

## Full Council Meeting

30<sup>th</sup> November 2020

6:30pm via Zoom

(Due to the COVID-19 pandemic it was not possible for Council to meet in person)

**Present: Present:** Councillors: T. Astell (Chair), P. Astell, I. Gow, D. Healy, C. Hopkins, D. Horsley, D. Jack, L. Johnson, D. Tucker, C. Wildey, A. Willis

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

### 91/20: Mayor's Introduction

**91.1: The Mayor to explain that the meeting is being live-streamed on You Tube via Zoom.**

The Mayor introduced the meeting and explained that whilst Councillors were meeting via Zoom, proceedings would be livestreamed to the public through the Town Council's YouTube Channel.

**91.2: The Chair to explain meeting protocol in terms of using remote technology.**

The Mayor requested all Councillors and invited guests set their microphones to mute unless invited to speak and that all virtual backgrounds should be deactivated. He also explained that Councillors are to clearly show they hands if they wish to speak and when asked to vote.

**91.3: The Mayor to carry out a rollcall of Councillors present.**

The Mayor gave a rollcall of Councillors present and encouraged members to use the "raise hand" function on Zoom if possible.

### 92/20: To Receive Apologies for Absence

Apologies were received from Cllr M. Pinder due to work commitments.

### 93/20: Declarations

**93.1: 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 received.

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

No dispensations were given.

**94/20: To confirm and sign the minutes of Full Council held on 19<sup>th</sup> October 2020.**

**Proposal:** That the minutes from Full Council held on 19<sup>th</sup> October 2020 be signed and accepted.

**Proposed:** Cllr T. Astell                      **Seconded:** Cllr A. Willis

**Resolved:** *That the proposal be approved.*

**95/20: To confirm and sign the following Committee Minutes**

**95.1: Personnel Committee held on 3<sup>rd</sup> November 2020**

It was noted that the whilst the Agenda stated the meeting had been held on 27<sup>th</sup> October 2020, this was an error as the meeting had been rescheduled to 3<sup>rd</sup> November 2020. This was correctly stated in the actual minutes.

**Proposal:** That the minutes from Personnel Committee held on 3<sup>rd</sup> November 2020 be signed and accepted.

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

**Resolved:** *That the proposal be approved.*

**95.2: Planning, Property and Services Committee held on 3<sup>rd</sup> November 2020**

**Proposal:** That the minutes from Planning, Property and Services Committee held on 3<sup>rd</sup> November 2020 be signed and accepted.

**Proposed:** Cllr P. Astell                      **Seconded:** Cllr L. Johnson

**Resolved:** *That the proposal be approved.*

**95.3: Policy and Finance Committee held on 9<sup>th</sup> November 2020**

Councillors discussed the presence of credit card payment details in the minutes, which the Town Clerk explained had been included to enhance clarity and transparency.

**Proposal:** That the minutes from Planning, Property and Services Committee held on 22<sup>nd</sup> September 2020 be signed and accepted.

**Proposed:** Cllr L. Johnson                      **Seconded:** Cllr D. Horsley

**Resolved:** *That the proposal be approved.*

**95.4: Grants Committee held on 16th November 2020**

**Proposal:** That the minutes from Grants Committee held on 16th November 2020 be signed and accepted.

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

**Resolved:** *That the proposal be approved.*

**95.5: Planning, Property and Services Committee held on 24<sup>th</sup> November 2020**

**Proposal:** That the minutes from Planning, Property and Services Committee held on 24<sup>th</sup> November 2020 be signed and accepted.

**Proposed:** Cllr P. Astell                      **Seconded:** Cllr A. Willis

**Resolved:** *That the proposal be approved.*

**96/20: To note the following Working Group Minutes**

**96.1: Beverley Hanseatic League Working Group held on 30<sup>th</sup> October 2020**

The minutes from the Beverley Hanseatic League Working Group held on 30<sup>th</sup> October 2020 were noted



**96.2: Christmas Lights Working Group held on 11<sup>th</sup> November 2020**

The minutes from the Christmas Lights Working Group held on 11<sup>th</sup> November 2020 were noted

**97/20: Mayor's Announcements and Correspondence**

**97.1: General Mayor's Announcements and Correspondence.**

The Mayor explained that due to Covid-19 restrictions and due to both himself and the Deputy Mayor having to self-isolate, Cllr D. Healy represented the Office of the Mayor and Town Council on Remembrance Day.

**97.2: Mayoral Event**

The Mayor explained that a virtual fundraising event is planned for 29<sup>th</sup> January 2021. The event will include a remotely-held cabaret evening organised by Rich T, with all donations and any profits going toward the Mayoral Charities. The Mayor shared a poster promoting the event and encouraged Councillors to help promote and attend the event. Invitations will be sent out to civic dignitaries from across East Yorkshire and wider promotion to the community will also take place. As this was different to event in previous years, the Mayor sought Council approval to proceed and approve payment.

**Proposal:** That the Town Council engages Rich T to organise the Mayor of Beverley's Head and Heart Digital Cabaret on 29<sup>th</sup> January 2021.

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

**Resolved:** *That the proposal be approved.*

**98/20: Reports from Councillors serving on external bodies**

Cllr P. Astell reported that ERNLLCA has undergone a restructure, resulting in one East Riding District Committee being implemented and that he had been selected to chair it, with Cllr P. Hemmerman from Market Weighton as deputy chair. Cllr Astell explained that the ERNLLCA AGM had taken place, but due to Covid-19 it only dealt with general business and no motions were put forward. Cllr Astell encouraged all Councillors to take part in NALC consultation regarding Standards in Public Life and sign up to training opportunities.

