

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 9th May 2018 at 7pm

Present: Councillors Sykes (chairman), Cooper, Green, Hodgson Hutchinson, Jones, Ratcliffe, Sinton, West and Winterton.

Attending: There were 9 members of the public in attendance, Cllr K. West (Pocklington Provincial Ward Council) and Gordon Scaife - Town Clerk.

David Rumbelow led the council in prayers before the meeting started.

1. Notice of meeting. Cllr Hodgson proposed the notice of the meeting 2nd Cllr Ratcliffe and agreed.
2. To accept apologies for absence. Apologies were received from Cllr Perry (Holiday), Cllr Sharpe (Work) and Cllr Spademan (Conference for work.)
3. 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 Green declared a non-pecuniary interest in item 9 as Cllr Green is a member of the Neighbourhood Development Group and topic leader for Transport.

4. Consider suspending the meeting to allow an opportunity for person(s) or groups to address the council for a total period of 15 minutes and to receive an update from our East Riding of Yorkshire Councillors about East Riding of Yorkshire Council ward matters that affect Pocklington.

Cllr Hodgson proposed suspending the meeting to allow the public to address the council and for an update from our East Riding of Yorkshire Councillors.

A resident from the People's Pantry addressed the council about the project. The project is a member of the fairshare scheme and acts like a food bank. The difference being is that it has a membership scheme. The cost of membership is £1 which then gives the person 100 points to use in exchange for food.

The food comes through the fairshare programme with additional fresh produce supplied by local super markets. The People's Pantry is being run in both Pocklington and Market Weighton. At present there are 4 members who live in Pocklington.

The Mayor Cllr D. Sykes thanked the resident for the presentation.

The Neighbourhood Development Plan Group gave a presentation on the draft policies. It was agreed to circulate the power point presentation to councillors for comments. The survey is nearly ready to send out to the residents. The group would like the councillors to answer it first to make sure it works. The survey will be designed to provide the evidence needed for the draft policies.

The Mayor Cllr D. Sykes thanked the group for the presentation.

Update from Cllr K. West Pocklington Provincial Ward Councillor.

Cllr K. West congratulated the town on the dressing and activities provided for the Tour de Yorkshire.

Councillors expressed disappointment that despite the promises made by East Riding of Yorkshire Council West Green and Hodsow Lane had not been resurfaced before the Tour de Yorkshire.

5. Consider continuing the meeting.
Cllr Hodgson proposed that the meeting should continue 2nd Cllr Ratcliffe and agreed.
6. To confirm the minutes of the Town Council meeting held on 11th April 2018. Cllr Green proposed the minutes of the Town Council meeting held on the 11th April 2018 be accepted 2nd Cllr West and agreed.
7. To report matters arising from these minutes not on the agenda for information only. There were no matters arising.

Cllr Cooper has spoken with a representative of the history society about the additional names on the World War 1 memorial. It appears that there might be none to add. The history society are starting to put together a book based on research for World War 1. They might approach the town council for funding support later in the year. A member of the Pocklington Branch of the British Legion has made some silhouettes which they will use for Armistice Day this year.

8. To receive financial statement of
 - a) Pocklington Town Council and agree payments.
Cllr Hodgson proposed the below payments to be authorised 2nd Cllr Winterton and agreed.

