



Minutes of the Full Council Meeting

10th July 2023

6:30pm at the East Riding College, Beverley

Present: Councillors D Boynton (in the Chair), P Astell, C Giles, A Healy, D Healy, D Horsley, G Johnson, A Ramsdale and P Regina.

In Attendance: Matthew Snowden (Town Clerk), Libby Woodhouse (Assistant Town Clerk and Civic Officer)
10 members of the public

Councillor D Boynton, Deputy Mayor of Beverley, welcomed everyone to the meeting. The Mayor had sent apologies to the meeting and as Deputy Mayor, Councillor Boynton took the Chair. To accommodate two presentations to the meeting, the Deputy Mayor altered the order of the agenda with the consent of the Council.

41/23: Apologies To Receive Apologies for Absence

The Council received apologies of absence from Councillors T Astell, L Johnson, B Morgan, J Rebecchi and E Whitaker. The Council will send a get-well message to Councillor L Johnson.

42/23: Declarations of Interest:

- (a) **Declarations:** 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.

There were no declarations of interest.

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

No dispensations had been requested or given.

43/23: Dogger Bank South To receive information from a representative from RWE Renewables UK regarding the Dogger Bank South Offshore Wind Farm and for Councillors to raise any questions with the company regarding the project.

The Council received a presentation from Colin McAllister, Development Manager and Lauren Thompson, Onshore Consents Manager, RWE, who explained the project from offshore windfarms to landfall at Skipsea and onshore infrastructure and connections to the grid around Beverley. There are four scenarios for assessment to refine down to two. Consultation is ongoing until 17th July. RWE will submit proposals to the planning inspectorate. Councillors and members of the public were able to ask questions and receive answers. The Deputy Mayor thanked them and RWE representatives left the meeting.

44/23: Cherry Tree Community Association Youth Centre Project To receive an update on the Youth Centre Project from Cherry Tree Community Association Manager Jo Ramsay

The Council received a presentation from Jo Ramsey, Cherry Tree Youth Centre Project regarding the problems facing the young people of Beverley and anti-social behaviour currently ongoing in Beverley, especially Flemingate. There is nowhere for the young people to congregate and nothing for them to do.

Jo is trying to find a permanent base for the Youth Club as existing temporary measures are not suitable long term. The Youth Centre Project has three containers and some government funding but do not have anywhere to put them as proposals for the Rugby Club have fallen through, and they are faced with having to send back the government funding. Jo put three preferred options on the table and Councillors gave advice especially with regard to one option. Representatives from the management at Flemingate were in attendance to provide information relevant to Flemingate. Some members of the public left the meeting.

45/23: Public Forum

An opportunity for members of the public to address the Town Council (should there be any members of the public present to do so).

Mr Cox – a representative from the Nogent Twinning Association gave a short report with regard to their visit to Nogent recently where the visit had been successful with representatives from Lemgo and Fucecchio. Councillors had not attended due to the elections. Mr Cox presented the Town Council with a gift from Nogent and the Deputy Mayor thanked him. Mr Cox hoped that twinning discussions with the Town Council can continue shortly.

Linda Freeman and Peter Dack – representatives from Beverley in Bloom. Had sent a letter to the Council received too late for the agenda for this meeting. They complained about the poor state of the planters around Beverley and expressed concern surrounding watering and the cost. This matter was referred to the Planning, Environment and Services Committee to investigate and report back to Full Council.

46/23: Minutes from the Previous Meeting

To confirm and sign minutes from the meeting of Full Council held on Monday 5th June 2023 (see attached).

Proposed: Councillor A Healy

Seconded: Councillor P Astell

Resolved: *That the minutes of the Full Council meeting held on Monday 5th June 2023 are approved and signed as a true and correct record.*

47/23: Minutes from Committee Meetings

To confirm and sign the following minutes (see all attached):

(a) Policy and Finance Committee held on Monday 19th June 2023.

Proposed: Councillor P Astell

Seconded: Councillor G Johnson

Resolved: *That the minutes of the Policy and Finance Committee held on Monday 19th June 2023 are approved and signed as a true and correct record.*

(b) Planning Environment and Services Committee held on Tuesday 20th June 2023.

Proposed: Councillor D Horsley

Seconded: Councillor A Ramsdale

Resolved: *That the minutes of the Planning Environment and Services Committee held on Tuesday 20th June 2023 are approved and signed as a true and correct record.*

(c) Town Hall Advisory Working Group held on Thursday 29th June 2023.

Proposed: Councillor D Boynton

Seconded: Councillor A Healy

Resolved: *That the minutes of the Town Hall Advisory Working Group held on Thursday 29th June 2023 are approved and signed as a true and correct record.*

48/23: Mayor's Announcements and Correspondence

To receive information about and consider any potential future Mayoral Events.

Councillors noted the sheet circulated with the agenda detailing recent engagements for the Mayor and Deputy Mayor.

49/23: Reports from Councillors on External Bodies

To receive (if any) reports from Councillors representing the Town Council to external bodies.

