



Town Clerk: Ms. Helen Watson FSLCC

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Wednesday 8th July 2020

To Members of the Policy Committee: L. Johnson (Chair), P. Astell, T. Astell, D. Healy, C. Hopkins, D. Horsley, D. Jack, and M. Pinder (Vice-Chair).

Dear Councillor

POLICY COMMITTEE

You are hereby summoned to attend a Policy Committee Meeting of the Town Council to be held remotely via Zoom on **Monday 13th July 2020 at 6.30pm**. This is in line with the temporary powers enabled by Section 78 of the Coronavirus 2020 Act.

Yours sincerely

Helen Watson

Helen Watson
Town Clerk

In normal circumstances, members of the public are welcome to address the meeting in a public forum a 6:30pm. Whilst Beverley Town Council still supports the rights of people to do this, during the current crisis relating to COVID-19, for health and safety reasons, and to ensure physical social-isolation guidance can be followed, meetings will be held digitally via online video technology. Members of the public can attend via the link published on the Town Council website.

AGENDA

- 1. To receive and accept apologies for absence**
- 2. Declarations of Interest**
 - (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 note the minutes from the Policy Meeting held on 1st June 2020** (previously circulated, approved and signed at Full Council held on 22nd June 2020).
- 4. Payments:**
 - (a)** To review and approve payments to be made (see attached).
 - (b)** To review Quarter 1 (April to June) income and expenditure against budget (see attached).
 - (c)** To review and approve the bank balances (see attached).

5. **To confirm present bank mandate Councillor's and appoint a Councillor to sign the bank reconciliations.**
6. **Financial Regulations**
To approve the revised Financial Regulations (see attached).
7. **Investment Strategy**
To approve the revised Investment Strategy (see attached).
8. **Town Council Grants**
 - (a) **To consider proposed revisions to the Town Grants Scheme** (Cllr D. Horsley and Cllr L. Johnson).
 - (b) **To consider supporting the following grant applicants** (both previously submitted to the Grants Committee, which was inquorate due to the COVID-19 pandemic):
 - (i) **Two Churches** (see attached).
 - (ii) **St Mary's Church** (see attached).
9. **Conflict of Interest Forms**
To consider Conflict of Interest Forms for all members of staff (see attached).
10. **Town Council Logo**
To select a revised Town Council logo from those submitted by Aubergine, so as to progress the design of the new website (see attached).
11. **New Code of Conduct**
To consider a collective response from Council and encourage as requested individual responses from Councillors and officers to the consultation via the online consultation (see attached).
12. **To circulate the draft annual AGAR to all Councillors with statutory time notice (as stated in Standing Orders 17 e of at least 14 days prior to anticipated approval by Full Council)**
 - (i) **Agar and required documentation**
 - (ii) **Year-end spend against budget with variances spreadsheet.**
13. **Internal Audit report - To receive, discuss and consider recommendations to Full Council.**
14. **East Riding Outbreak Management Plan**
To write to the East Riding of Yorkshire Council Chief Executive to applaud their management plan in case of a Covid-19 outbreak but request that they include the compulsory wearing of face masks in public places at all times in such an event.
15. **Employment Advice.**
To approve a budget of up to £2,500 for legal advice
16. **To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to business contracts 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 business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).
17. **Audit Yorkshire**
To approve final documentation (see attached)