

MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 9th December 2015 at 7pm

Present: Councillors Ratcliffe (Chairman), Cooper, Hutchinson, Jones, Marron, Shepherd, Spademan, Sykes, West & Winterton. District Councillor West. Four members of the public. Daniel Withers Pocklington Post, Richard Wood clerk.

Before the start of the meeting our Council Chaplain, Elder Philip Bradish led the council in prayers.

1. To receive any apologies for absence. Cllr Perry (a family engagement) (after the meeting an 'e' mail apology was found from Cllr Sharpe.) Janet Farmer and James Duffy were travelling back from a seminar.

2. To receive any declarations of interest in relation to any agenda item. Councillors are asked to identify the agenda item and the type of interest being declared. Cllr Sykes declared a personal interest in an expense claim. Cllr Hutchinson declared a prejudicial interest in a request for grant from Pocklington Productions.

3. Consider closing the meeting to allow an opportunity for person(s) or groups to address the council for a total period of up to 15 minutes. Cllr Cooper proposed the meeting be closed 2nd Cllr West and agreed. Pocklington's Town Cryer, Geoff Sheasby, addressed the council on his new uniform which he produced drawings of.

4. Consider re-opening the meeting Cllr West proposed the meeting be reopened . 2nd Cllr Marron & agreed. Cllr West proposed the design of the new uniform be agreed and the go ahead be given to the seemstress to make the garment for delivery in late January. 2nd Cllr Marron and agreed.

5. Consider the Arts Centre Managers report. Cllr Marron asked if the booking fees have been lifted during the time the box office is closed and consideration be given for an alternative venue for box office sales.

6. To confirm the minutes of the Town Council meeting held on 11th November 2015. Cllr Spademan proposed these be agreed. 2nd Cllr Jones & agreed.

7. To report matters arising from those minutes not on the agenda – for information only.

8. Receive an update regarding the refurbishment of Pocklington Arts Centre. The clerk gave an update on the work carried out so far. The crack found in the rear wall of the room above the Mouse House has now been dealt with. The buildings regulations officer has agreed for a doorway to be constructed at this point which has now been fitted. Although there is a cost implication to this work it is thought it will be covered by the contingency. The regular monthly update meeting with the builders is scheduled for next Tuesday after which the clerk will update councillors on progress. Permission had been granted to loan the money required and HMRC have agreed to monthly reclaims. So good progress has been made.

9. Receive a report on the Festival of Christmas event and consider forming an events committee to plan future events. Cllr Winterton reported a successful event with a lot of people attending. It was likely it would break even financially. All people who had helped were thanked in particular David Skelding. A start to planning for next year's event will be made in January 2016. It was agreed a separate team should be formed as a sub-committee of the council comprising of councillors and non-councillors.

10. To receive the financial statement of
 (a) Pocklington Town Council and agree payments Cllr Sykes proposed these be accepted 2nd Cllr West & agreed.

		Date Paid	Code	Payee	Detail	Amount	
333	BP	28.11.15	4036	Travis Perkins	Sand	£ 6.31	
334	BP	28.11.15	4200	Boys brigade	Remembrance parade band	£ 500.00	
335	DD	20.11.15	4205	Plusnet	Broadband	£ 18.00	
336	BP	28.11.15	4207	Hire Station	Lighting bonfire night	£ 137.70	
337	DD	20.11.15	4032	Be Fuelcard	Fuel	£ 28.44	
338	BP	28.11.15	4057	Richard Dixon	Internal Audit	£ 832.30	
339	BP	29.11.15	4053	Mason Clark	Party Wall award PAC	£ 1,170.00	
340	BP	01.12.15	4039	Eric Lee	Microwave	£ 69.99	
341	BP	28.11.15	4036	Travis Perkins	Screws	-£ 52.70	Credit
342	BP	27.11.15	4036	Travis Perkins	Slab, spray, bolt washer	£ 36.09	
343	BP	28.11.15	4036	Travis Perkins	Bolt	£ 9.60	
344	BP	28.11.15	4036	Travis Perkins	Graffiti remover spray	£ 10.61	
345	BP	27.11.15	4042	Graham Edwards Trailers	Trailer repair	£ 175.20	
346	BP	01.12.15	4042	The Cumbria Clock Company	Repair church clock	£ 330.00	
347	BP	01.12.15	4023	GT Graphics	Paper	£ 20.10	
348	BP	27.11.15	4205	Norman Computers	IT support	£ 46.80	
349	DD	27.11.15	4032	Be Fuelcards	Fuel	£ 6.66	
350	BP	29.11.15	4053	Mason Clark	Flooring quotes	£ 726.00	
351	BP	29.11.15	4053	Mason Clark	Design/Structural services	£ 3,600.00	
352	BP	30.11.15	4053	Mason Clark	Technical design and spec	£ 13,440.00	
353	BP	28.11.15	4016	ER Supplies	Cleaning materials	£ 37.98	
354	BP	01.12.15	4209	Lisa Skelding	Festoon lighting	£ 299.94	
355	BP	27.11.15	4001	R Wood	November salary		
356	BP	27.11.15	4002	J Farmer	November salary		
357	BP	27.11.15	4017	E Moore	November salary		
358	BP	27.11.15	4005	J Bielby	November salary		
359	BP	27.11.15	4004	L Skelding	November salary		
360	BP	27.11.15	4005	R Steel	November salary		
361	BP	27.11.15	var	HMRC	November tax and ni	£ 1,617.53	
362	BP	11.12.15	4008	D Sykes	Travel expenses	£ 45.02	
363	DD	04.12.15	4032	Be Fuelcards	Fuel	£ 30.65	
364	BP	11.12.15	4024	SLCC	Membership	£ 235.00	
365	BP	02.12.15	4207	Holly Ring	Disney characters christmas fair	£ 105.00	
366	BP	02.12.15	4024	SLCC Yorks and Lincs	Training Skelding and Wood	£ 40.00	

