

BEVERLEY TOWN COUNCIL

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

25th June 2014

To All members of the Town Council

Dear Councillor

MEETING OF THE TOWN COUNCIL

You are hereby summoned to attend the Annual Meeting of the Beverley Town Council to be held in the Council Chamber, 12 Well Lane, Beverley on **Monday 30th June 2014** to commence 6.30pm.

Yours sincerely

H Watson

Helen Watson
Town Clerk

Public Forum from 6.15pm to 6.30pm

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 confirm the minutes of the Town Council Meeting on the 19th May 2014 are a correct record of that which took place.
4. To receive and adopt the minutes of the following Committees:

Planning Property & Services	20 th May 2014
Personnel	3 rd June 2014
Policy	9 th June 2014
Planning Property & Services	17 th June 2014
Grants	23 rd June 2014
5. To note the minutes of the following Working Groups:

Christmas Lights	20 th May 2014
Beverley in Bloom	21 st May 2014
Christmas Lights	17 th June 2014
6. To receive a review of the recorded actions from the previous minutes – see circulated Report
7. For information, to receive reports of external organisations, meetings attended and correspondence received (already distributed by email):

- (i) Skipton-East Lancashire Rail Action Partnership 2014 update
- (ii) Beverley Renaissance Partnership Management Meeting – 7th May 2014
- (iii) Beverley Renaissance Partnership Management Project Updated – May 2014
- (iv) Fracking Information Evening dated 10th June 2014
- (v) Launch of New High Street Fund
- (vi) Notification that the funding from the Town Council to Armed Forces Day is not accepted
- (vii) Correspondence from ERNLLCA regarding Councillors and officers attendance at the Financial Management Day Training Seminar dated 23rd July 2014

8. Mayor's Announcements
9. To sign the Scheme of Delegation
10. To re-visit the minute number 808 at Policy Meeting on 9th June 2014 regarding the fencing quote for the allotment association building
11. To consider the risk assessment, annual accounts and annual return 2013/14
12. To consider the final report from the Field to Table project together with the accounts
13. To consider the amendments to the Lease on the 12 Well Lane Lease.
14. To approve the transfer of the utility bills from the current provider to Utility Wise as a cost saving measure
15. To consider and approve the attendance at work policy and procedure
16. To consider and sign the agreement for the provision of advice to member councils from ERNLLCA
17. To provide dates for the joint meeting of Beverley Town Council, Molescroft Parish Council and Woodmansey Parish Council
18. To consider and discuss the invitation to take part in the Rural Sounding Board
19. To sign the Heads of Lease for the Lairgate/North Bar allotment
20. To discuss guidelines of Grants following the Grants meeting on 23.6.14
 - i) To consider methods of funding high profile and beneficial annual events/funding projects in Beverley, as the present funding guidelines only fund organisations for up to three years
 - ii) To consider funding the Beverley Elite Bike Race to the cost of £750 as per the application circulated with the Grants agenda, to contribute £750 to the prizes for the three events totalling £5000 for the East Yorkshire Classic Cycle race culminating in the Elite Cyclists Circuit Race on 19th July 2014
21. To consider policies for
 - (a) Communicating with the press
 - (b) The Council's complaints procedure
 - (c) The Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
22. To nominate two Councillors to attend the training sessions for Code of Conduct Training