

Minutes of Annual Council Meeting and Mayor Making

15th May 2023

6:30pm at the Guildhall, Register Square, Beverley

Present: Councillors T Astell (in the Chair), P Astell, D Boynton, A Healy, D Healy, D Horsley, G Johnson, L Johnson, C Giles, B Morgan, A Ramsdale, J Rebecchi, P Regina and E Whittaker.

In Attendance: Matthew Snowden (Town Clerk),
Libby Woodhouse (Assistant Town Clerk and Civic Officer)
Carol Oliver (Responsible Finance Officer)
Peter Nendick (Macebearer)
Twenty-five members of the public

1/23: Election of a new Chairman / Mayor for the 2023-2024 Municipal Year:

- (a) **The outgoing Mayor gives a short address, presents cheques to their chosen charities and presides over the election of the new Chairman / Mayor of Beverley for the 2023-2024 Municipal Year.**

Councillor L Johnson welcomed everyone to the meeting including newly elected Councillors and those who have been re-elected. She thanked Councillors who had retired. She gave a short report regarding her achievements and engagements during 2022-2023 and thanked Town Council Staff, her Deputy Councillor T Astell, Rev Fran Rhys and Consort Councillor G Johnson. The Mayor presented funds to her Charities - £400.29 to Open Doors and £1538.30 to Guide Dogs. £150 was donated to SSAFA in lieu of Christmas Cards.

The Mayor asked for nominations for the new Chairman/Town Mayor.

Councillor A Healy proposed Councillor Tom Astell, seconded by Councillor Morgan

Resolved: *There being no further nominations, Councillor Tom Astell is duly elected as Mayor of Beverley for 2023-2024.*

- (b) **The newly elected Chairman / Mayor and Mayoress / Consort will be robed and adorn the Chains of Office.**

The new Mayor left the Chamber and adorned the robes and chains and returned to Chair the meeting.

- (c) **The newly elected Chairman / Mayor will sign the Declaration of Acceptance of Office.**

The Mayor signed the Declaration of Acceptance of Office.

The Mayor thanked the outgoing Mayor, Councillor Linda Johnson, for her exemplary dedication and leadership during her two years of office as Mayor.

- (d) **The newly elected Chairman / Mayor announces their Mayoress / Consort.**

The Mayor announced his Mayoress will be Mrs Abbey Lister

The Mayor thanked Councillors and colleagues for placing trust in him as the Mayor of Beverley for the forthcoming year. He is proud and honoured to be the 419th Mayor of Beverley. Three years ago, he was elected Mayor during the first lockdown in 2020 which was an anxious time for everyone but he could not achieve his ambitions for that year.



During lockdown the Town had pulled together and strengthened through adversity and had united. This was echoed during the Platinum Jubilee celebrations when the town came together and community spirit heightened which he hopes to take forward during the next year. The Mayor thanked retired Councillors – Duncan Jack, Ian Gow, Chloe Hopkins and David Tucker and presented plaques to those present.

The Mayor stated that he is proud to be the first Mayor of the newly elected Council and wishes to bring everyone together to make Beverley a cleaner, greener and fairer place to live by leading from the front and publicising the work of the charity sector. Beverley will be holding its first Pride event this year which he hoped to support and celebrate diversity.

2/23: To Receive Apologies for Absence

There were no apologies for absence

3/23: Councillor Declarations

To note Councillor Declarations of Acceptance of Office and Register of Interests.

The Council noted that all Declarations of Acceptance of Office had been signed and all Register of Interests had been completed.

4/23: 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.**

No declarations of interest were made

- (b) **To note dispensations given to any member of the council and officers in respect of the agenda items below.**

No dispensations were requested or given.

5/23: Election of new Deputy Chairman / Mayor of Beverley for the 2023-2024 Municipal Year:

- (a) **The newly elected Deputy Chairman / Mayor of Beverley presides over the election of a Vice Chairman / Deputy Mayor of Beverley for the 2022-2023 Municipal Year.**

Councillor P Astell nominated Councillor David Boynton, seconded by Councillor E Whitaker.

