

POCKLINGTON TOWN COUNCIL  
MINUTES

Meeting of the Town Council  
Meeting Room Old Courthouse George Street Pocklington  
Wednesday 11<sup>th</sup> December 2013 at 7pm

Present: Councillors Cox (Chairman), Barker, Jones, Ratcliffe, Riley, Spademan Sykes, Taylor, Whittaker, Winterton & West. 2 members of the public and the Clerk & the Pocklington Post reporter

Before the start of the meeting the council chaplain, Rev Michael Sellers led the Council in prayers.

1. To receive any apologies for absence. Cllr Perry (another engagement) Karen Riley was welcomed to the meeting and upon signing and reading the declaration of office she took up her appointment.

2. 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. Cllr Taylor & Jones declared an interest in the planning

3. Consider closing the meeting to allow an opportunity for person(s) or groups to address the council for a period of up to 15 minutes. Cllr Spademan proposed the meeting be closed 2<sup>nd</sup> Cllr Jones & agreed. Dianne Owen spoke about the Planning application by David Wilson Homes which was held at County Hall late last month. She appreciated the help Cllrs Perry & Lane had given her in opposing the development. It has been deferred back to the committee pending agreement on the social housing and transport issues. The new site down Burnby Lane is now for 130 rather than the original 77.

4. Consider re-opening the meeting Cllr Spademan proposed the meeting be reopened. 2<sup>nd</sup> Cllr Jones and agreed.

5. Consider the Arts Centre Managers report. Mrs Farmer gave her report (attached). The centre have received excellent coverage via the local media. The Arts Centre were awarded the best business and community link at a regional ceremony held at York Racecourse.

6. To confirm the minutes of the Town Council meeting held on 13<sup>th</sup> November 2013. Cllr West proposed they be accepted 2<sup>nd</sup> Cllr Jones & agreed.

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

8. Consider any progress on obtaining information on the running costs of the Youth Centre and decide further action. Cllr West proposed not to spend money on a valuation at this time. 2<sup>nd</sup> Cllr Whittaker & agreed. Cllr Spademan asked if the right of way could be checked. Cllr Jones suggested this be left as an open item to be brought back should there be further points to discuss. This was agreed.

9. Consider the latest draft of the Development Plan. The details had been circulated and were noted. The document will be subjected to a six week public consultation early in the new year.

10. Consider any updates on the council's priorities 1. 1st floor refurbishment Oak House a funding opportunity was available through the Arts Council but this had to be submitted before Christmas. 2. The next meeting of the Neighbourhood Development Plan was on 13.01.14. 3. Skatepark West Green a questionnaire was being printed to go out to interested youngsters to justify the project.

11. Receive a review of the Late Night Shopping event and discuss action to take in relation to co-ordinating a committee to organise next years' event. Cllr Cox said she would be interested in being involved. Pending the receipt of documents from the present organiser a meeting of interested parties will then to be called. Discuss the arrangements for Carols with the Mayor event on Sunday 15<sup>th</sup> December 2013. Councillor Winterton is to play the music for the event and the Junior School are providing the choir. Cllr West was providing the mulled wine. Mince pies are being provided by the fresh Foods delicatessen.

12. Consider the Council tax support funding allocations and decide on the action to be taken. A budget setting meeting was set for 8<sup>th</sup> January 2014 which is the next full council meeting. The clerk gave an update on the funding allocations. Whilst this council has been given £16,000 others are not to receive anything. It was agreed we should write to our MP, district councillors and the Chief Executive asking that this be looked at again.

13. Agree the list of meetings for 2014. The annual town meeting was fixed for Tuesday 15<sup>th</sup> April 2014 in The Studio Pocklington Arts Centre. (not available on 16<sup>th</sup>) The Mayor Making is being Arranged for Friday 16<sup>th</sup> May 2014 at Pocklington Arts Centre. The 2<sup>nd</sup> town meeting will be held at The Old Courthouse on 15<sup>th</sup> October.

14. Receive a verbal report from our district councillors on ERYC matters affecting the town. Apologies had been received from our district councillors who were otherwise engaged.

