



Full Council

22nd July 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, David Horsley, Simon Rance, Claire Wildey, Ann Willis.

In Attendance: Helen Watson (Town Clerk), Matthew Snowden (Deputy Town Clerk), 3 members of the public

36/19: Public Forum

Mr Martin Cox and Mr Jim Whitfield from the Beverley-Nogent Twinning Association spoke about the forthcoming visit by members of the Nogent-sur-Oise contingent in October 2019. They explained that whilst the Association raises funds throughout the year, the group would appreciate financial support from the Town Council, to enable them to not just provide hospitality and experiences/activities for the visitors, but also help to ensure future sustainability. The speakers also explained that there is much good will from members of the Association, such as providing free accommodation for the guests and that exchange visits of this kind result in promotional, social and economic boosts for the town. They concluded by hoping the Town Council would consider supporting the Association to ensure this longstanding twinning relationship would continue to thrive and expand in the future.

37/19: To receive apologies for absence.

Cllrs Chloe Hopkins, Linda Johnson and Margaret Pinder

38/19: Declarations of Interest.

38.1: 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.

Cllr D. Healy and Cllr D. Boynton declared a none pecuniary interest regarding Item 10 of the agenda (BACH Update), due to being members of East Riding of Yorkshire Council.

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

No dispensations were given.

Councillors agreed to bring Agenda Item 11 forward for discussion whilst the representatives from the Beverley-Nogent Twinning Association were present.

39/19: Twinning

39.1: To discuss a request from Mr Martin Cox (Secretary of the Beverley-Nogent Twinning Association) for the Town Council to consider how it may wish to support a twinning visit to Beverley during the weekend of Beverley Food Festival (Sunday 6th October 2019).

Councillors discussed the importance of twinning in terms of the economic, cultural and social benefits it brings to the town. The hard work of the Association was acknowledged and Mr Cox explained that whilst they currently had enough funds to cover the October visit, any financial support from the Town Council would be welcome, as the costs of hosting the visitors would use most of their resources.

Resolved: *It was agreed that the Beverley-Nogent Twinning Association will provide details of expected costs for the forthcoming visit and Town Councillors would consider how best to support these at the September 2019 meeting of Full Council.*

39.2: Italian Twinning - to consider the enquiry raised by Mr Cox regarding twinning with Fucecchio.

Mr Cox provided some written information to Councillors about the Italian town of Fucecchio, which is twinned with Nogent-sur-Oise and has many similarities to Beverley (celebrated local food, horse racing, tannery work, etc.). It was explained that twinning representatives from the town were very interested in linking with Beverley.

Resolved: *To include an agenda item at a future meeting of Full Council to discuss how the Town Council might wish to support Beverley twinning with Fucecchio and the benefits thereof.*

40/19: To confirm and sign the minutes of the Full Council Meeting on 10th June 2019 and Extraordinary Full Council on 24th June 2019.

40.1: Full Council Meeting on 10th June 2019

Item 18/1: The Clerk reported that ERNLCCA advised that Resolution 3 needed to be revised, as in its current form if just one of the several bullet points is not approved, the whole resolution would fall.

Resolved: *That the following revised Resolution 3 be submitted to the ERNLCCA AGM:*

In 2018 the United Nations Intergovernmental Panel on Climate Change (IPCC) warned that we had 12 years to make the necessary changes to limit a rise in global temperature to just 1.5 degrees C. Failure to act will see a marked increase in sea levels and flooding, extreme and abrupt changes to weather patterns, crop failures, extinctions of plant, insect and animal species and global economic disruption and crisis. At the Global Climate Talks in Poland last December, the UK, along with 200 other countries agreed action on climate change with a much greater role strongly implied for local and regional authorities, such as Parish, Town and County Councils.

Beverley Town Council proposes a resolution that ERNLCCA note:

- *that the impacts of climate breakdown are already causing serious damage around the world.*
- *the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change in October 2018, that (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.*
- *that all governments (national, regional and local) have a duty to act, and local governments that recognise this should not wait for their national governments to change their policies;*
- *that strong policies to cut emissions also have associated health, wellbeing and economic benefits;*
- *and that, recognising this, a growing number of UK local authorities have already passed 'Climate Emergency' motions.*

Therefore, Beverley Town Council recommends that ERNCLLA commits to the following:

- Declare a 'Climate Emergency' that requires urgent action;
- Make ERNLLCA's activities net-zero carbon by 2030;
- Achieve 100% clean energy across ERNLLCA's full range of functions by 2030.

