

Minutes of Mayor Making and Annual Council Meeting

4th May 2021

6:30pm via Zoom

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

Present: Councillors L Johnson (in the Chair), P Astell, T Astell, D Boynton; I Gow, C Hopkins, D Healy, D Horsley, D Jack, M Pinder, D Tucker and C Wildey

In Attendance: Matthew Snowden (Deputy Town Clerk) and Libby Woodhouse (Administrative Assistant)

1/21: Introduction

1.1: Welcome from the outgoing Mayor.

Outgoing Mayor, Councillor T Astell welcomed everyone to the second virtual Mayor Making.

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

The Mayor explained the Zoom meeting is being live-streamed on You Tube and welcomed everyone watching.

1.3: The outgoing Mayor to explain meeting protocol in terms of using remote technology.

The Mayor reminded Councillors of the meeting protocol in terms of using remote technology.

1.4: Rollcall of Councillors, Officers and members of the public present:

A rollcall of Councillors and Officers present took place.

2/21: To Receive Apologies for Absence

Councillor Wildey had sent apologies but she will be late attending the meeting.

3/21: Declarations:

3.1: 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.

There were no declarations of interest.

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

There were no dispensations.

4/21: To confirm and sign the Minutes of Full Council on Monday 12th April 2021.

Proposed: Councillor T Astell **Seconded:** Councillor Horsley

Resolved: *That the Minutes of the Full Council Meeting on Monday 12th April are approved and signed as a true and correct record.*

5/21: To approve the following minutes:

5.1: Policy and Finance Committee on Monday 19th April 2021.

Proposed: Councillor T Astell **Seconded:** Councillor Johnson

Resolved: *That the Minutes of the Policy and Finance Committee on 19th April 2021 are approved and signed as a true and correct record.*

5.2: Planning, Property and Services Committee on Tuesday 20th April 2021.

Proposed: Councillor P Astell **Seconded:** Councillor Tucker

Resolved: *That the Minutes of the Planning Property & Services Committee of 20th April 2021 are approved and signed as a true and correct record.*

5.3: Personnel Committee on Tuesday 27th April 2021.

Proposed: Councillor Healy **Seconded:** Councillor Jack

Resolved: *That the Minutes of the Personnel Committee on 27th April 2021 are approved and signed as a true and correct record.*

6/21: Address by the outgoing Mayor Cllr Tom Astell:

6.1: The outgoing Mayor to announce the total of funds raised during their Year of Office and which organisations have benefited from this support.

The Mayor had raised £600 by the virtual fundraising cabaret evening to be split between HRI Ward 4 and the Lollipop Group.

6.2: Short address by the outgoing Mayor Cllr Tom Astell.

Councillor T Astell reported that this had been a difficult year for all that had brought challenges the like of which had never been seen before for example lockdowns, isolating, not being able to hug, zoom meetings, face masks and social distancing which had become the new norm. The community had got through it together and had grown stronger as the town had grown stronger. He had never been prouder to be the 417th Mayor and it had been a privilege. However, he had only attended 14 engagements/events whereas previous Mayors had attended hundreds. These had been sporadic and virtual. He reported that the success this year was the community growing stronger and gave examples of mutual aid and the effort people had gone to, to support those in need and he hoped this would continue.

The Mayor thanked all the Councillors for a brilliant year which had been entertaining and challenging. Councillors thanked the Mayor for his work during the year.

Councillor Wildey arrived at the meeting at 6.40 pm.

7/21: Election of new Mayor:

7.1: To elect a Mayor for the current Municipal Year.

Proposed: Councillor Healy **Seconded:** Councillor P Astell

Resolved: *That Councillor Linda Johnson is elected Mayor of Beverley for the 2021-2022 municipal year.*

Councillor T Astell congratulated Councillor Johnson on becoming the 418th Mayor of Beverley.

7.2: The newly elected Mayor will be robed and adorn the Chains of Office and sign the Declaration of Acceptance of Office.

The Mayor was robed and adorned the Chains of Office. The Declaration of Acceptance will be signed as soon as possible following this virtual meeting.

8/21: Address by the incoming Mayor

8.1: To receive a short address and vote of thanks to the outgoing Mayor from the incoming Mayor.

The Mayor gave a short address as follows:

“Thank you, fellow Councillors for electing me as your Chairman of the Council and bestowing on me the title of Mayor of Beverley for the next year. For someone who isn’t a born and bred Beverlonian, this is a huge honour. Not that I don’t have some East Yorkshire in me – my paternal Grandfather was an East Yorkshireman – and I’ve been visiting Beverley since I was a youngster, where I aspired to live. I moved to the area 32 years ago and now I’ve been made Beverley’s First Citizen, it’s more than a dream come true; I am, truly, privileged.

