

# Minutes of the Full Council Meeting

**23<sup>rd</sup> 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 11<sup>th</sup> September 2023 (see attached).**

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

**Resolved:** *That the Minutes of the Full Council meeting held on Monday 11<sup>th</sup> 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 5<sup>th</sup> 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 21<sup>st</sup> September 2023.**

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

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

**(c) Policy and Finance Committee held on Monday 25<sup>th</sup> September 2023.**

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

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

**(d) Planning Environment and Services Committee held on Tuesday 10<sup>th</sup> October 2023.**

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

**Resolved:** *That the Minutes of the Planning Environment and Services Committee held on 10<sup>th</sup> 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 5<sup>th</sup> 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 11<sup>th</sup> and 18<sup>th</sup> 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 10<sup>th</sup> 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 25<sup>th</sup> 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 21<sup>st</sup> 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 5<sup>th</sup> December in order to set and approve the budget.*

The meeting finished at 8.30 pm.

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_