In addition, Beverley Town Council also proposes ERNCLLA recommend that the above is adopted by NALC.

Proposal: That the revised minutes for Full Council on 10th June 2019 be accepted.

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

Resolved: The revised minutes of the Full Council Meeting on 10th June 2019 were approved and signed.

40.2: Extraordinary Full Council Meeting on 24th June 2019

Item 35/19: Councillors discussed the resolution to this item and agreed the following revision:

Resolved: As an interim measure, in the absence of an investments policy, to instruct the Clerk to spread cash assets between institutions, not to exceed £85k under any one single banking license.

Proposal: That the revised minutes for the Extraordinary Full Council on 24th June 2019 be accepted.

Proposed: Cllr S. Rance **Seconded:** Cllr T. Astell

Resolved: The revised minutes of the Extraordinary Full Council on 24th June 2019 be approved and signed.

41/19: To receive and sign the minutes of the:

41.1: Planning, Property and Services on 11th June 2019

Proposed: Cllr P. Astell **Seconded:** Cllr D. Horsley
Resolved: The minutes be approved and signed.

41.2: Christmas Lights Working Group on 18th June 2019

The minutes were noted.

41.3: Personnel on 24th June 2019

Proposed: Cllr P. Astell **Seconded:** Cllr S. Blencoe
Resolved: The minutes be approved and signed.

41.4: Beverley in Bloom Working Group on 26th June 2019

The minutes were noted.

41.6: Planning, Property and Services on 2nd July 2019

Proposed: Cllr P. Astell **Seconded:** Cllr D. Boynton
Resolved: The minutes be approved and signed.

41.7: Grants on 8th July 2019

Proposed: Cllr I. Gow **Seconded:** Cllr D. Horsley
Resolved: The minutes be approved and signed.

41.8: Policy on 15th July 2019

Resolved: To postpone approval of these minutes until Full Council in September 2019.

42/19: To receive a review of the recorded actions from the previous minutes.

42.1: Proposal: As requested in item 30/19 from the minutes of the Planning, Property and Services Committee 2nd July 2019, £2,000 be allocated to the project to purchase and manage a number of dog waste bag dispensers.

Proposed: Cllr P. Astell **Seconded:** Cllr S. Rance

Resolved: *That £2,000 be allocated for the purchase of dog waste bag dispensers.*

42.2: Proposal: As requested in item 27/19 from the minutes of the Planning, Property and Services Committee 2nd July 2019, funding be approved to engage the services of a contractor to tidy allotments plots that are over grown and between tenancies.

Proposed: Cllr S. Blencoe **Seconded:** Cllr P. Astell

Resolved: *That up to £3,000 be allocated to engage the services of a contractor to tidy allotment plots and repair/replace fencing.*

42.3: The Clerk reported that now the minutes from the Grants Meeting dated 8th July 2019 had been approved (see 41.7 above), confirmation letters would be sent to applicants.

43/19: Mayoral Announcements

The Mayor announced that he had attended a number of events over the past month, including a visit to Lemgo in Germany to celebrate 40 years of twinning with Beverley.

The Mayor read out a letter sent to the Town Council from Mr Martin Cox, referencing a correspondence he had recently had published in the local press, which urged Councillors to consider establishing a vision strategy for the organisation and asking their views on parking charges. The Mayor explained these issues were either already on the agenda (Vision Strategy) or could be discussed at a future meeting. He noted that parking charges were the responsibility of East Riding of Yorkshire Council, but that the Town Council could express their concerns to the senior authority.

In addition, the Mayor reported that he had received communication from Mrs Kate Gray expressing concerns about the current state of the Library Gardens. He explained that during his recent visit to Lemgo, he had seen a council-run open greenspace that was used for picnics, community events and festivals. He felt the Library Gardens would be an ideal location to replicate this sort of idea in Beverley and that the Town Council had briefly discussed such a project in the previous year.

Resolved: *That the Library Gardens be placed on a future Planning, Property and Services Committee agenda to discuss ideas and feed back to Full Council.*

44/19: Report from East Riding of Yorkshire Council Ward Councillors

Cllr D. Healy explained that the Town Council can benefit from having three members that are also ERYC Ward Councillors, as this will help strengthen the organisations voice at senior authority level. He said that as a member of the official opposition group at ERYC, he and his fellow councillors were endeavouring to hold the controlling political party and their decisions to account.

