

Minutes of the Full Council Meeting

4th December 2023

6:30pm at the East Riding College, Beverley

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

In Attendance: Matthew Snowden (Town Clerk)
Libby Woodhouse (Assistant Town Clerk and Civic Officer)
Carol Oliver (Responsible Financial Officer)

Proposed: Councillor Whitaker **Seconded:** Councillor D Healy

Resolved: *In the absence of the Chairman and Vice-Chairman of the Council, that Councillor L Johnson is elected Chairman for this meeting.*

Councillor L Johnson took the Chair and informed the meeting of the very unexpected passing of friend and colleague Councillor Peter Astell. Councillor Astell was a community man and believed unwaveringly in democracy – he committed his life to working hard for others and for the local community. He also represented the Town Council locally at the East Riding and Northern Lincolnshire Local Councils Association and more widely at the National Association of Local Councils. The extent of Peter's commitment to community involvement cannot be measured. He was an Alderman of East Yorkshire Borough Council, served on Humberside County Council, Beverley Borough Council and served twice as Mayor of Beverley on Beverley Town Council. He was delighted to have been elected to East Riding of Yorkshire Council in May of this year and he got stuck into his work with gusto. Councillor Johnson said that all our hearts go out to Julie his partner, and his son, Tom. Peter was so proud of Tom and all that he had achieved.

All in the room stood for one minute's silence to remember Councillor Peter Astell.

98/23 Public Forum **An opportunity for members of the public to address the Town Council.**

No members of the public were present.

99/23 Apologies **To receive apologies for absence.**

Apologies were received from Councillors Tom Astell and David Boynton.

100/23 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 B Morgan declared a non-pecuniary interest in agenda item 9 (Partnership Grants) as he is a member of Beverley Rugby Union Football Club.

- (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.

101/23 Guest Speakers

- (a) **Humberside Police: Representatives from Humberside Police to raise issues regarding CCTV and request consideration be given to additional infrastructure item.**

There was no representative from the Police at the meeting.

- (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.**

Mr Walker did not attend the meeting as this item had been requested by Councillor P Astell.

102/23 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).**

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

Resolved: *That the minutes of the Full Council meeting held on Monday 23rd October 2023 are approved and signed as a true and correct record.*

- (b) **To confirm and sign minutes from the meeting of Extra-Ordinary Full Council held on Monday 23rd October 2023 (see attached).**

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

Resolved: *That the Minutes of the Extra-Ordinary Full Council meeting held on Monday 23rd October 2023 are approved and signed as a true and correct record.*

103/23 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.**

Proposed: Councillor B Morgan **Seconded:** Councillor A Ramsdale

Resolved: *That the minutes of the Planning, Environment and Services Committee held on Tuesday 7th November 2023 are approved and signed as a true and correct record.*

- (b) **Policy and Finance Committee held on Monday 20th November 2023.**

Proposed: Councillor L Johnson **Seconded:** Councillor J Rebecchi

Resolved: *That the minutes of the Policy and Finance Committee held on Monday 20th November 2023 are approved and signed as a true and correct record.*

- (c) **Personnel held on Monday 27th November 2023.**

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

Resolved: *That the minutes of the Personnel meeting held on Monday 27th November 2023 are approved and signed as a true and correct record.*

104/23 Mayor's Announcements and Correspondence

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

The Mayor's engagements were noted. The Deputy Mayor will take on as many of the Mayor's engagements as possible until Christmas and then it will be reconsidered.

105/23 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 Whitaker – reported that she had emailed the Puppet Theatre three times but not had a response. The Town Clerk will follow this up.

Councillor Ramsdale – had attended the ERNLLCA Finance Workshop.

Councillors Giles and G Johnson – had not yet heard anything regarding the Cultural Hub.

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

Councillor Whitaker – reported that she and Councillors P Astell, D Healy and T Astell had attended the Leisure Centre on Saturday for the opening of the new facility – The Mill. A meeting is planned regarding the skatepark (commuted sums).

