

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 13th July 2016 at 7pm

Present: Councillors Marron (chairman), Cooper, Hutchinson, Jones, Perry, Ratcliffe, Sharpe, Shepherd, Sinton, Spademan, P. West & Winterton.

Attending: Cllr Strangeway and Cllr K. West from East Riding of Yorkshire Council, Gordon Scaife - Town Clerk, Poppy Kennedy - Pocklington Post and five members 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. None were received. Apologies received from Cllr Sykes.

- 2 Consider suspending 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 P. West proposed suspending the meeting 2nd Cllr Spademan and all agreed. Phil Gilbank (PG) gave a short presentation on the possibility of exhibiting the artefacts found on the site of the Barratt David Wilson Development. 1,000 objects have been excavated and recorded by the archaeologists. The objects are being conserved and analysed by York Archaeological Trust, York University and the British Museum. It may seem like there are a lot of objects but each bead from a broken necklace is counted as an individual item. Amongst the finds are one sword a number of spear heads, glass beads and broaches. There were 150 skeletons within the cemetery and the finds showed they are from the Iron Age into Saxon times. The cemetery is believed to have been used by the Parisi tribe. Analysis is now being undertaken to prove the link to the Parisi.

PG's vision is for the museum to be a hub which then leads to three trails one locally around Pocklington, one into the area surrounding Pocklington and one that goes out into the Wolds. Pre-history sites on the Wolds that could be included in the trail are Huggate Dykes, Grimston Iron Age hill fort, the barrows at Garrowby Hill and earthworks in Millington Dale. PG would like to investigate the lumps and bumps on Chapel Hill. There could be a pre-historic track way and possible small quarries.

PG showed other examples of how towns have interpreted there history which has included creating time lines, replica round house and gateway features that might have been found on the edge of a settlement.

P. Morris of Barratt David Wilson Homes is keen for the artefacts to be housed in Pocklington. The artefacts would only be donated to a recognised museum. PG has had initial discussions with Burnby Hall Gardens and Museum and East Riding of Yorkshire Council's Museum Service. PG suggested a stakeholder meeting is called to investigate the possibility of housing the artefacts in Pocklington. This would require a partnership to be formed with East Riding of Yorkshire Council's museum service. PG requested that the Town Clerk be

asked to work with PG to set up the stakeholder group and work on the proposals. Agreed that GS would work with PG.

The councillors thanked PG for the presentation.

G. Hicks chair of Pocklington Gateway addressed the Council. Gateway wished to congratulate the Town Council on their appointment of the new Town Clerk.

Cllr Strangeway was asked if he wanted to report anything to the Council and he declined.

- 3 Consider continuing the meeting. Cllr Ratcliffe proposed continuing the meeting 2nd Cllr Perry and all agreed.
- 4 Receive the Arts Centre Managers Report. The manager and deputy manager were unable to attend due to a live event (Platform Festival). Report accepted.
- 5 To confirm the minutes of the Town Council meeting held on 8th June 2016. Cllr P. West proposed the minutes by accepted as a true record 2nd Cllr Jones and agreed.
- 6 To report matters arising from these minutes not on the agenda – for information only.
- 7 To receive the financial statement of
 - a) Pocklington Town Council and agree payments. Cllr P. West proposed the below payments to be authorised 2nd Cllr Winterton and agreed.

131	BP	09.06.16	4203	David Smith Garden Centre	Baskets for lampposts	£ 374.40
132	BP		4203	Earley Ornamentals	Summer bedding	£ 633.60
133	BP		4037	Travis Perkins	Cable ties	£ 2.36
134	BP		4037	Travis Perkins	Paint for board	£ 29.99
135	BP		4037	K J Falkingham	Strimmer Line	£ 20.79
136	BP		4036	AB Rooms	Cylinder change safe room	£ 187.50
137	BP		4208	Lilypad Cafe	Catering Mayormaking	£ 300.00
138	BP		4205	Cyberglide	IT Support	£ 35.00
139	BP		4207	G T Graphics	Advertising and Community plan booklets	£ 138.00
140	BP		4207	CasCare	First Aid Queens birthday	£ 210.00
141	BP	08.07.16	4042	D Matthews	Husky Maintenance	£ 131.66
142	102612	14.06.16	4020	Cash	Reward for capture of tyre slasher	£ 250.00
143	DD	17.06.16	4032	Be Fuelcards	Fuel	£ 17.09
144	DD	20.06.16	4205	Plusnet	Broadband	£ 18.00
145	BP		4037	Realise Futures	Bench for skatepark	£ 289.80
146	BP		4037	Travis Perkins	Clips, Bolts and Nuts	£ 5.00
147	BP		4207	Burnby Hall	Queens 90th celebrations	£ 220.00
148	102615	25.06.16	4053	Mason Clark	PAC refurbishments	£ 58,549.79
149	BP		4023	ER Supplies	Stapler and Redaction pens	£ 27.24
150	102613	21.06.16	var	Cash	Petty Cash	£ 79.65
151	BP		4037	Travis Perkins	Postcrete	£ 6.18

