

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 9th November 2016 at 7pm

Present: Councillors Sykes (chairman), Cooper, Jones, Perry, Sinton, Sharpe, Spademan, West and Winterton.

Attending: Cllr K. West and Cllr Strangeway from East Riding of Yorkshire Council, Gordon Scaife - Town Clerk, Poppy Kennedy – Pocklington Post and eight members of the public.

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

1. Notice of meeting. Cllr Perry proposed the notice of the meeting 2nd Cllr Spademan and agreed.
2. To accept apologies for absence. Apologies were received from Cllrs Hutchinson and Ratcliffe.
3. Declarations of interest. 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.

No declarations of interest were declared.

4. Consider suspending the meeting to allow an opportunity for person(s) or groups to address the council for a total period of up to 15 minutes and to receive an update from our East Riding of Yorkshire Ward Councillors.

Cllr Winterton proposed the meeting be suspended 2nd Cllr West and agreed.

Cllr K. West congratulated the Town Council on the success of bonfire night and the civic opening at the Arts Centre. The Bonfire Night event raises money for the Mayor's charity. This year's Mayor's charity is Pocklington Lions.

5. Consider continuing the meeting. Cllr Perry proposed continuing the meeting 2nd Cllr West and agreed.
6. To confirm the minutes of the Town Council meeting held on 12th October 2016. Cllr Winterton proposed the minutes be accepted as a true record 2nd Cllr West and agreed.
7. To report matters arising from these minutes not on the agenda for information only.

Cllr Cooper asked if the Clerk had written to Cllr Strangeway about correspondence items 8 & 9 now that a response had been received from the Police. The Clerk will write to Cllr Strangeway to inform him of what the Police have said. The Police have informed the Clerk they are surprised this had not been reported directly and that to increase patrols would require times, dates and possible description of vehicles.

8. To receive the Arts Centre Managers Report.

Due to a live event tonight no one was able to attend.

9. To receive financial statement of
 - a) Pocklington Town Council and agree payments.
Cllr West proposed the below payments to be authorised 2nd Cllr Winterton and agreed.

		Date	Code	Payee	Detail	Amount
336	BP	17.10.16	4008	ERNLLCA	Annual conference tickets	£ 204.00
337	DD	14.10.16	4032	BP	Fuel	£ 34.49
338	BP	17.10.16	4023	ER Supplies	Stationery	£ 32.28
339	BP	10.1.16	4012	Yorkshire Water	Courthouse supply	£ 39.55
340	DD	20.10.16	4015	CNG	Courthouse Gas	£ 5.56
341	DD	19.10.16	4205	Plusnet	Broadband	£ 18.00
342	BP	10.11.16	4020	Fundraising boxes	buckets x 5 (LS)	£ 33.19
343	BP	10.11.16	4037	R Westmoreland	Tree removal allotments	£ 90.00
344	BP	10.11.16	4023	ER Supplies	Stationery	£ 69.25
345	BP	10.11.16	4037	K M Woodhall	Hedge cutting broadmanor	£ 174.00
346	BP	31.10.16	4002	J Farmer	October Salary	
347	BP	31.10.16	4017	E Moore	October Salary	
348	BP	31.10.16	4005	J Bielby	October Salary	
349	BP	31.10.16	4004	L Skelding	October Salary	
350	BP	31.10.16	4001	G Scaife	October Salary	
351	BP	31.10.16	various	HMRC	October Tax and NI	£ 1,715.01
352	102626	31.10.16	various	Cash	Petty Cash	£ 97.12
353	102628	31.10.16	4207	Cash	Float for bonfire night	£ 300.00
354	BP	20.10.16	4202	M Ratcliffe	prizes	£ 50.00
355	BP	10.11.16	4037	Travis Perkins	Graffiti spray	£ 19.44
356	BP	10.11.16	4030	Around and about	Leaflet distribution	£ 420.00
357	BP	10.11.16	4203	J Parker	Bulbs	£ 129.54
358	BP	10.11.16	4037	R Westmoreland	Tree work, cemetery	£ 216.00
359	BP	10.11.16	4056	Harrowells	Legal advice	£ 1,302.60
360	BP	10.11.16	4101	Vaughtons	Past Mayor's badges	£ 593.24
361	BP	10.11.16	4036	Travis Perkins	Combination lock	£ 34.08
362	BP	10.11.16	4020	GT Graphics	Lily trail booklets	£ 150.00
363	DD	28.10.16	4032	Be Fuelcard	Fuel	£ 29.78
364	BP	10.11.16	4209	Litemania	Christmas light bulbs	£ 609.60
365	BP	10.11.16	4020	Pocklington History Group	WW1 research and digital copying	£ 350.00
366	DD	10.11.16	4043	VSS	CCTV	£ 90.00
367	BP	10.11.16	4024	ICO	Yearly membership fee	£ 35.00
368	DD	04.11.16	4032	Be Fuelcard	Fuel	£ 13.42
369	BP	10.11.16	4203	Earley Ornamentals	Spring Bedding	£ 278.21
370	BP	10.11.16	4036	East Yorkshire Shutters	Keyswitch	£ 90.00
371	DD	15.11.16	4021	Daisy Communications	Mobile accounts	£ 16.80
372	BP	10.11.16	4036	Wolds Engineering	Drill bits, batteries, spray	£ 13.44
373	DD	01.12.16	4021	Daisy Communications	Landlines	£ 45.22
374	BP	10.11.16	4205	Cyberglide	IT support	£ 35.00
375	BP	10.11.16	4013	Woodmil Ltd	Photocopier	£ 123.91
376	BP	10.11.16	4208	Sainsburys	Drinks for PAC civic opening	£ 72.20
377	BP	10.11.16	4037	Mark Feather	Tree reports	£ 330.00
378	BP	10.11.16	4036	Travis Perkins	Roof tiles	£ 281.26
379	BP	20.11.16	4015	CNG	Gas	-£ 61.52
380	DD	11.11.16	4032	Be Fuelcard	Fuel	£ 48.05

