

Town Clerk: Matthew Snowden

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Wednesday 29th November 2023

To all members of Beverley Town Council

Dear Councillor,

FULL COUNCIL MEETING OF BEVERLEY TOWN COUNCIL

You are hereby summoned to attend the Full Council Meeting of Beverley Town Council to be held at **East Riding College Beverley on Monday 4th December 2023 to commence at 6.30pm.**

Yours faithfully,



Matthew Snowden
Town Clerk

Notes About the Meeting

Recordings: Members of the public are entitled to record meetings. The Town Council's full policy regarding Recording of Meetings can be found on the website: <https://www.beverley.gov.uk/policies-procedures/>

AGENDA

- 1. Public Forum**
An opportunity for members of the public to address the Town Council.
- 2. Apologies**
To receive apologies for absence.
- 3. 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.
 - (b) Dispensations:** To note dispensations given to any member of the council and officers in respect of the agenda items below.
- 4. Guest Speakers**
 - (a) Humberside Police:** Representatives from Humberside Police to raise issues regarding CCTV and request consideration be given to additional infrastructure item.
 - (b) Colin Walker (ERYC Transport Services Group Manager):** To provide updates on the Beverley bus network and information on transport partnerships between parish councils and ERYC.
- 5. Minutes from the Previous Meeting**
 - (a)** To confirm and sign minutes from the meeting of Full Council held on Monday 23rd October 2023 (see attached).
 - (b)** To confirm and sign minutes from the meeting of Extra-Ordinary Full Council held on Monday 23rd October 2023 (see attached).

6. Minutes from Committee Meetings

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

- (a) Planning Environment and Services Committee held on Tuesday 7th November 2023.
- (b) Policy and Finance Committee held on Monday 20th November 2023.
- (c) Personnel held on Monday 27th November 2023.

7. Mayor's Announcements and Correspondence

To receive information regarding the Mayor's recent and potential engagements (see attached).

8. Reports and Updates from Councillors

- (a) **Councillors on External Bodies:** To receive (if any) reports from Councillors representing the Town Council to external bodies.
- (b) **Ward Councillors:** To receive reports and updates from Ward Councillors.

9. Internal Control Review Councillor

To approve Councillor David Boynton as the second Internal Control Review Councillor, as recommended by Policy and Finance Committee on Monday 20th November 2023.

10. Partnership Grants

To approve the following Partnership Grant payments, as recommended by Policy and Finance Committee on Monday 20th November 2023:

	Organisation	Year of Grant	Amount
(a)	Beverley in Bloom	Year 3 of 3	£2,630 (plus £370 worth of watering via the Town Council's contractor)
(b)	Cherry Tree Community Centre	Year 3 of 3	£3,000
(c)	Beverley Rugby Union Football Club	Year 3 of 3	£3,000
(d)	Beverley Puppet Festival	Year 3 of 3	£2,000
(e)	Beverley Barge Preservation Society	Year 3 of 3	£1,500
(f)	Two Churches One Town	Year 3 of 3	£1,200
(g)	Stage4Beverley	Year 3 of 3	£1,750
	TOTAL		£15,450 (includes Bloom watering)

11. Administration and Support Assistant

To receive an update on this appointment.

12. 2024-2025 Budget

To consider a budget for the 2024-2025 Financial Year, including recommendations from committees. The final version will be brought to Full Council on Monday 15th January 2024 for approval (see attached).

13. Exclusion of the Press and Public

To consider the exclusion of the press and public from the meeting on the grounds that confidential information in relation to members of staff and business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

14. Office Lease

To consider and resolve matters relating to the lease of the Town Council offices.

15. Employment Matters

Following the conclusion of an employment matter, the Chairman of the Personnel Committee will update all Councillors (who form the collective Corporate Body and are therefore the Employer).

Minutes of the Full Council Meeting

23rd October 2023

6:30pm at the East Riding College, Beverley

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

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

82/23 Public Forum

An opportunity for members of the public to address the Town Council.

No members of the public wished to speak.

83/23 Apologies

To Receive Apologies for Absence.

Apologies of absence were received from Councillor E Whittaker.
Councillor A Healy would be arriving late and Councillor P Astell would need to leave early.

84/23 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.

Councillor D Horsley declared a non-pecuniary interest as he represents the Council in meetings with regard to the 47 Squadron and his father and grandfather were members of the Squadron

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

There were no dispensations.

85/23 Minutes from the Previous Meeting

To confirm and sign minutes from the meeting of Full Council held on Monday 11th September 2023 (see attached).

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

Resolved: *That the Minutes of the Full Council meeting held on Monday 11th September 2023 are approved and signed as a true and correct record.*

86/23 Minutes from Committee Meetings

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

(a) Planning Environment and Services Committee held on Tuesday 5th September 2023 (to note only).

The Council noted that the Minutes of this meeting had been approved and signed.

(b) Town Hall Advisory Group held on Thursday 21st September 2023.

Proposed: Councillor P Astell **Seconded:** Councillor J Rebecchi

Resolved: *That the Minutes of the Town Hall Advisory Working Group held on 21st September 2023 are approved and signed as a true and correct record.*

(c) Policy and Finance Committee held on Monday 25th September 2023.

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

Resolved: *That the Minutes of the Policy and Finance Committee held on Monday 25th September 2023 are approved and signed as a true and correct record.*

(d) Planning Environment and Services Committee held on Tuesday 10th October 2023.

Proposed: Councillor Morgan **Seconded:** Councillor Boynton

Resolved: *That the Minutes of the Planning Environment and Services Committee held on 10th October 2023 are approved and signed as a true and correct record.*

The Chairman brought forward agenda item 11 Twinning as a member of the Twinning Association was present.

Councillor A Healy arrived at the meeting at 6.40 pm.

87/23 Twinning

To consider the following matters and make resolutions where required (see attached and Town Clerk to report on all):

(a) Meeting: To receive a report on the meeting with representatives from the Lemgo and Nogent Twinning Associations held on Thursday 5th October.

Mr Jim Whitfield gave the Council a report on the twinning associations.

A meeting had been held with representatives of the Twinning Associations and Councillors and a report was received.

(b) Stendal: To respond to Stendal's request to form an official friendship between there and Beverley.

(c) Fucecchio: To respond to Fucecchio's request to form an official friendship between there and Beverley.

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

Resolved: *That the Council accepts the report from and that the Town Clerk writes to the Mayors of Stendal and Fucecchio to accept the offer of an official friendship and that the Council will look at the responses at a future meeting.*

The member of the public left the meeting.

88/23 Mayor's Announcements and Correspondence

(a) To receive information about and consider any potential future Mayoral Events (see attached).

The Mayor reported on Mayoral engagements.

The Mayor reported on the sad death of Dave Fewster and will write to his family as Mayor on behalf of the Council.

The Deputy Mayor reported on his engagements

- (b) To consider approval to pay a deposit of £2,000 to the Beverley Barn for the Mayor's Civic Dinner, which will later be partly recouped through ticket sales near the time.**

The Mayor described the Civic Dinner and reported that it would be his main fundraising event of his Mayoral year.

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

Resolved: *To approve a deposit of £2,000 for the Civic Dinner.*

89/23 Reports and Updates from Councillors

- (a) Councillors on External Bodies: To receive (if any) reports from Councillors representing the Town Council to external bodies.**

Councillor L Johnson – reported on Stage4Beverley as the partnership ambassador – there will be an event between 11th and 18th February at ERT, Toll Gavel and Monks Walk and tickets are available.

Councillor A Healy – reported on the Beverley Chamber of Commerce and wished Julian well as he is stepping back as Chair.

Councillor Ramsdale – reported he had been to the last Chamber of Commerce meeting and the next one will be on Wednesday.

Councillor P Astell – as the Transport Champion for the Town Council, reported on a partnership meeting to provide enhanced bus services between now and the New Year for Beverley. An ERYC Officer will attend December's meeting.

Councillor P Astell – had attended the ERNLLCA District Committee.

- (b) Ward Councillors: To receive reports and updates from Ward Councillors.**

Councillor T Astell and Councillor P Astell – had visited the Police Station and had a positive meeting with the Police.

Councillor T Astell – had asked for a briefing note from ERYC regarding the CCTV. The Police need to come back with figures to give a fully rounded view in order to inform decision making.

Councillor P Astell – had visited the CCTV HQ at Melton Police Station.

Councillor D Healy – reported that four years ago the Town Council had undertaken a vision document and that Councillors need to re-visit it so that this can inform budget setting. A meeting will be arranged.

- (c) ERNLLCA Conference: Cllr Ramsdale to give a short update following his attendance.**

Councillor Ramsdale – reported on his attendance at the ERNLLCA Conference.

