

# BEVERLEY TOWN COUNCIL

## Full Council

25<sup>th</sup> July 2016

**Present:** Councillors: Robert Begnett (Mayor), Elaine Aird, Peter Astell, Tom Astell, Ben Cooper, Geoff Cooper, Philip Dodsworth, Duncan Jack, Nick Machen, Paul McGrath, Bryan Pearson and Ann Willis.

**In attendance:** Helen Watson (Town Clerk)

**Public Forum:** No members of the public wished to speak in the Public Forum.

### 218 To receive apologies for absence

Apologies were received from Cllr David Elvidge.

### 219 (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 noted.

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

No dispensations were noted.

### 220 To confirm and sign the minutes of the Full Council Meeting on 27<sup>th</sup> June 2016

**Resolved** – The minutes of Full Council Meeting on 27<sup>th</sup> June 2016 were confirmed and signed as a correct record of the meeting.

### 221 To receive, adopt and sign the minutes of the following Committee:

- (i) Planning, Property and Services – 28<sup>th</sup> June 2016
- (ii) Grants – 11<sup>th</sup> July 2016

**Resolved** – The minutes of Planning, Property & Services dated 28<sup>th</sup> June 2016 and Grants dated 11<sup>th</sup> July 2016 were received, adopted and signed as correct records of the meetings.

### 222 To note the Beverley in Bloom working group minutes of the 14<sup>th</sup> July 2016

**Resolved** – The Minutes of the Beverley in Bloom working group meeting of the 14<sup>th</sup> July 2016 were noted.

### 223 To receive a review of the recorded actions from the previous minutes

**Resolved** – A review of the recorded actions from the previous minutes took place.

### 224 Mayor's Announcements.

#### The Mayor updated members on

- (i) The present situation regarding an ERYC Standards Board issue
- (ii) The 12 civic engagements attended by the Mayor and the 5 civic engagements attended by the Deputy Mayor.
- (iii) The Mayor welcomed Maddy Swift as a work experience student.

### 225 To receive update from Darren Stevens, Head of Culture and Information and Paul Bird Principal Architect at East Riding of Yorkshire Council in connection with the Champney Gardens Project.

Paul Bird and Darren Stevens gave an overview of the proposed Champney Garden project, which proposed to tidy up and update the garden area to make it more open with lighting, seating, paved area, planting and offer areas for cultural activities and the arts. Members asked when this would be going too consultation to members of the public and also asked how it was being funded. It was reported that some Commuted Sums funding may be used for the project. Members suggested using the library for the consultation. Mr Bird and Stevens informed members that the tree works had been submitted as appropriate.

*Mr Bird left the meeting.*

## **226 To receive update re: City of Culture**

- i) **Update from Darren Stevens, Head of Culture and Information at East Riding of Yorkshire Council in connection with the City of Culture** - Mr Stevens informed members about the City of Culture, 4 Seasons, to date. He stated that Hull is the second City of Culture and that it is used as a tool for regeneration and long term city planning. It was explained that ERYC are a principle partner at the cost of £750,000 for support and £250,000 for operational activities. Mr Stevens explained further, the legacy programme and the creative communities programme.

*Mr Stevens left the meeting.*

- ii) **Creative Communities** - The Town Clerk reported that an application for £10,000 has been submitted to the City of Culture 2017 for linking some existing events such as the Food Festival and the NGS Open Day, with some new walking trails and arts events, to form the 4 Seasons of Beverley 2017. More information will be available by September; however it was oversubscribed and so funding chances were slim. Cllr T Astell stated that he would like to be involved in the future with such bids. The Town Clerk explained that this was a first stage application with a short submission date.

**Resolved** - Councillors noted the application had been submitted to the City of Culture 2017.

- iii) **To consider attendance at the VHEY Stakeholder Engagement Day on 4<sup>th</sup> August 2016**

**Resolved** – Cllr Thomas Astell to attend the Stakeholder Engagement Day. The Town Clerk to book the place.

## **227 To consider a late funding application from Beverley FM – Cllr Jack to report and Mr David Fewster to be present to answer any questions relating to the application**

Cllr Jack reported on the late submission funding bid from Beverley FM due to illness. In view of this, Members invited Mr Fewster to make his presentation for equipment for the radio station to the value of £1,978. Members heard the presentation. Discussion took place on the decision making process for Councillors and if members of the public should be present or not. The Town Clerk advised Council that if sensitive, contractual or personal information was to be disclosed, the application could be discussed with omission of the public due to the (Public Bodies (Admission of Meetings) Act 1960), which appeared on the agenda for Members to make a decision on.

*Mr Fewster left the meeting at 7.50pm*

## **228 To report on training on the safe use of social media for Councils by ERYC in conjunction with the Code of Conduct.**

The Town Clerk informed members that training can be arranged with Mathew Buckley, Head of Legal and Democratic Services at ERYC. A date will be circulated, once received.

