



Full Council

21st October 2019

6.30pm at 12 Well Lane, Beverley

Present: Cllrs Duncan Jack (Mayor), Tom Astell (Deputy Mayor), Peter Astell, Shaun Blencoe, David Boynton, Ian Gow, Denis Healy, Chloe Hopkins, David Horsley, Linda Johnson, Margaret Pinder, Simon Rance, Claire Wildey, Ann Willis.

In Attendance: Helen Watson (Town Clerk) and Matthew Snowden (Deputy Town Clerk)

77/19: To receive apologies for absence.

There were no apologies for absence.

78/19: Declarations of Interest.

78.1: 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 were given.

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

No dispensations were given.

80/19: To confirm and sign the following Full Council Meeting minutes:

80.1: Minutes of the Full Council Meeting held on 9th September 2019

Proposed: Cllr P. Astell

Seconded: Cllr D. Healy

Resolved: *That the minutes of the Full Council Meeting held on 9th September 2019 be approved and signed.*

80.2: Minutes of the Extra-ordinary Full Council Meeting held on 3rd October 2019

Proposed: Cllr P. Astell

Seconded: Cllr D. Boynton

81/19: To receive the following minutes:

- BACH Working Group on 10th September 2010
- Beverley in Bloom Working Group on 11th September 2019
- Planning, Property and Services on 24th September 2019 (approved at PPS on 15/10/19)
- BACH Working Group on 28th September 2019

Resolved: *That all the listed minutes be noted.*

82/19: To receive a review of the recorded actions from the previous minutes.

82.1: Full Council Action Plan Item 60/19: Councillors discussed the future direction of how the Town Council could provide hanging baskets to businesses following a successful first year contracting this service, including watering, to Plantscape. The Town Clerk explained that it is difficult to find a company that will provide the level of watering required if the Town Council were to work with an alternative provider that only provides and installs the planted baskets.

Proposal: That the Planning, Property and Services Committee consider the service delivered by Plantscape and alternative providers for the 2020 season.

Proposed: Cllr. T. Astell **Seconded:** Cllr D. Healy

Resolved: *That the proposal be accepted and the matter considered further at a future Planning, Property and Services meeting.*

82.2: Full Council Action Plan Item 71/19: It was reported that Cllr I. Gow's nomination had been accepted for potential appointment as Parish Council Rep to the East Riding of Yorkshire Council Standards Committee.

82.3: Councillors discussed the action plan in general and felt it needed to be more on-going as opposed to monthly and with specific dates for all actions.

Proposal: That a new action plan be created, which includes all on-going items on longer terms basis, to include specified dates for item progress and completed and a coloured system of red, amber and green to highlight progress, whilst taking design into account for those who are colour blind.

Proposed: Cllr S. Rance **Seconded:** Cllr C. Hopkins

Resolved: *That the proposal be accepted and the Town Clerk and Deputy Town Clerk produce a revised action plan accordingly.*

83/19: Mayor's Announcements and Correspondence

The Mayor announced that he and the Deputy Mayor had between them attended a number of events over the past month, including Twinning activities and the opening of the refurbished CLB headquarters. He also read out the following letter from Cllr S. Blencoe regarding a discrepancy in the minutes of the Extra-ordinary Full Council meeting held on 24th June 2019 and explaining how this can be resolved:

"The minutes of the Extra-ordinary Full Council meeting held on 24th June 2019 name Cllr Simon Rance as giving a Declaration of Interest (minute 31/19). However, this is a mistake and I should be the named councillor. The matter to which the declaration refers is item 5 on the agenda for that meeting: "To discuss Investments policy and treasury risk matter". I made the declaration at the meeting due to my employment with one of the banks that the Town Council may consider using. Unfortunately, Cllr Rance's name was recorded rather than mine. Because these minutes were then approved at the subsequent Full Council meeting in July 2019 and the error was not noticed, the Deputy Town Clerk sought advice from ERNLLCA as to how this can be resolved. They have advised that for my declaration to be recorded, this letter can be inserted into the minute file for the meeting held 24th June 2019. In addition, by referring to this letter as part of your Mayoral Announcements and Correspondence at Full Council on 21st October 2019, the revision will be noted within the minutes of that meeting, thereby ensuring the declaration is officially on record. Thank you for your assistance with this – please feel free to contact me should you wish to discuss this further. Kind regards, Cllr Shaun Blencoe."

The Mayor noted that the letter would be placed in the file as advised and the matter recorded within these minutes to resolve the issue.