367	BP	11.12.15	4036	Wolds Engineering	Oil, safety jacket	£	45.00	
368	DD	11.12.15	4043	VSS	CCTV	£	90.00	
369	BP	11.12.15	4036	K M Woodhall	Lights repaired, topper blades sharpened	£	73.20	
370	BP	03.12.15	4207	Henry Johnson	Stall hire (Christmas Festival)	£	225.00	
371	BP	11.12.15	4209	David Wilkinson	Christmas lights erection	£	991.20	
372	DD	15.12.15	4021	Daisy Communications	Mobile phones	£	16.80	
373	BP	11.12.15	4021	Daisy Communications	Landline phones	£	51.10	
374	DD	17.12.15	4015	Opus Energy	Gas supply Courthouse	£	124.94	
375	BP	11.12.15	4013	Woodmil Ltd	Photocopier Nov, Dec, Jan	£	96.30	
376	BP	11.12.15	4013	Woodmil Ltd	Photocopier Aug, Sep, Oct	£	96.30	
377	BP	11.12.15	4013	Woodmil Ltd	Photocopier May, Jun, Jul	£	110.58	
378	BP	11.12.15	4209	R Westmoreland	Christmas tree collection and erection	£	96.00	
379	BP	11.12.15	4205	RBS	Accounts software	£	282.00	
380	BP	11.12.15	4209	BL and SM Kaye	Christmas tree supply	£	100.00	
381	BP	11.12.15	4202	G K Beulah	Plaques	£	17.28	salaries
					Totals	£	25,892.90	£ 5,242.99
					Grand total	£	31,135.89	

(b) Consider the bank statements, and agree payments from Pocklington Arts Centre. Cllr Sykes proposed these payments be agreed. 2nd Cllr West and agreed.

397	BP	19.11.15	C Sleightholme	reimbursement	£	109.90	
398	105103	20.11.15	Cash	Petty Cash	£	297.57	
399	BP	27.11.15	James Duffy	November Salary			
400	BP	27.11.15	Tom Stalker	November Salary			
401	BP	27.11.15	Frank Argyle	November Salary			
402	BP	27.11.15	Nigel Rudsdale	November Salary			
403	BP	27.11.15	Paul Jennings	November Salary			
404	BP	27.11.15	Sam Duffy	November Salary			
405	BP	27.11.15	HMRC	November Tax and NI	£	665.89	
406	BP	27.11.15	PTC	Cont to managers salary	£	71.08	
407	BP	27.11.15	PTC	Loan repayment	£	250.00	
408	BP	11.12.15	PBS	Cleaning materials	£	36.06	
409	BP	11.12.15	Terry Herbert	Book keeping	£	163.80	
410	BP	11.12.15	POS Yorkshire	Film delivery	£	198.00	
411	BP	11.12.15	POS Yorkshire	Film delivery	£	158.40	
412	BP	11.12.15	GT Graphics	Posters	£	9.60	
413	BP	11.12.15	GT Graphics	Vouchers/leaflets	£	34.00	
414	BP	11.12.15	GT Graphics	posters	£	27.60	
415	BP	11.12.15	Viking	Catering supplies	£	40.97	
416	BP	11.12.15	Performing Arts etc	Fee	£	274.20	
417	BP	11.12.15	The Unthanks	Fee	£	3,380.05	
418	BP	11.12.15	Robert Nutbrown	Tuning piano	£	60.00	
419	BP	11.12.15	Brass Castle	Catering supplies	£	82.80	
420	BP	11.12.15	Brass Castle	Catering supplies	£	44.64	