- (d) RAF Squadron 47: Cllr Boynton and Cllr Horsley to provide updates from the meeting held on Tuesday 10th October to consider how to commemorate RAF Squadron 47, which was founded in Beverley in 1916.**

Councillor Boynton – explained that the Town Council had been approached by a retired member of the 47 Squadron formed in 1916 and based at Leconfield. The Squadron disbanded and are looking for support from the Town Council to have a memorial in Memorial Gardens in terms of facilitating meetings, not financial. Meetings will be reported back to Council.

90/23 Interim External Auditor's Report and Certificate 2022-2023

To receive and note the Interim External Auditor's Report and Certificate 2022-2023 (see attached and Town Clerk to report):

The Council noted that the external auditor had not given a final report due to items being reviewed by them.

Councillor P Astell left the meeting at 7.40 pm.

91/23 Policies:
To approve the following policies, as recommended by Policy and Finance Committee on Monday 25th September 2023:

- (a) Town Council Grants Policy
- (b) Approved Suppliers Policy

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

Resolved: To approve the Town Council Grants Policy and the Approved Suppliers Policy.

92/23 Notes from Town Hall Advisory Work Group
To confirm and agree the following recommendations from the Town Hall Advisory Group held on Thursday 21st September 2023 (see attached and Town Clerk to report on all recommendations):

- (a) Practical Work: That the following practical measures be taken to ensure adherence to insurance stipulations and the risk management plan:
 - (i) As there is a low crime risk in the area and no recorded problems, it would not be helpful or necessary to erect cameras or Heras fencing at this point – to be regularly reviewed.
 - (ii) Block up the letter boxes.
 - (iii) Turn off and drain down the water.
 - (iv) Turn off the electric and make sure the heaters are detached.
 - (v) Cap off the electric supply to the shed prior to JB Rural removing the shed.
 - (vi) Check the locks for compliance with insurance.
 - (vii) Ensure all windows and doors are secured.
 - (viii) Implement weekly checklist inspections.

It was noted that the water had been turned off and drained down and the letter boxes had been sealed.

Proposed: Councillor T Astell **Seconded:** Councillor Boynton

Resolved: Electrical work will be undertaken by an electrician and the locksmith will put new locks on. The Council felt harris fencing was not required due to the area having a low crime risk.

- (b) Newsletter: That the Council undertakes a newsletter to all residents to detail information about the Hall, but that full consultation cannot be undertaken in December as planned due to the requirements not yet being fulfilled in terms of plans and costs.

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

Resolved: To defer this agenda item to a future Town Council meeting.

93/23 Beverley Cultural Network

- (a) Remit: To receive an update from the Town Clerk regarding the remit of the newly established Beverley Cultural Network.

It was noted that the Network had been formed by East Riding Theatre to employ someone to co-ordinate cultural events in Beverley on a wider town basis.

(b) Representation: To consider and resolve the following:

(i) The Town Clerk to attend meetings of the Beverley Cultural Network.

The Town Clerk will attend the meetings.

(ii) A Town Councillor be selected to also attend meetings of the Beverley Cultural Network.

Councillors G Johnson and C Giles will also attend meetings.

94/23 Scrutiny Topics

To consider scrutiny topics for East Riding of Yorkshire Council to consider (see attached).

Councillors will send in to the Clerk topics for scrutiny who will submit them to ERYC.

95/23 Exclusion of the Press and Public

To consider the exclusion of the press and public from the meeting on the grounds that confidential information in relation to members of staff and business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

Proposed: Councillor T Astell **Seconded:** Councillor Boynton

Resolved: to resolve the exclusion of the press and public from the meeting on the grounds that confidential information in relation to members of staff and business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

96/23 Town Hall Interim Business Strategy

To consider and approve the recommendation of the Town Hall Advisory Working Group that the Town Council officially adopts the Interim Business Strategy (previously circulated to all Councillors - Town Clerk to report).

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

Resolved: *To adopt the Interim Business Strategy.*

97/23 Office Lease

To consider matters relating to the lease of the Council Offices at 12 Well Lane, Beverley (see attached).

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

Resolved: *That the Town Clerk writes to the landowner thanking them for the offer to remain at the property however the Council will need the rental figure by 5th December in order to set and approve the budget.*

The meeting finished at 8.30 pm.

Signed: _____

Dated: _____

Minutes of the Full Council Meeting

23rd October 2023

8:30pm at the East Riding College, Beverley

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

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

98/23 To Receive Apologies for Absence.

Apologies of absence were received from Councillors P Astell and E Whitaker

99/23 Declarations of Interest:

- (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.

There were no declarations of interest.

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

There were no dispensations.

100/23 Honorary Freemen and Freewomen Bestowments

- (a) To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to the proposal of bestowing the title of Honorary Freeman shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

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

- (b) **Resolved:** To exclude the public from the meeting on the grounds that confidential information in relation to the proposal of bestowing the title of Honorary Freeman shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)

- (c) To receive and resolve nominations for individuals to be bestowed with the title of Honorary Freemen or Freewoman for the Town of Beverley, in line with Local Government Act 1972 section 249 and the Town Council's Bestowment Policy.

Three citations had been received.

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

Resolved: That the Council approve the first nomination for the individual to be bestowed with the title of Honorary Freeman for the Town of Beverley in line with Local Government Act 1972 Section 249 to confer the Honorary Freemanship.

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

Resolved: That the Council approve the second nomination for the individual to be bestowed with the title of Honorary Freeman for the Town of Beverley in line with Local Government Act 1972 Section 249 to confer the Honorary Freemanship.

Proposed: Councillor L Johnson **Seconded:** Councillor B Morgan

Resolved: That the Council approve the third nomination for the individual to be bestowed with the title of Honorary Freeman for the Town of Beverley in line with Local Government Act 1972 Section 249 to confer the Honorary Freemanship.

(d) To confirm arrangements to officially bestow these honours.

These appointments are confidential and will be bestowed with the honours at the Civic Awards Ceremony in April 2024.

Meeting finished at 8.40 pm

Signed: _____

Dated: _____

Minutes of the Planning, Environment & Services Committee

7th November 2023

6:30pm at the Town Council Offices, Well Lane, Beverley

Present: Councillors B Morgan (Chairman), D Boynton, D Horsley, A Ramsdale and J Rebecchi.

In Attendance: Matt Snowden (Town Clerk)
Libby Woodhouse (Assistant Town Clerk and Civic Officer)

52/23: To Receive Apologies for Absence

The Committee received apologies for absence from Councillors A Healy, C Giles, and substitutes Cllr D Healy and G Johnson.

53/23 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.**

There were no declarations of interest.

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

There were no dispensations.

54/23 Previous Minutes

To note the minutes for the meeting held on Tuesday 10th October 2023 (previously approved at Full Council on Monday 23rd September 2023).

The Committee noted that the minutes of the Planning Environment and Services Committee held on 10th October 2023 were approved at the Full Council meeting of 23rd October 2023.

55/23 Delegated Planning Applications

To note the delegated planning responses (see attached)

The Committee noted the following delegated responses made by the Town Clerk to planning applications.

Item	Planning Ref	Address	Application Details	Delegated Response
(a)	23/02802/VAR	Land East of Adult Learning Centre Burden Road Beverley HU17 9LW	<u>Variation of Condition 14 (approved plans) of planning permission 22/03714/REG3 - Erection of 4 dwellings for affordable housing to allow for revisions to the design of the four dwellings (including footprint, roof ridge height, glazing arrangement, covered lobby and location of brick panels)</u>	Beverley Town Council has no objection to this application.
(b)	23/02610/VAR	Charlton House Grovehill Road Beverley	<u>Variation of Condition 2 (Approved Plans) of planning permission 23/00261/REG3 (Installation of automated swing gates to undercroft and pedestrian access gate to front elevation) to amend position of pedestrian access gate</u>	Beverley Town Council has no objection to this application.
(c)	23/02574/PLB	The Grapes 27 Saturday Market Beverley HU17 8BB	<u>Replacement of 2 windows to south and west elevations, replacement of existing gutters to south and west elevations, redecoration including painting of south and west elevations and replacement of existing signage to south and west elevations</u>	Beverley Town Council has no objection to this application, on the condition the concerns of the ERYC Conservation Officer are satisfactorily addressed.
(d)	DC/2001/S1Z QZ9BJ0M701	Beverley Railway Station Railway Square Beverley HU17 0AS	<u>Installation of replacement platform/footbridge end screens</u>	Beverley Town Council has no objection to this application.
(e)	23/02692/PLF	Applewood 12 Grosvenor Place Beverley HU17 8LY	<u>Erection of two dwellings with associated access, parking, and landscaping following demolition of existing dwelling</u>	Beverley Town Council has concerns regarding this application. Whilst it reduces the number of dwellings from three to two, the matter of access
			and traffic is still not satisfactorily addressed. Gosvenor Place is a very narrow, dead-end road. It has inadequate passing and turning points without having to access private land, and buildings are flush to the edge of the limited pavements. An increase in properties, be it just two or three, will bring with them more vehicles. Given the size and estimated costs of the two proposed dwellings, it is not impossible that each household will have at least two cars, therefore expecting a reduction in the number of new dwellings to also significantly reduce the number of extra cars is disingenuous. This also raises concerns regarding suitable access for building construction. The Town Council agrees with the concerns of residents and those of the Conservation Officer. Therefore, it requests ERYC carry out more detailed traffic and access reports before a decision is made. The Town Council is also disappointed that the proposed properties are of a bland design that could appear in any anonymous development and there has been little attempt to produce plans that truly add to the architectural interest of the area.	
(f)	23/02512/PLB	46 Westwood Road Beverley HU17 8EJ	<u>Replace existing roof adding a roof membrane, existing slates to be reused, replacing the damaged with slates to match existing, replace leadwork with like for like and installation of velux heritage conservation roof light to rear to replace existing glass pane</u>	Beverley Town Council has no objection to this application.