84/19: Finances

84.1: End of Year Audit 2018/19

The Mayor and Town Clerk explained that Littlejohns, who produced the End of the Year Audit, were appointed by the government to carry out these services for Town and Parish Councils and that as such Beverley Town Council is legally obliged to use them.

Resolved: That the End of year Audit 2018/19 be noted.

84.2: Bank Account Updates

The Town Clerk reported that a cheque for an £83,579.31 bond with Beverley Building Society had been drawn up and would soon be deposited. She also explained that she had visited all the high street banks and building societies in Beverley as directed by Full Council, to investigate alternative banking arrangements for the Town Council, so as to spread reserves across a number of banking licences to reduce financial risk. Whilst a number of banks do not provide the sort of account required for the Town Council, others do but require online and telephone applications, which will be following up. The Town Clerk also explained that different banks need differing numbers of signatories, etc. The Town Clerk requested support from Councillors for the online and appointment application process.

Resolved: The Town Clerk to produce and circulate a signatories sheet for Councillors to complete so all information is available when opening new bank accounts.

Although not an agenda item, Councillors discussed the prospect of more financial matters being managed by the Policy Committee, thereby reducing the amount of time spent discussing such issues at Full Council, where final approvals and permissions would be sought.

Proposal: That this be discussed at the next Policy Committee meeting.

Proposed: Cllr P. Astell **Seconded:** Cllr T. Astell

Recommended: That the proposal be accepted and Policy Committee discuss this in more detail at the next opportunity.

84.3: Draft Investment Strategy Policy

The Town Clerk introduced the draft Investment Strategy Policy, which Councillors then discussed.

Proposed: That Policy Committee finalise the Investment Strategy Policy for adoption at the proceeding Full Council meeting and that the document includes reference to the Town Council endeavouring to use the services of banks and building societies with a good track record of ethically responsible investments and environmental sustainability.

Proposed: Cllr C. Hopkins **Seconded:** Cllr P. Astell

Resolved: That the proposal be accepted, but that the Town Council should keep in mind that the ethically responsible and environmentally sustainable aspect may be difficult to always adhere to due to the complex nature of banking and investments.

84.4: Budget 2020/21

Councillors briefly discussed how best to produce a draft budget for further consideration at Full Council on 25th November 2019.

Resolved: That Policy Committee discuss and produce a draft budget at their next meeting, which will be held on Monday 18th November (as resolved at Policy Committee on Monday 14th October 2019).

85/19: Policy Meeting Schedule

Councillors discussed the idea of Policy Committee meeting on a more frequent bases than once a quarter, so as to enable monthly payments and other committee businesses to be more efficiently and effectively reviewed and approved.

Proposal: That at their meeting on 18th November 2019, the Policy Committee consider a revised draft meeting schedule produced by Cllr M. Pinder and Cllr S. Rance and make any recommendations or revisions for Full Council to then finalise the document on 25th November 2019.

Proposed: Cllr M. Pinder **Seconded:** Cllr S. Rance

Resolved: *That the proposal be accepted, with the proviso that the revised draft meeting schedule be taken from Policy on 18th November 2019 to next meeting of the Personnel Committee, so as to consult with officers to assess the staffing implications of additional meetings. These recommendations will then be considered by Full Council on 25th November 2019, where a final decision on the revised meeting schedule will be made.*

86/19: BACH Project Update

Cllr S. Rance reported that following the engagement of Focus as the consultants to develop the BACH project on behalf of the Town Council, a survey of the former St Nicholas School building was scheduled for Wednesday 23rd October 2019. Councillors expressed a desire to visit the building, as not all had had the opportunity to do so yet.

Resolved: *That the BACH Working Group arrange a date for a tour of the former St Nicholas School building, to which all members of the Town Council will be invited.*

87/19: Track Fitness and Boxing Club

Councillors expressed concern about the ongoing situation of East Riding of Yorkshire Council asking the Track Fitness and Boxing Club to vacate the Burden Road Centre by 31st March 2020, so as to enable an increased space for the provision of adult education. The ERYC Ward Councillors who are also members of Beverley Town Council (Cllr. D. Healy, L. Johnson and D. Boynton) explained that they had raised this issue with the controlling group at ERYC, but that the authority had no alternative provision to offer the club and was not minded to extend the deadline past the end of March. Councillors discussed the possibility that financial support may be available via Commuted Sums and that, should it prove feasible, the Club could be a potential partner in the BACH Project. Whilst appreciating the need for enhanced adult education services, Councillors expressed their regret that the Burden Road Centre had previously been the venue for a well-used youth club and Track Fitness and Boxing were also providing an important service to young people, which would be greatly missed if an alternative solution is not found.