Councillor P Astell – reported that as an ERYC Ward Councillor he sat on the Local Government Working Group looking at Town and Parish Council boundary reviews. Following ERYC approval, consultation will take place during August and Cllr Astell requested that the Town Clerk circulate this when it arrives and that he collates Councillor responses to return to ERYC by the due date which will be prior to the Town Council meeting in September.

Councillor D Boynton – reported on the Pride event at the Rugby Club on 5th August and that all Councillors had been invited to attend. The Town Clerk had circulated the invitation email.

Councillor A Healy – reported that she had not been able to attend the recent Chamber of Trade meeting. All Councillors are invited to attend meetings.

Councillor Giles – had met with the Interim Manager at East Riding Theatre and reported on the latest information in her capacity as partnership ambassador.

50/23: ERNLLCA Conference

To select delegates to attend the ERNLLCA Conference (see attached).

***Resolved:** That Councillor A Ramsdate will attend the ERNLLCA Conference.*

51/23: Policies

To approve revisions to the following policies, as recommended by Policy and Finance Committee held on Monday 19th June 2023 (see attached - recommended deletions are in blue with a strikethrough and recommended revisions in red):

- (a) Standing Orders
- (b) Financial Regulations
- (c) Scheme of Delegation
- (d) Publication Scheme
- (e) Internet Banking Policy

Proposed: Councillor D Boynton

Seconded: Councillor P Astell

***Resolved:** To approve policies submitted as items (a) to (e) and the revisions as recommended by the Policy and Finance Committee of 19th June 2023.*

52/23: East Riding Theatre (ERT) Partnership Grant

To approve the second round of ERT's Partnership Grant payments (see attached annual feedback).

Proposed: Councillor P Astell

Seconded: Councillor C Giles

***Resolved:** To approve the second round of East Riding Theatre's Partnership Grant payment.*

53/23: AGAR 2021-2022

- (a) **Documents:** To consider matters raised in the final report from PFK Littlejohn (External Auditor) for the 2021-2022 AGAR (see attached and Town Clerk to report – in particular pages 98 and 99 of the agenda pack).

The Town Clerk reported on the documents from the external auditors and the progress that had been made since 2021-2022.

Proposed: Councillor P Astell

Seconded: Councillor A Healy

***Resolved:** To note the documents and the final report from PKF Littlejohn for the 2021-2022 AGAR.*

- (b) **Costs:** To consider officer recommendations to vire £1,000 from the "Cycle Racks" budget line and £3,720 from the "Street Furniture" budget line, to cover the additional audit cost of £4,720 (see attached and Town Clerk to report).

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

Resolved: To approve virements of £1,000 from the cycle racks budget line (budget line to be re-instated at next year's budget) and £3,720 from the Street Furniture budget line for the payment of £4,720 additional audit cost.

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

Resolved: That the following is written into the Minutes – the cost of audit investigations in response to challenge correspondence from a resident of Beverley has led to funds being taken away from front line services.

54/23: Budget Virement

To consider and resolve the following recommendations from the Planning Environment and Services Committee held on Tuesday 20th June 2023 (officers to report on all):

- (a) **Recommendation 1: Japanese Knotweed:** To vire £3,000 from the 'Match Funding' budget line to the "Allotment Maintenance" budget line, to pay for vital work to combat Japanese Knotweed on the Keldgate Allotments.

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

Resolved: To approve the virement of £3,000 from the Match Funding budget line to pay for Japanese Knotweed treatment on the Keldgate allotments.

- (b) **Recommendation 2: Asbestos Removal:** To vire £600 from the 'Match Funding' budget line to the "Allotment Maintenance" budget line, to pay for the removal of asbestos uncovered on the allotments.

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

Resolved: To approve the virement of £600 from the Match Funding budget line to pay for the removal of asbestos from the allotments.

55/23: Town Council Grants Scheme

To consider and resolve the following six recommendations from the Policy and Finance Committee held on Monday 19th June 2023:

- (a) **Recommendation 1:** To recommend to Full Council that the two funding streams (General and Small) are merged into one fund "Community Grant" up to £1,000.
- (b) **Recommendation 2:** To recommend to Full Council that the grant application forms, guidance notes and grants policy are revised to reflect the changes.
- (c) **Recommendation 3:** To recommend to Full Council that for new organisations evidence of a bank account is required; for organisations over two years old audited accounts are also required by an independent and suitably qualified person.
- (d) **Recommendation 4:** To recommend to Full Council that organisations should be able to assure the Council that they have suitable documentation although not usually necessary to provide it. other than organisations must provide evidence of a constitution, bank account and adequate and appropriate insurance.
- (e) **Recommendation 5:** To recommend to Full Council that Community Grant fund applications are managed by a rolling programme.

- (f) **Recommendation 6: To recommend to Full Council that the Policy and Finance Committee is given delegated authority to determine Community Grants (Full Council to retain control of Partnership Grants).**

Proposed: Councillor D Boynton **Seconded:** Councillor P Astell

Resolved: To approve recommendations (a) to (f) as detailed above from the Policy and Finance Committee of 19th June 2023.

