

BEVERLEY TOWN COUNCIL

FULL COUNCIL

14TH JANUARY 2019

AT 6.30PM AT 12 WELL LANE BEVERLEY

Present: Councillors Pearson (Mayor), Jack (Deputy Mayor), Aird, P Astell, Begnett, Dodsworth Elvidge, Peacock and Willis

In attendance: Helen Watson, Town Clerk and Carol Oliver, Deputy Town Clerk

1 Member of the Public

Public Forum

No public forum.

633 To receive apologies for absence

Apologies were received from Councillor T Astell, Ben Cooper, G Cooper, Machen and McGrath.

634 (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 of interest.

635 To note dispensations given to any member of the council in respect of the agenda items listed below.

No dispensations given.

636 To confirm and sign the minutes of the and Full Council Meeting on the 26th November 2018 and the Extra Ordinary Meeting on the 26th November 2018

Councillor Jack proposed and Councillor Willis seconded and

Resolved: the minutes of the Full Council Meeting on 26th November 2018 and the Extra Ordinary Meeting on the 26th November 2018 were signed as true and correct records.

637 To receive and sign the minutes of the Planning Property & Services on the 27th November 2018

Councillor Aird proposed and Councillor Willis seconded and

Resolved: the minutes of the Planning Property & Services Meeting on 27th November 2018 were signed as a true and correct record.

638 To receive a review of the recorded actions from the previous minutes

Resolved: The recorded actions were reviewed.

639 Mayor's Announcements

The Mayor reported he had attended nine civic engagements and the Deputy Mayor had attended three events. He said the twinning visit to Nogent sur Oise was excellent and twinning gifts were exchanged. Both the Mayor and Deputy Mayor reported they had enjoyed the civic events they had attended.

The Mayor informed the meeting the papers for nominations to the East Riding of Yorkshire Council Chairman's awards were available. The Town Clerk reported that Beverley FM had been running for 3 years. Members asked the Town Clerk to nominate Beverley FM. If members had any other nominations, the Mayor asked they contact the Town Clerk and complete the forms.

Resolved: The Town Clerk is to nominate Beverley FM in the East Riding of Yorkshire Council Chairman's Awards.

The Mayor reported that the Food Festivals are one of the final four finalists in the Countryside Alliance Rural Oscars for the Yorkshire region in the Local Food/Drink Category – these are known as Rural Oscars. The Town Clerk is to complete and submit the finalist forms as requested.

Resolved: The Town Clerk is to complete and submit the finalist forms as requested for the Countryside Alliance Rural Oscars for the Yorkshire region in the Local Food/Drink category.

640 To receive and consider CCTV costs following the meeting at the Bridlington Control Centre

Councillor P Astell reported he had attended the meeting and had seen the state of the art equipment in the Bridlington Control centre. The system is monitored 22 hours of the day but records for 24 hours. Images can be burned to CD if required.

The annual monitoring costs are £16,698.64 for the first year and thereafter £14,858.64 for the town cameras.

The costs for Cherry Tree CCTV are £3,380 for the first year and thereafter £2,880.

Power costs would need to be added together with the costs of the current system in the town centre.

Resolved: Members agreed to go ahead with the annual monitoring costs and Cherry Tree costs with the Town Clerk ensuring all is put in place at a cost of £21,000. This figure is to be placed in the budget.

641 To consider an event for 2019

Councillor Elvidge referred to the list of events distributed with the Agenda. Members agreed to form a working party for the 75th Anniversary of the D-Day Landings and the Battle of Normandy on the 6th June 2019.

Members of the working party are:

Councillors P Astell, Begnett, Elvidge, Peacock, Pearson and possibly members of the Royal British Legion are to be invited.

The Town Clerk is to prepare a list of dates for the working party and send to the working party members as soon as possible.