421	BP	11.12.15	JSS Audio	Audio/lighting	£ 540.00	
422	BP	11.12.15	JSS Audio	Audio/lighting	£ 168.00	
423	BP	11.12.15	Synergie Assist	Computer installation	£ 120.00	
424	BP	11.12.15	Hulleys	Catering supplies	£ 126.80	
425	BP	11.12.15	Picturehouse Entertainment	Fee	£ 191.70	
426	BP	11.12.15	Picturehouse Entertainment	Fee	£ 69.30	
427	BP	11.12.15	Warnerbros Entertainment	Fee	£ 195.54	
428	BP	11.12.15	Arts Alliance	Fee	£ 357.11	
429	BP	11.12.15	PBS	Cleaning materials	£ 16.86	
430	BP	11.12.15	Mint	advertising	£ 36.00	
431	BP	11.12.15	Catherine Sleightholme	Catering supplies	£ 49.40	
432	BP	11.12.15	A B Electrical	??	£ 68.40	
433	BP	11.12.15	K J Falkingham	Screws etc	£ 10.18	
434	BP	11.12.15	Michael Messer	Fee	£ 3,179.40	
				Sub total	£ 11,033.25	£ 2,190.29
				Grand Total	£ 13,223.54	

© Make arrangements to consider the council's precept requirement for 2016/2017. The clerk had prepared a draft of budgets to be covered and these are to be considered at the next council meeting in January

(d) Consider the internal auditor's report. This again will be considered in detail at the January meeting.

11. Receive a verbal report from our district councillors. Cllr West spoke about a transport seminar she had attended which advocated some decisions could be taken and carried out by local councils. She was organising a replacement meeting for the community partnership forum which she hoped representatives from this council would attend.

12. To agree the list of burials Cllr West proposed the burials of Marion Harper, James Moss, Brian James Slater, David Michael White, William George Frankland & Kaitlyn Annette Newman Miller be approved. 2nd Cllr Jones and agreed.

13. Correspondence – as per list

4. Lions – they are to be requested to fill out an application form

19 Philippa Harrison – councillors felt unable to help with her request for storage facilities.

28. the slippery footpath has been drawn to the attention of ERYC

29. Yorkshire water were congratulated on their response

31. Chairman's award – request suggestions are put forward closing date 31.01.16

38. Requirement to provide a pension – the clerk is obtaining quotes from companies and will further report on progress.

39. Request for a grant from Pocklington Productions. Whilst this was being debated Cllr Hutchinson left the room. Cllr Marron proposed £200 be awarded to the group to help with their good work. 2nd Cllr Winterton and agreed. Cllr Hutchinson then came back into the meeting.

40. Request for a grant from Pocklington Amenities Society. Cllr Marron proposed £250 be awarded to the group. 2nd Cllr Winterton and agreed,

14. Consider the Town Clerk's report The report was accepted.

15. Formally accept the minutes of the following meetings: Planning 181115, Cllr Jones proposed they be accepted as a true record 2nd Cllr Spademan and agreed. Planning 081215 Cllr Spademan proposed they be accepted 2nd Cllr Jones and agreed. Lands & Property 261115 Cllr Shepherd proposed they be accepted 2nd Cllr Marron and agreed.

16. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for prior circulation. Cllr Jones had submitted his Gateway notes, Cllr Marron had received a request for double yellow lines outside Betterton Court where parked vehicles are causing a traffic hazard. Highways to be contacted.

The meeting closed at 8.30pm.

Signed as a true record
Cllr Martin Ratcliffe, Mayor of Pocklington

1	VHEY	East Yorkshire Tourism awards 2016
2	HMRC	Monthly VAT return confirmation
3	Andrew Goodwin	Destruction of archaeological site
4	Lions	Request for funds for toys
5	Ann Cox	Crime Prevention minutes
6	Paula Ware	Archaeology talk
7	Dee Sharpe	Youth provision
8	DCK Beavers	VAT reclaim report
9	Humberside Police	Telephone scam
10	ERYC	Overview and Scrutiny committee topics
11	PAC	September accounts
12	Dr Laing	Love lane hedge
13	Buck Inn Yard	Remote controls
14	Mason Clark	Party wall award (not emails too big)
15	Town Crier	Update on uniform
16	West Wolds Radio	Request for news
17	Steven Campbell	Councillor vacancy
18	Gateway	Minutes/agenda
19	Philippa Harrison	Request for storage space or donations
20	Les Slow	AGM Young People Count
21	Department for Communities and Local Government	Borrowing approval
22	Environment Agency	update for meeting
23	PAC	Direct debit list
24	Graham Hicks	Gateway Minutes/agenda
25	Jo Green	Digitisation of local paper
26	ERYC	Councillor vacancy
27	Norma Jennings	PAC Minutes 29.9.15

28	Mrs Thomas	Slippery Footpath
29	Yorkshire Water	Water Outage
30	ERYC	Connect to Support website
31	ERYC Chairman	Chairman's Awards 2016
32	Pam Atkinson	Yapham Road Development
33	Humberside Police	December Newsletter
34	Sheile Derrick	PAC Minutes 30.11.15
35	Northern Powergrid	Festive Lighting
36	ERYC	Making time for winter booklet
37	Richard Dixon	Internal audit report
38	ERNLLCA	Requirement to provide a pension
39	Pocklington Productions	Request for grant
40	Pocklington Amenities Society	Request for grant
41	ERYC	Commuted sums allocation
42	John Bielby	Time sheet