152	BP		4036/4037	Travis Perkins	Drill/Postcrete	£ 286.18
153	BP		4012	Yorkshire Water	Cemetery supply	£ 10.97
154	BP		4055	Chris Clubley	PAC Valuation	£ 168.00
155	BP		4024	Wolds Computers	Toner	£ 100.80
156			4053	Scothern Construction	PAC Studio Floor	£ 21,064.46
157	BP		4024	GT Graphics	Copier paper	£ 21.60
158	BP		4203	D Smith Garden Centre	Hanging baskets	£ 57.60
159	DD	24.06.16	4032	Be Fuelcards	Fuel	£ 38.06
160	BP		4023	ER Supplies	Stationery	£ 1.42
161	BP	28.06.16	4020	Northern Flags	Flags	£ 455.84
162	BP		4037	Nisbets (LS)	Black bin bags	£ 34.77
163	TFR		4020	PAC	Studio hire for exhibit WW1	£ 600.00
164	DD	01.07.16	4032	Be Fuelcards	Fuel	£ 6.45
165	BP	24.06.16	4026	HSBC	Bank charges	£ 55.00
166	BP	30.06.16	4001	R Wood	June Salary	
167	BP	30.06.16	4002	J Farmer	June Salary	
168	BP	30.06.16	4017	E Moore	June Salary	
169	BP	30.06.16	4005	J Bielby	June Salary	
170	BP	30.06.16	4004	L Skelding	June Salary	
171	BP	30.06.16	4001	G Scaife	June Salary	
172	BP	30.06.16	4006	HMRC	June Tax and NI	£ 1,868.32
173	BP		4037	Travis Perkins	Duct Clips returned CREDIT NOTE	-£ 3.58
174	BP		4037	Travis Perkins	Vented helmet	£ 6.59
175	DD	15.07.16	4021	Daisy Communications	Mobile phones	£ 41.86
176	BP		4023	ER Supplies	Stationery	£ 19.31
177	DD		4043	VSS	CCTV	£ 90.00
178	BP	05.07.16	1100	Feathers Hotel (LS)	Richard's Meal	£ 697.50
179	BP	05.07.16	1100	Various (MR)	Richard's gifts	£ 307.00
180	DD	31.07.16	4021	Daisy Communications	Landline phones	£ 49.15
181	BP		4037	K J Falkingham	Tools	£ 33.17
182	BP	08.07.16	4032	Be Fuelcards	Fuel	£ 23.11
183	BP	06.07.16	4039	Amazon (LS)	First Aid Kit	£ 31.69
184	BP	06.07.16	4039	Amazon (LS)	Gloves	£ 16.94
185	BP	06.07.16	4039	Machine Mart (LS)	Generator and cables	£ 811.16
186	BP	06.07.16	4039	Amazon (LS)	Radios, Lamps, Walkie Talkies	£ 193.68
187	BP	06.07.16	4039	Amazon (LS)	Gloves	£ 14.98
188	BP		4037	Wolds Engineering	Strimmer Oil	£ 7.20
189	BP		4037	Wolds Engineering	Hose Clips	£ 3.60
190	BP		4036	Express Lifts Alliance	PAC Lift service	£ 160.94
191	BP		4205	Cyber Glide	IT support	£ 35.00
192	BP		4015	CNG	Gas Supply	£ 29.40
193	BP		4207	GT Graphics	Summer Fair leaflets	£ 227.40
194	BP		4045	Humber & Wolds RCC	Neighbourhood Development plan	£ 913.60
195	DD		4015	Opus energy	Gas Supply	£ 23.38
196	BP		4037	F G Adamson	Strimmer line	£ 50.50
197	DD	15.07.16	4032	Be Fuelcards	Fuel	£ 38.59
198	BP		4008	Richard Wood	Mileage	£ 214.33

					Totals	£ 90,332.02
					Grand total	£ 98,221.11

(b) Consider the bank statements and agree payments from Pocklington Arts Centre. Cllr Winteron proposed the below statements and agree payments from Pocklington Arts Centre 2nd Cllr P. West and agreed.

