

BEVERLEY TOWN COUNCIL

POLICY COMMITTEE

4th June 2018

At 6.30pm at 12 Well Lane Beverley

Present: Cllrs, R Begnett, D Elvidge, D Jack, P McGrath, B Pearson and A Willis

In Attendance: The Town Clerk, Helen Watson

152 To receive apologies for absence

Apologies were received from P Astell, G Cooper and D Peacock

153 To elect a Chair for the current municipal year

Resolved: Councillor D Jack was elected as Chair for the current municipal year.

154 To elect a Vice Chair for the current municipal year

Resolved: Councillor P McGrath was elected as Vice Chair for the current municipal year.

155 (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.

156 To delegate payment of the accounts in accordance with the Budget set by the Town Council to the Town Clerk to facilitate prompt payments in line with budget spend

Resolved: Members delegated payment of the accounts in accordance with the Budget set by the Town Council to the Town Clerk in order to facilitate prompt payments in line with budget spend.

157 To consider further attendance at the Event Safety Advisory Group at East Riding of Yorkshire Council in connection with events held in the Town

The Town Clerk reported on the recent ESAG meeting attended with Bill Hartley. The Town Clerk advised that a full road closure of the Market Place, Old Waste and parts of Sow Hill from 6pm on 6th October would be required to be able to facilitate the Beverley Food Festival due to take place on 7th October. This is required to provide a sterile site for Food Theatre infrastructure on 6th October and entry to stall holders from 6am on 7th October.

Resolved - Member thanked the Town Clerk for her ongoing work and requested that the Mayor attend the next ESAG meeting along with the Town Clerk and Bill Hartley.

157 To consider the purchase of a new computer server

Members discussed some of the options. The Town Clerk reported that further updates were due.

Resolved - Cllr Begnett is to analyse the options with the Deputy Clerk and make operational recommendations to the officers to operate.

159 To receive a report on the bank balances of the Beverley Town Council

The Town Clerk reported on the bank balances as follows:

Current	£644,414.96
Deposit	£ 25,361.75
Events	£ 20,155.27
Beverley in Bloom	£ 3,440.16
Field to Table	£ 25,657.13
Youth Town Council	£ 500.67
Skatepark	£ 457.59
Christmas Lights	£ 11,197.37
Petty Cash	£ 124.54
Business Term	£ 81,843.48

The Youth Town Council account to be renamed Youth Coalition

Resolved – The Bank balances were noted. Members noted the income and expenditure sheets received

160 To approve the attached payments made and to be made between

Current				
Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
26/04/2018	East Riding Council	BACS	£183.00	Rental for Keldgate/Lairgate
26/04/2018	East Riding Council	BACS	£305.76	Disposal of Commercial Waste
26/04/2018	ERNLLCA	BACS	£1,730.18	Membership Fee
26/04/2018	Pear Technology	BACS	£240.00	Annual maintenance/updates
26/04/2018	Beverley Consolidated Charity	BACS	£600.00	Queensgate half yearly rent
26/04/2018	John Moore Security Limited	BACS	£71.05	Annual service/maint alarm
26/04/2018	Peter Nendick	BACS	£500.00	Macebearer
26/04/2018	Cherry Tree Association	BACS	£2,500.00	Half precept
26/04/2018	Beverley FM	BACS	£1,200.00	Grant
26/04/2018	N Power	BACS	£77.92	Toll Gavel/North Bar CCTV
26/04/2018	East Riding Council	BACS	£452.59	Litter Bin installation
26/04/2018	Beverley & Holderness Drainage Board	BACS	£37.40	Agricultural Rates-Allotments
26/04/2018	Beverley in Bloom Account		£1,500.00	First half precept
26/04/2018	Christmas Lights Account		£5,000.00	First half precept
26/04/2018	Clive Waddington	BACS	£85.00	High Viz Vest
26/04/2018	NALC	BACS	£17.00	LCR renewal

