



Town Clerk: Ms. Helen Watson FSLCC

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Wednesday 8th January 2020

To all members of Beverley Town Council

Dear Councillor

FULL COUNCIL MEETING OF BEVERLEY TOWN COUNCIL

You are hereby summoned to attend the Full Council Meeting of Beverley Town Council to be held in the Council Chamber, 12 Well Lane, Beverley on **Monday 13th January 2020** to commence at 6.30pm.

Yours faithfully,

H. Watson

**Helen Watson FSLCC
Town Clerk**

Public Forum at 6.30pm: 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. Apologies for Absence

2. Declarations

(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 below.

3. To confirm and sign the minutes of the Full Council Meetings

(a) Full Council held on 21st October 2019

(b) Full Council held on 25th November 2019.

(c) Extra-ordinary Full Council (Honorary Freeman Nominations) held on 25th November 2019

(d) Full Council held on 17th December 2019.

(e) Extra-ordinary Full Council held on 2nd January 2020.

4. To approve and sign the following minutes

(a) Policy Committee held on 14th October 2019

(b) Planning, Property and Services Committee held on 5th November 2019

(c) Policy Committee held on 11th November 2019

(d) Planning, Property and Services Committee held on 26th November 2019

(e) Personnel Committee held on 5th December 2019.

(f) Policy Committee held on 6th January 2020.

5. Mayor's Announcements and Correspondence - Cllr D. Jack.

6. Finances

- (a) Budget:** To set a budget and Local Precept Demand from East Riding of Yorkshire Council for the 2020/21 Financial Year.
- (b) Appointment of an Internal Auditor:** To appoint an Internal Auditor for interim and year end audits.
- (c) Rialtas Business Solutions (RBS) Upgrade:** To consider a £500 upgrade to the RBS finance system – the Town Clerk to report.

7. Policies and Standing Orders

- (a) Standing Orders:** To approve amendments to Standing Orders (attached).
- (b) Financial Regulations:** To approve the revised Financial Regulations (attached).
- (c) TOIL and Overtime Policy:** To approve the revised Toil and Overtime Policy (attached).

8. Councillor Resignation

To receive an update from the Town Clerk regarding the resignation received from Mr Shaun Belncoe (St Mary's East) on 2nd January 2020.

9. To appoint Councillors to fill the vacancies on the following Town Council committees for the remainder of the Municipal Year

- (a)** Personnel Committee (1 seat).
- (b)** Planning, Property and Services Committee (1 seat).
- (c)** Policy Committee (1 substitute).

10. Community Pancake Race 2020

To receive an update from the Town Clerk regarding this community event, to be held on Sunday 23rd February 2020 and organised in partnership between Beverley Town Council and Beverley Rotary Club.

11. BACH Project

To consider how to proceed with the BACH Project following the resolution made at the Extra-ordinary Full Council Meeting held on 2nd January 2020.

12. Conference and Training Opportunities – to consider sending representation to the following :

- (a)** NALC Spring Conference – 17th March 2020 at the Aviva Auditorium, London (see attached).
- (b)** ERYC Positive Activity Support Evening – 21st January 2020, County Hall (see attached).
- (c)** ERNLLCA “Being a Good Employer” – 14th February 2020, Village Hall, Henry Boot Way, Hull (see attached).

13. **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).

14. **To consider issues relating to a recent Data Protection Information Request.**

15. **Governance, Accountability and Transparency**

Motion: In view of concerns raised by a member and former member of this Council relating to governance, accountability and transparency of the Council, acting upon advice from ERNLLCA, and on the resolve of the Personnel Committee, Beverley Town Council undertakes to commission an audit into the issues raised and documented by these complainants. The audit to be carried out by Audit Yorkshire of York, with a budget of £4000 to be covered from reserves, to include a report back to this Council on the veracity or otherwise of the allegations made.