56/23 Planning and Environment Applications

The Committee's views are sought on the following planning and environmental planning applications on which the Town Council has been consulted by the Local Planning and Environment Authority.

Resolved: That the Committee submits the following responses to the planning applications given below.

Item	Planning Ref	Address	Application Details	Resolved Comments
(a)	23/02676/ PLB	Beverley Library and Museum Champney Road Beverley HU17 8HE	<u>Construction of new internal ramp and raised access floor to ceremonial room and waiting area continuing into adjacent registrars rooms, installation of new heating system to both ground floor and first floor, new lighting, and new electrical services including audio/visual, construction of new external ramp/path including new internal doors and demolition of WC block to rear</u>	Beverley Town Council has no objection to this application. ERYC appear to taking great care to retain historic aspects of the site (for example, bookshelves), whilst also ensuring it has a new lease of life and is compliant with accessibility legislation.
(b)	23/02573/ PAD	The Grapes 27 Saturday Market Beverley HU17 8BB	<u>Display of replacement signage consisting of 1 non-illuminated Bullnose Amenity Board, 1 illuminated bullnose fascia board, 1 non-illuminated wall mounted frame with A1 snap frame, 2 non-illuminated door plaques, 2 non illuminated 'challenge 25' logo door plaques, and 1 illuminated double sided pictorial with bracket and LED trough lights</u>	Beverley Town Council has no objection to this application.
(c)	DC/2001/ S34OJ3B J0L901 and DC/2001/ S34O3XB J0L901	The Towers 1 St John Street Beverley HU17 8HT	<u>Erection of a single storey extension following demolition of existing, replacement of existing roof light, construction of dormer window and repair and painting to front windows and door (AMENDED PLANS)</u>	Beverley Town Council reconfirms its concerns regarding the proposed dormer window, which have not been addressed in the amended plans. The Town Council considers it to be out of keeping with others in this important area of architectural heritage and would prefer to see a more traditional design. If given approval as it currently stands, this would set a concerning precedence. Therefore, the Town Council request the matter be called in for the consideration of ERYC Councillors at an appropriate planning meeting.
(d)	23/03150/ TCA	5 Grosvenor Place Beverley HU17 8LY	<u>BEVERLEY GROSVENOR PLACE CONSERVATION AREA - Fell 1 No. Wild Cherry tree as the tree has outgrown its location and encroaches onto neighbouring property. It is causing root damage to lawn</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site. If this is not possible on site or for further advice, the applicant is encouraged to contact the ERYC Tree Officer.

(e)	23/03044/ TPO	Beverley High School Norwood Beverley HU17 9EX	<u>TPO - BEVERLEY GIRLS HIGH SCHOOL - 1972 (REF 460) W1. BEVERLEY NORWOOD AREA CONSERVATION AREA - Fell 1 no. Ash tree due to poor form and Ash dieback</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site.
(f)	23/02936/ PLF	10 Flemingate Beverley HU17 0NR	<u>Construction of 1 dormer to rear and 2 dormers to front, erection of single storey extension to rear and first floor extension above existing rear extension</u>	Beverley Town Council has concerns that this application will lead to neighbouring properties experiencing loss of light, over-shadowing and potential loss of privacy due to the density of the proposed extension. Therefore, the Town Council requests an ERYC planning officer carries out a site visit to consider the potential impact before the application moves any further forward.
(g)	23/03124/ TCA	27 Woodlands Beverley HU17 8BT	<u>BEVERLEY WESTWOOD CONSERVATION AREA - Pollard 1 No. Willow tree by approx 0.5 m from second major union</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife.
(h)	23/02916/ PLF	Burden Road Play Area Burden Road Beverley HU17 9LH	<u>Siting of metal container to be used as Youth Hub with associated works and infrastructure</u>	Beverley Town Council positively endorses this application, which will provide a vital resource for young people within our community.
(i)	23/03118/ TCA	St Marys Manor North Bar Within Beverley	<u>NTH BAR WITHIN CONSERVATION AREA - Crown lift 1no. Yew tree (T1) by 2-3m to clear access road; Crown reduce 1no. Horse Chestnut tree (T2) by 4-6m to reduce overhang over highway, to clear light column, and rebalance; Crown reduce 1no. Sycamore tree (T3) by 4-5m away from property and above road, and crown clean; Crown reduce 1no. Sycamore (T5) by 4-5m away from property and remove 1no. low branch to south; Crown reduce 1no. Sycamore tree (T6) by 4-5m away from property and crown clean; Crown lift 1no. Sycamore tree (T7) to 4m, remove low branches at 3-4m above ground level, side reduce branches to north by 4-5m, crown clean and rebalance; Crown lift 1no. Thorn tree (G2) to 2m, crown reduce south side of crown by 30% and rebalance; Crown lift 2no. Scots Pine tree (G2) to 3m; Crown lift 1no. Sycamore tree (T14), 1no. Lime tree (T15), and 1no. Beech tree (T16) to provide 3m clearance from church roof; Crown reduce 1no. Sycamore tree (T17) by reducing branches to north by 4-6m to appropriate junctions, including fully removing damaged branches 9-10m AGL, remove 1no. limb to the east at 3m and 1no. small branch above at 4m to rebalance; Crown reduce 1no. Sycamore tree (T19A) by reducing branches over parking area by 4-6m to appropriate junctions and crown clean; Remove 1no. group of Elder trees (G3) as they are self-set; Crown reduce 1no. Horse Chestnut tree (T23) over highway by 4-6m to rebalance to the east, remove weak decaying limbs, and crown clean;</u>	Beverley Town Council has no objection to this application for comprehensive tree works, on the condition work is carried out a time that will have the least negative impact on wildlife.

			<u>Crown reduce 1no. Horse Chestnut tree (T24) over highway by 4-6m to rebalance to the east, remove 1no. limb to south-west at 5m, and crown clean</u>	
(j)	23/03206/ TCA	Newbegin Bar House 33 Newbegin Beverley HU17 8EG	<u>WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Willow tree (T1) due to damage to listed wall and paving; Fell 1 no. Whitebeam tree (T2) as it has outgrown its location and due to poor form</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site. If this is not possible on site or for further advice, the applicant is encouraged to contact the ERYC Tree Officer.
(k)	23/01234/ PLF	7 Langholm Close Beverley HU17 7DH	<u>Erection of two storey extension to front and single storey extension to rear; application of external wall insulation; installation of an air-source heat pump to rear; installation of solar panels to south-facing roof slope; and the construction of a vehicular access to the rear with parking and turning area following the demolition of 4.8m of the existing northern boundary wall</u>	Beverley Town Council has no objection to this application.
(l)	23/02880/ PLB	45 North Bar Without Beverley HU17 7AG	<u>Installation of a replacement letter plate to existing front door and construction of a stud wall to divide existing first floor bathroom</u>	Beverley Town Council has no objection to the internal aspects of this application, but shares the concerns of the Civic Society regarding the replacement letterbox. The Town Council awaits the comments of the ERYC conservation officer on this matter.
(m)	23/01623/ PLB	Pettits 62 Saturday Market Beverley HU17 8AA	<u>Installation of fibre wall box, cable and capping to side to provide fibre broadband service</u>	Beverley Town Council has no objection to this application.
(n)	23/02988/ PLF	22 Westwood Road Beverley HU17 8EJ	<u>Erection of single storey extension to side and rear, installation of roof lantern into existing flat roof extension to rear and construction of dormer to rear, installation of roof lights to front and rear and erection of detached garage following removal of existing garage (Revised scheme of planning reference 23/01671/PLF)</u>	Beverley Town Council has no objection to this application.
(o)	23/02686/ PAD	Outdoor Exercise Facility East Riding Leisure Beverley HU17 0LT	<u>Display of non-illuminated lettering signs</u>	Beverley Town Council has no objection to this application.

56/23 Allotments

(a) Rents: To consider a review of allotment rents (see attached allotment income and expenditure document and officers to report)

The Assistant Town Clerk gave a report to the Committee regarding the allotment income and expenditure and there was discussion surrounding rents.

