town Clerk know which part. It was suggested that Cllr Dodsworth may want to attend.

Resolved: Cllrs T Astell to attend the ERNLLCA Being a Good Councillor Course.

355 To Review Policies of Beverley Town Council: (the following documents were circulated in Councillors' handbooks – if you require another copy, please contact the office prior to the meeting).

- a) **Standing Orders (14.10.13) and Scheme of Delegation (8.9.14) – No Change**
- b) **Insurance procedure – Due 1st June, Town Clerk delegated to accept the most efficient price and service cost**
- c) **The Council's Complaints Procedure – No change**
- d) **The Council's Procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 – No Change**
- e) **The Council's Media and Publicity policy for communicating with the press – No change**

Resolved: The Standing Orders, Scheme of Delegation, Insurance procedure, Council's Complaints Procedure, the Council's Procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 were reviewed as noted above.

356 To receive for information:

- (a) **The statistics from Cherry Tree Association as at the 31st March 2017 and 30th April 2017**
- (b) **Entry to NALC Star Councils**
- (c) **The Crowd Funding notes**
- (d) **Wireless point access upgrade**
- (e) **Overview of Scrutiny of Work Programmes 2017/18**
- (f) **Response re: affordable housing from East Riding of Yorkshire Council**
- (g) **Response re: Standards from Secretary of State**

Resolved: The statistics from Cherry Tree Association as at the 31st March 2017 and 30th April 2017, entry to NALC Star Councils, the Crowd Funding notes, Wireless point access upgrade, Overview of Scrutiny of Work Programmes 2017/18, response re: affordable housing from East Riding of Yorkshire Council and response re: Standards from Secretary of State were received and noted.

357 To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to the employment of staff 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 in relation to the engagement of staff shall be disclosed (Public Bodies (Admission of Meetings) Act 1960

Resolved: That the public were excluded from the meeting on the grounds that confidential information in relation to the engagement of staff shall be disclosed (Public Bodies (Admission of Meetings) Act 1960

358 To consider staffing contract

Resolved: The staffing contract was considered and members selected to make a permanent contract.

Action Plan – Full Council 15th May 2017

Action	Person Responsible	Due by
350 To consider joining forces with the Big Lunch on the Street parties planned to remember murdered MP Jo Cox on 17th and 18th June 2017	Cllr Begnett Cllrs Willis, T Astell, McGrath, Pearson, B Cooper and Elvidge	18.6.17
351 Room Booking	Town Clerk	Operational
353 To consider and grant the request from East Riding Archives for the use a photograph of Archbishop Thurstan's grant of 1129 (reference BC//1) for the Civic Society history board project in Saturday Market	Town Clerk	Operational
354 To consider attendance at the ERNLLCA Being a Good Councillor Course	Cllrs Machen, T Astell and Town Clerk	Operational
355 b) Insurance	Town Clerk	31.05.17
358 Staffing Contract	Town Clerk	Operational