Resolved: *That Beverley Town Council thanks the Ward and Town Councillors who have visited the club and are supported it during this difficult time.*

88/19: Town Twinning

Following successful visits from Beverley's twinned towns of Lemgo and Nogent-sur-Oise, Councillors discussed how best to develop current and further twinning opportunities.

Resolved: *That a Twinning Working Group be established consisting of Cllrs L. Johnson, C. Wildey, M. Pinder, C. Hopkins, T. Astell and D. Horsley to look at a way forward, including the production of a Twinning Policy and future inclusion at working group meetings of representatives from current and potential twinning organisations. The Working Group will feed back to the Policy Committee. It was agreed officers would not be required to attend the Working Group to enable them to concentrate on other core council duties.*

89/19: V. E. Day 75th Anniversary

Councillors reconfirmed their support of the event Working Group to investigate the possibility of allocating £25,000 to organise an event marking the 75th Anniversary of V.E. Day in May 2020, but expressed concern that it may put additional pressure on already limited staff resources.

Resolved: That the V.E. Day Working Group investigates the possibility of a third-party organisation delivering the event and compared the associated costs with managing the event in-house with Council staff.

90/19: Parish Issues Consultation

Councillors considered correspondence from Graham Stuart MP, asking Town and Parish Councils to raise one specific issue with him via a consultation form he previously circulated.

Proposal: That the Town Clerk responds to Mr Stuart asking him to make representations to the Secretary of State for Local Government, requesting the remit of the Local Government Ombudsman be extended to include town and parish councils or that an appropriate body be constituted with equivalent oversight and powers with regard to Town and Parish Councils.

Proposed: Cllr M. Pinder **Seconded:** Cllr D. Healy

Resolved: *That the proposal be accepted.*

91/19: NGS Open Allotments 2020

The Town Clerk reported that the Town Council had received correspondence from the National Garden Scheme (NGS) regarding the possibility of Beverley being invited to re-enter their Open Allotments event in the future. Councillors discussed issues relating to how much staff time this event would require, along with volunteer support and requirement to gather the views of allotment tenants.

Proposal: That the Town Council agree in principle to take part in NS Open Allotment Day, but that Planning, Property and Services Committee should consider the matter further and Personnel Committee should liaise with offices to assess staffing needs regarding the event.

Proposed: Cllr P. Astell **Seconded:** Cllr D. Healy

Resolved: *That the proposal be accepted and the matter be placed on the agenda for Planning, Property and Services on 5th November 2019.*

92/19: Polling District Review

Councillors considered the recent reports from East Riding of Yorkshire Council regarding Polling Districts in Beverley.

Proposal: That the Town Council note the reports without further comment to East Riding of Yorkshire Council.

Proposed: Cllr D. Healy **Seconded:** Cllr D. Horsley

Resolved: *That the proposal be accepted.*

93/19: Councillor Allowances Review

Councillors discussed how best to respond to the East Riding of Yorkshire Council's review of allowance payments to Town and Parish Councillors.

Proposal: As Beverley Town Council already has optional allowance payments for individual councillors and a specific allowance for the Mayor, the Town Clerk responds to the consultation stating the agreements the Town Council already has in place.

Proposed: Cllr T. Astell **Seconded:** Cllr D. Healy

Resolved: *That the proposal be accepted.*

94/19: ERNLLCA Conference 2019

Councillors discussed sending representatives to the forthcoming ERNLLCA Conference.

Proposal: That Cllr P. Astell and Cllr C. Hopkins represent the Town Council at the ERNLLCA Conference.

Proposed: Cllr D. Healy **Seconded:** Cllr C. Wildey

Resolved: *That the proposal be accepted.*

95/19: 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).

Proposed: Cllr D. Healy **Seconded:** Cllr P. Astell

Resolved: *That the motion be carried.*

96/19: For Councillors to consider correspondence in relation to the BACH project.

Councillors discussed the contents of a letter that had been drafted by East Riding of Yorkshire Council regarding developments with the BACH project and associated costs.

Proposal: That the wording of the letter be approved and sent as written and the Town Council covers a percentage of the costs associated with the works detailed within it.

Proposed: Cllr D. Healy **Seconded:** Cllr P. Astell

Resolved: *That the proposal be accepted.*

The meeting closed at 8:41pm

Signed: RWD Jadh.

Date: 13/1/2020