The Council noted on behalf of Councillor P Astell that ERYC Full Council had approved the new Community Governance Review.

106/23 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.

Proposed: Councillor L Johnson **Seconded:** Councillor E Whitaker

Resolved: To approve Councillor D Boynton to undertake the quarterly internal control review.

The Council noted that the zoom session with Councillors and the Internal Auditor to discuss the Interim Internal Audit will take place on 6th December 2023 at 6.30 pm.

107/23 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 | £3,000 |
| (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 | | | £16,450 (includes Bloom watering) |

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

Resolved: To approve all of the third year Partnership Grant payments as listed in the sum of £16,450. A sum of £3,000 remains in reserves for East Riding Theatre.

The Policy and Finance Committee will consider the next wave of Partnership Grants.

108/23 Administration and Support Assistant

To receive an update on this appointment.

The Council noted that the new Administration and Support Assistant, Mrs Yvonne Watts, would be starting on 11th December 2023. There had been a lot of applications this time which had been filtered and interviewed by Councillor Giles, the Town Clerk and the Assistant Town Clerk. The new Assistant will have a couple of weeks induction prior to starting properly in January.

109/23 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).

The draft budget for 2024-2025 including Committee recommendations were included with the agenda pack. Councillors went through the budget line by line. It was noted that working from home allowance is cost negative as this is reclaimed by the Council through National Insurance. Staff contingency and health and safety were discussed. A Working from Home Policy is required which the Town Clerk will undertake for the next Personnel meeting. The Town Clerk will look at an external fundraiser to find funding for the Town Hall project. Each line was explained by the RFO and discussed in detail by Councillors.

Proposed: Councillor A Healy **Seconded:** Councillor Whitaker

Resolved: *Using Standing Order 25a, at 8.30 pm, to suspend Standing Order 3w to allow the meeting to continue for a further 30 minutes.*

Proposed: Councillor B Morgan **Seconded:** Councillor Whitaker

Resolved: *To approve the PES Committee recommendation that CCTV is recorded only in the sum of £12,000 for 2024-2025 and not monitored due to the high costs involved.*

A proposal by Councillor D Healy and seconded by Councillor B Morgan to include zero funding in the budget for a Beverley event failed – by 4 in favour and 7 against.

A proposal by Councillor L Johnson, and seconded by Councillor J Rebecchi to include £10,000 for a Beverley event failed – by 4 in favour and 7 against. A recorded vote was requested.

Councillor L Johnson – voted for the proposal
Councillor G Johnson – voted against the proposal
Councillor B Morgan – voted against the proposal
Councillor A Ramsdale – voted for the proposal
Councillor J Rebecchi – voted for the proposal
Councillor P Regina – voted for the proposal
Councillor D Healy – voted against the proposal
Councillor D Horsley – voted against the proposal
Councillor C Giles – voted against the proposal
Councillor A Healy – voted against the proposal
Councillor E Whitaker – voted against the proposal

The Policy and Finance Committee will look at this in more detail at the meeting on 8th January 2024 to make recommendations to Full Council.

The budget was referred to the Policy and Finance Committee on 8th January 2024 for further consideration prior to the Full Council meeting on 15th January 2024.

110/23 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 A Healy **Seconded:** Councillor E Whitaker

Resolved: *To exclude 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).*

111/23 Office Lease

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

Proposed: Councillor A Healy **Seconded:** Councillor E Whitaker

Resolved: *To approve a 3-year lease with a rolling break with 6 months' notice in the sum of £17,200 per annum.*

112/23 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).

Councillor D Healy reported that an employment matter had been concluded.

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

Resolved: *That the Council agrees that the employment matter has been resolved and concluded. Signatories on behalf of Beverley Town Council are 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.*

The meeting finished at 8.58 pm.

Signed: _____

Dated: _____