		Date	Code	Payee	Detail	Amount
26	BP	13.04.18	4009	SLCC	ILCA Course (C Findlay)	118.60
27	BP	13.04.18	4208	Gordon Scaife	Wool for Tour de Yorkshire	60.48
28	DD	20.04.18	4015	CNG	Gas Supply - March	314.58
29	BP	27.04.18	4042	Chubb	Fire Alarm - Service PAC	191.94
30	DD	18.04.18	4205	Plusnet	Broadband - Courthouse	18.00
31	DD	19.04.18	4024	The Soapy Group	Subscription	60.00
32	BP	27.04.18	4036	Wicksteed	Hexagon Wrench	16.20
33	BP	27.04.18	4208	D Thurlow & Son Ltd	Bunting - TDY	648.00
34	BP	27.04.18	4203	JJP Print	Printed Hi-Viz Vests	150.00
35	BP	27.04.18	4208	G K Beulah & Co Ltd	Scroll	11.16
36	BP	27.04.18	4030	Northwolds Printers Ltd	Tour de Yorkshire posters	70.80
37	BP	27.04.18	4042	K M Woodhall	Tractor - Starting Motor	265.00
38	BP	27.04.18	4030	Plastech Windows	Fitting Notice Board	55.00
39	BP	27.04.18	4042	Travis Perkins	Parts to fix Sputnik	12.19
40	BP	27.04.18	4012	Yorkshire Water	Water Charges - Courthouse	15.08
41	DD	01.05.18	4208	The Soapy Group	25% Screen Hire TDY	630.00
42	BP	27.04.18	4208	David Wilkinson	Bunting - TDY	350.90
43	BP	01.05.18	4208	The Soapy Group	Banners	872.38

44	BP	01.05.18	4037	Wilson Services Ltd	Footpath repairs - Churchyard	300.00
45	BP	08.05.18	4208	Magic Carpet Theatre	Wonder Wheelers - TDY	714.00
46	BP	30.04.18	4002	Janet Farmer	Wages	
47	BP	30.04.18	4005	John Bielby	Wages	
48	BP	30.04.18	4001	Gordon Scaife	Wages	
49	BP	30.04.18	4017	Chris Heald	Wages	
50	BP	30.04.18	4004	Claire Findlay	Wages	
51	BP	01.05.18	4006	HMRC	NI & Tax	1253.36
52	SO	15.05.18	4043	Visual Security Systems	CCTV Maintenance	90.00
53	BP	08.05.18	4205	Cyber Glide	Computer Support	35.00
54	DD	15.05.18	4021	Daisy	Mobile Phone Line	8.74
55	BP	08.05.18	4057	Rialtas	Year End Closedown	675.24
56	BP	08.05.18	4208	The Soapy Group	Security TDY	144.00
57	DD	15.05.18	4024	The Soapy Group	Subscription	60.00
58	DD	31.05.18	4021	Daisy	Telephone April	67.76
59	DD	03.05.18	4003	Nest	Pensions	299.31
60	BP	08.05.18	4037	York Landscapes	Churchyard Cut	204.00
61	BP	08.05.18	4036	Express Lifts	Lift Service	160.94
62	BP	08.05.18	4036	Chesterton Surfacing	Cemetery Footpaths	13440.00
63	DD	11.05.18	4032	Be fuelcards	Diesel	70.84
64	BP		4013	Woldtech Ltd	Photocopier May - July	96.30
					Totals	£ 21,479.80
					Grand total	£ 27,468.61

- b) Consider the bank statements and agree payments from Pocklington Arts Centre. Cllr Winterton proposed the below payments to be authorised 2nd Cllr Hodgson and agreed.

	Inv No	Date Paid	Payee	Detail	Amount
36		23.04.18	J Farmer	Music Registration	1068.58
37	20	23.04.18	Asgard Promotions	Fee	4000.00
38	2597	23.04.18	Tim Foxall	Display Stand/Spatulas	249.60
39	SIN647889	23.04.18	PPL PRS Ltd	Royalties	861.52
40	SIN647881	23.04.18	PPL PRS Ltd	Royalties	889.86
41	MAN001	23.04.18	Keith Hukin	Technical Services	390.00
42	STH-0214	23.04.18	Value Added Talent	Fee	3600.00
43	116327988	23.04.18	A C Entertainment Technologies	Lamp	51.54
44	116327593	23.04.18	A C Entertainment Technologies	Filters	35.80
45	PBS 7805	23.04.18	Premier Business Supplies Ltd	Cleaning Supplies	48.84
46	17085	23.04.18	Swirlz	Ice Cream	96.00
47	12.04.18	23.04.18	Terry Herbert	Bar Supplies	1435.25
48	19963	23.04.18	More2Screen	Macbeth	99.00
49	11631	23.04.18	JSS Audio	PA System	360.00
50	11630	23.04.18	JSS Audio	PA System	360.00