381	BP	10.11.16	4037	Nisbets	Bin liners (LS)	£ 71.94
					Totals	£ 8,199.66
					Grand total	£ 14,018.57

- b) Consider the bank statements and agree payments from Pocklington Arts Centre.
Cllr Winterton proposed the statements and the below payments be authorised 2nd Cllr West and agreed.

		Date Paid	Payee	Detail	Amount
268	BP	22.09.16	ERYC	Licence fee	£ 180.00
269	BP	26.09.16	Orchestra	Fee	£ 9,200.00
270	BP	26.09.16	Trainline	Fairs (JF)	£ 123.73
271	BP	26.09.16	Amazon	Image drum unit	£ 22.99
272	BP	26.09.16	The Feathers Hotel	Accommodation	£ 67.00
273	BP	26.09.16	The Feathers Hotel	Accommodation	£ 69.15
274	BP	26.09.16	The Feathers Hotel	Accommodation	£ 92.00
275	BP	26.09.16	Walt Disney	Fee	£ 1,570.70
276	BP	26.09.16	20th Century Fox	Fee	£ 536.40
277	BP	26.09.16	John Massey	equipment hire	£ 50.00
278				Cancelled to be paid later	£ -
279	BP	26.09.16	Half Moon Brewery	Bar supplies	£ 78.00
280	BP	26.09.16	NTC	Fee	£ 714.00
281	BP	26.09.16	Eden Farm Hulleys	Confectionery	£ 144.68
282	BP	26.09.16	GT Graphics	Advertising	£ 440.80
283	BP	26.09.16	GT Graphics	Advertising	£ 375.00
284	BP	26.09.16	GT Graphics	Advertising	£ 105.00
285	BP	26.09.16	Displaysense Ltd	Leaflet holders (JF)	£ 48.72
286	BP	26.09.16	Tina Martin	First aid training	£ 375.50
287	BP	28.09.16	J Duffy	September salary	
288	BP	28.09.16	T Stalker	September salary	
289	BP	28.09.16	N Rudsdale	September salary	
290	BP	28.09.16	P Jennings	September salary	
291	BP	28.09.16	J Boyd	September salary	
292	BP	28.09.16	T McCuskie	September salary	
293	BP	28.09.16	G Waite	September salary	
294	BP	28.09.16	HMRC	September Tax and NI	£ 696.34
295	BP	10.10.16	Lilypad Café	Catering	£ 80.00
296	BP	10.10.16	York Beer and Wine Shop	Bar supplies	£ 66.82
297	BP	10.10.16	York Beer and Wine Shop	Bar supplies	£ 506.30
298	BP	10.10.16	co-op/maynews	Bar supplies (JD)	£ 15.28
299	BP	10.10.16	Seven Arts Space	Fee	£ 750.00
300	BP	10.10.16	JSS Audio	Fee	£ 360.00
301	BP	10.10.16	GT Graphics	Invitations and posters	£ 54.00
302	BP	10.10.16	Operation Seraphim	Fee	£ 1,053.42
303	BP	10.10.16	Ralph Dartford	Fee	£ 177.50
304	BP	10.10.16	Paramount Pictures	Fee	£ 159.86