***Resolved:** There being no further nominations, that Councillor David Boynton is duly elected Deputy Mayor of Beverley for 2023-2024.*

- (b) **The newly elected Deputy Chairman / Mayor will announce their Deputy Mayoress / Consort.**

The Deputy Mayor did not announce a Mayoress/Consort at this time.

- (c) **The newly elected Deputy Chairman / Mayor and Deputy Mayoress / Consort will be robed and adorn the Deputy Mayor's Chains of Office.**

The meeting was adjourned whilst the Deputy Mayor left the Chamber and adorned the robes and chains and returned to the meeting.

The Deputy Mayor thanked Councillors for this honour and he will represent the Town and well as he can to the best of his abilities.



6/23: Mayoral Address

To receive an 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.

The Mayor had given an address earlier in the meeting. He announced his Charities this year will be the Lollipop Group and Kicks Count.

7/23: Minutes from the Last Meeting

To approve the Minutes of the Full Council Meeting of 24th April 2023 (see attached).

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

Resolved: *That the minutes of the Full Council Meeting of 24th April 2022 are approved and signed as a true and correct record.*

8/23: Policies and Procedures

To make arrangements to review and adopt the following documents:

- (a) Standing Orders
- (b) Financial Regulations
- (c) Code of Conduct
- (d) Scheme of Delegation – review of delegation and terms of reference of Committees.

Proposed: Councillor T Astell **Seconded:** Councillor B Morgan

Resolved: *That the Council refers these documents to the Policy and Finance Committee to review and make recommendations to Full Council*

9/23: Committees

(a) Committee Appointments: To appoint the following Committees (see attached):

Proposed: Councillor A Healy **Seconded:** Councillor Morgan

Resolved: *To appoint the following Committees:*
Policy and Finance Committee
Planning, Environment and Services Committee
Personnel Committee
Town Hall Advisory Working Group

(b) Committee Memberships: To elect members, chairs and vice-chairs to the Committees (see attached):

Proposed: Councillor D Healy **Seconded:** Councillor J Rebecchi

Resolved: *That the membership of the following Committees is as follows:*

Policy and Finance – Councillors L Johnson, G Johnson, P Regina, J Rebecchi, A Ramsdale, T Astell, P Astell and D Healy (substitute is Councillor A Healy).

Planning, Environment and Services – Councillors A Healy, B Morgan, D Horsley, C Giles, E Whitaker, D Boynton, J Rebecchi, A Ramsdale (substitutes are D Healy and G Johnson)

Personnel – Councillors D Healy, T Astell, L Johnson and A Healy



Town Hall Working Group – Councillors D Boynton, P Astell, A Healy, E Whitaker and J Rebecchi (any Councillors can attend if wished and Duncan Jack and Ian Gow to attend as non-Councillors with no voting rights).

Proposed: Councillor D Healy **Seconded:** Councillor A Ramsdale

Resolved: That the following are appointed as Chairs/Vice Chairs of the Committees

Policy and Finance: Chairman – Councillor L Johnson, Vice Chair – Councillor P Regina

Planning, Environment: Chairman – Councillor A Healy, Vice Chair – Councillor B Morgan

Personnel: Chairman – Councillor D Healy, Vice Chair – Councillor T Astell

Town Hall Working Group: Chairman – Councillor D Boynton, Vice Chair – Councillor P Astell.

10/23: Partnership Ambassadors

To select Councillors to act as Ambassadors to the Council's Partnership Grant organisations (see attached):

Proposed: Councillor D Healy **Seconded:** Councillor J Rebecchi

Resolved: That the following Councillors are ambassadors to the Council's Partners

- (a) Beverley Barge Preservations Society – Councillor G Johnson
- (b) Beverley in Bloom – Councillor P Astell
- (c) Beverley Puppet Festival – Councillor E Whitaker
- (d) Beverley Rugby Union Football Club – Councillor D Boynton
- (e) Cherry Tree Community Association Youth Project – Councillor J Rebecchi
- (f) East Riding Theatre – Councillor C Giles
- (g) Stage4Beverley – Councillor L Johnson
- (h) Two Churches One Town – Councillor D Horsley