51	11629	23.04.18	JSS Audio	PA System	90.00
52	945	23.04.18	David Kenward	Artwork	160.00
53	18.04.18	23.04.18	Universal	Film	482.65
54	SB 946	23.04.18	SB Invoice	Hire of Studio	79.00
55	SB947	23.04.18	SB Invoice	Hire of Studio	159.00
56	M2863947	23.04.18	Gear4music	Guitar wall hanger	32.58
57		23.04.18	J Duffy	Expenses	100.79
58		24.04.18	Viking	Stationary	397.61
59		24.04.18	Cream	Advertising	44.00
60		30.04.18	Foxy Music	Fee	1500
61		30.04.18	HMRC	Tax and NI	648.04
62		30.04.18	J. Duffy	Salary	
63		30.04.18	T.Stalker	Salary	
64		30.04.18	N. Rudsdale	Salary	
65		30.04.18	P. Jennings	Salary	
66		30.04.18	G. Waite	Salary	
67		30.04.18	C. Heald	Salary	
68		30.04.18	L. Robinson	Salary	
69		30.04.18	C. Watson	Salary	
70		30.04.18	B. Mullarkey	Salary	
71		01.05.18	A. Squires	Salary	
72		01.05.18	S.Morton	Salary	
73		02.05.18	DFO	Fee	3641.64
74		03.05.18	Vista Entertainment Solutions	Web Ticketing	277.3
75		03.05.18	J. Duffy	Expenses	19.54
76		03.05.18	Facebook	Advertising	103.25
77		03.05.18	Facebook	Advertising	6.46
78		03.05.18	Sony Pictures	Film	140.32
79		03.05.18	Keith Hukin	Technical Services	105.00
80		03.05.18	Keith Hukin	Technical Services	165.00
81		03.05.18	Keith Hukin	Technical Services	105.00
82		04.05.18	T.Herbert	Bar Supplies	99.14
83		04.05.18	Swirlz	Ice Cream	40.00
84		04.05.18	Swirlz	Ice Cream	48.00
85		04.05.18	JSS Audio	PA System	360.00
86		04.05.18	Keith Hukin	Technical Services	95.00
87		04.05.18	Keith Hukin	Technical Services	105.00
88		04.05.18	Keith Hukin	Technical Services	80.00
89		04.05.18	Brass Castle Brewery	Bar Supplies	396.24
90		04.05.18	Viking	Stationary	360.37
91		05.05.18	Twentieth Century Fox	Film	500.12
92		05.05.18	S Espiner	Bookkeeping	175.00
93		09.05.18	Entertainment One	Film	886.40
94		09.05.18	Entertainment One	Film	770.38

				Totals	25718.82
				Grand Totals	30059.62

9. Consider any actions from the presentation on the Neighbourhood Development Plan.
It was agreed to send out the power point presentation to councillors for comment.

10. Consider the arrangements and agree any actions for Mayor Making on Friday 18th May.

The agenda for Mayor Making was agreed.

11. Consider the grant application from the People's Pantry.

There was a discussion about the application. Cllr Cooper proposed a grant of £150 for the People's Pantry 2nd Cllr West. Vote was 9 in favour one against. The grant of £150 for the People's Pantry was agreed.

12. Correspondence as per list.

1. Humberside Police – Crime Figures and Newsletter. The figures show crime in the area is still rising. The Clerk reported that this is not just isolated to Pocklington. The Police and Crime Commissioner has been invited to attend a meeting to discuss how crime figures can be brought down
2. E mail from a resident thanking our handy person for clearing litter from Burnby Lane. Burnby Lane is regularly fly tipped.
3. Email from a resident suggesting the Council introduces a community award that can be nominated by the public. Currently the Mayor awards a community award. Suggested this is discussed further at Marketing and Development.
4. Canal and River Trust Newsletter for information
5. EYMS – changes to bus services
6. Pocklington Arts Centre. This year's platform festival has been postponed due to not being able to book a headline act.
7. Pocklington Rugby Club – request for a letter of support for their grant bid for junior rugby at Kilwick Road. Agreed to send a letter of support
8. A resident has requested a new litter bin on the Balk. This is included in the Clerk's report.
9. ERYC – Minerals plan for East Riding.
10. ERYC – Traffic management.
11. ERNLLCA – update for information on the GDPR. An amendment has been put forward that would not require parish and town councils to appoint a data protection officer.