Proposed: Councillor Morgan **Seconded:** Councillor Rebecchi

Resolved: *To increase allotment rents by £5 per plot from 1st April 2024. Tenants to be notified by letter.*

(b) Bonfires: To consider recent matters regarding bonfires on allotments (officers to report)

The Committee considered recent complaints regarding bonfires and reviewed legislation and the tenancy agreement.

Resolved: *That the issue is reviewed and that no changes are to be made currently.*

(c) Other Issues: To consider any other allotment matters that may have arisen (officers to report).

Officers reported on the asbestos issue and that work to finally remove the deeply bedded asbestos will take place shortly and that Officers are to continue to work operationally as required.

57/23 Skate Park

To receive updates from the Town Clerk, following meetings with interested parties and Commuted Sums Officers.

The Town Clerk gave an update. The floodlighting will have to be removed as it cannot be linked up to any electrical feeds due to recent ERYC refurbishment in the area. It may be possible to light the area from existing lighting from surrounding ERYC equipment. New fencing is currently being quoted and this will be on the same footprint. It would be possible to get external funding if there is community support.

A meeting with Commuted Sums Officers did not take place due to inclement weather and will be re-arranged.

58/23 Budget Requirements

To consider budget requirements for the 2024-2025 Financial Year relating to Planning Environment and Services Committee services and responsibilities (see attached).

The Committee considered the budget requirements for the Planning Environment and Services Committee for 2024/2025 as submitted.

Resolved: *To recommend to Full Council:*

- (a) That the Council does not proceed with the Cycle Rack project and that this line is removed from the budget.*
- (b) That the Council does not proceed with the Flagpole Project and that this line is removed from the budget.*
- (c) The Council has already agreed not to proceed with the Beck Project and that this line is removed from the budget.*
- (d) That the Planning Environment and Services recommends to Full Council that CCTV is just recorded and is not monitored. It is noted that Councillor T Astell is raising disparities in the funding of CCTV throughout the county with ERYC to try to get funding support.*

59/23 Exclusion of the Public and Press

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

Proposed: Councillor Morgan **Seconded:** Councillor Boynton

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

60/23 Maintenance Contract
To consider quotations for the maintenance contract during the 2024-2025 Financial Year.

The Committee noted that Officers were having trouble getting quotes and this was deferred until Full Council or the next PES meeting.

61/23 Plant and Watering Contract
To consider quotations for the provision of plants and watering during the 2024-2025 Financial Year (see attached).

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

Resolved: *To accept the quote from All Aspects for the Summer 2024/2025 planting scheme and watering in the sum of £18,500 and also for the Winter 2024/2025 planting scheme in the sum of £13,000. A contingency of £5,000 for watering in a very dry summer will be included in the budget.*

The meeting finished at 8.15 pm

Signed Date



Minutes of the Policy and Finance Committee Meeting

On 20th November 2023

At 6:30pm at the Town Council Offices, Well Lane, Beverley

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

In Attendance: Carol Oliver (Responsible Finance Officer), Libby Woodhouse (Assistant Town Clerk & Civic Officer)

All Councillors were invited to attend this meeting for consideration of the first draft of the budget for 2024/2025.

21/23 To receive Apologies for Absence:

Apologies for absence were received from Councillor T Astell.

22/23 Declarations:

- (a) **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.

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

There were no dispensations.

23/23 To note the minutes of the Policy and Finance Committee Meeting held 25th September 2023 (approved and signed at Full Council on 30th October 2023)

The Committee noted that the Minutes of the Policy and Finance Committee Meeting held on 25th September 2023 were approved at the Full Council Meeting of 30th October 2023.

24/23 Finances:

- (a) **To note the Bank Balances (see attached)**

The Committee noted the bank balances and the Cash and Investment Reconciliation as at 30th November 2023.

Bank - Cash and Investment Reconciliation as at 30 November 2023

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	14/11/2023	Current Account	159,731.21
10	30/09/2023	Yorkshire Bank Credit Card	0.00
11	30/11/2023	Beverley Building Soc Bond	84,442.07
12	30/11/2023	Public Sector Deposit Fund	257,633.26
			501,806.54
<u>Unpresented Payments</u>			
1	08/11/2023	DD	199.01
1	21/11/2023	DD	90.41
1	25/11/2023	DD	161.00
1	25/11/2023	DD	44.10
1	27/11/2023	EP	21.03
1	27/11/2023	EP	5.32
1	27/11/2023	EP	480.00
1	27/11/2023	EP	16.99
1	27/11/2023	EP	5,484.40
1	27/11/2023	EP	1,818.12
1	27/11/2023	EP	1,815.23
1	27/11/2023	EP	15,240.00
1	27/11/2023	EP	73.00
1	27/11/2023	EP	72.00
1	30/11/2023	DD	80.00
			25,600.61
<u>Closing Balance</u>			476,205.93
<u>All Cash & Bank Accounts</u>			
1		Current Account Virgin Money	134,130.60
10		Virgin Money Store credit card	0.00
11		Beverley Building Society Bond	84,442.07
12		Public Sector Deposit Fund	257,633.26
		Other Cash & Bank Balances	0.00
		Total Cash & Bank Balances	476,205.93

(b) To note the receipts received by Council in October 2023 (see attached)

The Committee noted the receipts received by the Council in October 2023.

(c) To note the receipts received by Council in November 2023 (see attached)

The Committee noted the receipts received by the Council in November 2023.

(d) To note the payments made in October 2023 (see attached)

The Committee noted the payments made in October 2023.

List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/10/2023	Three.co.uk	DD	15.00	Contract	Staff Mobiles
02/10/2023	koom	DD	145.98	Contract	Internet access
02/10/2023	Geoff Simpson Holdings	DD	529.20	Lease	Unit 2 monthly rental
04/10/2023	Indeed	DD	70.39	Full Council Sept 23	September Job Search
05/10/2023	Hallbeck IT	DD	209.60	Contract	IT support,Licences,Backup
05/10/2023	W Boyes & Co Limited	DEBIT CARD	6.97	Clerk	Cups/Toilet rolls
09/10/2023	KRL Group Limited	DD	61.62	Contract	Photocopier
10/10/2023	Royal Mail	DEBIT CARD	1.50	Clerk	Underpayment of postage
10/10/2023	PeacFin Enreach	DD	117.07	Contract	Monthly Lease/Ann Service
10/10/2023	PeacFin Enreach	DD	-117.07	Contract	Telephone
10/10/2023	PeacFin Enreach	DD	57.07	Contract	Telephone
16/10/2023	Minster Cleaning	SO	230.58	Contract	Contract cleaning
19/10/2023	Eon next	DD	103.43	Contract	CCTV Cam Town
19/10/2023	Eon next	DD	108.92	Contract	CCTV cam 1 Sat Market
19/10/2023	Eon next	DD	125.97	Contract	CCTV 42 Saturday Market
19/10/2023	Eon next	DD	88.01	Contract	CCTV Camera
19/10/2023	Eon next	DD	-125.97	Contract	Different amount taken
21/10/2023	Enreach UK Ltd	DD	119.93	Contract	Telephone
22/10/2023	Siemens Financial Services	DD	370.81	Lease	Photocopier lease
23/10/2023	Bullguard Ltd	DEBIT CARD	69.99	Clerk	Virus protection
23/10/2023	KRL Group Limited	DD	77.38	Contract	Photocopier
24/10/2023	British Gas	DD	59.62	Contract	Office Gas
24/10/2023	Eon next	DD	473.53	Contract	Office electricity
24/10/2023	Amazon Business	DEBIT CARD	31.86	Clerk	Router Booster
25/10/2023	TC Group	DD	44.10	Contract	Payroll fee monthly
25/10/2023	ERYC	DD	161.00	Utility	Rates for Town Hall
25/10/2023	The Parish Notice Board Compan	DEBIT CARD	22.50	Clerk	Notice board keys replacement
26/10/2023	Virgin Money	DD	15.92	Contract	Bank Charges
27/10/2023	Amazon Business	DEBIT CARD	44.32	Contract	Stationery
27/10/2023	Post Office	DD	4.40	Full Council Oct 23	Letters to Twinning Towns
30/10/2023	Business Stream	EP	36.12	Utility	Sparkmill Allotment Water
30/10/2023	Beverley Minster	EP	50.00	Civic	Sponsorship of Christmas Tree
30/10/2023	Barton Town Council	EP	56.00	Civic	Civic Charity Dinner
30/10/2023	RBL Poppy Appeal	EP	100.00	Civic	Two Wreaths
30/10/2023	Countrywise Water Coolers Ltd	EP	16.99	Contract	Water Cooler monthly
30/10/2023	Beverley Consolidated Charity	EP	600.00	Lease	2nd half of lease fee
30/10/2023	Macebearer	EP	13.50	Civic	Travel with Mayor
30/10/2023	Officer	EP	8.10	Clerk	2nd quarter travel
30/10/2023	SLCC Enterprises Ltd	EP	100.80	Personnel	Clerk ILCA
30/10/2023	HMRC	EP	2,219.64	Fin Reg 7	Tax and Ni
30/10/2023	EastRiding Pension	EP	1,705.65	Fin Reg 7	Pension contributions
30/10/2023	Salaries	EP	5,210.69	Fin Reg 7	Salaries
30/10/2023	ERNLLCA	EP	12.00	Training	Clerk Training
30/10/2023	Phoenix Heating	EP	78.00	Clerk - contract	Boiler Repair
30/10/2023	East Riding Council	EP	60.00	Full Council	Recruitment advert
30/10/2023	SLCC Enterprises Ltd	EP	261.00	Budget	Membership for Officer

