

**POCKLINGTON TOWN COUNCIL**  
**MINUTES**

Meeting of the Town Council  
Meeting Room Old Courthouse George Street Pocklington  
Wednesday 8<sup>th</sup> June 2016 at 7pm

**Present:** Councillors Sykes (Chairman), Cooper, Hutchinson, Marron, Jones, Perry, Shepherd, Sinton, Spademan, West & Winterton. Cllr Strangeway was present for the first part of the meeting. Richard Wood clerk, Gordon Scaife clerk. Daniel Willers, Pocklington Post. Eleven member of the public.

Before the start of the meeting Father Michael Sellers our Council Chaplain led the council in prayers.

1 To receive any declarations of interest in relation to any agenda item. Cllr Sykes declared a personal interest in 9a Payments as this is a personal mileage claim. Cllrs Shepherd and Marron declared a personal interest in 12 correspondence 53 West Wolds Radio. Apologies received from Cllr Ratcliffe.

2 Consider closing the meeting to allow an opportunity for person(s) or group to address the council for a total period of up to 15 minutes. Cllr Winterton proposed the meeting be temporarily closed 2<sup>nd</sup> Cllr Sharpe all agreed. Phillip Jackson, East Riding of Yorkshire Council, Youth and Family Support Services addressed the council. His presentation included a brief history of the 45% cuts to the youth service budget which has taken place in the last 4 to 5 years. This led to the closure of many ERYC run youth clubs across the area including the one in Pocklington. The refocussing of the service is now on supporting families under the government problem family initiative. ERYC also has a small grants programme which is open to parish/town councils and community organisations. Young people count from Pocklington have received funding from this fund. The council was encouraged to consider putting in an application to start a new youth club in Pocklington. The maximum amount of grant aid is £2,500 and the council would need to provide at least 50%.

Oliver Watson from Pocklington Karate Club gave the council a brief history of the karate club.

Cllr Strangeway (East Riding of Yorkshire Councillor) addressed the council.

Colin Worrell cautioned the council it was about to have an illegal meeting.

3. Consider reopening the meeting Cllr Marron proposed reopening the meeting 2<sup>nd</sup> Cllr Jones and agreed.

4. Receive the Arts Centre Manager's report. The manager and deputy manager were unable to attend. Report accepted

5. To confirm the minutes of the Town Council meeting held on 11<sup>th</sup> May 2016. Cllr Marron proposed the minutes be accepted as a true record. 2<sup>nd</sup> Cllr Jones and agreed.

6. To report matters arising from these minutes not on the agenda – for information only.

Cllr Jones asked if the Co-op had been written to about the proposed closure of the store on George Street. The clerk confirmed that a letter had been sent but no reply has been received.

7. Receive the internal auditors report. The council wished to congratulate the clerk and the assistant on the work undertaken to prepare the report. The report was proposed to be accepted by Cllr Marron and 2<sup>nd</sup> by Cllr Perry and agreed.

8. Discuss and agree the annual Governance statement for the council after which the chairman will sign section 1 of the annual return. The clerk read each of the statements. Cllr Perry proposed the council answered the question with a yes annual Governance Statement 2<sup>nd</sup> Cllr Marron and agreed.

9. To receive the financial statement of

(a) Pocklington Town Council and agree payments.

Cllr Sykes proposed the below payments to be authorised 2<sup>nd</sup> Cllr Winterton and agreed.

76	BP	12.05.16	4045	Tony Marron	NDP Website	£ 76.66
77	BP	13.05.16	4020	John Barber	repaint finger post (lily trail)	£ 25.00
78	BP	09.06.16	4008	Dave Sykes	Mileage to civic event	£ 17.35
79	BP	09.06.16	4056	RBS	Year End Check	£ 90.00
80	DD		4205	Plusnet	Internet	£ 18.00
81	BP	09.06.16	4036	Travis Perkins	Digital push button	£ 64.27
82	BP	09.06.16	4053	Mason Clark	Studio floor services	£ 1,892.45
83	BP	09.06.16	4008	Morton Training	J Bielby Pesticide training	£ 442.80
84	BP	17.05.16	4037	Glenfield Garden Service	Churchyard grass cutting (Apr and May)	£ 270.00
85	BP	09.06.16	4208	Wolds Gliding Club	Wine for 102 Squadron reunion dinner	£ 276.00
86	BP	09.06.16	4036	Allan Fire	PAC Fire extinguishers	£ 105.59
87	DD		4014	British Gas	Electricity Courthouse	£ 89.96
88	BP	09.06.16	4208	Fresh Food Deli	Canapes Pocks got Talent	£ 90.00
89	DD		4032	Be Fuelcards	Fuel	£ 28.66
90	BP	20.05.16	4208	Martin Ratcliffe	Catering for Mayormaking	£ 54.46
91	BP	23.05.16	4100	Dave Sykes	Mayors Allowance	£ 2,000.00
92	BP	09.06.16	4020	ERYC	Pavers for Lily trail	£ 198.00
93	BP	09.06.16	4013	Woodmil Ltd	Photocopier May June July 16	£ 96.30
94	BP	19.05.16	4020	102 Squadron	12 x tickets (repayable)	£ 240.00
95	BP	09.06.16	4202	G K Beaulah & Co	Scrolls for plaques	£ 14.88
96	BP	09.06.16	4039	F G Adamson & Son	Strimmer filters	£ 35.86
97	BP	09.06.16	4036	Travis Perkins	Shelving	£ 141.69
98	102610	20.05.16	4020	Scouts	Mayor's donation	£ 1,000.00
99	102609	20.05.16	4020	Guides	Mayor's donation	£ 1,000.00
100	102611	20.05.16	4020	PCAS	Mayor's donation	£ 1,000.00
101	BP	09.06.16	4036	Don Ogram	Painting and carpentry	£ 178.00

