

# POCKLINGTON TOWN COUNCIL

## MINUTES

Meeting of the Town Council  
Meeting Room Old Courthouse George Street Pocklington  
Wednesday 14th October 2015 at 7pm

**Present:** Councillors Ratcliffe (Chairman), Cooper, Cox, Hutchinson, Jones, Marron, Perry, Shepherd, Spademan, Sykes, & Winterton. Five members of the public. Cllrs West & Mole our district councillors. Daniel Withers Pocklington Post, Richard Wood clerk.

Prior to the commencement of the meeting the council Elder Philip Bradish led the council in prayers.

1. To receive any apologies for absence. Apologies had been received from Cllr West (another engagement) Cllr Sharpe (holiday.) Janet Farmer & James Duffy.

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. None were given.

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 Shepherd proposed the meeting be closed, 2<sup>nd</sup> Cllr Sykes & agreed. Yvonne Kurvits spoke about the local outreach service operated by the Citizens Advice Bureau. The CAB is an organisation which started in September 1939 and now has 394 agencies, they are all separate charities receiving 7 million enquiries daily. The Hull & East Riding CAB was formed in 1997. The local outreach service operates weekly sessions of three hours from the Methodist Church. Since June the bureau have joined the national advice line which is a good improvement to the local service. In the past year they have dealt with 75 clients from Pocklington. Benefits account for 38%, debt 13%, housing 13%, employment 11%, and family matters. There was concern about the universal credits scheme about to be introduced. She appealed for more volunteers to provide better local cover. It takes 3 months to train an advisor but even one extra advisor would make a great deal of difference to the service they provide locally.

4. Consider re-opening the meeting Cllr Shepherd proposed the meeting be re-opened 2<sup>nd</sup> Cllr Sykes & agreed.

5. Consider the Arts Centre Managers report. The Manager and Assistant Manager were not in attendance. The platform festival have returned a profit of £6,500 for which they were congratulated. Detailed accounts were still awaited. Cllr Perry asked that the minutes of the Management Committee accompany the manager's report.

6. To confirm the minutes of the Town Council meeting held on 9<sup>th</sup> September 2015 Cllr Cox proposed these be accepted 2<sup>nd</sup> Cllr Winterton & agreed.

7. To report matters arising from those minutes not on the agenda – for information only. Cllr Perry questioned the outcome of the flag flying item. It was agreed it would be placed on next month's agenda giving everyone chance to look at the proposed site.

8. Update on the arrangements for bonfire night and the Festival of Christmas. Cllr Cox gave an update on both events.

9. Update on the Town Cryer's uniform. Cllr Cooper said an order had been placed with Janet Hull who made the last uniform. The council agreed to leave the design and colour to the Town Cryer but a design sketch should be submitted before the work is carried out.

10. Discuss the possibility of fitness equipment being installed on West Green. Cllr Sykes had attended the Pocklington Playgroup Committee last week where he reported the group would like to subscribe to some adult fitness equipment for West Green. This was generally welcomed by councillors. Cllr Shepherd congratulated the group on their sterling work over recent years. Cllr Ratcliffe reported that equipment currently being used at Burnby Hall Gardens maybe suitable for moving to one of our public play parks when it is replaced. This received general approval.

11. Discuss the possibility of a joint event with Burnby Hall Gardens to celebrate the Queen's 90<sup>th</sup> birthday. Cllr Sykes said the Trust had met with us and the date of Saturday 11<sup>th</sup> June 2016 subject to costs being identified the council were in favour of being involved in this joint venture. Cllr Sykes to liaise with Burnby Hall Gardens on this initiative.

12. Receive a verbal report from our district councillors. Cllr Mole reported on the progress with the footpath repairs which are currently being carried out. Cllr Shepherd said he felt the surface was still unsatisfactory. Cllr Jones also was of this opinion. Cllr West asked that the schools questionnaire be completed to get better funding for the county. The closer working with parish and town councils proposed by anERYC councillor was welcomed.

13. To receive the financial statement of  
(a) Pocklington Town Council and agree payments. Cllr Sykes proposed they be accepted. 2<sup>nd</sup> Cllr Ratcliffe & agreed.