Continued on Page 2

List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/10/2023	JB Rural Services	EP	1,794.00	Contract	Sept Oct invoices
30/10/2023	The Mayor	EP	108.00	Budget	June-Oct Expenses
30/10/2023	Councillor Ramsdale	EP	5.90	Budget	Travel to Conference
31/10/2023	Linley Simpson	DD	80.00	Lease	Monthly Garage rent
31/10/2023	kcom	DD	145.94	Contract	Monthly internet
Total Payments			15,785.96		

(e) To approve the payments to be made in November 2023 (see attached)

List of Payments made between 01/11/2023 and 30/11/2023

Item 4e

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2023	Three.co.uk	DD	15.00	Contract	Staff Mobles
01/11/2023	Geoff Simpson Holdings	DD	529.20	Lease	Lease of Unit 2
01/11/2023	Indeed.co.uk	DEBIT CARD	127.59	FC Oct 23	Recruitment Advertising
01/11/2023	Amazon Business	DEBIT CARD	17.98	Clerk	Cups for Remembrance Day
01/11/2023	Open Spaces Society	DD	45.00	Budget	Annual Subscription
01/11/2023	Hallbeck IT	DD	209.60	Contract	IT support, back up, licences
02/11/2023	Beverley Barn	EP	2,000.00	FC 23 10 23	Civic Dinner Deposit
08/11/2023	PeacFin Enreach	DD	57.07	Lease	Equipment rental
08/11/2023	KRL Group Limited	DD	77.49	Contract	Photocopier helpline/rental
08/11/2023	Enreach UK Ltd	DD	199.01	Lease	Telephone calls
10/11/2023	PeacFin Enreach	DD	60.00	Contract	Annual Service
13/11/2023	Tesco	DEBIT CARD	34.58	Civic	Remembrance Day Refreshments
21/11/2023	British Gas	DD	90.41	Contract	Monthly Gas
25/11/2023	East Riding Council	DD	161.00	Fin Reg	Town Hall Rates
25/11/2023	TC Group	DD	44.10	Contract	Payroll fees
27/11/2023	Geoff Simpson Holdings	EP	21.03	Leasae	Electricity for Unit 2
27/11/2023	East Riding Council	EP	5.32	Clerk	Councillor Identity Badge
27/11/2023	Guest & Phillips	EP	480.00	Clerk	Mace Repair
27/11/2023	Countrywise Water Coolers Ltd	EP	16.99	Contract	Water cooler hire
27/11/2023	Salaries	EP	5,484.40	Fin Reg 7	Salaries
27/11/2023	East Riding Pension	EP	1,818.12	Fin Reg 7	Pension Contributions
27/11/2023	HMRC	EP	1,815.23	Fin Reg 7	Tax and Ni
27/11/2023	Anti Freeze (York) Limited	EP	15,240.00	Contract	Winter Plants/Tree
27/11/2023	East Riding Council	EP	73.00	Lease	Skatepark Lease annual rental
27/11/2023	ERNLLCA	EP	72.00	Budget	2 x councillors training
30/11/2023	Linley simpson	DD	80.00	Lease	Lease on Garage Well Lane
Total Payments			28,774.12		

Proposed: Councillor L Johnson

Seconded: Councillor A Ramsdale

Resolved: To approve the payments for November 2023.

Councillor D Healy queried whether the Council was in receipt of any services that it was not paying for. Councillors and Officers were not aware of any receipt of services that are not being paid for.

25/23 Internal Control Reviewer

To recommend the change in the internal control reviewer from Councillor Whitaker to Councillor Boynton for approval at Full Council.

Proposed: Councillor P Astell **Seconded:** Councillor J Rebecchi

Resolved: *To recommend to Full Council that Councillor Boynton is approved as the second Councillor to undertake internal control reviews once a quarter.*

26/23 Policies

To consider and recommend for approval to Full Council the following policies: (see attached)

- (a) Data Protection Policy**
- (b) Privacy Policy**

The RFO explained both Policies. The Committee queried the list of those sharing personal data in the GDPR Policy and the RFO will clarify that with ERYC and bring it back to the next meeting. The RFO will undertake a review of the policies against the Town Councils existing policies.

27/23 Grant Applications

To consider the Grant application from Beverley Rotary Club Grant - £500 (see attached)
Power Local Government Act 1972 s. 145
To support the Big Beverley Pancake Race to be held on 11th February 2024

Resolved: *To approve the grant application of £500 subject to the Rotary Club providing a second separate signature as required on the form.*

28/23 Partnership Grant Feedback

To consider the Partnership Feedback forms and recommend the Partnership Grants are paid (see attached)

Councillors L Johnson and G Johnson declared non-pecuniary interests in Stage4Beverley as they are volunteers.

The Committee reviewed the Partnership Feedback forms for each Partner and made the following recommendations.

Proposed: Councillor Rebecchi **Seconded:** Councillor P Astell

Resolved: *To recommend to Full Council that Beverley in Bloom receive the Year 3 Partnership Grant in the sum of £2,630.*

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

Resolved: *To recommend to Full Council that the Cherry Tree Community Centre receive the Year 3 Partnership Grant in the sum of £3,000.*

Proposed: Councillor Ramsdale **Seconded:** Councillor Rebecchi

Resolved: *To recommend to Full Council that the Beverley Rugby Union FC receive the Year 3 Partnership Grant in the sum of £3,000*

Proposed: Councillor Rebecchi **Seconded:** Councillor P Astell

Resolved: *To recommend to Full Council that the Beverley Puppet Festival receive the Year 3 Partnership Grant in the sum of £2,000.*

Proposed: Councillor P Astell

Seconded: Councillor G Johnson

Resolved: *To recommend to Full Council that the Beverley Barge Preservation Society receive the Year 3 Partnership Grant in the sum of £1,500.*

Proposed: Councillor L Johnson

Seconded: Councillor J Rebecchi

Resolved: *To recommend to Full Council that Two Churches One Town receive the Year 3 Partnership Grant in the sum of £1,200.*

Proposed: Councillor J Rebecchi

Seconded: Councillor P Astell

Resolved: *To recommend to Full Council that Stage4Beverley receive the Year 3 Partnership Grant in the sum of £1,750.*

29/23 Audits

(c) To note the External Auditor, PKF Littlejohn has deemed one objection valid for 2022/23

The Committee noted that following four objections by a member of the public to the 2022/2023 year, the External Auditor has deemed one objection valid for investigation. Work to this will commence when the Auditors contact the Council for a response.

(d) To note the Internal Auditor has attended to undertake the interim internal audit for 2023/2024 and the dates for receipt of report

The Committee noted that the Interim Internal Audit for 2023/2024 was undertaken on 31st October 2023. Officers had met with the Auditor last week to review the report and a date will be sent to Councillors for their meeting with the Auditor prior to it being considered by Full Council.

30/23 National Pay Award

To receive and note for information details about the annual salary increment agreed by NALC of £1 per hour on all scale points.

The Committee noted the information and this will be considered with the budget for 2024-2025 by the Personnel Committee.

31/23 Draft Budget

To consider the first draft of the 2024/2025 Budget prepared by officers (see attached)

Councillors considered the first draft of the budget in detail line by line.

Resolved: *Using Standing Order 25a, at 8.30 pm, to suspend Standing Order 3w to allow the meeting to continue for a further 20 minutes.*

Councillors will continue to review the budget lines ready for submission to Full Council

The meeting finished at 8.50 pm

Signed **Date**

**Personnel Committee
27th November 2023**

6:30pm at the Beverley Town Council Offices

Present: Councillors D. Healy (Chair), T. Astell, A. Healy, L. Johnson

In Attendance: Matt Snowden (Town Clerk)

11/23: To Receive Apologies for Absence

No apologies were received.

12/23: Declarations:

- (a) 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.

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

There were no dispensations.

13/23: To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to the employment of staff shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

Motion: That the public be excluded from the meeting on the grounds that confidential information in relation to the engagement of staff shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

No public were present.

Proposed: Cllr D. Healy

Seconded: Cllr L. Johnson

Resolved: *That the motion be approved.*

14/23: Employment Matters

To consider and make resolutions regarding an employment matter and related documentation.

Proposal: It is reported and agreed that the employment matter has been resolved and concluded. Signatories to approve this on behalf of Beverley Town Council will be the Council Chairman Councillor Tom Astell and the Chairman of the Personnel Committee Councillor Denis Healy. The Town Clerk and Proper Officer Mr Matthew Snowden will act as a witness signatory.