So, here before you sits the 418th Mayor of Beverley, and the 13th woman to hold the position. The first Mayor of Beverley was installed in 1573 so the role brings with it 448 years of history. Every new Mayor is very conscious of those who came before them and the difference they have made during their year. I am very grateful to my predecessor, Tom Astell, who has been forced to do things very differently to previous Mayors, due to the pandemic, but has shown true leadership in what he has achieved.

Tom would be the first to admit that his mayoral year was not what he thought it was going to be! Opportunities for him to wear the gown and chains and meet people face-to-face have been few, but he has been visible in other ways. Tom will go down in history as being the first mayor to have spent a whole year chairing virtual full council meetings on Zoom; Tom’s social media presence has been bigger than any other Mayor; he’s the first Mayor to have hosted a Facebook cabaret to raise money for his charities AND, I think, his impact on Beverley has been the most colourful – remember all those fabulous flags during Pride week when a rainbow flag even flew from County Hall? So, thank you, Tom, you will be a hard act to follow and I guarantee the flags will reappear, whether we are able to hold a Beverley Pride this year or not!

So what about the next year? How can I be as innovative a Mayor as Tom Astell?

Well, I want to make a difference by building on the community spirit that the response to Covid-19 has engendered. It’s very fitting that Beverley Town Council has changed its logo to ‘working as a community’ because that’s what Beverley has become. Everyone has become connected. So many have put themselves out for others in so many different ways – volunteering, donating, caring – and the Town Council has been able to support some of the community responses with practical and monetary donations. I want the Council to continue that support and continue building community spirit by becoming partners with some of those community groups.

Beverley has many different groups, organisations and clubs which make the town special but they tend to do it in isolation, applying for grants rather than asking for other support or working with the Council in a joined-up way. For some groups, working in partnership could be mutually beneficial with cross-fertilisation of ideas and reciprocal endorsement. For others, the restrictions of being a working group of the Town Council can be lifted, liberating that group and allowing them control of their own destiny and funds. To further enable this new way of working, I'd like to announce that such Partners can apply for cash or other support, up to the value of £3,000/year from the Town Council, guaranteed for up to 3 years, depending on agreed criteria being met when the Partnership is formed. The paperwork to apply for Partnership status is now on the website, along with the terms and conditions, and we hope that many organisations in the town will want to explore this initiative. There is no restriction on the type of organisation applying as long as they are within the scope of types of organisations which can be supported with public money and they are properly constituted.

One of the great things a Mayor can do is to help raise funds for deserving causes. But there are so many deserving causes that I am finding it difficult to choose! I'm a passionate advocate for equality, diversity and inclusion and hate to hear of people facing discrimination for who they are or hardship because of other people's actions. So, if your charity meets these criteria and you have a fund-raising idea which I can add weight to, please let me know. I have had 2 approaches already and I look forward to more!

I am confident that, as lock-down to control the Coronavirus relaxes, Beverley will return to being the thriving market town which we know and love. Under my watch, though, the areas where we live will be considered as important as the town centre – so there will be more attention paid to enhancing areas of the town which might have been neglected in the past; there will be all-year lighting for some of our interesting features, more benches, more highlighting of our history and more initiatives to make Beverley cleaner and greener.

But to enjoy Beverley at the moment, we all need to be safe! So I will finish this short acceptance speech with a plea and a promise. Please, have the vaccine when called and remember, wash or gel those hands regularly, wear a mask over your mouth and nose if you can and maintain space between yourself and strangers until we are told it's safe to mingle. And when it is safe and we have the coronavirus under control, we will celebrate, but we will also commemorate those we have lost and we will recognise those who have worked as a community to help those who have been in need. Meanwhile, may God bless us all.

8.2: The incoming Mayor will announce their Consort.

The Mayor announced her Consort will be her husband, Mr Graham Johnson.

8.3: The incoming Mayor will announce their good causes for which they will raise funds.

The Mayor announced that fundraising will take place during the year for a number of organisations,

9/21: Election of Deputy Mayor

9.1: To elect a Deputy Mayor for the current Municipal Year.

Proposed: Councillor Healy **Seconded:** Councillor Tucker

Resolved: *That Councillor Tom Astell is elected Deputy Mayor of Beverley for the 2021-2022 municipal year.*

9.2: The newly elected Deputy Mayor will be robed and adorn the Chains of Office.