		Date Paid	Code	Payee	Detail	Amount	
235	BP	16.10.15	4019	Big Sign Company	Skate Park Sign	£	50.40
236	BP	16.10.15	4053	Mason Clark	3D Visuals	£	480.00
237	BP	16.10.15	4207	Jolly Good Productions	Punch and Judy summer fair	£	350.00
238	DD	18.9.15	4205	Plusnet	Internet	£	18.00
239	BP	16.09.15	4207	Kaya band	Summer event fee	£	100.00
240	BP	16.09.15	4207	Purple Pig Company	Summer event fee	£	180.00
241	DD	18.09.15	4032	Be Fuelcard	Fuel	£	13.27
242	BP	16.10.15	4037	FG Adamson	Spring for strimmer	£	3.76
243	BP	16.10.15	4008	Richard Wood	Travel expenses conference	£	49.35
244	BP	16.10.15	4205	DMH Solutions Ltd	LCRS Win 7/8 Upgrade	£	47.33
245	BP	16.10.15	various	Lisa Skelding	Expenses claim	£	37.88
246	BP	16.10.15	4030	Wolds Advertiser	August advert	£	180.00
247	BP	16.10.15	4037	Travis Perkins	Paint and tape	£	50.04
248	BP	16.10.15	4037	East Riding Horticulture	Grass Seed	£	70.00
249	BP	16.10.15	4205	Cyber Glide	IT support	£	45.00
250	BP	16.10.15	4030	Post Haste Printers	Town Guide	£	705.00
251	BP	16.10.15	4012	Yorkshire Water	Cemetery supply	£	16.99
252	BP	16.10.15	4023	GT Graphics	Copier Paper	£	20.10
253	DD	02.10.15	4032	Be Fuelcard	Fuel	£	33.68
254	BP	16.10.15	4008	ERNLLCA	Conference tickets	£	204.00
255	BP	16.10.15	4036	Lisa Skelding	Remote controls	£	36.67
256	DD	25.9.15	4032	Be Fuelcard	Fuel	£	27.00

257	BP	16.10.15	4057	PKF Littlejohn LLP	Annual return fees	£ 1,560.00	
258	BP	16.10.15	4205	Norman Computers	November IT support	£ 46.80	
259	DD		4043	VSS	CCTV	£ 90.00	
260	BP	16.10.15	4042	F G Adamson	Starter Assembly	£ 21.12	
261	DD	15.10.15	4021	Daisy Communications	Mobile phone account	£ 19.49	
262	BP	16.10.15	4037	Wolds Engineering	Work clothing/multi-purpose grease	£ 97.50	
263	BP	16.10.15	4037	Wolds Engineering	Wrench, socket set, clips and nipples	£ 91.15	
264	BP	16.10.15	4053	McWilliam Associates	Consultant fee	£ 10,887.00	
265	BP	28.09.15	4001	Richard Wood	September Salary		
266	BP	28.09.15	4002	Janet Farmer	September Salary		
267	BP	28.09.15	4017	Eileen Moore	September Salary		
268	BP	28.09.15	4005	John Bielby	September Salary		
269	BP	28.09.15	4004	Lisa Skelding	September Salary		
270	BP	02.10.15	4005	Russell Steel	September Salary		
271	BP	28.09.15	various	HMRC	September Tax and NI	£ 1,785.77	
272	BP	16.10.15	4053	GT Graphics	PAC A4 posters	£ 6.72	
273	BP	16.10.15	4042	K M Woodhall	Tractor/trailer repairs	£ 168.00	
274	BP	16.10.15	4021	Daisy Communications	Pandline calls	£ 47.46	
275	BP	16.10.15	4205	Amarsys	Website consultant	£ 120.00	
276	BP	16.10.15	4012	Yorkshire Water	Courthouse supply	£ 45.29	
277	BP	16.10.15	4037	KJ Falkingham	Garden/hardware supplies	£ 32.20	
278	DD	09.10.15	4032	Be Fuelcard	Fuel	£ 10.38	
279	BP	16.10.15	4023	GT Graphics	Bonfire night leaflets	£ 110.00	
280	DD	16.10.15	4032	Be Fuelcard	Fuel	£ 27.22	
281	BP	16.10.15	4045	Humber and Wolds Rural Community Council	Pock NDP	£ 104.72	
282	BP	14.10.15	4207	Ardent Fireworks	Final payment for fireworks	£ 2,350.00	
283	BP	14.10.15		Steve Wilcock	Top up for error	£ 0.72	
284	2594	14.10.15	4207	British Legion	Wreaths & donation	£ 150.00	
285	BP	14.10.15	4037	Adamsons	strimmer starter	£ 21.12	salaries
					<b>Subtotal</b>	<b>£ 20,511.13</b>	<b>£ 5,551.56</b>
					<b>Grand total</b>	<b>£ 26,062.69</b>	

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

Cllr Ratcliffe proposed they be accepted. 2<sup>nd</sup> Cllr Sykes and agreed.

