



Town Clerk: Ms. Helen Watson FSLCC

Office Address: 12 Well Lane, Beverley, East Yorkshire, HU17 9BL

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Wednesday 4th May 2022

To all members of the Town Council

Dear Councillor,

ANNUAL COUNCIL MEETING and MAYOR MAKING

You are hereby summoned to attend the Annual Council Meeting and Mayor Making of Beverley Town Council, to be in the Guildhall, Register Square, Beverley on **Monday 9th May 2022 to commence at 6.30pm.**

Yours faithfully,

Matthew Snowden
Deputy Town Clerk

AGENDA

- 1. Welcome to the Meeting and Election of new Mayor of Beverley for the 2022-2023 Municipal Year:**
 - (a) The outgoing Mayor of Beverley welcomes councillors, guests and members of the public to the meeting.
 - (b) The outgoing Mayor presides over the election of a Mayor of Beverley for the 2022-2023 Municipal Year.
 - (c) The newly elected Mayor announces their Mayoress/Consort for the 2022-2023 Municipal Year.
 - (d) The newly elected Mayor and Mayoress/Consort will be robed and adorn the Chains of Office.
 - (e) The newly elected Mayor will sign the Declaration of Acceptance of Office.

- 2. To Receive Apologies for Absence**

- 3. Declarations:**
 - (a) To record declarations of interest by any member of the council and officers in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
 - (b) To note dispensations given to any member of the council and officers in respect of the agenda items below.

- 4. Election of new Deputy Mayor of Beverley for the 2022-2023 Municipal Year:**
 - (a) The newly elected Mayor of Beverley presides over the election of a Deputy Mayor of Beverley for the 2022-2023 Municipal Year.
 - (b) The new elected Deputy Mayor will announce their Deputy Mayoress/Consort for the 2022-2023 Municipal Year.
 - (c) The newly elected Deputy Mayor and Deputy Mayoress/Consort will be robed and adorn the Deputy Chains of Office.

5. Addresses

- (a) **Outgoing Mayor:** To receive a short address from the outgoing Mayor of Beverley, including announcement of total funds raised for their specified good causes during the 2021-2022 Municipal Year.
- (b) **Newly Elected Mayor:** To receive a short address from the newly elected Mayor of Beverley, including announcement of the good causes for which they will raise funds during the 2022-2023 Municipal Year.

6. To elect members, chairs and vice-chairs to the following committees (see attached):

(a) Policy and Finance Committee

- i. 8 members
- ii. 2 substitutes
- iii. Chair
- iv. Vice-chair

(b) Planning, Property and Services Committee

- i. 8 members
- ii. 2 substitutes
- iii. Chair
- iv. Vice-chair

(c) Personnel Committee

- i. 4 members
- ii. Chair
- iii. Vice-chair

(d) Grants Committee

- i. 8 members – 2 from each ward:
 - St Mary's East
 - St Mary's West
 - Minster North
 - Minster South
- ii. Chair
- iii. Vice-chair

(e) Beverley Christmas Lights Committee

- i. 4 members
- ii. Chair
- iii. Vice-Chair

7. External Groups

To select Councillors to represent the Town Council to the following groups and bodies (Acting Town Clerk to report and explain changes):

- (a) East Riding and North Lincolnshire Local Councils Association – ERNLLCA (2 representatives)
- (b) Parish Planning Liaison Meetings (1 representative)
- (c) Beverley Chamber of Trade (2 representatives)
- (d) Beverley War Memorial Hall (1 representative)
- (e) Flood Liaison (1 representative)
- (f) ERVAS Youth Development Project (2 representatives)
- (g) Parish Transport Champion (1 representative)

8. Meeting Calendar for 2022-2023

To approve a calendar of meetings for the 2022-2023 Municipal Year in accordance with Standing Orders – this calendar will be technically provisional, with meetings not legally obligated to take place until the official summons are published and circulated (see attached).

9. Internal Auditor

To reconfirm Internal Audit Yorkshire as Beverley Town Council's Internal Auditor for 2021-2022 (this will be the second year of their previously resolved three-year contract).

The formal meeting concludes.

Councillors and guests are invited to adjourn to the Mayors Parlour for light refreshments.