26/04/2018	Salaries	BACS	£4,044.71	Salary
26/04/2018	HMRC	BACS	£1,387.81	Tax and NI
26/04/2018	East Riding Pension	BACS	£1,776.01	Pension contributions
26/04/2018	H Watson	BACS	£336.80	Travel
27/04/2018	N Power	DD	£41.53	CCTV Town Centre
27/04/2018	Amazon	DEBIT CARD	£20.00	Tour de Yorkshire
30/04/2018	CBA Sadofskys	DD	£37.44	Payroll fees
30/04/2018	Laurel Vines	BACS`	£130.50	Wine for Twinning
30/04/2018	Countrywise Water Coolers Ltd	BACS	£14.14	Water cooler
30/04/2018	Jewson	BACS	£9.36	Paint brushes
30/04/2018	East Riding Council	BACS	£205.73	Pest Control allotments
01/05/2018	Geoff Simpson Holdings	DD	£420.00	Unit 2 rent
01/05/2018	Beercock Wiles	DD	£80.00	Garage Rent
01/05/2018	Amazon	DEBIT CARD	£10.85	Stationery
01/05/2018	Amazon	DEBIT CARD	£19.94	Tour de Yorkshire
01/05/2018	Amazon	DEBIT CARD	£8.00	Stationery
01/05/2018	Amazon	DEBIT CARD	£7.08	Tour de Yorkshire
01/05/2018	Flying Colours Flagmakers Limited	DEBIT CARD	£165.42	Tour de Yorkshire
01/05/2018	Kingston Communications	DD	£85.48	Telephone
01/05/2018	Amazon	BACS	£10.65	Stationery
01/05/2018	Amazon	DEBIT CARD	£6.31	Bloom
01/05/2018	Amazon	DEBIT CARD	£7.99	Britain in Bloom
01/05/2018	Amazon	DEBIT CARD	£21.71	Britain in Bloom
01/05/2018	Amazon	DEBIT CARD	£24.94	Britain in Bloom
03/05/2018	RBS Software Solutions	BACS	£675.24	Year end closedown and training
03/05/2018	Amelia Budworth	BACS	£150.00	Facepainter - Youth Coalition
03/05/2018	Raymac Signs Ltd	BACS	£417.60	Signs Tour de Yorkshire
03/05/2018	East Riding Council	BACS	£205.73	Allotments Pest Control
03/05/2018	Peter Astell	BACS	£200.00	Allowance
03/05/2018	T Astell	BACS	£200.00	Allowance
03/05/2018	R Begnett	BACS	£200.00	Allowance
03/05/2018	B Cooper	BACS	£200.00	Allowance
03/05/2018	P Dodsworth	BACS	£200.00	Allowance
03/05/2018	P McGrath	BACS	£150.00	Allowance
03/05/2018	A Willis	BACS	£200.00	Allowance
03/05/2018	Handlesbanken	BACS	£7.50	Breakfast Club
03/05/2018	Amazon	DEBIT CARD	£13.86	Tour de Yorkshire
05/05/2018	East Riding Council	SO	£492.00	Rates