102	BP	09.06.16	4053	McWilliam Associates	PAC Consultancy	£ 5,253.00
103	BP	09.06.16	4025	Zurich Insurance	PAC studio work insurance	£ 109.50
104	BP	09.06.16	4203	Amberol	Basket brackets	£ 33.00
105	BP	09.06.16	4207	Wards	Wine Glasses	£ 101.94
106	BP	09.06.16	4037	Woodcraft Uk Ltd	Bench Pocklington Airfield	£ 1,240.56
107	BP	27.05.16	4001	R Wood	May Salary	
108	BP	27.05.16	4002	J Farmer	May Salary	
109	BP	27.05.16	4017	E Moore	May Salary	
110	BP	27.05.16	4005	J Bielby	May Salary	
111	BP	27.05.16	4004	L Skelding	May Salary	
112	BP	27.05.16	varous	HMRC	May Tax and NI	£ 954.00
113			4053	Mason Clark	PAC renovations	£ 10,440.00
114	DD	27.05.16	4032	Be Fuelcards	Fuel	£ 16.70
115	BP	09.06.16	4036	Allan Fire	PAC Fire Inspection	£ 172.90
116	BP	09.06.16	4037	Travis Perkins	Trap and tape	£ 28.81
117	BP	09.06.16	4036	Travis Perkins	Slab	£ 62.24
118	BP	09.06.16	4207	PAC	Technician wages for Mayor Making	£ 60.00
119	BP	09.06.16	4053	Leisure Refurbishing Co	PAC Stacking chairs	£ 3,284.00
120	DD	15.06.16	421	Daisy Communications	Mobile phones	£ 16.96
121	DD		4043	VSS	CCTV May	£ 90.00
122	BP	03.06.16	4020	XL Displays (L Skelding)	3 x display boards	£ 943.20
123	BP	09.06.16	4057	Richard Dixon	Internal audit	£ 766.15
124	BP	09.06.16	4037	Wolds Engineering	Coveralls	£ 7.15
125	BP	09.06.16	4036	Wolds Engineering	Hose Clips	£ 5.29
126	BP	09.06.16	4036	Wolds Engineering	Hose Clips	£ 14.40
127	DD	01.07.16	4021	Daisy Communications	Landline phones	£ 48.08
128	DD	17.06.16	4015	Opus Energy	Gas Courthouse	£ 39.32
129	BP	09.06.16	4207	GK Beulah	top scroll	£6.42
130	DD	10.06.16	4032	Be Fuelcards	Fuel	£83.27
<b>Totals</b>						<b>£ 33,222.82</b>
<b>Grand total</b>						<b>£ 39,140.18</b>

(b) consider the bank statements and agree payments from Pocklington Arts Centre.

Cllr Sykes proposed the below statements and agree payments from Pocklington Arts Centre 2<sup>nd</sup> Cllr Winterton and agreed.