The Deputy Mayor did not have the robes and Chains of Office with him.

9.3: The Deputy Mayor will announce their Consort.

The Deputy Mayor will announce his Consort in due course.

10/21: To elect members, chairs and vice-chairs to the following committees and working groups (see attached).

10.1: Policy and Finance Committee

10.1.1: 8 members

Proposed: Councillor Healy **Seconded:** Councillor Tucker

Resolved: To appoint Councillors Johnson, Jack, T Astell, P Astell, Horsley, Healy, Pinder and Hopkins as members of the Policy & Finance Committee

10.1.2: 2 substitutes

Proposed: Councillor Healy **Seconded:** Councillor Tucker

Resolved: To appoint Councillors Tucker and Wildey as substitutes for the Policy & Finance Committee.

10.1.3: Chair

Proposed: Councillor Healy **Seconded:** Councillor T Astell

Resolved: To elect Councillor Johnson as Chair of the Policy & Finance Committee.

10.1.4: Vice-chair

Councillor Hopkins proposed, and this was seconded by Councillor Gow, to elect Councillor Pinder as Vice-Chairman of the Committee. Voting took place and the motion failed.

Proposed: Councillor Healy **Seconded:** Councillor Horsley

Resolved: To elect Councillor Jack as Vice-Chairman of the Policy & Finance Committee.

10.2: Planning, Property and Services Committee

10.2.1: 8 members

Proposed: Councillor Healy **Seconded:** Councillor T Astell

Resolved: To appoint Councillors P Astell, Tucker, Horsley, Gow, Boynton, Willis and Wildey as members of the Planning, Property & Finance Committee.

10.2.2: 2 substitutes

Proposed: Councillor Healy **Seconded:** Councillor Boynton

Resolved: To appoint Councillors Johnson and Hopkins as substitutes for the Planning, Property & Services Committee.

10.2.3: Chair

Proposed: Councillor Healy **Seconded:** Councillor Horsley

Resolved: To elect Councillor P Astell as Chair of the Planning, Property & Services Committee.

10.2.4: Vice-chair

Proposed: Councillor Healy **Seconded:** Councillor P Astell

Resolved: *to elect Councillor Tucker as Vice-Chair of the Planning, Property & Services Committee.*

10.3: Personnel Committee

10.3.1: 4 members

Proposed: Councillor Healy **Seconded:** Councillor Tucker

Resolved: *To appoint Councillors Jack, Healy, P Astell and Johnson as members of the Personnel Committee.*

10.3.2: Chair

Proposed: Councillor Jack **Seconded:** Councillor T Astell

Resolved: *To elect Councillor Healy as Chair of the Personnel Committee*

Councillor Pinder stated "I would like to point out that the Internal Auditor did indicate that she thought Councillor Healy may have acted unlawfully on that Committee. So, I do hope that you proceed with caution there. Make sure all rules are observed on that Committee."

Councillor Healy responded that it was a scurrilous allegation that he had behaved unlawfully and that it could not be substantiated. Neither he nor the Personnel Committee had acted unlawfully.

Proposed: Councillor Healy **Seconded:** Councillor Horsley

Resolved: *That this Council requests Councillor Pinder to withdraw that comment and that this Council condemns it in the strongest possible terms.*

Councillor Pinder was happy for her statement to stand.

Proposed: Councillor T Astell **Seconded:** Councillor D Healy

Resolved: *In accordance with Item 2b of Standing Orders and referencing items 10 and 13 of Standing Orders that Councillor Pinder is excluded from the remainder of the meeting as she failed to withdraw her statement.*

Councillor Pinder left the meeting.

10.3.3: Vice-chair

Proposed: Councillor Healy **Seconded:** Councillor P Astell

Resolved: *To appoint Councillor Jack as Vice-Chair of the Personnel Committee.*

10.4: Grants Committee

10.4.1: 8 members – two from each ward:

Proposed: Councillor Healy **Seconded:** Councillor Gow

Resolved: *To appoint the following Councillors to the Grants Committee:*

- **St Mary's East** – Councillors Johnson and Horsley
- **St Mary's West** – Councillors Boynton and Tucker
- **Minster North** – Councillors P Astell and Gow
- **Minster South** – Councillors Hopkins and Pinder