15. To receive the financial statement of  
a) Pocklington Town Council and agree payments

- b) Consider the interim internal audit report  
 c) Consider the bank statements, and agree payments from Pocklington Arts Centre.

|        |                              |                                       |           |
|--------|------------------------------|---------------------------------------|-----------|
| PTC    |                              |                                       |           |
| DD     | 4043 Visual Security Systems | CCTV maintenance                      | 90.00     |
|        | 4207 Cascare                 | First Aid cover fireworks             | 180.00    |
| DD     | 4032 BeFuelcards             | Fuel                                  | 0.64      |
| DD     | 4032 BeFuelcards             | Fuel                                  | 24.46     |
| DD     | 4014 First:utility           | electricity                           | 69.73     |
| 2550   | 4207 Station Hotel           | Charity Christmas meal                | 720.00    |
| 2551   | 4072 British Legion          | Donation to poppy appeal              | 150.00    |
| BP     | 4208 Kay West                | Refreshments-Window judging           | 33.54     |
| BP     | 4036 Travis Perkins          | Door lever                            | 12.42     |
|        | 4024 ICO                     | Data Protection Renewal               | 35.00     |
|        | 4207 Geoff Sheasby           | LCTC Renewal                          | 35.00     |
|        | 4037 Wolds Engineering       | Spotlight/Hi-Vis jackets/barrier tape | 69.70     |
|        | 4209 David Wilkinson         | Erect flagpole and Christmas lights   | 1,105.20  |
|        | 4209 David Wilkinson         | emergency attend to Christmas tree    | 90.00     |
|        | 4209 D Thurlow               | Christmas lights                      | 3,202.80  |
|        | 4037 F G Adamson             | Mower service                         | 93.25     |
|        | 4021 Daisy Communication     | Telephone charges                     | 52.37     |
|        | 4023 RBS                     | Account software maintenance          | 270.00    |
|        |                              | total                                 | 6,234.11  |
| PAC    | Janet Farmer                 | Reimbursement-Provisions              | 302.35    |
| BACS   | WC Forth                     | Office Supplies                       | £16.58    |
| BACS   | Avalon                       | Fee                                   | £360.00   |
| BACS   | POS Yorkshire                | Film Transport                        | £198.00   |
| BACS   | Wolds Wonders                | Ticket Sales                          | £288.00   |
| BACS   | LS Ltd                       | Fee                                   | £1,227.58 |
| BACS   | T Herbert                    | Book Keeping                          | £258.00   |
| BACS   | Audience Media Ltd           | Annual Subscription                   | £35.00    |
| BACS   | R Theatre                    | Fee                                   | £659.35   |
| BACS   | R Laidlaw                    | Fee                                   | £1,654.20 |
| BACS   | The Feathers Hotel           | Accommodation                         | £49.00    |
| BACS   | JL Brooks                    | Sweets                                | £50.33    |
| BACS   | Premier Business Supplies    | Cleaning Products                     | £54.65    |
| BACS   | Friends of PAC               | Ticket Sales                          | £30.00    |
| BACS   | JSS Audio                    | PA/Technician Hire                    | £360.00   |
| BACS   | Annephen Ltd                 | Fee                                   | £360.00   |
| BACS   | KJ Falkingham                | Hardware                              | £27.47    |
| BACS   | NC Theatre                   | Fee                                   | £780.00   |
| BACS   | Johnston Publishing          | Advertising                           | £168.00   |
| BACS   | GT Graphics                  | Printing                              | £399.00   |
| BACS   | Brass Castle Brewery         | Bar Supplies                          | £85.20    |
| BACS   | J Farmer                     | Expenses                              | £376.95   |
| 105345 | Pocklington PCC              | Bar Supplies                          | £96.00    |
| 105346 | Petty Cash                   | Cash                                  | £300.00   |

total

8,135.66

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

The internal audit report was noted. It was agreed to consider the suggestion of the Mayor's allowance being kept centrally with claims being made against the fund. This will enable VAT to be reclaimed. In relation to the authorisation of payments and giving of delegated powers to the clerk to pay invoices. ERNLLCA to be contacted to get their views before this is agreed. It has advantages in that the authorisation by councillors would be done outside of the meeting which should speed the meetings considerably.

16. Correspondence – as per list

26 It was decided to pend the installation of a fan in the bar area.

32 Andy Miller to be approached about attending a meeting to demonstrate how the web-site can be updated.

34. Request for funding for MIND. Cllr Jones proposed £200 be awarded 2<sup>nd</sup> Cllr Spademan. A counter proposal of £150 was then proposed by Cllr Sykes, 2<sup>nd</sup> Cllr West and a vote taken with 6 in favour and 3 against. The motion was therefore carried.

38. Applicants for the vacant post will be interviewed in January. An article is appearing in the local paper this week.

42. The audit is to take place on Friday 13<sup>th</sup> December meeting outside the Arts Centre. Councillor Winterton is attending along with the clerk.

44. it was agreed the council should give a letter of support to the rugby club. Additionally we should speak to them about providing car parking on market days.

17. Consider the Town Clerk's report.

18. Consider and agree the minutes Lands & Property 271113 Cllr West proposed they be accepted. 2<sup>nd</sup> Cllr Sykes and agreed. Personnel 201113 Cllr Cox proposed they be accepted 2<sup>nd</sup> Cllr Winterton & agreed.