99	BP	10.06.16	York Beer and Wine Shop	Bar supplies	£ 301.49
100	BP	10.06.16	Coda	Fee	£ 350.00
101	BP	10.06.16	W and C Forth	Stationery	£ 104.53
102	BP	10.06.16	Brass Castle	Bar supplies	£ 530.40
103	BP	10.06.16	Brass Castle	Bar supplies	£ 162.00
104	BP	10.06.16	Viking	Toner	£ 93.58
105	BP	10.06.16	Terry Herbert	Accounts	£ 43.20
106	BP	10.06.16	Performing Arts etc Ltd	Fee	£ 548.40
107	BP	10.06.16	A B Electrical Wholesalers	Lighting	£ 48.13
108	BP	10.06.16	Green Link Couriers	Programme Delivery	£ 216.00
109	BP	10.06.16	Wall of Sound	Aerial installation	£ 240.00
110	BP	10.06.16	Free Trade Organisation	Fee	£ 7,250.00
111	BP	10.06.16	Unique gravity	Fee	£ 3,264.00
112	BP	10.06.16	Fly Signs	Banners	£ 277.50
113	BP	10.06.16	Premier Business Supplies	Cleaning materials	£ 23.22
114	BP	13.06.16	More2Screen	Fee	£ 1,072.50
115	BP	22.06.16	The KP	Room	£ 70.00
116	BP	22.06.16	The KP	Room	£ 70.00
117	BP	22.06.16	The KP	Room	£ 70.00
118	BP	22.06.16	duplicate already paid		
119	BP	22.06.16	Ross Jennings	Fee	£ 355.00
120	BP	22.06.16	Wolds Wonders	Sales	£ 356.00
121	BP	22.06.16	Amazon (JF)	Freezer	£ 129.00
122	BP	22.06.16	The Train Line (JF)	Travel	£ 108.10
123	BP	22.06.16	GT Graphics	Posters leaflets	£ 167.00
124	BP	22.06.16	JSS Audio	Fee	£ 432.00
125	BP	22.06.16	Eden Farm Hulleys	Confectionery supplies	£ 192.45
126	BP	22.06.16	Avalon	Fee	£ 344.00
127	BP	28.06.16	James Driver Touring	Fee	£ 1,000.00
128	BP	28.06.16	Peoples Theatre Company	Fee	£ 480.00
129	BP	28.06.16	POS Yorkshire	Fee	£ 158.40
130	BP	28.06.16	Peoples Theatre Company	Fee	£ 570.94
131	BP	28.06.16	Beverley Festival	Advertising	£ 180.00
132	BP	28.06.16	eone	Fee	£ 120.00
133	BP	28.06.16	Premier Business Supplies	Cleaning materials	£ 90.07
134	BP	30.06.16	PACwristbands	Wristbands	£ 115.68
135	BP	30.06.16	J Duffy	June Salary	
136	BP	30.06.16	T Stalker	June Salary	
137	BP	30.06.16	N Rudsdale	June Salary	
138	BP	30.06.16	P Jennings	June Salary	
139	BP	30.06.16	J Boyd	June Salary	

140	BP	30.06.16	T McCluskie	June Salary	
141	BP	30.06.16	G Waite	June Salary	
142	BP	30.06.16	HMRC	June Tax and NI	£ 627.12
143	TFR	30.06.16	PTC	Loan repayment	£ 250.00
144	TFR	30.06.16	PTC	Cont to managers salary	£ 71.08
145	BP	08.07.16	Moneypenny	Fee	£ 7,250.00
146	BP	08.07.16	Welldun Productions	Fee	£ 1,000.00
147	BP	08.07.16	Regent Music	Fee	£ 1,600.00
148	BP	08.07.16	J L Brooks	Confectionery supplies	£ 122.60
149	BP	08.07.16	JSS Audio	Fee	£ 360.00
150	BP	08.07.16	Eden Farm Hulleys	Confectionery supplies	£ 228.68
151	BP	08.07.16	Studio Canal	Fee	£ 120.00
152	BP	08.07.16	Walt Disney	Fee	£ 79.18
153	BP	08.07.16	20th Century Fox	Fee	£ 595.31
154	BP	08.07.16	GT Graphics	Posters and leaflets	£ 124.00
155	BP	08.07.16	Eric Lee	Bulbs	£ 45.42
156	BP	08.07.16	Wards	Plastic glasses	£ 204.00
157	BP	08.07.16	K J Falkingham	Caretaking supplies	£ 19.48
158	BP	08.07.16	K J Falkingham	Caretaking supplies	£ 35.52
159	BP	08.07.16	Cream	Advertising	£ 139.00
160	BP	08.07.16	W and C Forth	Stationery supplies	£ 42.46
161	BP	08.07.16	Bedern Hall Race Day (JF)	Hospitality	£ 76.00
162	BP	08.07.16	Merchant Rentals (JF)	Machine rolls	£ 29.64
				Sub total	£ 32,553.08
				Grand Total	£ 35,456.91

8 To agree the list of burials. Cllr Jones proposed the internment of the cremated remains of John Bryan Triffitt 2nd Cllr P. West and all agreed.

9 Correspondence – as per list

The following items were to go forward to the road safety agenda:

Item 6 - Town centre congestion and Item 17 - Request for a footpath along the Balk.