57	BP	26.05.16	A D Longoni-Sarr	Stall Driffield Fair	£ 50.00
58	BP	27.05.16	J Duffy	May Salary	
59	BP	27.05.16	T Stalker	May Salary	
60	BP	27.05.16	N Rudsdale	May Salary	
61	BP	27.05.16	T McCluskie	May Salary	
62	BP	27.05.16	P Jennings	May Salary	
63	BP	27.05.16	S Duffy	May Salary	

64	BP	27.05.16	HMRC	May Tax and NI	£ 601.72
65	BP	27.05.16	PTC	Loan repayment	£ 250.00
66	BP	27.05.16	PTC	Contribution to managers salary	£ 71.08
67	BP	31.05.16	York Beer and Wine Shop	Bar supplies	£ 197.86
68	BP	31.05.16	Bound and Gagged	Fee	£ 2,948.18
69	BP	31.05.16	Asgard	Fee	£ 2,000.00
70	BP	31.05.16	Asgard	Fee	£ 100.00
71	BP	31.05.16	A B Electrical	Lamp	£ 15.96
72	BP	31.05.16	J Duffy	Catering	£ 86.38
73	BP	31.05.16	Pulse Rate Events	First Aid/Security	£ 360.00
74	BP	31.05.16	JSS Audio	Technician fee	£ 72.00
75	BP	31.05.16	JSS Audio	Technician fee	£ 78.00
76	BP	31.05.16	Viking	Stationery supplies	£ 69.15
77	BP	31.05.16	Eric Lee	Bulbs/Battery	£ 26.42
78	BP	31.05.16	Premier Business Supplies	Cleaning materials	£ 26.08
79	BP	31.05.16	JSS Audio	Technician fee	£ 360.00
80	BP	31.05.16	T Herbert	Book Keeping	£ 176.40
81	BP	31.05.16	Brass Castle	Bar supplies	£ 177.60
82	BP	31.05.16	Seabright productions	Fee	£ 1,020.00
83	BP	31.05.16	Engine Room Theatre	Fee	£ 210.00
84	BP	31.05.16	Wolds Advertiser	Leaflet distribution	£ 150.00
85	BP	31.05.16	Mass Dynamic	IT	£ 120.00
86	BP	31.05.16	Asgard	Fee	£ 300.00
87	BP	31.05.16	J L Brooks	Catering supplies	£ 102.61
88	BP	31.05.16	Your Local Link	Leaflet distribution	£ 34.90
89	BP	31.05.16	The Upbeat Beatles	Fee	£ 1,598.92
90	BP	31.05.16	Asgard	Fee	£ 1,500.00
91	BP	31.05.16	IMWP (UK) Limited	Fee	£ 4,346.84
92	BP	03.06.16	POS Yorkshire	Fee	£ 158.40
93	BP	03.06.16	Impatient Productions	Fee	£ 2,639.02
94	BP	03.06.16	GT Graphics	Tickets/advertising	£ 135.00
95	BP	03.06.16	Lionsgate	Fee	£ 120.00
96	BP	03.06.16	Hand Media Ltd	Fee	£ 360.00
97	BP	03.06.16	JSS Audio	Technician fee	£ 360.00
98	BP	03.06.16	West Wolds Radio	Advertising	£ 120.00
				<b>Sub total</b>	<b>£ 20,942.52</b>
				<b>Grand Total</b>	<b>£ 23,537.51</b>

10. Consider the accounting statements for 2015/16.  
Cllr Jones proposed the accounting statement for 2015/16 2<sup>nd</sup> by Cllr Shepherd and agreed. The chairman signed section 2 of the annual return.

11. To agree the list of burials. Cllr West proposed the burial of Arthur Frederick Smith 2<sup>nd</sup> Cllr Winterton and agreed.

## 12. Correspondence as per list.

13,14 – Queen's 90<sup>th</sup> birthday event at Burnby Hall. Volunteers were requested to be at the gardens for 6.15pm to count people through the gates. 20. Cllr Jones is attending the Flood Liaison Group. 45 – Cllr Strangeway – parking on footpaths. East Riding of Yorkshire Council have produced leaflets that can be put on car windscreens about causing an obstruction to footpaths by parking on them. Suggested as these were ERYC leaflets they should be available at the library. 55. Burgess Salmon regarding the land that is held by the Crown. Agreed more research is needed before any action is taken 62. Scothern Construction reported on the issues they have had regarding access to the rear of the arts centre caused by a resident of Buck Inn Yard. 63. Humberside Fire Service – Have agreed that installing folding seats for the volunteers at the Arts Centre would not cause an obstruction in the event of an emergency. The seats when not in use spring back against the wall.

53. West Wolds Radio – Cllr Shepherd and Cllr Marron left the room whilst this was discussed. Cllr Cooper proposed the application for funding be rejected as a business plan was needed 2<sup>nd</sup> by Cllr Jones and agreed. Cllr Spademan suggested that the council could use some of its advertising budget with West Wolds Radio to publicise events the council is sponsoring.