Proposed: Cllr D. Healy

Seconded: Cllr T. Astell

Resolved: *That the proposal be approved.*

15/23: Training Completion

To note the completion of ILCA by the Town Clerk and the increment of one scale point under the NJC for Local Government Services as required by his Contract Employment April 2019.

Proposal: The Personnel Committee congratulated the Town Clerk on achieving ILCA and noted the contractual one scale point increment. It was also agreed for the Town Clerk to pursue the CILCA qualification in the new year (2024).

Proposed: Cllr D. Healy

Seconded: Cllr T. Astell

Resolved: *That the proposal be approved.*

16/23: Budget 2024/25

To consider salaries as per Financial Regulation 4.4: *“The salary budgets are to be reviewed at least annually in October for the following financial year and such review shall be evidenced by a hard copy schedule signed by the Town Clerk and the Chairman of council or relevant committee. The RFO will inform committees of any changes impacting on their budget requirement for the coming year in good time.”*

Proposal: After discussion and consideration of the draft staffing budget for the 2024-2025 Financial Year, it was requested that additional information regarding projected figures in the current Financial Year, which help to forecast those of the next, be provided at Full Council on Monday 4th December 2023, as part of the wider budget setting process. The National Pay Award as directed by NALC was also noted.

Proposed: Cllr T. Astell

Seconded: Cllr A. Healy

Resolved: *That the proposal be approved.*

Meeting ended 7:50pm.

Signed: _____

Date: _____

**Mayor's Announcements for the Full Council Meeting of
4th December 2023**

Civic Engagements from 23rd October 2023 to 4th December 2023

1. Mayor's Civic Engagements

03/11/2023	University Centre Bishop Burton Graduation Ceremony 2023	Beverley Minster
04/11/2023	RNLI Christmas Cracker Coffee Morning	St Mary's Parish Hall
07/11/2023	Visit the Scouts - Scout Night during Parliament Week	St Nicholas Church Community Centre
11/11/2023	Two minutes silence	Hengate Gardens
12/11/2023	Remembrance Service	Beverley Minster/Hengate Gardens
16/11/2023	Re-open Pizza Express	
25th Nov - 3rd Dec - various dates available	Beverley Musical Theatre - Panto 2023 Robin Hood	Beverley Memorial Hall
26/11/2023	Christmas Lights Switch on Event	Market Cross
28/11/2023	Admission Ceremony for Burgess and Freemen/women of Beverley	Guildhall, Beverley
30/11/2023	Decorate Christmas Tree	Beverley Minster
01/12/2023	Christmas Tree Festival Launch	Beverley Minster
02/12/2023	East Riding Concert Orchestra Christmas Concert	St Mary's Church

2. Deputy Mayor's Civic Engagements

14/11/2024	Re-opening of Beverley St John's Ambulance Unit	St Mary's CE Primary School
29/11/2023	Beverley Men in Sheds - Shed Re- Opening	Oldroyds Corner, Woodmansey Garden Centre
01/12/2023	Goole Christmas Lights Illumination Ceremony	Assemble at Junction, Paradise Placed

3. Announcements

The Mayor of Beverley's Civic Dinner will be held on Friday 19th January 2024 in the evening at Beverley Barn.

The Mayor of Beverley's Civic Service will be held on Sunday 4th February 2024 at Beverley Minster at 2 pm.

**PARTNERSHIP GRANT
THIRD PAYMENT AND LAST YEAR**

Beverley in Bloom	To purchase, provide and maintain planting features throughout the town for all residents and visitors to enjoy.	£2,630.00 plus £370 towards watering by Town Council
Cherry Tree Community Centre	To support a project to provide an outreach youth worker to engage with young people in the community and develop other youth-related activities.	£3,000.00
Beverley Rugby Union Football Club	To support costs towards annual community engagement events, including rugby open days, a festival and Pride event.	£3,000.00
Stage 4 Beverley	To support the annual festival of music, theatre, spoken word and comedy that takes place at East Riding Theatre.	£1,750.00
Beverley Barge Preservation Society	Security of income in the medium-term to enable the Society to build its longer-term financial sustainability.	£1,500.00
Beverley Puppet Festival	To support the costs of bringing specific performances to the streets of Beverley. Outreach programme taking puppetry and workshops into local care homes and the costs of an outdoor theatre programme that members of the Beverley public will be able to access for free.	£3,000.00
Two Churches One Town	To provide support to cover 50% of the annual costs to maintenance and develop a public-facing website that promotes the project, related events and the town (£360 per year) and to provide support to cover 50% of the annual costs to audit fees (£840 per year).	£1,200.00

Budget Notes

The following pages contain a draft budget for the 2024-2025 Financial Year.

Please note that this is **NOT** the final budget. This is a draft, which takes into consideration comments and recommendations made at previous Full Council and committee meetings.

At Full Council on Monday 4th December 2023, Councillors will go through this budget line-by-line and make changes by adding, removing, increasing or decreasing items or agreeing to keep them as drafted.

Officers will then make changes to the budget based on the resolutions made by Councillors and bring a final version to Full Council on Monday 15th January 2024 for final changes and a resolution to officially approve it.

DRAFT OF BUDGET 2024/25

Item 12

		2021/22 budget	2021/22 actual	2022/23 budget	2022/23 actual	2023/24 budget	RESERVES 01.04.2023	RESERVES SPENT	Spend to 30/9/23	ESTIMATE D Spend to 31/3/24	2024/25 proposed precept	Reserves	Notes	Precept Subtotals
101	Staff Costs - Personnel													
4000	Salaries (104 staff hours 37 TC, 22 ATC, 20 RFO and 25 SSA)	£80,000.00	£79,246.00	£91,000.00	£86,863.00	£95,000.00	£0.00	£0.00	£48,256.00	£97,000.00	£102,000.00	£0.00	2023/24 budget includes over due national pay award to be back dated in December 2023 to the 1st April 2023. Increased budget in 2024/25 includes similar anticipated national pay award (as directed by the unions and NALC). This section also includes includes employees HMRC and pension payments	£138,086.00
4001	Employers NI (not all staff)	£9,100.00	£6,686.00	£10,000.00	£9,917.00	£14,060.00	£0.00	£0.00	£3,866.00	£10,000.00	£10,000.00	£0.00	Employer contributions	
4002	Employers Pension 19.3%	£15,000.00	£18,280.00	£18,000.00	£17,619.00	£18,335.00	£0.00	£0.00	£9,915.00	£18,721.00	£19,686.00		Employer contributions	
4005	Staff Contingency/Human Resources Contract	£2,000.00	£0.00	£2,000.00	£0.00	£0.00	£7,500.00	£3,851.40	£7,500.00	£7,500.00	£4,500.00	£0.00	Will be spent in 2023/24 to cover overtime. Working from home allowances (£208 - this is refunded to the council via the employer's national insurance contributions), recruitment cots and cover for if staff unwell. Have to assume this will be all spent by the end of the 2023/24 financial year in case illness between now and then causes staff absence and extra cover - if not, the remainder will go into reserves. In 2024/25 the total reduced to £4500 due to the three-year Worknest contract being paid in whole in 2023.	
4025	Officer Training Memberships	£2,500.00	£1,118.00	£250.00	£1,240.00	£1,750.00	£0.00	£0.00	£1,140.00	£1,750.00	£1,750.00	£0.00	SLCC Membership and staff training	
4030	Officer Travel	£1,000.00	£55.00		£65.00	£250.00	£0.00	£0.00	£28.00	£100.00	£150.00	£0.00	Reduced n 2023/25 based on current usage forecasts	
102	Administration - Full Council													
4130	Insurance	£5,000.00	£3,920.00	£5,000.00	£4,607.00	£6,000.00	£0.00	£0.00	£6,000.00	£6,000.00	£7,000.00	£0.00	Increased to cover volunteer insurance	£42,060.00
4400	Stationery	£1,500.00	£759.00	£500.00	£1,069.00	£500.00	£0.00	£0.00	£507.00	£600.00	£600.00	£0.00	Increased to cover additional staff member	
4405	Photocopier	£4,480.00	£3,047.00	£500.00	£2,191.00	£2,000.00	£0.00	£0.00	£1,304.00	£2,000.00	£2,000.00	£0.00	Lease ends Sept 2024 - quotes obtained and included in 2024/25 budget	
4440	Telephone System	£1,500.00	£1,500.00	£500.00	£1,227.00	£1,300.00	£0.00	£0.00	£932.00	£1,800.00	£1,800.00	£0.00		
4442	Internet Access	£750.00	£643.00	£780.00	£691.00	£780.00	£0.00	£0.00	£733.00	£1,500.00	£1,500.00	£0.00	Increased KCOM charges for internet	
4443	Staff Mobiles	£650.00	£278.00	£350.00	£150.00	£300.00	£0.00	£0.00	£88.00	£200.00	£300.00	£0.00	To purchase for phone for new member of staff and continue ongoing charges for 4 phones.	
4455	Postage	£1,000.00	£877.00	£400.00	£727.00	£400.00	£0.00	£0.00	£11.00	£380.00	£200.00	£0.00	Mailshot to allotment holders in current financial year and rent invoices in next financial year	
4460	Subscriptions	£2,800.00	£2,876.00	£3,900.00	£4,161.00	£3,200.00	£0.00	£0.00	£2,175.00	£3,200.00	£3,160.00	£0.00	NALC, ERNLLCA, Zoom, RBS financial package, Membership of National Allotment Society, Food Festival trademark, Bullguard security, Chamber of Trade (recommend not renew Open Spaces)	
4465	Publicity and Promotion	£0.00	£0.00	£0.00	£495.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		
4480	Computer Equipment	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	No spend - replacement of computer equipment - moved to 2024/25 reserves	
4481	IT support, Office 365 + back up	£2,500.00	£4,004.00	£2,800.00	£2,884.00	£2,800.00	£0.00	£0.00	£1,495.00	£2,800.00	£3,000.00	£0.00	IT support for office both remote and in person, Office 365 licences and emails, adobe and back up off site of server.	
4490	Website	£1,120.00	£1,620.00	£1,120.00	£1,320.00	£1,250.00	£0.00	£0.00	£720.00	£1,250.00	£1,250.00	£0.00	Website hosting and support	
4555	Legal Expenses	£2,500.00	£3,432.00	£2,960.00	£9,738.00	£0.00	£15,000.00	£0.00	£25,642.00	£40,000.00	£10,000.00	£0.00	Legal advice if required, including legal fees relating to extension of office lease, land registry of allotments, etc.	