Cllr D. Boyton said that he has received numerous contacts from residents about a range of issues and that there were plans to open up Longcroft Lower School to former students before it is demolished. He also explained that a significant issue facing the town is the loss of affordable care homes for families on lower incomes since the recent closure of two establishments. He said ERYC were looking into the possibility of opening a council-run facility to help bridge this gap.

In her absence, Cllr D Healy reported that Cllr L. Johnson is raising environmental issues.

45/19: Policy Committee and Finances

45.1: To approve the revised Town Council Financial Regulations as recommended at Policy Committee.

Proposed: Cllr S. Rance

Seconded: Cllr P. Astell

Resolved: *To approve the revised Financial Regulations.*

45.2: To finalise change of signatories for all bank accounts.

The Clerk circulated documentation for the new Councillor signatories to complete.

45.3: To report on the progress of an Investment Strategy Policy for the Town Council to be recommended by Policy Committee and added to the next Policy meeting for approval to go to Full Council.

Councillors said that with the revised resolution to the minutes of the Extraordinary Full Council Meeting (see **40.2** above) covered all eventualities until a full Investment Strategy Policy was in place.

Resolved: *The Investment Strategy Policy be discussed and addressed at the next meeting of the Policy Committee.*

45.4: To approve movement of the Town Council's Deposit Account to an alternative bank as directed by Full Council - Town Clerk to report

The Clerk reported that the current term had come into maturity and it was the best time to move the account.

Resolved: *That the account containing £85,000 be moved to Beverley Building Society and that three councillors are needed to sign the appropriate documentation at Yorkshire Bank.*

45.5: To consider approval of new bank accounts.

The Clerk reported that new bank accounts under difference licences were still being investigated. Work will continue to research appropriate banks, including the Hull and East Yorkshire Credit Union and CCLA investment options.

45.6: Website – to report that a new website is being considered following the Policy Committee meeting.

The Clerk reported that the Council will be seeking the services of a company to produce a new website. This will help to improve matters of transparency and also provide an up-to-date Control Management System to enable better access for officers to edit the website. It was also reported that the Clerk was in discussion with Kingston Communications to upgrade office internet and telephone connections. Councillors discussed the importance of the new website and the information it communicates complying with the Transparency Code.

Proposal: Beverley Town Council shall fully comply with the DCLG Local Government Transparency Code 2015 and the ICO Model Publication Scheme v1.2 as a matter of urgency (before 31st December 2019). Fund for re-designing the Town Council website to comply shall be allocated from Earmarked Reserve: Development up to the sum of £3,000. The normal procurement rules laid out in Financial Regulations shall apply to this procurement.

Proposed: Cllr S. Rance Cllr. P. Astell

Resolved: *That the proposal be accepted and actioned accordingly.*

46/19: Vision and Strategy

Councillors discussed the Vision and Strategy Document that had been circulated with the agenda. Members discussed the importance of this document as it will help to guide the work of the Town Council over the coming four years of office. It was agreed that it was important to eventually share this document with the community once it was in an appropriate state to do so. Members felt it important to not just enable access to it digitally, but hard copies would be essential due to a significant number of residents not being internet users. Therefore, a limited print-run was discussed, with copies located in key locations, e.g. doctors surgeries, schools, community centres, etc. and also an abbreviated version for wider public consumption could be created. It was also mentioned that it was important for members of staff to make comment on the document – the opportunity for this would be at an informal meeting of the Personnel Committee with all officers on Tuesday 23rd July.

- Resolved:**
- a) That the Vision and Strategy to date be approved by the Council as a living document.*
 - b) Upon completion, councillors produce a limited print-run of the document.*
 - c) Councillors to produce a summary of the document to help communicate this vision.*
 - d) A launch event be organised to promote the document.*
 - e) That £2,000 be allocated to afford items b), c) and d) above*
 - f) When completed, a digital version of the document is uploaded to the Council website.*
 - g) Councillors consider other avenues by which to promote the document to the wider community.*

47/19: BACH Update

Councillors reported that much work had been done in recent weeks to investigate potential future buildings for use by the Town Council as the Beverley Area Community Hub. A report provided details on the three properties members of the group had considered – the former St Nicholas School site, the former young persons' care home on Keldgate and the former St Mary's School on Lairgate.

It was explained that following meetings with East Riding of Yorkshire Council (who own or have leasehold of these three properties), that they would not look favourably on a proposal that appeared to "poach" community organisations/lettings from other venues already established in the town.

It was discussed that in terms of project management, there is the need for a qualified and experienced professional to produce a survey report of the proposed building to help the Town Council to assess the potential costs involved. Community consultation would also be an important part of the process, alongside production of a final business plan.