## **229 To receive the final Detached Youth Workers' Report**

**Resolved** – The final Detached Youth Workers' Report was received and a vote of thanks was noted for the detached youth workers.

## **230 To receive the Commuted Sums Report from the Commuted Sums Officer**

**Resolved** – The Commuted Sums Report was received for information.

**231 To receive for information:**

- i) Review of Bus Services for the East Riding of Yorkshire Public Consultation 2016**
- ii) Beverley Town Council Annual Report for 2015/16 municipal year**

**Resolved** – The Review of Bus Services for the East Riding of Yorkshire Public Consultation 2016 and the Beverley Town Council Annual Report for 2015/2016 municipal year were received.

**232 To receive the dates from NALC and ERNLLCA and consider the responses of:**

- i) ERNLLCA's Annual General Meeting on the 15<sup>th</sup> September at Hallmark Hotel, where an invitation from ERNLLCA for resolutions to be submitted to the Annual General Meeting 2016**

**Resolved** – No resolutions were submitted.

- ii) NALC Annual Conference on 19<sup>th</sup> and 20<sup>th</sup> October 2016 in Birmingham at a cost of £50 for day 1, £70 for day 2 or £100 for both days without accommodation**

Members noted the information.

- iii) NALC Larger Local Councils Conference – Changing Places – 30<sup>th</sup> November 2016**

Members noted the information.

- iv) The Great British 2017 Spring Clean – 3<sup>rd</sup> – 5<sup>th</sup> March 2017**

Members noted the information and suggested that this may be a possible project for Brighter Beverley to organise.

**233 To receive information in connection with the recent Yorkshire in Bloom judging day and Yorkshire in Bloom Awards Ceremony on 13<sup>th</sup> September, and to consider who is attending to represent the Town Council and the Bloom Group**

The Town Clerk reported on the Yorkshire in Bloom judging which took place on the 14<sup>th</sup> July 2016. Members thanked all involved with Bloom and the judging day and stated that the planting looks stunning this year. It was agreed that Deputy Mayor, Town Clerk, Dr Clive Waddington, Linda Freeman and Mary Hutchinson would attend the ceremony.

**Resolved** – It was agreed that the Deputy Mayor, Town Clerk, Dr Clive Waddington, Linda Freeman and Mary Hutchinson would attend the Yorkshire in Bloom Ceremony on behalf of Beverley Town Council on 13<sup>th</sup> September.

**234 Policy Matters: Due to the change of meeting date as requested by Members**

Cllr T Astell requested that committee structure be added to the next Full Council agenda.

- i) The allocated and unallocated reserves/bank balances**

**Resolved** – The allocated and unallocated reserves/bank balances were received.

- ii) The Field to Table Project Remit**

The Town Clerk reported that the monies held in the Field to Table Project bank account were subject to the application criteria of the Field to Table Project - funded by Big Lottery Fund, Local Food – Changing Spaces funding.

- iii) To receive a report from the Town Clerk on the NGS Day on the 24<sup>th</sup> July 2016.**

The Town Clerk reported that it had been a successful day with over 100 visitors. Refreshments had been provide on-site by Dream Shakers and Riverview Café. £252 had been collected on the day for NGS Charity. The Mayor thanked all involved with planning the day and for attending on the day.

- iv) To consider sponsoring a Christmas tree at the Beverley Minster Christmas Tree Festival at a cost of £40.00.**

**Resolved** – To sponsor a Christmas tree at the cost of £40.

- v) **To consider re-investing the 12 months business term deposit account which ends on the 5<sup>th</sup> August 2016**

**Resolved** – Members resolved to reinvest the business term deposit.

- vi) **To sign the standing order form for Beverley 24 storage (price increase from £240 to £264 four weekly)**

**Resolved** –. Members resolved to pay on a monthly payment basis and not by mandate

- vii) **To discuss alternative storage accommodation in Beverley**

**Resolved** - Members briefly discussed the cost of storage and resolved to put a working group together to look into the costs, consisting of Cllrs Dodsworth, T Astell, Jack, Pearson and Machen.

- viii) **To discuss the use and maintenance of the EYLFN mobile kitchen**

The Town Clerk briefly explained the situation with the EYLFN mobile kitchen. Members agreed to look at the units in line with the storage item above.