		Date Paid	Payee	Detail	Amount	
303	BP	18.09.15	Warner Bros	Film Rental	£ 153.86	
304	BP	18.09.15	Synergie Assist	IT Support	£ 21.00	
305	BP	18.09.15	POS Yorkshire	Film Transport	£ 158.40	
306	BP	18.09.15	Primary Talent	Fee	£ 3,000.00	
307	BP	18.09.15	Universal	Film Rental	£ 172.78	
308	BP	18.09.15	KJ Falkinghams	Hardware	£ 20.86	
309	BP	18.09.15	T Herbert	Book Keeping	£ 201.60	
310	BP	18.09.15	Pulse Rate	Security / First-Aid	£ 1,344.00	
311	BP	18.09.15	Asgard	Fee	£ 800.00	
312	BP	18.09.15	Eric Lee	Electrical	£ 16.96	
313	BP	18.09.15	Playpen	EFEX 2016	£ 308.80	

314	BP	18.09.15	BPA Live	Fee	£ 1,300.00	
315	BP	18.09.15	Lionsgate	Film Rental	£ 234.82	(Includes Credit Note)
316	BP	28.09.15	ERYC	Licence fee	£ 180.00	
317	BP	28.09.15	J Duffy	September Salary		
318	BP	28.09.15	T Stalker	September Salary		
319	BP	28.09.15	F Argyle	September Salary		
320	BP	28.09.15	N Rudsdale	September Salary		
321	BP	28.09.15	P Jennings	September Salary		
322	BP	28.09.15	M Bradley	September Salary		
323	BP	28.09.15	S Duffy	September Salary		
324	BP	28.09.15	J Boyd	September Salary		
325	BP	28.09.15	HMRC	September tax and NI	£ 708.09	
326	BP	28.09.15	PTC	Digitisation loan	£ 250.00	
327	BP	28.09.15	PTC	Cont. to managers salary	£ 71.08	
328	BP	08.10.15	HP Ink UK	PC	£ 534.00	
329	BP	09.10.15	Hulleys	Ice-cream	£133.75	
330	BP	09.10.15	JSS Audio	PA Hire	£360.00	
331	BP	09.10.15	T McCluskie	Tech Services	£152.00	
332	BP	09.10.15	Premier Business Supplies	Cleaning Products	£70.50	
333	BP	09.10.15	GT Graphics	Printing	£480.00	
334	BP	09.10.15	AB Electrical	Lighting	£15.34	
335	BP	09.10.15	Picturehouse	Film Rental	£477.40	
336	BP	09.10.15	Audience	Annual Subscription	£75.00	
337	BP	09.10.15	POS Yorkshire	Film Transport	£158.40	
338	BP	09.10.15	Yorkshire Water	Quarterly Rates	£160.35	
339	BP	09.10.15	POS Yorkshire	Film Transport	£158.40	
340	BP	09.10.15	WC Forth	General	£23.77	
341	BP	09.10.15	AB Electrical	Lighting	£28.08	
342	BP	09.10.15	Eric Lee	Electrical	£29.41	
343	BP	09.10.15	T Herbert	Book Keeping	£126.00	
344	BP	09.10.15	JL Brooks	Confectionery	£184.24	(Includes Credit Notes)
				<b>Subtotal</b>	<b>£ 12,108.89</b>	<b>£ 2,432.42</b>
				<b>Total</b>	<b>£ 14,541.31</b>	

14. To agree the list of burials Cllr Cox proposed the burials of Peter Hoar Price, Margaret Price, Anne Harlow, Judith Margaret Moir, Margaret Elizabeth Bond, Arthur Adrian Bowman, Leonard Dinnington & Mary Helen Bridges be approved along with memorials for Sam Flintoft, and George Jeffrey Green. Seconded 2<sup>nd</sup> Cllr Spademan & agreed.