305	BP	10.10.16	Vista Entertainment	Fee	£ 2,493.00
306	BP	10.10.16	Out and About	Leaflet distribution	£ 155.00
307	BP	10.10.16	Plug and Play Music	Fee	£ 100.00
308	BP	10.10.16	Universal	fee	-£ 49.44
309	BP	10.10.16	Universal	Fee	£ 108.00
310	BP	10.10.16	Half Moon Brewery	Bar supplies	£ 45.00
311	BP	10.10.16	G Mackeeman	Fee	£ 1,000.00
312	BP	10.10.16	PRS	Fee	£ 40.34
313	BP	10.10.16	PRS	Fee	£ 630.65
314	BP	10.10.16	PRS	Fee	£ 275.68
315	BP	10.10.16	Wards of York	Easel	£ 22.58
316	BP	10.10.16	The Ropewalk	Fee	£ 120.00
317	BP	10.10.16	Premier Business Supplies	Cleaning supplies	£ 65.50
318	BP	10.10.16	Premier Business Supplies	Cleaning supplies	£ 36.84
319	BP	10.10.16	Walt Disney	Film	£ 25.00
320	BP	10.10.16	Northwolds Printing	Brochure printing	£ 1,689.00
321	BP	10.10.16	K J Falkingham	Caretaking supplies	£ 19.98
322	BP	10.10.16	Pulse Rate Events	First aid and security platform	£ 1,656.00
323	BP	10.10.16	G T Graphics	Leaflets	£ 40.00
324	BP	10.10.16	The Trainline	Travel to meeting (JD)	£ 32.55
325	BP	10.10.16	duplicate cancelled	duplicate cancelled	£ -
326	BP	10.10.16	Sony	Film	£ 610.48
327	105119	10.10.16		Not approved pending query	
328	TFR	28.09.16	PTC	Contribution to managers salary	£ 71.08
329	TFR	28.09.16	PTC	Repayment of loan	£ 250.00
				Sub total	£ 27,550.43
				Grand Total	£ 30,483.77

10. To agree the list of burials. Cllr Jones proposed the interment of the ashes of Joyce Eleanor Laister and the headstone for Emily Rowley 2nd Cllr Cooper and agreed.

11. Consider adopting the standing orders for the council.

Cllr Perry proposed adopting the standing orders 2nd Cllr Jones and agreed.

12. Correspondence as per list –

Items 7, 8, 9, 14 and 16 which are freedom of information requests, the Clerk has been requested to provide a report on how long these took to prepare. All the FOI's have come from people who don't live in the town. The Clerk is preparing reports for the website which will make it easier to respond to requests. Two of the freedom of information requests relate to information already available on the website, the requester was directed to the website.

Item 18 The Clerk encouraged councillors to attend the drop in information event being organised by the Canal and River Trust on 17 November 2016.

Item 19 Pocklington Lions have sent Cllr Andy Strangeway an email requesting him to check his facts re Pocklington Christmas Festival and the relationship between Pocklington Lions and Pocklington Town Council. Cllr Perry proposed that the clerk should write to Cllr Strangeway asking

for a retraction of the misleading information and ask for an apology to be sent 2nd Cllr Cooper and agreed.

13. To agree the Terms of Reference for the Neighbourhood Development Plan Group. Cllr West proposed the terms of the reference for the Neighbourhood Development Plan Group be adopted 2nd Cllr Sharpe and agreed.

14. Receive & consider accepting minutes from Planning 19/10/2016, Development and Marketing 19/10/2016 and Transport, Lighting and Road Safety 02/11/2016,
Cllr West proposed the minutes for planning 19/10/2016 were accepted seconded Cllr Jones and agreed.

Cllr West proposed the minutes be accepted for the Development and Marketing Committee held on 19/10/2016 2nd Cllr Sharpe and agreed.

Cllr Cooper asked for an addition to the minutes for Transport, Lighting and Road Safety. That it had been agreed at the meeting to ask Cllr Andy Strangeway to present his parking and road report to the next Transport, Lighting and Road Safety Committee. Cllr Spademan proposed that the minutes of the Transport, Lighting and Road Safety Committee held on 02/11/2016 be accepted with this addition 2nd Cllr Cooper and agreed.

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

Cllr Sinton has attended Gateway. The main items discussed were the World War 1 exhibition which is currently running in the Arts Centre, the prehistoric finds on one of the development sites, improving safety on A1079 by reporting were trees obstructed junctions and 1 to 1 tuition is available for cycle safety. Gateway is investigating the cost of obtaining a licence from the Ordnance Survey for leaflets.

Cllr West attended Burnby Hall trustee meeting. The works being funded by the lottery have started with the de-silting of the lakes. The silt is being retained and will be used to create a hydrangea collection.

Cllr West attended the Allotment Society meeting.

Cllr Sinton reported that the AGM for Young People Count will be on Tuesday 29 November at 7pm in the meeting room at All Saints Church.

The Mayor's duties have included the following

Attending the Battle of Stamford Bridge Cantata (150 – 200 performers took part including 5 choirs). The mayor made a presentation to the Jessie Fund during the interval.

Classically Yours – City of Culture event at Pocklington Arts Centre that was featured on BBC Look North. The event was to launch an initiative to bring orchestral music to smaller venues in the East Riding for the City of Culture Year.

Hearing Dogs for the Deaf

The Civic Opening for the Arts Centre which was attended by the High Sheriff, The Lord Lieutenant, the Chair of East Riding of Yorkshire Council and many town mayors.

Meeting closed at 19.25