56/23: Town Hall Project

To consider and resolve the following updates and recommendations from the Town Hall Advisory Working Group on Thursday 29th June 2023:

- (a) **Recommendation 1: To recommend to Full Council that Mr D Jack and Mr I Gow become members of the Town Hall Advisory Working Group and that Register of Interest forms are completed by them in order that they have a vote on matters under discussion by that Working Group.**

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

Resolved: To approve Mr D Jack and Mr I Gow as members of the Town Hall Working Group with voting rights if register of interest forms are completed by them.

- (b) **Recommendation 2: To recommend to Full Council that the timescale is delayed and that the Project Manager consults with SALT and J Smith in (once the VAT registration is complete) in the sums of £1200 and £2500 respectively as previously quoted (revised timescale attached).**

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

Resolved: To approve the revisions to the timescale and that the Project Manager consults with SALT and J Smith in the sums of £1200 and £2500 respectively to produce initial indicative designs.

- (c) **Recommendation 3: To recommend to Full Council that the Town Hall Working Group of 21st September 2023 becomes a Full Council meeting in order to receive and consider indicative designs from the Architects.**

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

Resolved: To approve an extra Full Council meeting on 21st September 2023 to receive and consider indicative designs.

- (d) **Recommendation 4: That Delaney Marling Partnership considers the current office lease and that the findings and recommendations on dilapidations and timescale are considered by Full Council (see attached).**

The Council noted the report from Delaney Marling Partnership.

- (e) **Recommendation 5: To recommend that Full Council at the meeting of 11th September 2023 approves the brief and appointment of a Business Consultant to comply with the requirements of Internal Audit and Public Works Loan Board.**

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

Resolved: That the Chairman of the Town Hall Working Group liaises with Councillors with expertise to put together a brief for a business consultant to be considered by Full Council at the meeting of 11th September 2023.

- (f) **Recommendation 6: To recommend to Full Council that the Council contracts a fundraiser for a percentage fee to assist with funding the project.**

Proposed: Councillor D Boynton **Seconded:** Councillor P Regina

Resolved: That the Town Clerk undertakes research and sources quotes for a fund bid writer.

- (g) **Recommendation 7: *The Working Group felt that Full Council should consider consultation with the community via a newsletter delivered to every household prior to submission of an application for a public works loan and as part of the required application process***

Members of the public left the meeting.

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

Resolved: *To approve consultation with the community via a newsletter delivered to every household prior to the submission of a public works loan and that this is undertaken at the Christmas period and used as a trial for the possible introduction of a regular quarterly newsletter to all households.*

Resolved: *Using Standing Order 25a, to suspend Standing Order 3w to allow the meeting to continue for a further 15 minutes*

57/23: Beverley RUFC Pride Event

To consider and resolve the following recommendation from Policy and Finance Committee held on Monday 19th June 2023:

Recommendation: *That following scrutiny of financial aspects, the Policy and Finance Committee recommends that Full Council does not financially support the Beverley Pride event due to the current financial commitments of the Council.*

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

Resolved: *That the Council approves the recommendation of the Policy and Finance Committee of 19th June 2023, that following scrutiny of financial aspects, the Council does not financially support the Beverley Pride event due to the current financial commitments of the Council.*

58/23: North Bar Without / New Walk Posts

To consider exploring the feasibility of providing replacement or maintaining the wooden posts with metal link chains along the highway, from North Bar Within and along New Walk until the Parish Boundary. This will also include ascertaining what responsibility ERYC for these items. (Cllr D. Healy and Town Clerk to report).

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

Resolved: *That the Town Clerk looks at the feasibility, responsibility and costs of replacing the wooden posts and metal link chains at North Bar Without/New Walk and reports back to Full Council.*

59/23: Meeting of Committee Chairs

To consider a meeting (either in-person or remote) of the Committee Chairs, Council Chairman and Officers, to discuss council priorities and related financial issues, and to report discussions back to Full Council in due course (Town Clerk to report).

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

Resolved: *That the Policy and Finance Committee on 24th July 2023 is postponed until 31st July 2023. That on 24th July 2023, Councillors and Officers meet informally to discuss finance and Council priorities to report back to Full Council. All Councillors are invited to attend.*

60/23: To consider the exclusion of the press and public from the meeting on the grounds that confidential information in relation to staffing shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

Resolved: *That the press and public be excluded from the meeting on the grounds that confidential information in relation to business contracts and staffing matter shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).*

Members of the public left the meeting.

61/23: Finance and Support Service Assistant

To consider and approve the following matters (see attached and Town Clerk to report):

- (a) Job Description.
- (b) Person Specification.
- (c) Job Advert Wording.
- (d) Job Advert Costs.
- (e) Appointment of Interview Panel to agree a time scales, set interview questions and carry out interviews.

Proposed: Councillor D Healy

Seconded: Councillor P Astell

Resolved: *To approve items (a) to (d) as the submitted documents.*

Resolved: *To approve an interview panel of Councillors D Healy, C Giles and the Town Clerk.*

Meeting finished at 8.45 pm

Signed:

P.A. Boynton

Dated:

11/09/23