15. Correspondence – as per list 11. The land suggested for a new footpath to the doctors surgery is owned by Taylor Wimpey who have yet to be contacted. 20. The June accounts were noted. Cllr Marron questioned the figure of £79,424 as cash & bank in the Balance sheet. He noted we only have in the region of £32,000 in our bank accounts. 21. The clerk explained how the two items had appeared on the report. A full review of the effectiveness of our internal control was to be carried out and our risk assessment brought up to date. 27. Confirmation that £9,900 had been awarded from the High Street fund to provide the lily trail between Burnby Hall Gardens & the town centre. It was regrettable that ERYC highways were unable to assist. 30. The quote for a microphone system for the meeting room is referred to Development & Marketing. 32. The ERNLLCA questionnaire to be

completed. 45. Cllr Perry proposed the reward of £250 to the informant for the tyre slashing incidents be paid. 2<sup>nd</sup> Cllr Sykes & agreed. (Crime Prevention Panel providing £50). 49. An update on the advice from the solicitors was given by the clerk. 54. The parking restrictions in Kirkland Street were generally welcomed.

16. Consider the Town Clerk's report The report was noted – most of the subjects had already been discussed. There was general agreement that to have sound with the fireworks at a further cost of £100 will enhance the performance.

17. Formally accept the minutes of the following meetings: Full Council meeting 12<sup>th</sup> October Cllr Shepherd proposed the minutes be accepted as a true record. 2<sup>nd</sup>. Cllr Marron and agreed. , Lands & Property 30<sup>th</sup> September. These were withdrawn for amendment after Cllr Perry requested several amendments. They will be brought back for acceptance at the next full council meeting. Policy & Resources meeting 23<sup>rd</sup> September. Cllr Shepherd proposed they be accepted as a true record. 2<sup>nd</sup> Cllr Marron and agreed.

18. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for prior circulation. Cllr Perry was thanked for his written submission. Cllr Sykes had opened the beer festival. Cllr Winterton attended a PCC meeting where the piano & Christmas were discussed. Cllr Perry & Cllr Winterton attended a meeting on public transport where a transport champion was requested from the area to assist in drawing up future plans. Cllr Marron reported the West Wolds Radio starts test transmissions on 1<sup>st</sup> November 2015 and needs details of coming events. Cllr Ratcliffe had been to Goole's got Talent and the Civic Service at Drifffield.

The meeting closed at 8.40pm.

1	Martin Cooper	CarlBro Conclusion
2	Ann Harland	Refugee Crisis
3	Joanne York	Tyre Damage
4	ERYC	Scaife Garth/Barmby Road Road Link
5	ERYC	Jubilee Gardens
6	ERYC	Public Transport
7	James Duffy	Expenses claims
8	ERYC	Woldgate Community Engagement
9	ERYC	Report on Pock Traffic Issues
10	Plantscape	Solar Powered Trees
11	Robert Blake James	Footpath to new surgery
12	ERYC	Commuted Sums
13	Martin Cooper	Flag Poles
14	Humberside Police	Dark Nights Burglary
15	Humberside Police	Vehicles at Aldi
16	Humberside Police	Tyre Damage update
17	Buck Inn Yard	Remote Controls
18	ERYC	West Green Footpath
19	Humberside Police	Tyre Slasher
20	PAC	June accounts
21	PKF	Annual Return
22	ERYC	Budget Priorities Consultation
23	Mason Clark	PAC Health and Safety

24	ERYC	Removal of taxi rank places
25	ERYC	Pocklington Grounds Maintenance
26	PAC	2016 Live events
27	ERYC	Lily Trail
28	ERYC	Memorial garden grounds maintenance
29	Pocklington School	Bonfire night and traffic/parking
30	Rock Tech	Quote for microphone system
31	ERNLLCA	September newsletter
32	ERNLLCA	Questionnaire
33	Humberside Police	October newsletter
34	Claude Mole	West Green Footpath
35	Lane Rental	West Green Footpath
36	PAC	Estimate of loss of profits
37	Geoff Hollingsworth	Piano and church use christmas
38	ERYC	Council partnership
39	ERNLLCA	School funding petition
40	PAC	Funding
41	Town Crier	Competition press release
42	ERYC	October Parish newsletter
43	Pocklington Lions	DIY SOS
44	Peter Winterton	Annual town meeting
45	Humberside Police	Tyre damage reward
46	Humberside Police	CCTV
47	John Schumacher	Thank you
48	Claire Hamilton	Allotment Association
49	Buck Inn Yard Management	PAC refurbishment
50	Wicksteed	Gym Equipment
51	ERYC	West Wolds Radio
52	Richard Knill	Lions - Christmas Festival
53	Pocklington Group Practice	Boundary fence
54	ERYC	Parking restrictions Kirkland Street