**Beverley Town Council Committees, Working Groups
and External Representations 2021-2022**

**Items
6 & 7**

COMMITTEE	POSITION	COUNCILLOR
Full Council 14 Members Quorum 5	Chair / Mayor	Linda Johnson
	Vice-chair / Deputy Mayor	Tom Astell
	Member	Peter Astell
	Member	David Boynton
	Member	Ian Gow
	Member	Alison Healy
	Member	Denis Healy
	Member	Chloe Hopkins
	Member	David Horsley
	Member	Duncan Jack
	Member	Graham Johnson
	Member	David Tucker
	Member	Clare Wildey
Member	Ann Willis	

Policy and Finance 8 Members Quorum 4	Chair	Linda Johnson
	Vice-chair	Duncan Jack
	Member	Tom Astell
	Member	Peter Astell
	Member	Denis Healy
	Member	David Horsley
	Member	Chloe Hopkins
	Member	Ann Willis
	Substitute	David Tucker
	Substitute	Clare Wildey

Planning Environment & Services 8 Members Quorum 4	Chair	Peter Astell
	Vice-chair	David Tucker
	Member	Alison Healy
	Member	David Horsley
	Member	Graham Johnson
	Member	Ian Gow
	Member	Clare Wildey
	Member	Ann Willis
	Substitute	Chloe Hopkins
	Substitute	Linda Johnson

Personnel 4 Members Quorum 3	Chair	Denis Healy
	Vice-chair	Duncan Jack
	Member	Peter Astell
	Member	Linda Johnson

Grievance & Disciplinary	Appointed if and when required - membership dictated by the situation.	
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Grants 8 members - 2 per wards Quorum 4	Chair / St Mary's East	David Horsley
	Vice-chair / St Mary's West	David Tucker
	Minster North	Peter Astell
	Minster North	Ian Gow
	St Mary's West	Denis Healy
	Minster South	Chloe Hopkins
	St Mary's East	Linda Johnson
	Minster South	Ann Willis

Christmas Lights 5 Members Quorum 3	Chair	Ann Willis
	Vice-chair	Duncan Jack
	Member	Tom Astell
	Member	Chloe Hopkins
	Member	David Horsley
	Member (Public Cooption)	Pru Blake
	Member (Public Cooption)	Joy Jack
	Member (ERYC Lighting)	David Reaney

STRATEGIC PARTNERS (previously agreed by Full Council and not for revision)	POSITION	COUNCILLOR
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Beverley Barge Preservation Society	Ambassador	Graham Johnson
Beverley in Bloom	Ambassador	Peter Astell
Beverley Rugby Union Football Club	Ambassador	Ian Gow / David Boynton / Tom Astell
Cherry Tree Community Centre	Ambassador	Clare Wildey
Stage4Beverley	Ambassador	David Tucker
Two Churches, One Town	Ambassador	David Horsley
Beverley Puppet Festival	Ambassador	Linda Johnson
Vacancy	Ambassador	Vacancy

EXTERNAL BODIES	POSITION	COUNCILLOR
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ERNLLCA (East Riding & North Lincs Local Councils Association)	Representative	Peter Astell
	Representative	Duncan Jack

Parish Planning Liaison Meetings	Representative	Peter Astell
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Chamber of Trade	Representative	Peter Astell
	Representative	Denis Healy

Memorial Hall	Representative	Tom Astell
	Representative	Peter Astell

Flood Liaison	Representative	Peter Astell
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ERVAS Youth Development Project	Representative	Chloe Hopkins
	Representative	Tom Astell

Parish Transport Champion	Representative	Peter Astell
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**Beverley Town Council Committees, Working Groups
and External Representations 2022-2023**

**Items
6 & 7**

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	Vice-chair / Deputy Mayor	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	

Policy and Finance 8 Members Quorum 4	Chair	
	Vice-chair	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Substitute	
	Substitute	

Planning Environment & Services 8 Members Quorum 4	Chair	
	Vice-chair	
	Member	
	Member	
	Member	
	Member	
	Member	
	Member	
	Substitute	
	Substitute	

Personnel 4 Members Quorum 3	Chair	
	Vice-chair	
	Member	
	Member	

Grievance & Disciplinary	Appointed if and when required - membership dictated by the situation.	
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Grants 8 members - 2 per wards Quorum 4 NOTE: To also include a Chair and Vice-Chair from the members selected.	Minster North	
	Minster North	
	Minster South	
	Minster South	
	St Mary's East	
	St Mary's East	
	St Mary's West	
	St Mary's West	

Christmas Lights 5 Members Quorum 3	Chair	
	Vice-chair	
	Member	
	Member	
	Member	
	Member (Public Cooption)	Pru Blake
	Member (Public Cooption)	Joy Jack

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	Representative	
Parish Transport Champion	Representative	