10.4.2: Chair

Proposed: Councillor Healy **Seconded:** Councillor P Astell

***Resolved:** To elect Councillor Horsley as Chair of the Grants Committee*

10.4.3: Vice-chair

Proposed: Councillor Healy **Seconded:** Councillor Boynton

***Resolved:** To elect Councillor Tucker as Vice-Chair of the Grants Committee.*

10.5: Beverley Christmas Lights Working Group

10.5.1: 4 members

***Resolved:** To appoint Councillors Willis, Jack, T Astell and Horsley to the Christmas Lights Working Group.*

10.5.2: Chair

Proposed: Councillor Wildey **Seconded:** Councillor Jack

***Resolved:** To elect Councillor Willis as Chair of the Christmas Lights Working Group.*

10.5.3: Vice-Chair

Proposed: Councillor P Astell **Seconded:** Councillor Horsley

***Resolved:** To elect Councillor Jack as Vice-Chair of the Christmas Lights Working Group.*

The Mayor thanked the Committee, Councillors, volunteers and members of the Christmas Lights Fundraising Group for making the Christmas Lights look fantastic in very difficult circumstances this year.

10.6: Civic Policy and Protocol Working Group

To select 3 Councillors to form a temporary working group to develop documents and protocols relating to the Office of Mayor and Civic aspects of the Town Council.

Proposed: Councillor Healy **Seconded:** Councillor Jack

***Resolved:** To appoint Councillors T Astell, P Astell and Horsley along with the Administrative Officer to the Civic Policy and Protocol Working Group.*

10.7: Audit Recommendations Working Group

To select 3 Councillors to form a temporary working group to revise and update the Scheme of Delegation, Financial Regulation and Standing Orders, following recommendations made in the Interim Internal Audit report.

Proposed: Councillor Healy **Seconded:** Councillor Tucker

***Resolved:** To appoint Councillors Healy, Johnson, Tucker and Hopkins along with the Acting Town Clerk/RFO to the Audit Recommendations Working Group.*



10.8: Risk Management Working Group

To select 3 Councillors to form a temporary working group to develop Risk Management Statements and related documents, following recommendations made in the Interim Internal Audit report.

Proposed: Councillor Healy **Seconded:** Councillor Horsley

Resolved: To appoint Councillors Johnson and Tucker along with the Acting Town Clerk/RFO and Administrative Officer to the Risk Management Working Group.

11/21: External Groups

To select Councillors to represent the Town Council to the following groups and bodies (please note, some of the below have not met over the past year and the clerk will verify their future meetings when informing the groups which Councillors have been allocated to them).

Councillor Hopkins proposed, and seconded by Councillor Gow, to leave representatives as the previous year and re-nominate Councillor Pinder to represent the Council at ERNLLCA. Voting took place and the motion failed.

Proposed: Councillor Healy **Seconded:** Councillor Boynton

Resolved: To leave representatives as the previous year except that Councillors Jack and P Astell represent the Council at ERNLLCA, all representatives as follows:

- 11.1: **Local Growth Partnership (2 representatives)** – Councillor Johnson
- 11.2: **Beverley Town Centre Working Group** - The Mayor, plus Deputy Mayor substitute
- 11.3: **Parish Planning Liaison Meetings (1 representative)** – Councillor P Astell
- 11.4: **East Riding and North Lincolnshire Local Councils Association – ERNLLCA (2 representatives)**
– Councillors P Astell and Jack
- 11.5: **East Yorkshire Town Council Network** - The Mayor and the Town Clerk
- 11.6: **Beverley War Memorial Hall (2 representatives)** – Councillors T Astell and Pinder
- 11.7: **Flood Liaison (1 representative)** – Councillor P Astell
- 11.8: **Beverley Chamber of Trade (2 representatives)** – Councillors Healy and Pinder
- 11.9: **Parish Transport Champion (1 representative, plus 1 substitute)** – Councillor P Astell, plus Councillor Hopkins substitute.

12/21: Meeting Calendar for 2021-2022

To approve a calendar of meetings for the 2021-2022 Municipal Year in accordance with Standing Orders (see attached).

Proposed: Councillor P Astell **Seconded:** Councillor Gow

Resolved: To approve the Meeting Calendar for the 2021-2022 Municipal Year.

13/21: Internal Auditor

To consider and agree the process to appoint an Internal Auditor for the 2021-2022 Financial Year.

Proposed: Councillor Jack **Seconded:** Councillor P Astell

Resolved: That the Acting Town Clerk/RFO obtains three quotes for Internal Audit for the 2021-2022 Financial Year.

The meeting finished at 8 pm.

Signed  Date 07/06/21