19. Receive reports from any other meetings – Gateway etc. Cllr West, had attended the Drifffield lights switch-on. Cllr's Barker & Winterton had attended the Youth Council meeting and their cake stall at Late Night shopping. Cllr Winterton gave an update regarding On your turf.

Mr Brown updated the council on the Gateway projects. Local transport plan & A1079 group. Economic growth is the key word to attract funding. They are meeting with the City of York. Working group on sustainable transport and tourism. They are preparing a cycle route map. The Pilgrimage of Grace Heritage Project celebrates its 2<sup>nd</sup> anniversary in August when the walk features in a walking booklet..

#### CORRESPONDENCE

|   |                |                            |
|---|----------------|----------------------------|
| 1 | Richard Borrie | Traffic Strategy Document  |
| 2 | Jane Henley    | New bus timetables         |
| 3 | ERYC           | Precept & 2014/15 Tax Base |

|    |                           |                                     |
|----|---------------------------|-------------------------------------|
| 4  | ERYC                      | LNS-Road Closure                    |
| 5  | R & R Flooring            | PAC Floor quote                     |
| 6  | Granwood Flooring Systems | PAC Floor quote                     |
| 7  | Chubb                     | Fire Alarm Recommendations          |
| 8  | ERYC                      | Dog fouling training                |
| 9  | GWJB Ltd                  | Windows quote                       |
| 10 | Sarah McCulloch           | Tree problem + reply                |
| 11 | Richard Lister            | WREN match funding for skate park   |
| 12 | Rock-Tech Projects Ltd    | Projection System quote             |
| 13 | Rock-Tech Projects Ltd    | Re Projection System quote          |
| 14 | Daniel Willers            | Town Council template               |
| 15 | Richard Borrie            | Transport Strategy                  |
| 16 | English Heritage          | Listed Building Consent Application |
| 17 | ERYC                      | LNS-Road Closure                    |
| 18 | Co-operative Bank         | Re-investment                       |
| 19 | Richard Borrie            | Transport Strategy                  |
| 20 | Richard Borrie            | Yapham Road/Garths End junction     |
| 21 | Anne Heathcote            | TCV East Riding Green Gym           |
| 22 | Cllr Kay West             | Burnby Lane Planning Application    |
| 23 | ERNLLCA                   | Council Tax Benefit Support         |
| 24 | ER Civic Office           | Carols with Mayor                   |
| 25 | AJACS                     | Audit Report                        |
| 26 | Neville Tucker            | Bar Extract Fan - Quote             |
| 27 | Alison Jenkins            | Late Night Shopping                 |
| 28 | Ann Cox                   | Burglary in Pocklington             |
| 29 | ERYC                      | Tree problem                        |
| 30 | Richard Borrie            | Traffic Volume increases            |
| 31 | PAC                       | Pocktoberfest Review                |
| 32 | Andie Miller              | Website                             |
| 33 | ERYC                      | Traffic Strategy Response           |
| 34 | Hull & EY Mind            | Grant Application                   |
| 35 | Duplicated                |                                     |
| 36 | ERYC                      | Dog Control Orders                  |
| 37 | Glews Garage              | Introduction                        |
| 38 | Peter Langstaff           | Application for Council             |
| 39 | Forum Business Media      | Charity Commission Strategy         |
| 40 | ERYC                      | Code of Conduct                     |
| 41 | KP                        | Recent developments                 |
| 42 | ERYC                      | Pedestrian Crossing Audit           |
| 43 | Dianne Owen               | Housing Strategy                    |
| 44 | Chris French              | Pocklington RUFC                    |
| 45 | Glenn Laverack            | Rats on Allotments                  |
| 46 | NHS Commissioning Support | Community Services Position         |
| 47 | Cottingham Council        | Meeting with Cllr Parnaby           |
| 48 | NALC                      | Council Tax Benefit Support         |
| 49 | Northern Powergrid        | Festive Lighting                    |
| 50 | ERNLLCA                   | Council Tax Support Funding         |
| 51 | ERYC                      | Council Tax Support Funding         |

#### MEETINGS AND INVITATIONS

- |   |                       |                       |
|---|-----------------------|-----------------------|
| 1 | PAC                   | Lee Boxall exhibition |
| 2 | Community Partnership | Minutes 6 Nov 2013    |
| 3 | Pocklington Future    | Minutes 18 Nov 2013   |

#### BULLETINS AND NEWSLETTERS

- |   |                     |                     |
|---|---------------------|---------------------|
| 1 | AMT                 | November Newsletter |
| 2 | York Against Cancer | Autumn News         |
| 3 | ERNLLCA             | November Newsletter |
| 4 | Rural Matters       | Newsletter          |
| 5 | BTCV                | News                |