**99/20: Policy/Procedure Adoption**

**99.1: Whistle-blowing Policy**

**Proposal:** That the Whistle-blowing Policy be signed and adopted by the Town Council.

**Proposed:** Cllr L. Johnson                      **Seconded:** Cllr C. Hopkins

**Resolved:** *That the proposal be approved.*

**99.2: Anti-fraud and Corruption**

**Proposal:** That the Anti-fraud and Corruption Policy be signed and adopted by the Town Council.

**Proposed:** Cllr L. Johnson                      **Seconded:** Cllr C. Hopkins

**Resolved:** *That the proposal be approved.*

**99.2: Operational Plan – "The Three Ps"**

**Proposal:** That the Operational Plan be adopted to enable the Town Council to move forward positively, with the amendment that Policy and Finance Committee meetings examine finances on a quarterly basis as opposed to the committee only meeting quarterly (Finance and Policy point 2, page 3). In addition, the Plan will underpin all future work of the Town Council and "The Three Ps" - professionalism, politeness and patience - will be followed at all times.

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

**Resolved:** *That the proposal be approved.*



**Cllr I. Gow left the meeting at 19:25 due to a work commitment.**

## **100/20: Grants Scheme**

**Cllr C, Wildey left the meeting at 19:29 due to another commitment.**

### **100.1: Grants Policy**

**Proposal:** That the Grants Policy be signed and adopted by the Town Council.

**Proposed:** Cllr D. Horsley      **Seconded:** Cllr C. Hopkins

**Resolved:** *That the proposal be approved.*

### **100.2: Small and General Grant Application Forms**

The new applications forms were noted and Councillors thanked the Deputy Town Clerk for his work on this project.

**100.3: Grants Launch:** To approve the launch of the Small and General Grants schemes by Friday 4<sup>th</sup> December 2020.

**Proposal:** That the Small and General Grants schemes are launched, press releases circulated and website made live by Friday 4<sup>th</sup> December 2020. The Partnership Grants to continue being developed, with the aim of opening the scheme for applicants before the end of the Financial Year (2020/21), with submissions considered early in the next Financial Year (2021/22).

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

**Resolved:** *That the proposal be approved.*

**101/20: Supporting Residents:** To consider how Beverley Town Council may wish to continue supporting residents, especially those who are vulnerable, during the on-going Covid-19 Pandemic over the Christmas and winter period.

Councillors discussed at length how best the Town Council could support vulnerable people in the Beverley Community. They acknowledged the financial support for businesses from the Government, which is being managed by East Riding of Yorkshire Council and felt the work of the Council had carried out alongside Beverley in Bloom and Beverley Christmas Lights had helped to brighten the town for residents during these ongoing difficult times. Councillors considered a variety of ways in which the financial resources of the Town Council could support those in the Beverley community who are most in need.

**Cllr I. Gow re-joined the meeting at 20:00.**

**Proposal:** That £2,000 be donated to Beverley Against Poverty and £2,000 be donated to East Yorkshire Food Bank, both of which provide vital services to vulnerable Beverley residents.

**Proposed:** Cllr P. Astell      **Seconded:** Cllr L. Johnson

**Resolved:** *That the proposal be approved.*

**102/20: Honorary Freeman/Freewomen 2019/20:** To consider how best to present Honorary Freeman/Freewomen, who were selected in the 2019-20 municipal year, with their certificates due to the ceremony having to be cancelled because of the Covid-19 pandemic.

**Proposal:** That certificates are sent to the 2019/20 recipients, a press release be circulated promoting the fact and the new Freeman/Freewomen be informed that a ceremony will be arranged to celebrate their awards when it is suitable to do so (taking Covid-19 into consideration). In addition, should Beverley move from Covid-19 Tier 3 to Tier 2, a photo opportunity with the Mayor with each new Freeman/Freewoman will be arranged, adhering to social distancing.

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

**Resolved:** *That the proposal be approved.*



### **103/20: Councillor Training**

#### **103.1: To consider Councillor attendance at finance training sessions**

Councillors were encouraged to email the Town Clerk detailing the finance training sessions they would like to attend.

#### **103.2: To consider working with ERNLLCA to arrange bespoke training on general council practices.**

The Town Clerk reported that she was liaising with ERNLLCA to organise bespoke training on general council practices for Beverley Town Council. Councillors thanked the Town Clerk for this.

### **104/20: Other Correspondence**

#### **104.1: Yorkshire in Bloom Certificate of Recognition 2020**

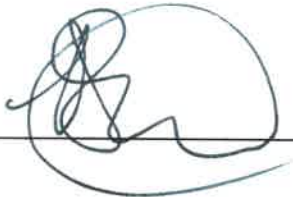
The Town Clerk reported that Beverley had received a Certificate of Recognition from Yorkshire in Bloom, in acknowledgment for all the work the Town Council and Beverley in Bloom had carried out under difficult circumstances over the past year.

#### **104.2: Community Hub/CallER Information Postcard**

Councillors were made aware of information postcards circulated by East Riding of Yorkshire Council, electronic copies of which had been sent to Councillors for use on social media.

**The meeting closed at 20:24.**

Signed: \_\_\_\_\_



Date: 11/1/21