Resolved: A working party for the 75th Anniversary of the D-Day Landings and the Battle of Normandy on the 6th June 2019 is to be formed. Councillors P Astell, Begnett, Elvidge, Peacock and Pearson will form the working party and possibly local members of the Royal British Legion are to be

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|--|------------|------------|------------|------------|------------|------------|--|
| Litter/Salt Bins and associated items (salt/grit), | £5,000.00 | £2,500.00 | £2,500.00 | £2,500.00 | £2,500.00 | £2,500.00 | |
| Transport (current Van MOT, insurance, servicing and tax together with fuel) | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | |
| Replacement Van | | £3,500.00 | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | |
| SLA Street Lights | £17,500.00 | £17,850.00 | £18,000.00 | £18,000.00 | £18,000.00 | £18,000.00 | |
| Streetlighting improvements | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | |
| CCTV Town 40% maintenance and power costs | £7,110.00 | £6,660.00 | £7,000.00 | £8,200.00 | £13,600.00 | £8,200.00 | Location costs, maintenance costs and power costs for Town CCTV |
| CCTV Monitoring, upgrading Town and Cherry Tree | £3,000.00 | £2,640.00 | | | | £21,000.00 | Includes upgrading, power costs, Monitoring and Cherry Tree installation |
| Wi-Fi in Beverley | £1,000.00 | | | | | | |
| Town Events | | | | | | | |
| Beverley Bonfire - Erection and Dismantle - ERYC | £1,800.00 | £1,800.00 | £1,800.00 | £1,800.00 | £1,800.00 | £1,800.00 | |
| Christmas Lights | £5,000.00 | £7,500.00 | £7,500.00 | £15,000.00 | £10,000.00 | £11,000.00 | |
| Brighter Beverley/Volunteers | | | £1,000.00 | | | £1,000.00 | |
| Town Event | | | | | £6,278.00 | £2,000.00 | Concert/Service for D-day on 6th June 2019 |
| WW1 | | | | | £2,000.00 | | |
| Events Budget | | | £2,000.00 | £2,000.00 | | | |
| Agincourt | | | | | | | |
| Floral Displays in town | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | £3,000.00 | £5,000.00 | To maintain flower displays in Town - to be split with Beverley in Bloom and the Town Council as the Town Council will need to do more work to maintain the displays |
| Food Festival | | | | | | £3,000.00 | To assist with infrastructure costs of Health & Safety issue, marshalls, security, barriers and first aid |
| Allotments | | | | | | | |
| Allotments Upkeep | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | |
| Allotments - Queensgate Rental | £1,200.00 | £1,200.00 | £1,200.00 | £1,200.00 | £1,200.00 | £1,200.00 | |
| Community Allotment Plot | | | | | | | |
| Annual Allotment - Lairgate and Keldgate Rental | £170.00 | £170.00 | £170.00 | £170.00 | £180.00 | £193.00 | |

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|---|---------|---------|---------|---------|---------|---------|--|
| Skip Hire | £600.00 | £600.00 | £600.00 | £900.00 | | | |
| Waterpipe/maintenance at Sparkmill Terrace Allotments | | | | £500.00 | £500.00 | £500.00 | |

644 To consider organising a Prospective New Councillor Information Evening between February – March)

Members agreed in principle to hold a 'Prospective New Councillor Information Evening' in February or March and the Town Clerk is to organise a date and venue and inform Councillors.

Resolved: The Town Clerk is to organise a date and venue for the Prospective New Councillor Information Evening and inform Councillors

645 To confirm and consider and set the dates:

(i) Mayor Making is set for 20 May 2019 (all set within the legal timeframe)

Resolved: The 20th May 2019 is the date set for Mayor Making.

(ii) Annual Town Meeting (1st March to 30th June)

Resolved: The Town Clerk is to organise a date and venue for the Annual Town Meeting and inform Councillors.

646 To receive for information, the responses from East Riding of Yorkshire Council, Longcroft School and Molescroft Parish in relation to the loss of premises for ATC and Scouts

Resolved: The responses from East Riding of Yorkshire Council and Longcroft School relating to the ATC and Scouts' loss of use of Longcroft School were received for information. Thanks were noted to all concerned who had assisted the Scouts and ATC.

647 To receive and consider the information regarding:

(i) The consultation on closure of the existing Post Office and the proposed new Post Office location in Beverley

Resolved: The consultation on the closure of the existing Post Office and the proposed new Post Office location in Beverley was received.

(ii) The PAG Award process

Resolved: The PAG Award process was received.

The Deputy Town Clerk and the member of the public left the meeting at 8.20pm.