## 13. Consider the Town Clerk's report.

The lily trail has been installed. There is a need to put in two start/finish points one at Burnby Hall and one in the town centre. The cost would be £1400 Burnby Hall Gardens are contributing £500 towards the cost. Cllr Marron proposed the purchase of the start/finish points 2<sup>nd</sup> by Cllr West and agreed.

Cllr Cooper proposed the purchase of the two self-supporting chairs for the Arts Centre 2<sup>nd</sup> Cllr Sharpe and agreed.

The final bill from Hobson and Porter via Mason and Clark has still not been received. The certificate of completion has been issued. It was agreed to add the certificate of completion and final bill to the Policy and Resources committee meeting.

14. Receive and consider accepting minutes from the Mayor making on 20<sup>th</sup> May 2016 Cllr Shepherd proposed they be accepted as a true record 2<sup>nd</sup> Cllr Sharpe. Planning on 25<sup>th</sup> May 2016 Cllr Jones proposed they be accepted as a true record 2<sup>nd</sup> Cllr Perry and agreed. Policy and resources 25<sup>th</sup> May 2016 Cllr Shepherd proposed they be accepted as a true record 2<sup>nd</sup> Cllr Marron and agreed. Land and Property Cllr Perry proposed they be accepted as a true record 2<sup>nd</sup> Cllr Winterton and agreed.

## 15. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for prior circulation.

Cllr West attended allotments association. Table tennis table a brochure from Mant Leisure will be sent to the Council. Cllr Marron has resigned as chair of Neighbourhood Development Plan Group. A councillor is needed to volunteer to take on this role. Cllr Perry – attended 102 squadron dinner and finance and estates committees at Pocklington School. Cllr Hutchinson – attended Arts Centre Management Committee.

1	Graham Hicks	Gateway minutes 290316 agenda 170516
2	ERYC	Proposed No Loading
3	Grahame Hicks	Wilberfoss roundabout petition
4	Mason Clark	PAC Gallery Floor
5	Peter Winterton	Pocklington Karate Centre
6	Burnby Hall Gardens	Heritage Lottery Funding
7	Nath	Damage and litter at West Green
8	Mason Clark	PAC Gallery floor update
9	Councillor Strangeway	Pocklington Parking review
10	Sue Ford	Battle of Stamford Bridge
11	Fields in Trust	WW1 Centenary
12	ERYC	Request for double yellow lines
13	Burnby Hall Gardens	Queens 90th Burthday docs
14	Burnby Hall Gardens	Queens 90th Birthday operation order
15	ERYC	Development POC C
16	Mason Clark	Final Account
17	Councillor Mole	Pocklington Library
18	James Duffy	PAC Feedback
19	Paul West	Councillor Strangeway
20	ERYC	Flood Liason Group meeting 100616
21	Eborienteers Summer Series	Pocklington Event
22	Pocklington Group of Churches	Flying Man grant
23	Mason Clark	PAC update
24	Grahame Hicks	Mayor Making
25	Andrew Sefton	Mayor Making
26	ERYC	Temp road closure Station Road
27	Mason Clark	PAC Final account update
28	PCAS	Thank you
29	ERYC	Libraries
30	ERYC	Council Tax Reductions
31	Burnby Hall Gardens	Queens 90th Birthday event
32	Wood Sherwood Solicitors	Buck Inn Yard
33	Andy Strangeway	Emergency Plan
34	David Rees	Pocklington to Bolton road
35	Harrowells	Buck Inn Yard
36	ERYC	Parish Council Liaison meetings June16
37	ERNLLCA	May Newsletter
38	ERYC	Railway Street
39	Jo Green	Shiptonthorpe Heritage Project
40	Sheila Derrick	PAC management meeting minutes 240516
41	Simon Kularatne	Thank you
42	Wood Sherwood Solicitors	Buck Inn Yard
43	Wood Sherwood Solicitors	Buck Inn Yard
44	Harrowells	Buck Inn Yard

45	Andy Strangeway	Parking on Footpaths
46	Howard Hawley	Buck Inn Yard
47	Grahame Hicks	Petition
48	Les Slow	Rural SuDS
49	Richard Dixon	Internal Audit report
50	Grahame Hicks	A1079 minutes 220416 agenda 100616
51	Humberside Police	June newsletter
52	Ian Warrington	BHG invitation thank you
53	West Wolds Radio	Grant application
54	Over 60s group	Thank you
55	Burgess Salmon	PAC Land
56	HSBC	Lending Code
57	ERYC	Proposed speed limit West Green
58	Humberside Fire Service	PAC
59	Harrowells	PAC
60	VOA	PAC Valuation
61	Margaret Stubbs	Promoting Pocklington
62	Scothern Construction	PAC problems with Mr Hawley

Meeting closed at 8.35 pm.