08/05/2018	Heron Foods	DEBIT CARD	£16.85	Civic Refreshments
08/05/2018	Kingston Reprographics Ltd	DD	£238.04	Photocopier
08/05/2018	Amazon	DEBIT CARD	£8.09	Stationery
14/05/2018	Murco Petrol Station	DD	£117.44	Fuel
14/05/2018	Molescroft Wines	DEBIT CARD	£7.65	Mayor Making Refreshments
14/05/2018	Molescroft Wines	DEBIT CARD	£13.99	Refreshments Mayor Making
14/05/2018	East Riding Engraving	DEBIT CARD	£14.75	Shields and Medals
14/05/2018	W Boyes & Co Limited	DEBIT CARD	£15.61	Mayor Making
14/05/2018	Beverley Flower Company	DEBIT CARD	£30.00	Mayor Making
14/05/2018	Marks and Spencers	DEBIT CARD	£5.00	Mayor Making
14/05/2018	East Riding Engraving	DEBIT CARD	£72.00	Good Neighbour Awards
14/05/2018	Walkers Cafe	DEBIT CARD	£200.00	Buffet Mayor Making
14/05/2018	W Boyes & Co Limited	DEBIT CARD	£18.65	Paint and brushes
15/05/2018	Googlemail	DEBIT CARD	£1.59	Email storage
15/05/2018	Kingston Communications	DD	£30.00	Internet Access
15/05/2018	Kingston Communications	DD	£30.00	CCTV
18/05/2018	Jewson	BASC	£3.96	Masking Tape
18/05/2018	Plantscape	BACS	£1,062.00	Hanging Baskets
18/05/2018	Jewson	BACS	£8.55	White Spirit/Paint Kettle
18/05/2018	Jewson	BACS	£11.35	Cable Ties
18/05/2018	Jewson	BACS	£32.29	PSE redwood
18/05/2018	Jewson	BACS	£15.73	PSE redwood
18/05/2018	Lance Wardell	BACS	£111.50	Plants for Railway Station
18/05/2018	Alan Johnson	BACS	£396.60	Audit Fee - internal
18/05/2018	P Dodsworth	BACS	£95.68	Deputy Mayor Travel
18/05/2018	G K Beulah	BACS	£149.04	Shields/Scroll
18/05/2018	Laurel Vines	BACS	£174.00	Wine for Mayor Making
22/05/2018	D Oberg	4850	£25.00	Bond Refund
22/05/2018	Googlemail	DD	£1.59	Email storage
23/05/2018	Three.co.uk	DD	£23.40	Staff Mobile
24/05/2018	Salaries	BACS	£4,806.47	Salary
25/05/2018	HMRC	BACS	£1,259.41	Tax and NI
25/05/2018	East Riding Pension	BACS	£1,453.42	Pension
30/05/2018	Yorkshire Water	DD	£28.07	Allotment Water
31/05/2018	CBA Sadofskys	DD	£37.44	Payroll
31/05/2018	Kingston Communications	DD	£99.92	Telephone
01/06/2018	Hinks Insurance	DEBIT CARD	£501.62	Van Insurance
04/06/2018	Simsons	BACS	£29.50	Mayoral Photographs
04/06/2018	East Riding Council	BACS	£35.00	Parking Fine

04/06/2018	HMRC	BACS	£1,259.41	Tax and Ni
04/06/2018	East Riding Pension	BACS	£1,453.42	Pension for May
04/06/2018	B Pearson	BACS	£1,500.00	Mayor's Allowance
04/06/2018	Mayor of Beverley	BACS	£300.00	Mayor of Beverley account
04/06/2018	East Riding Horticulture	BACS	£280.80	Compost
04/06/2018	Saxon Computers	BACS	£1200.00	Server Repair
04/06/2018	Countrywise Water Cooler	BACS	£14.14	Water Cooler
04/06/2018	WPS Insurance	BACS	£3402.89	Town Council insurance
04/06/2018	WPS Insurance	BACS	£24.08	Additional items – purchase of Christmas Lights and planters
04/06/2018	Yorkshire Water	BACS	£36.11	Queensgate allotment
Field to Table				
04/06/2018	East Riding Council	BACS	£48.00	Advertisement for Food Festival
Lights				
26/04/2018	Titan Containers	BACS	£46.44	April container hire
24/05/2018	Jadan Press	BACS	£537.60	Christmas Cards (to be refunded by Christmas Lights Appeal Group)
		Total	£584.04	
Petty Cash				
26/04/2018	Cleaner	CASH	£10.00	Cleaner
28/04/2018	Plants	CASH	£10.00	Plants
30/04/2018	W Boyes & Co Limited	CASH	£1.75	Cable Ties
30/04/2018	Wilkinson	CASH	£6.00	Eyelet plier
02/05/2018	P Royle	CASH	£10.00	Refreshments - Bloom
10/05/2018	Max Spielmann	CASH	£35.00	Frames
10/05/2018	Marks and Spencers	CASH	£3.60	Refreshments
16/05/2018	Cleaner	CASH	£10.00	Cleaner
		Total	£86.35	

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

Resolved – Members approved the above listed payments made and the payments to be made.

ACTION PLAN – POLICY 4th June 2018

Action	Person Responsible	Due Date
157 To consider the purchase of a new computer server	Cllr Begnett and Deputy Town Clerk	ASAP
159 The Youth Town Council account to be renamed Youth Coalition	Officers	Operational