**Resolved** – It was discussed that this would come under the remit of the new working group looking at storage.

- ix) **To approve the attached payments made and to be made**

Current Account				
Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/07/2016	Post Office	DEBIT CARD	£147.50	Postage
01/07/2016	Kingston Communications	DD	£93.37	Telephone
05/07/2016	East Riding Council	SO	£497.00	Rates
08/07/2016	Beverley 24 hour storage	SO	£240.00	Handyman storage
13/07/2016	Kingston Reprographics Ltd	DD	£180.94	Photocopier
14/07/2016	Murco Petrol Station	DD	£15.71	Diesel
14/07/2016	N Power	DD	£29.66	Camera 1
14/07/2016	Kingston Communications	DD	£30.00	Internet Access
14/07/2016	Kingston Communications	DD	£30.00	CCTV town
18/07/2016	Google Storage	DEBIT CARD	£3.28	Email storage
21/07/2016	N Power	DD	£31.63	CCTV town
23/07/2016	Three.co.uk	DD	£23.00	Staff Mobiles
26/07/2016	Sent2print.co.uk	BACS	£229.80	Banners Allotment Day
26/07/2016	SLCC	BACS	£76.60	Local Council Administration book
26/07/2016	D H Vehicles	BACS	£310.00	Fit watering equipment into new van
26/07/2016	nalc	BACS	£108.00	DIS subscription - annual
26/07/2016	John Moore Security Limited	BACS	£106.60	Alarm/CCTV office maintenance
26/07/2016	WPS	BACS	£47.38	Additional insurance premium
26/07/2016	Countrywise Water Coolers Ltd	BACS	£14.14	Water Cooler

26/07/2016	Jewson	BACS	£4.62	Redwood PSE
26/07/2016	Field to Table	BACS	£1,000.00	Food Festival sponsorship paid into the wrong account
26/07/2016	Petty Cash	Cash	£200.00	Cash
26/07/2016	Yorkshire Air Ambulance	4796	£500.00	Grant
26/07/2016	Beverley ARLFC	4797	£1,000.00	Grant
26/07/2016	G Atha	4798	£25.00	Allotment bond refund
26/07/2016	Salaries	BACS	£5,168.36	Salaries
26/07/2016	HMRC	BACS	£1,421.87	Tax and NI
26/07/2016	East Riding Pension	BACS	£1,439.58	Pension Contributions
26/07/2016	M Swift	BACS	£236.04	Travel/Subsistence
31/07/2016	CBA Sadofskys	DD	£37.44	Payroll
31/07/2016	Kingston Communications	DD	£101.25	telephone
31/07/2016	Peter Nendick	BACS	£79.04	Travel with Mayor and to assist Deputy Mayor
31/07/2016	Parish Notice Board Company	BACS	£78.00	Replacement panel for Notice Board on Norwood
31/07/2016	H Watson	BACS	£97.76	Expenses to July 2016
31/07/2016	npower	BACS	£23.29	CCTV Saturday Market
31/07/2016	ERNLLCA	BACS	£270.00	Human Resources support
31/07/2016	npower	BACS	£33.18	North Bar Within/Sow Hill
<b>Events</b>				
26/07/2016	Field to Table	Trans	£1,000.00	Paid to Events account instead of Field to Table account for the Food Festival
<b>Bloom</b>				
26/07/2016	Cherry Tree Garden Centre	467	£222.94	Plants/Compost
26/07/2016	Current Account	466	£3,752.49	Planter
<b>Lights</b>				
26/07/2016	N Power	BACS	£69.30	Christmas light electricity
26/07/2016	Titan Containers	BACS	£47.99	July container

**Resolved** – The payments were approved.

**235 To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to contractual matters 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 contractual matters shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)**

**Resolved** – This motion was not carried as there were no contractual or confidential information to consider.

**238 To consider a funding request**

**Resolved** – The funding request was considered and £1978 was awarded to Beverley FM following discussion points in minute 227.

Signed..... Date.....

**FULL COUNCIL 25<sup>th</sup> July 2016**

<b>Min/Action</b>	<b>Person Responsible</b>	<b>Report back date</b>
226,iii - VHEY Stakeholder Engagement Day on 4 <sup>th</sup> August 2016 – Confirm attendance for Cllr Astell	Town Clerk, Cllr T Astell	Operational
228 To report on training on the safe use of social media for Councils by ERYC in conjunction with the Code of Conduct.	Town Clerk	Operational
229 To receive the final Detached Youth Workers' Report – pass thanks to DYW.	Town Clerk	Operational
232 iv The Great British 2017 Spring Clean – 3 <sup>rd</sup> – 5 <sup>th</sup> March 2017.	Brighter Beverley Cllr T Astell/Officers	Operational
233 To receive information in connection with the recent Yorkshire in Bloom judging day and Yorkshire in Bloom Awards Ceremony on 13 <sup>th</sup> September- Book places as discussed.	Town Clerk	Operational
234 iv To consider sponsoring a Christmas tree at the Beverley Minster Christmas Tree Festival at a cost of £40.00. – Confirm order and payment.	Town Clerk	Operational
234 v To consider re-investing the 12 months business term deposit account which ends on the 5 <sup>th</sup> August 2016 – Confirm reinvestment	Town Clerk	Operational
234 vi To discuss alternative storage accommodation in Beverley – Working Group set up to deal with accommodation and mobile and modular kitchen units.	Cllrs, Jack, Dodsworth, Machen, P Astell and Pearson	Operational- report back to Full Council or Policy when costs and availably known.
234 ix To approve the attached payments made and to be made – Make payments	Town Clerk	Operational
238 To consider a funding request – Make payment	Town Clerk	Operational