

## **POCKLINGTON TOWN COUNCIL POLICY & RESOURCE COMMITTEE**

The Policy & Resources Committee of Pocklington Town Council met at **7pm** on Wednesday 20th December 2017 in the Town Meeting Room, The Old Courthouse, George Street, Pocklington.

In attendance: Cllr Sykes (Chairman), Cllr Cooper, Cllr Green, Cllr Hutchinson, Cllr Jones, Cllr Ratcliffe, Cllr West and Cllr Winterton.

1. The Notice of meeting was proposed by Cllr Green 2<sup>nd</sup> Cllr Ratcliffe and agreed
2. Apologies for absence were received from Cllr Hodgson (Prior appointment)

Declarations of Interest

3. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members were asked when declaring interests to identify the agenda item and type of interest being declared.

No declarations were received.

4. Consider suspending the meeting to allow presentations from members of the public. There were no members of the public present so the meeting was not suspended.
5. Consider continuing the meeting. The meeting hadn't been suspended as there were no members of the public present.

6. To receive and discuss the financial report for the Town Council.  
The clerk presented the report.

The income is ahead of budget due to the ticket sales generated for events which offsets the cost of the events. The cemetery has been busy with plots being reserved. The £8,982 of grant income is for the cost of producing the Neighbourhood Development Plan, there will be corresponding amount of expenditure in the Neighbourhood Development Plan budget.

Expenditure is largely in line with the budget although there are two items in the budget that show overspends. The Property Maintenance budget is overspent due to the spend from the earmarked reserves for the contract retention for the major refurbishment of the Arts Centre. The In Bloom budget has an item miss-posted into it. This will be reposted to the right code before the year end.

7. To discuss the current list of projects. The clerk reported on the current list of projects and the progress being made to obtain quotes or chase contractors.

The list of projects is shown below.

Agreed projects	Potential cost	Budget heading	Priority
Notice Board		Street Furniture	On order
2 Benches	£1,000	Street Furniture	Agreed to do
Replacement Windows Old Courthouse		Property Maintenance	
Refurbishment of toilets Old Courthouse	Needs to be quoted for	Property Maintenance	
Refurbishment of toilets Pocklington Arts Centre	£30,000 approx	Property Maintenance	
Mouse House new kitchen/work area	Trying to obtain quotes	Property Maintenance	Agreed to do
Replacement of planters	£1,500 for three	In Bloom or street furniture	
Outdoor Gym Equipment	£10,000	To be paid by commuted sums	Needs to be ordered and site agreed at West Green

8. To consider the draft budget and precept level to recommend to the Budget Setting Meeting scheduled for Wednesday 3<sup>rd</sup> January 2018.

The clerk explained that the tax base for the town that is set by East Riding of Yorkshire Council has decreased this year. This is due to the slow down in new properties being completed and occupied and that there is a large increase in the number of people who are living alone and claiming the single occupancy discount.

The clerk has presented various options and the cost increases which are shown in the table below.

Increase	Cost	Actual increase
<b>0%</b>	<b>75.99</b>	<b>0</b>
<b>1.5%</b>	<b>77.13</b>	<b>1.14</b>
<b>1.9%</b>	<b>77.43</b>	<b>1.44</b>

Following a discussion about the different increases and the aspirations for what the Town Council wanted to do next year.

Cllr Cooper proposed that the recommendation to the budget setting meeting would be that the precept be increased by 2.5% 2<sup>nd</sup> Cllr Jones and agreed.

The Clerk will produce a budget based on this increase. The budget will include the proposed town bus service, an assistant handyman (part-time 2 days a week) and a budget for transport infrastructure projects which includes new bus shelters.

9. To consider the charges for and agree any changes to the following:  
a) Room Hire at the Old Courthouse.

- b) Hire of West Green
  - c) Fees relating to Pocklington Cemetery (burials and memorials)
- a) The clerk explained that the current cost for the Old Courthouse is £15 a half day. Councillors propose to the budget setting meeting that a new rate for commercial organisations be set at £25 for half a day. The current rate of £15 should be applied to charities and voluntary community groups based in the town.
- b) Hire of West Green. The proposal should be that the fees for West Green are not raised. The current cost is £25 for half a day for community/charity organisations and commercial organisations are charged more.
- c) There was a debate about Cemetery costs. The clerk informed councillors that the right of burial which at the moment in perpetuity needs to be changed. The right legally can only extend to 99 years as a maximum figure.

Cllr Jones proposed that the cemetery fees be increased by 10% 2<sup>nd</sup> by Ratcliffe. 2 votes for and 3 against motion not carried.

The clerk is to produce a list of costs associated with the Cemetery. The clerk reminded councillors that the Cemetery does not cover all its costs and is provided as a service.

10. Consider any further actions from the Clerks report.  
There were no further actions to consider.

11. The meeting closed at 8.03pm.