11/23: External Groups

To select Councillors to represent the Town Council to the following groups and bodies (see attached):

Proposed: Councillor D Healy **Seconded:** Councillor L Johnson

Resolved: That the Following Councillors will represent the Town Council on the following outside bodies

- (a) East Riding and North Lincolnshire Local Councils Association – ERNLLCA – Councillors P Astell T Astell
- (b) Parish Planning Liaison Meetings – Councillor E Whitaker
- (c) Beverley Chamber of Trade – Councillors A Healy and B Morgan
- (d) Coronation Garden Project Group – Councillor A Healy
- (e) NogenT Twinning Association – Councillor D Horsley

12/23: Meeting Calendar for 2023-2024

To approve a calendar of meetings for the 2023-2024 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).

Proposed: Councillor T Astell **Seconded:** Councillor P Astell

Resolved: To approve the Meeting Calendar for 2023-2024.

13/23: Electronic Summons and Communications

To resolve to receive all meeting summons and related agenda, additional documentation, etc., via email.

Proposed: Councillor E Whitaker

Seconded: Councillor A Healy



Resolved: That the Council approves meeting summons and related agenda documentation to be sent via email to Councillors.

14/23: Internal Auditor

To reconfirm Internal Audit Yorkshire as Beverley Town Council's Internal Auditor for 2023-2024 (this will be the third year of a previously resolved three-year contract).

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

Resolved: To reconfirm Internal Audit Yorkshire as Beverley Town Council's Internal Auditor for 2023-2024.

15/23: Policies and Procedures

To receive and resolve how to review policies, procedures and practices (copies of which can be found via the following link: <https://www.beverley.gov.uk/policies-procedures/>)

Proposed: Councillor T Astell **Seconded:** Councillor B Morgan

Resolved: To refer all Policies and Procedures to the Policy and Finance Committee for review and to make recommendations to Full Council.

16/23: Assets

To review and confirm the Council's Asset Register and Inventory (attached)

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

Resolved: That the Council has reviewed and confirmed the Asset Register.

17/23: Insurance

To confirm the Town Council's Insurance (attached)

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

Resolved: That the Council's insurance is confirmed

18/23: Subscriptions

To confirm subscriptions to:

- (a) East Riding and North Lincolnshire Local Councils Association (ERNLLCA)
- (b) Society of Local Council Clerks (SLCC)
- (c) National Society of Allotment and Leisure Gardeners.

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

Resolved: That the subscriptions are confirmed.

19/23: Review of Legal Agreements with other Authorities

To confirm the ongoing Service Level Agreements (SLA) for provision of the following services:

(a) ERYC – Data Protection SLA

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

Resolved: To confirm the ongoing SLA for Data Protection with ERYC

(b) ERYC – Christmas Lighting SLA

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



Resolved: To confirm the ongoing SLA for Christmas Lighting with ERYC

(c) ERYC – Street Lighting SLA

Proposed: Councillor T Astell

Seconded: Councillor J Rebecchi

Resolved: To confirm the ongoing SLA with ERYC for Street Lighting

(d) ERYC – CCTV SLA

Proposed: Councillor T Astell

Seconded: Councillor Councillor L Johnson

Resolved: To confirm the ongoing SLA with ERYC for CCTV due to the licence for monitoring the CCTV being held with ERYC and managed at the Control Centre at Bridlington.

20/23: Budget 2023/2024 and s137 Expenditure
To receive and note the following

(a) To receive the approved budget for 2023/2024

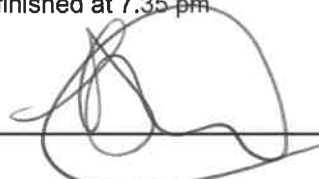
The approved budget was received and noted.

(b) To note the s137 for 2023/2024 is £9.93 per elector of the Parish.

The s137 limit for 2023-2024 was noted

Meeting finished at 7.35 pm

Signed:



Dated:

5/6/23

The Mayor, Mayoress, Councillors and guests adjourned to the Mayor's Parlour for refreshments.