4560	Data Protection Fees	£0.00	£0.00	£460.00	£460.00	£500.00	£0.00	£0.00	£25.00	£460.00	£500.00	£0.00	Service Level Agreement with East Riding of Yorkshire Council and Information Commission fees	
4580	Audit Fees	£2,500.00	£1,851.00	£3,450.00	£9,093.00	£2,900.00	£0.00	£0.00	£4,970.00	£9,000.00	£10,000.00	£0.00	Increase due to the number of public challenges with External Auditor	
4581	Bank Charges/annual cred card	£30.00	£38.00	£150.00	£368.00	£360.00	£0.00	£0.00	£193.00	£300.00	£300.00	£0.00		
4582	Payroll Processing Fees	£600.00	£420.00	£600.00	£441.00	£450.00	£0.00	£0.00	£256.00	£450.00	£450.00	£0.00		
105	Accommodation - Full Council													
4100	Office Rent	£14,000.00	£14,000.00	£14,000.00	£14,000.00	£14,000.00	£0.00	£0.00	£7,000.00	£14,000.00	£17,200.00	£0.00	Increase as Lease renewed	£31,600.00
4105	Room Hire	£2,000.00	£600.00	£400.00	£401.00	£1,000.00	£0.00	£0.00	£403.00	£800.00	£800.00	£0.00	Full Council Meetings, Mayor Making, Annual Town training and consultation meetings as required	
4110	Business Rates Office	£6,000.00	£0.00	£6,000.00	£6,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Business Rate relief	
4120	Utilities and Office Maintenance	£4,500.00	£18,061.00	£1,800.00	£8,342.00	£4,200.00	£0.00	£0.00	£4,819.00	£6,000.00	£7,000.00	£0.00	Increase to costs of power/Health and Safety checks	
4175	Alarm Maintenance	£500.00	£177.00	£200.00	£865.00	£500.00	£0.00	£0.00	£689.00	£689.00	£600.00	£0.00	Office security system - new screen and recording equipment purchased in 2023/24	
4180	Storage Rent	£5,400.00	£5,287.00	£5,400.00	£5,828.00	£5,700.00	£0.00	£0.00	£3,729.00	£5,700.00	£6,000.00	£0.00	Increase due to rising power costs	
110	Civic and Democratic - Full Council													
4010	Mace Bearer	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£0.00	£0.00	£1,200.00	£1,200.00	£1,200.00	£0.00	Possible increase to include apprentice macebearer	£21,400.00
4026	Councillor Training Conference	£2,000.00	£357.00		£60.00	£2,000.00	£0.00	£0.00	£917.00	£1,500.00	£1,500.00	£0.00		
4090	Twinning		£0.00	£0.00	£775.00	£1,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	No spend - twinning - moved to 2024/25 reserves	
4500	Mayoral Allowance	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£0.00	£0.00	£1,500.00	£1,500.00	£1,500.00	£0.00		
4505	Mayoral Ticket Events	£200.00	£122.00	£200.00	£208.00	£200.00	£0.00	£0.00	£0.00	£200.00	£200.00	£0.00		
4510	Members Allowances	£3,500.00	£1,500.00	£1,500.00	£1,250.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Council to resolve not to pay members allowances	
4511	Councillors Travel	£1,500.00	£0.00		£186.00	£400.00	£0.00	£0.00	£592.00	£750.00	£500.00	£0.00	Increase due to in person attendance at external meetings	
4520	Maintenance and upgrades	£300.00	£25.00	£350.00	£30.00	£500.00	£0.00	£0.00	£43.00	£400.00	£500.00	£0.00	Current year repairing Mace with support from insurance company. Potential repairs and replacements of robes. Cleaning of robes	
4530	Civic Budget	£4,000.00	£2,832.00	£4,000.00	£4,893.00	£4,000.00	£0.00	£0.00	£772.00	£4,000.00	£4,000.00	£0.00	Civic dinner, service, Christmas Cards, Mayoral photos, Civic boards, mayor making and Civic Gifts. Costs are rising for catering/waiting - increase in budget	
4535	Election Provision	£4,000.00	£23,565.00	£4,000.00	£0.00	£12,000.00	£24,000.00	£0.00	£0.00	£28,000.00	£9,000.00	£24,000.00	Invoices awaited from 2023 election. Includes building a reserve for 2027 elections and possible by elections	
4830	Awards Evening	£0.00	£0.00	£3,000.00	£2,301.00	£0.00	£3,000.00	£0.00	£0.00	£1,500.00	£3,000.00	£1,500.00	Awards Evening to be held - £1500 spend in 2023/24 as event in early April	
115	Grants - Full Council													
4808	Partnership Grants Ongoing	£0.00	£0.00	£20,880.00	£19,580.00	£22,080.00	£0.00	£0.00	£5,490.00	£19,080.00	£24,000.00	£3,000.00	8 Partnership Grants £3000 for 8 partnership grants. ERT third year payment to be paid in July in reserves)	£34,000.00
4810	Grants Fund	£32,500.00	£23,954.00	£0.00	£9,276.00	£0.00	£10,994.00	£0.00	£0.00	£10,994.00	£10,000.00	£0.00	Grants scheme relaunched and advertised..	
201	Town Maintenance Services - Planning Environment & Services													
4230	Skatepark	£0.00	£161.00	£0.00	£73.00	£0.00	£41,419.00	£0.00	£88.00	£200.00	£200.00	£41,331.50	Skatepark annual rental of £73, annual skatepark inspection and maintenance costs. Council is also seeking funding for the skatepark and if successful, this budget line may not be required	
4265	Street Furniture	£0.00	£0.00	£0.00	£220.00	£0.00	£3,998.00	£3,998.00	£0.00	£3,998.00	£4,000.00	£0.00	Reinstated following movement from this budget line for audit fees, Councillors travel, alarm maintenance and legal expenses	
4266	Cycle Racks	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00	£0.00	£0.00	PES 7 Nov 2023 recommended removal	
4267	Town Entry Signs	£0.00	£50.00	£0.00	£0.00	£0.00	£15,000.00	£13,411.00	£0.00	£13,411.00	£0.00	£1,589.00	Reinstated following movement from this budget line for legal fees	

