



Extraordinary Full Council

24th June 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, Margaret Pinder, Simon Rance, Claire Wildey, Ann Willis.

In Attendance: Helen Watson (Town Clerk), Matthew Snowden (Deputy Town Clerk), 2 members of the public

The Deputy Mayor took the chair due to the Mayor being delayed.

30/19: To receive apologies for absence.

Cllr Linda Johnson

31/19: Declarations of Interest.

31.1: 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 Simon Rance declared a non-pecuniary interest in Item 5 of the agenda relating to Investments Policy and treasury risk matters.

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

No dispensations were given.

32/19: To approve and sign the following Annual Audit documentation:

32.1: The Annual Return 2018/19.

Section 1 of Governance and Accounts Return (AGAR)

Proposal: Section 1 of AGAR be approved, noting the Internal Auditor comments in respect to budget process.

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

Resolved: *That the proposal be accepted.*

Section 2 of Governance and Accounts Return (AGAR).

Proposal: Subject to the figure in Box 6 being checked by RBS and the Internal Auditor, Section 2 of AGAR be approved.

Proposed: Cllr S. Rance **Seconded:** Cllr D. Healy

Resolved: *That the proposal be accepted.*

Having arrived, the Mayor took the chair.

33.2: The Annual Accounts.

Proposal: That the Annual Accounts be accepted.

Proposed: Cllr S. Rance **Seconded:** Cllr S. Blencoe

Resolved: *That the proposal be accepted.*

33.3: To receive a summary of the Risk Assessment from the Town Clerk.

The Clerk explained that the Risk Assessment was a bespoke package for Town and Parish Councils, but that a new system could be trialled later in the year. Councillors discussed the need to carry out a whole scale review of the Risk Assessment process and the importance of Treasury Risk being included.

Proposal: That the Risk Assessment be received and that future reviews include Treasury Risk measures.

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

Resolved: *That the proposal be accepted.*

33.4 To receive the Annual Internal Audit Report for 2018/19.

Proposal: That the Annual Internal Audit Report for 2018/19 be approved and to note the Internal Auditor comments.

Proposed: Cllr S. Rance **Seconded:** Cllr S. Blencoe.

Resolved: *That the proposal be accepted.*

33.5 To appoint the Internal Auditor for 2019/20 and consider the scope of the Audit required.

Councillors discussed what requirements the Town Council has when appointing an Internal Auditor, including a sector-specific qualification, although it was noted that this was just one of the factors.

Proposal: That the Town Clerk seeks three tenders from potential Internal Auditors and that the issue be discussed at a future meeting of the Policy Committee

Proposed: Cllr S. Rance **Seconded:** Cllr S. Blencoe

Resolved: *That the proposal be accepted.*

34/19: To Review the Budget for 2019/20 and future years.

Cllr S. Rance presented a budget sheet, illustrating the Town Council's outgoings, income and reserves. It was identified that non-earmarked reserves totalled £340,000. Councillors discussed the nature of the reserves and how best to use them to benefit residents and the town as a whole. Councillors felt it prudent to allocate the non-earmarked reserves under broad categories that align with the Powers and Duties available to the Town Council, whilst at the same time not tying these funds down to specific activities at this point.

Proposal: That £85,000 of reserves be allocated to each of the four following categories: Community Cohesion, Enterprise, Sustainability, Development.

Proposed: Cllr C. Hopkins **Seconded:** Cllr I. Gow

Resolved: *That the proposal be accepted.*

35/19: To Discuss Investments policy and treasury risk matter.

Councillors discussed the risks associated with having all Town Council finances under the same Banking Licence.

Proposal: 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.

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

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.

The meeting concluded at 8:20pm

Signed: _____

Date: _____