- Proposals:**
- a)** The Town Council ask the Clerk to issue an Expression of Interest with respect to the former St Nicholas School site to East Riding of Yorkshire Council on Monday 12th August 2019.
 - b)** The Town Council adopt the former St Nicholas School site as the preferred location for the BACH Project as outlined in the Vision Statement.
 - c)** The Town Council delegate financial authority to the Chair/Vice Chair of Planning, Property and Services to the value of £40,000 in order to engage professional resources to develop a community bid for the former St Nicholas School site, in line with Financial Policies, including the preparation of a business case for employment of Interim Staff/Contracted Specialist.

Proposed: Cllr S. Rance

Seconded: Cllr T. Astell

Resolved: *That the above three proposals be approved and the Town Council to carry this plan forward.*

Proposal: That the Town Council offer an official vote of thanks to Cllr. S. Rance for his work on the BACH Project.

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

Resolved: *That the Town Council officially records its thanks to Cllr S. Rance.*

48/19: Gallows Lane and Rights of Way

Councillors discussed concerns raised by residents regarding Peter Ward Homes fencing off the passage/pathway that runs from the top of Gallows Lane on to Westwood. Cllr D. Healy explained that he had been in discussions with ERYC officers regarding this issue and that Gallows Lane is currently an un-adopted road, which Peter Ward Homes is applying to adopt. Once and if adoption is granted, it can then be opened to the public again. A member of the public, with a legal knowledge of the matter, was given permission to speak on this item.

Proposal: That Cllr D. Healy liaise with ERYC to gain assurance that the passage/pathway from the top of Gallows Lane on to Westwood will be reopened to the public once Peter Ward Homes are granted adoption rights to Gallows Lane.

Proposed: Cllr S. Rance **Seconded:** Cllr I. Gow

Resolved: *That Cllr D. Healy liaise with ERYC as proposed.*

49/19: Events

49.1: Events

The workload of Council Officers was discussed in terms of the amount of time required to run events, such as the Beverley Food Festival. Councillors considered speaking to East Riding of Yorkshire Council to see if they would be interested in running this event rather than the Town Council.

Resolved: *To discuss in more detail at a future meeting of Full Council and after consultation with Council Officers.*

49.2: Para-Cycling International Race Community Grant - to discuss how the Town Council may wish to support this event and to consider an application to the new community fund.

Resolved: *For the Planning, Property and Services Committee to discuss this at their next meeting (Tuesday 30th August 2019).*

49.3: V.E. Day 75th Anniversary – to discuss how the Town Council may wish to mark this event in 2020.

Resolved: *That a working group be convened to discuss ideas and feed these back at Full Council. The working group to consist of Cllrs T. Astell, D. Boynton, D. Horsley, P. Astell, D. Jack and C. Wildey (meeting date to be confirmed).*

50/19: Beverley Beck: A Living Waterway

The Clerk reported that Beverley Town Council has been awarded £17,500 for this project from Commuted Sums. In addition, the project includes £1,500 contribution from the Town Council and a further potential £1,000 from sponsorship. Work to develop the project is due to start in February 2020, with a projected completion date of February 2021. The Clerk explained how this illustrated nature trail project fulfils elements of the Vision and Strategy Document, by promoting social inclusion, active lifestyles and environmental responsibility/understanding. The Mayor thanked Council Officers for their ongoing work on this project and successful acquisition of funds.

51/19: Annual Report 2018/19

The Clerk presented the final draft of the 2018/19 Annual Report.

Resolved: *The document be published once the final travel costs are revised on the Councillor Expenses page.*

52/19: ERVAS Youth Festival

It was noted that Cllrs T. Astell and C. Hopkins are the Town Council's representatives to ERVAS on youth issues.

Resolved: *Cllrs T. Astell and C. Hopkins to liaise with ERVAS and discuss with fellow Councillors how they might like to either support or have a presence at this event.*

53/19: To consider attendance at conferences

53.2: NALC Conference – 28th and 29th October 2019

Discussion took place regarding the benefits of the NALC Conference and which councillors should attend it on behalf of Beverley Town Council.

Resolved: *That Cllr T. Astell attend the NALC Conference and that a second place be offered to Cllr C. Hopkins. If she does not wish to attend, Cllr P. Astell to do so instead.*

53.2: SLCC Conference – 2nd and 3rd October 2019

Discussion took place regarding the benefits of the SLCC Conference.

Resolved: *That the Town Clerk attend this conference.*

The meeting closed at 8:45pm

Signed: _____

Dated: _____