- Item 12. Neighbourhood watch committee request for a grant. Cllr Perry is going to write a report on supporting neighbourhood watch groups in the town and allowing them to meet in the Courthouse. This report is to be produced for the next Town Council meeting.
- Item 26. Increase in our insurance premium for the Arts Centre. Cllr Jones proposed that the insurance premium be raised 2nd Cllr Sharpe and all agreed.
- Item 28. Grant to the karate club. Cllr P. West proposed a £200 grant to Pocklington Karate Club 2nd Cllr Spademan and all agreed.
- Item 37. Street naming. The policy requires restating to East Riding of Yorkshire Council as there have been instances where the policy hasn't been applied. The Clerk to write to East Riding of Yorkshire Council Street Naming section.
- Item 38. Bus consultation times. Cllr Perry who is the Transport Champion for the council spoke about the proposed cuts to bus services in the East Riding. East Riding of Yorkshire Council is seeking to cut services and is carrying out a

- consultation. The Clerk will write to East Riding about the timing of the consultation as it precludes anyone who works.
- Item 43. Widening of the pavement on George Street and Pavement. Cllr Cooper proposed that the pavement widening scheme be endorsed 2nd Cllr Spademan all agreed.
 - Item 44. Death of a National Figure protocol. The council may need a policy and procedure. Agreed the Town Clerk would draft a policy for discussion at the next policy and resources sub-committee.
- 10** To receive an update of the refurbishment works at the Arts Centre. The Clerk reported that the works to the studio has been completed. This final piece of work completes the major projects at the Arts Centre
- 11** To consider purchasing the telephone system for the Arts Centre. This item has been deferred to the next meeting as a paper hasn't been produced on the proposed system.
- 12** To consider taking responsibility for the Pocklington Civic Society notice board on Market Street. Cllr Sinton has tidied up the board and removed the old notices. The board is not in a good state of repair. The clerk will write to C. Lumley who is the contact for the Pocklington Civic Society asking them if they have any plans for the board. The Clerk to ask the supermarkets about the use of their community notice boards and if it is possible to use them.
- 13** To consider having an August recess. Cllr Shepherd proposed the Council didn't have a recess 2nd Cllr Cooper and agreed.
- 14** To consider and confirm the process for correspondence. This had already been dealt with.
- 15** To consider the redrafting of the Standing Orders for the Council. Cllr Marron has asked that all amendments be sent to him by 4 August in time for the next council meeting. The item has been deferred to the next town council meeting.
- 16** To consider setting up a task force to carry out audits. Cllr Sharpe asked that a task force be set up as the audits that used to be done by East Riding of Yorkshire Council have been discontinued. Cllr Sharpe will obtain the list that was used to carry out the audits. It was suggested that a councillor's surgery should be trailed once a month in the library to encourage residents to put suggestions to the council. Cllr Sinton was going to obtain dates.
- 17** Consider the amendments made to the Council's grants application form. Cllr Sinton has been working on producing an updated form. The current form is OK but there needs to be better guidance notes issued with it to help applicants complete the forms. Cllr Sinton will produce the guidance note and submit it at the next meeting.
- 18** To consider the purchase of mayor and mayoress badges. Cllr Perry proposed purchasing the badges 2nd Cllr Sinton and carried 11 votes to 1.
- 19** To consider repositioning picnic benches on P. West Green. The Clerk informed the Council it isn't possible to re-position the bench and a schedule of works will be produced.

- 20** Consider the Town Clerk's report. The Town Clerk reported on the progress of the current projects.
- 21** Receive & consider accepting minutes from Planning 220616 & Policy & Resources 220616. Cllr P. West proposed accepting minutes from Planning 220616 & Policy & Resources 220616 2nd Cllr Spademan and agreed.
- 22** Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for prior circulation.
- Cllr Jones has submitted a written report from the East Riding of Yorkshire Council Flood Liaison Group held on 10 June 2016.
 - Cllr Sykes has submitted his list of mayoral duties for June/July 2016.
 - Cllr Winterton attended Pocklington Futures Group. The group meets once a month to discuss walking/cycling projects. It tends to be a talking shop.
 - Cllr Spademan reported that Pocklington Playing Fields Association require two new trustees. Cllrs are asked to provide the names of any suitable candidates to Cllr Spademan.
 - Cllr P. West reported he had attended a meeting of the allotment association.
 - Cllr Sinton reported attending the meeting of Pocklington Gateway.
 - Cllr Winterton reminded Cllrs that the summer fayre will be on Saturday 30 July. Leaflets and posters advertising the event have been sent out.
 - Cllr Cooper is volunteering at the Platform Festival which attracts visitors from across the country to Pocklington. Ticket sales are going well.
 - Cllr K. West asked if a letter of thanks had been sent to the volunteer gardener on Sherbuttgate.

Meeting closed at 8.35 pm.