

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

21<sup>st</sup> February 2019

To All members of the 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 25<sup>th</sup> February 2019** to commence at 6.30pm.

Yours sincerely

*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. 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 and sign the minutes of the Full Council Meeting on the 14<sup>th</sup> January 2019
4. To receive and sign the minutes of the:
  - (i) Planning Property & Services on the 8th January 2019 approved at Planning Property & Services on the 29<sup>th</sup> January 2019.
  - (ii) Personnel on the 14<sup>th</sup> January 2019 approved at Personnel on the 30<sup>th</sup> January 2019.
  - (iii) Planning Property & Services on the 29<sup>th</sup> January 2019 approved at Planning Property & Services on the 12<sup>th</sup> February 2019
  - (iv) Personnel on the 30<sup>th</sup> January 2019
  - (v) Planning Property & Services on the 12<sup>th</sup> February 2019
5. To note the minutes of the Beverley in Bloom Working Group held on the 13<sup>th</sup> February 2019

6. To receive a review of the recorded actions from the previous minutes – see attached report
7. Mayor’s Announcements – Cllr Pearson to report
8. CCTV Swinemoor – Cllr Peter Astell to report
9. To consider attendance on 28<sup>th</sup>-30<sup>th</sup> June 2019 to celebrate the 40th anniversary of the partnership between Lemgo, Beverley and Vandoeuvre as part of the Strohsemelfest – see attached emails

10. To receive, review and adopt the:

- i) NALC/ERNLLCA Standing Orders 2018 – Review of highlighted text
- ii) Updated ERNLLCA Polices - please see attached
  - a. Equal Opportunities Policy
  - b. Complaints Procedure
  - c. Dignity at Work/Anti-Bullying & Harassment Policy
  - d. Members/Officer Protocol
  - e. Professional Development Policy
  - f. Press and Media Policy
  - g. Social Media Policy
  - h. Policy on Access to Council Services & Dealing with Vexatious Customers
  - i. Lone Working Policy

11. To receive updated Code of Conduct information and to discuss and comment on:

- i) From the East Riding of Yorkshire Council regarding Committee For Standards in Public Life that formal standards complaints about the conduct of a parish councillor towards a clerk should be made by the chair or by the council as a whole, rather than the clerk in all but exceptional circumstances
- ii) from NALC re: strengthening the standards regime for 100,000 Councillors

12. To receive for information:

- (a) Town and Parish Council Communication Review Panel Report – distributed by email 4<sup>th</sup> February 2019
- (b) Review Public Places Protection Orders 2019 – see attached email
- (c) R-evolution’s request for Tour de Yorkshire request for bicycles – please see attached

13. The Town Clerk to report on:

- (a) Annual Town Meeting – 5th March 2019 at 6.30pm at East Riding College, Armstrong Way, Beverley
- (b) To consider a request for a School Governor from Manor Road Nursery School – see attached
- (c) The Pancake Race – 3rd March 2019 – Volunteers and teams needed
- (d) Remarkable East Yorkshire Tourism Awards 2019 - Food Experience
- (e) Remarkable East Yorkshire Tourism Awards 2019 – Tourism Event
- (f) Minster Screens for use by BTC
- (g) The Great Get Together – 21st-23rd June 2019
- (h) To receive Yorkshire in Bloom confirmation and Judging Dates of 1st to 21st July 2019

14. To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to personnel and staffing 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 personnel and staffing matters, shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)*

15. Staffing Matters

Staffing matters – Cllr Jack and the Town Clerk to update members on Personnel matters