648 To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to the staffing and contractual budget activity 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 the staffing and contractual budget activity matters, shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

Resolved: The public were excluded from the meeting on the grounds that confidential information in relation to the staffing and contractual budget activity matters, shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

649 Budget and Staffing Matters

(i) To resolve the CCTV budget line

This was resolved earlier in the meeting.

(ii) Staffing matters

Cllr Jack and the Town Clerk updated members on Personnel matters relating to the resignation of the Deputy Town Clerk, who was thanked for her loyalty over the years. Cllr Jack and the Town Clerk reported on the proposed recruitment process.

(iii) To resolve the staffing budget 2019/2020 (precept request to be with East Riding of Yorkshire Council by the 18th January 2019)

| | 2014/15 Budget | 2015/16 Budget | 2016/17 Budget | 2017/18 Budget | 2018/19 Budget | 2019/20 budget | Comments 14/01/19 |
|---|----------------|----------------|----------------|----------------|----------------|----------------|---|
| Staff Costs | | | | | | | |
| Salaries (Town Clerk (37 hrs p/w), Deputy Town Clerk (30 hrs p/w), Admin Assistant (15 hours p/w) Handyman (10 hrs p/w) plus 150 additional hours worked for watering over the summer period), Cleaner (1 hr p/w) | £62,386.00 | £66,107.00 | £65,000.00 | £60,995.00 | £63,000.00 | £67,643.00 | |
| Additional costs required to under right the operation of Town Events or pay for events | £7,800.00 | £7,918.00 | £3,296.00 | £5,000.00 | | | |
| External Contractors | | | | £3,000.00 | £3,000.00 | £3,000.00 | |
| Youth Salaries | | £6,767.00 | | | | | |
| Staffing Contingency | £12,000.00 | £10,000.00 | £9,000.00 | £9,000.00 | £5,000.00 | £7,000.00 | |
| Employers NI @ 13.8% | £9,686.00 | £9,123.00 | £8,970.00 | £8,420.00 | £9,690.00 | £10,300.00 | |
| Employers Pension Contribution @ 21.3% | £17,407.00 | £16,395.00 | £16,120.00 | £16,834.00 | £16,361.00 | £15,900.00 | Pension is now paid on all hours worked not just contracted hours |
| Officer Training Conference | £1,500.00 | £1,500.00 | £1,500.00 | £1,500.00 | £1,500.00 | £1,500.00 | |
| Officer Travel | £1,000.00 | £1,000.00 | £1,000.00 | £1,000.00 | £750.00 | £1,000.00 | |
| Recruitment Advertising | | £2,000.00 | £2,000.00 | £2,000.00 | | | |

The 2019/2020 budget was set at £296,106.00.

The band D for 2019/2020 is £47.88.

The Band D property for 2018/19 was £43.45 and the Band D property for 2019/2020 is £47.88 representing an increase of 10.2% on Band D.

Resolved – The 2019/2020 budget was set at £296,106.00. The band D for 2019/2020 is £47.88.

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

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| Action Plan - Full Council 14th January 2019 |
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| Action | Person Responsible | Due By |
|--|---|---------------------|
| 639 - Nominate Beverley FM for East Riding of Yorkshire Council Chairman's award | The Town Clerk | 31st January 2019 |
| 639 - Complete form for Rural Oscars | The Town Clerk | 31st January 2019 |
| 641 - Send dates to Councillors for working party for D-Day commemorations and invite Royal British Legion | The Town Clerk/Councillors P Astell, Begnett, Elvidge, Peacock, Pearson | As soon as possible |
| 642 - Obtain sponsorship for Food Festival | The Town Clerk | Oct-19 |
| 642 - Send forms for Festivals out | Officers | Apr-19 |
| 644 - Organise date and venue for Prospective New Councillor Information Evening | The Town Clerk | As soon as possible |
| 645(i) - Set date of Mayor Making - 20th May 2019 make arrangements | The Town Clerk | As soon as possible |
| 645(ii) - Set date and venue for the Annual Town Meeting | The Town Clerk | May-19 |
| 649 - Send form to East Riding of Yorkshire Council for the precept | The Town Clerk | 18th January 2019 |