4270	Grit Bins New	£2,500.00	£1,674.00	£850.00	£118.00	£0.00	£935.00	£0.00	£553.00	£935.00	£1,000.00	£0.00	Potentially 4 repair and 3 new grit bins in 2023/24.	£53,700.00
4271	Litter Bins New	£0.00	£0.00	£1,000.00	£1,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,000.00	£0.00	Potentially 4 new litter bins in 2023/24.(£500 per new bin and installation)	
4274	Grit Bins Refills	£0.00	£0.00	£1,400.00	£1,575.00	£1,500.00	£0.00	£0.00	£0.00	£1,700.00	£2,500.00	£0.00	Invoice awaited Jan 2024. Includes the filling of current and potential new grit bins	
4285	Maintenance Contractors	£17,614.00	£8,437.00	£15,000.00	£10,235.00	£15,000.00	£2,220.00	£0.00	£7,022.00	£15,000.00	£17,000.00	£0.00	Maintenance services - between allotments and town maintenance	
4306	Flag Poles	£0.00	£0.00	£0.00	£0.00	£0.00	£1,500.00	£1,500.00	£0.00	£1,500.00	£0.00	£0.00	Budget 2023/24 went to legal fees. PES 7 Nov 2023 recommended removal	
4635	Beverley Beck Project	£0.00	£0.00	£0.00	£0.00	£0.00	£1,500.00	£1,500.00	£0.00	£1,500.00	£0.00	£0.00	Budget 2023/24 went to legal fees. PES 7 Nov 2023 recommended removal	
4650	Streetlighting SLA	£18,000.00	£15,223.00	£15,250.00	£23,876.00	£27,000.00	£0.00	£0.00	£0.00	£23,944.00	£26,000.00	£0.00	Invoice awaited Dec 2024	
4625	Historic Lamps	£0.00	£0.00	£0.00	£3,286.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00	To build a 10 year reserve for maintenance costs of the Historic Lamps	
205	Town Events and Projects - Full Council													£0.00
4806	Beverley Event	£0.00	£0.00	£0.00	£0.00	£0.00	£10,000.00	£10,000.00	£0.00	£10,000.00	£0.00	£0.00	Following movement from this budget line for legal fees - If the Town Council wishes to hold an event, the Town Council needs to decide the type of event.	
4807	Pride	£0.00	£0.00	£0.00	£0.00	£0.00	£300.00	£300.00	£0.00	£300.00	£0.00	£0.00	Reinstated following movement from this budget line for legal fees - If the Town Council wishes to hold an event, the Town Council needs to decide the type of event.	
4815	Youth Support	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00	£0.00	£0.00	Entire budget donated to Beverley Cherry Tree Centre Youth Project	
4820	Matched Funding	£0.00	£0.00	£0.00	£0.00	£0.00	£7,750.00	£7,750.00	£3,600.00	£3,600.00	£0.00	£4,150.00	Matched funding is to support other funding bids to support projects that might arise throughout the year. The spend on this budget line was moved for Japanese Knotweed and Asbestos removal at the allotments	
206	Christmas Displays - Planning Environment & Services													£10,200.00
4640	Christmas Lights Infrastructure	£0.00	£26,282.00	£0.00	£1,531.00	£0.00	£2,000.00	£0.00	£0.00	£2,000.00	£2,000.00	£0.00	To cover costs of real tree, replacement of any broken items and maintenance	
4641	Christmas Lights NEW	£0.00	£0.00	£0.00	£3,299.00	£0.00	£5,000.00	£2,000.00	£0.00	£2,000.00	£0.00	£3,000.00	Moved to meet audit fees. New purchases and to build reserve for future major purchase	
4642	Christmas Lights POWER	£0.00	£0.00	£350.00	£350.00	£1,000.00	£0.00	£0.00	£227.00	£1,200.00	£1,200.00	£0.00		
4643	Christmas Lights SLA	£0.00	£0.00	£5,500.00	£5,815.00	£6,000.00	£0.00	£0.00	£0.00	£6,000.00	£7,000.00	£0.00	Invoice awaited Jan 2024 - anticipated increase in costs from ERYC	
207	Floral													£29,630.00
4647	Summer Displays includes hanging baskets	£0.00	£23,594.00	£15,200.00	£20,150.00	£17,500.00	£0.00	£0.00	£16,260.00	£20,150.00	£17,630.00	£0.00	Recommended PES 7.11.23 which includes growing, delivery, maintenance and watering of all planters in the town. £370 is transferred from Partnership Grants for Beverley in Bloom watering of their planters.	
4648	Winter Displays	£0.00	£0.00	£5,000.00	£5,000.00	£10,000.00	£0.00	£0.00	£10,000.00	£10,000.00	£12,000.00	£0.00	Recommended PES 7.11.23 which includes growing, delivery, maintenance and watering of all planters in the town	
4649	Watering Continenacy	£0.00	£0.00	£5,000.00	£4,950.00	£0.00	£5,000.00	£0.00	£0.00	£0.00	£0.00	£5,000.00	Recommended PES 7.11.23. This is watering contingency in case of very hot summer and additional watering may be required.	
4650	Beverley Minster Mangers	£0.00	£0.00	£0.00	£0.00	£300.00	£0.00	£0.00	£300.00	£300.00	£0.00	£0.00	Beverley in Bloom asked Town Council to manage the Beverley Minster mangers and the Beverley Minster are in agreement. This is now included in the contracts for summer and winter displays. Therefore this line will not be required in the future.	
208	Town Hall													
4700	Capital Purchase	£0.00	£0.00	£0.00	£235,000.00	£0.00	£107,500.00	£1,750.00	£105,750.00	£0.00	£0.00	£0.00	This has been reallocated to Project Reserve and Project Development and Management	
4701	Disbursements re purchase	£0.00	£0.00	£0.00	£9,541.00	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00		

4702	Surveys/Scoping	£0.00	£0.00	£0.00	£1,078.00	£0.00	£0.00	£0.00	£836.00	£836.00	£0.00	£0.00		£66,000.00
4703	Utilities (WATER ELECTRICITY AND RATES)	£0.00	£0.00	£0.00	£2,695.00	£3,500.00	£0.00	£0.00	£5,764.00	£10,000.00	£10,000.00	£0.00		
	Insurance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£6,000.00	£0.00		
	Dilapidations	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£30,000.00	£0.00	Lane Beverley to leave the building in good repair	
	Project Reserve	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£20,000.00	£58,950.00	ERNLLCA to build a project reserve as from this year	
	Project Development and Management	£0.00	£0.00	£0.00	£589.00	£0.00	£0.00	£0.00	£3,120.00	£3,120.00	£0.00	£46,800.00	Allocated from reserves - capital purchase.	
209	CCTV - Planning Environment & Services													
4660	Town Centre Cameras	£8,500.00	£34,002.00	£7,500.00	£1,242.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Recorded	£20,500.00
4661	Wider Community Cameras	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Recorded	
4663	Monitoring	£0.00	£0.00	£12,000.00	£12,000.00	£15,000.00	£0.00	£0.00	£0.00	£12,500.00	£12,500.00	£0.00	Recommended PES 7.11.23 that cctv is recorded but not monitored	
4666	Maintenance	£0.00	£0.00	£0.00	£6,768.00	£6,500.00	£0.00	£0.00	£0.00	£6,500.00	£6,500.00	£0.00	60/40 split with East Riding of Yorkshire Council for the town CCTV system	
4667	Power	£0.00	£0.00	£0.00	£561.00	£1,200.00	£0.00	£0.00	£957.00	£2,000.00	£1,500.00	£0.00	Contract agreed with power company until July 2024	
210	Allotments - Planning Environment & Services													
4200	Allotments Upkeep	£0.00	£1,039.00	£3,000.00	£2,012.00	£2,500.00	£0.00	£0.00	£5,113.00	£7,500.00	£2,500.00	£0.00	Recorded	£3,900.00
4201	Allotments Rental Cost Queensgate	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£0.00	£0.00	£1,200.00	£1,200.00	£1,200.00	£0.00	Recorded	
4202	Allotments Rent Keldgate Lairgate	£200.00	£188.00	£200.00	£188.00	£200.00	£0.00	£0.00	£188.00	£188.00	£200.00	£0.00	Recommended PES 7.11.23 that cctv is recorded but not monitored	
4204	Allotment Water Taps	£0.00	£0.00	£500.00	£42.00	£100.00	£0.00	£0.00	£100.00	£100.00	£0.00	£0.00	60/40 split with East Riding of Yorkshire Council for the town CCTV system	
	General Reserves													
	General Reserves										£41,057.00	£0.00	Contract agreed with power company until July 2024	£41,057.00
	SUBTOTALS													
											£492,133.00	£192,320.50		£492,133.00
	INCOME													
	Allotment Income	£0.00	£6,653.00	£0.00	£7,237.00	£7,700.00	£0.00	£0.00	£0.00	£7,700.00	£8,980.00	£0.00	Increase in rents (256 allotments @ £5)	
1850	Insurance Claims Received	£0.00	£0.00	£0.00	£600.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Two claims are with the insurers.	
1870	Interest Received	£0.00	£401.00	£385.00	£4,305.00	£0.00	£0.00	£0.00	£0.00	£7,500.00	£0.00	£0.00	Less interest accrued as using accommodation reserves	
1900	Precept	£272,897.00	£342,734.00	£282,829.00	£282,829.00	£292,693.00				£465,006.00	£483,153.00	£192,320.50		
	Total Income (including Precept)	£272,897.00	£349,788.00	£283,214.00	£294,971.00	£300,393.00					£492,133.00			
	Council Tax Band D per year	£44.87		£45.61		£47.06					£77.46 based on the above before changes by Full Council			
	Tax Base					6219					6237.4			
	Total Ear Marked Reserves	£637,207.00				£268,616.00								
	Total General Reserves	£73,167.00				£68,250.00								
	Total Reserves	£710,374.00				£336,866.00								