13. Consider and agree any actions from the Clerks report. The clerk reported on the following.

Progress on the agreed projects.

Progress on the projects has been good in April with a number being completed or nearing completion.

Agreed projects	Potential cost	Budget heading	Update
2 Benches	£1,000	Street Furniture	The benches have been ordered from Streetmaster.
Mouse House new kitchen/work area	Trying to obtain quotes	Property Maintenance	Quotes received.

Outdoor Gym Equipment	£10,000	To be paid by commuted sums	Gym equipment installed.
New bus service	£6,200	Transport	Bus service has started on the old town bus route as agreed.
Cemetery Footpaths		Property Maintenance	Work completed.

The artificial grass surface on the gym equipment has failed. The clerk is to contact the company to get them back to fix it.

The bus service has started and a meeting with EYMS is needed to alter the route. Publicity for the new service will be produced shortly and an article will be in the Pocklington Post next week.

Requests for litter bins.

A number of requests for new litter bins have been received these are

1. On grass verge on The Balk between the two Broadmanor Entrances
2. On Amos Drive close to the Surgery
3. On the corner of Grant Close/New Street.

The cost of a installing a new litter bin is 380.00. The current street furniture budget for the year is £3500 of which we have spent £1000 on new benches. 3 new litter bins would be £1140. Agreed to ask on the feasibility for installation on each site identified. In addition a new bench should be installed on The Balk.

PA system for the Courthouse

The cost of a PA system for the Courthouse would be £3,135 excluding VAT. This is for a conference PA system with microphones that are set up on the table. This is what the cost would be for a system that would meet the requirements. This should be budgeted for next year.

Electricity Bollard and adaptor for Christmas activities.

I have received a quote for a new electricity bollard for Railway Street which would replace the current green box outside Judson's. The reason for this is that we have been looking to put more market stalls in this area for the Christmas Festival. This would mean we could put activities into Railway Street which currently is empty.

In addition to extend the Christmas lights to Pavement the adaptor on the lamppost next to the parking area would help to make this part of the town centre feel more part of the town centre. This is to be put on the agenda for Development and Marketing.

In addition new strings of lights are required around Barclay's Bank as many of these strings are now looking sparse. The reason is that these strings are some of the oldest and do require renewal occasionally. The cost would be between £250 and £320 per 50 metres depending on how many metres we would need or could afford,

Events

Annual Town Meeting The Annual Town Meeting was well supported with 50 members of the public and councillors attending. The draft minutes can be approved so they can be put on the website.

Annual Litter Pick 19 people attended and the town was cleaned. A lot of the rubbish collected has been there for a number of years. The Guides have volunteered to do one on the 22nd May and this will cover Victoria Road Play Area and West Green.

Tour de Yorkshire – A review of the event will be given at the meeting.

Car Boot Sales The first car boot sale took place on West Green on Sunday 6 May. There are still two free dates which are July and August. The Mayor's Charity usually takes one of these.

Burials

The burial of Mary Harrage-Wilson and the interment of the ashes of Angela Lorraine Ogden have taken place at the Cemetery.

14. Receive and consider accepting minutes from Planning 02/05/2018 and the draft minutes from the Annual Town Meeting 25/04/2018

Cllr West proposed the minutes from Planning Committee held on 02/05/2018 be accepted 2nd Cllr Hodgson and agreed.

Cllr Jones proposed that the draft notes from the Annual Town Meeting be accepted 2nd Cllr Green and agreed.

15. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for circulation.

The Mayors activities

Friday 13th April, Driffield Civic Dinner.

Saturday 14th April, Bridlington Civic Dinner.

Sunday 15th April, Market Weighton Civic Service.

Tuesday 17th April, Formally opened the People's Pantry food bank jointly with the Mayor of Market Weighton in Market Weighton.

Saturday 21st April, Snaith and Cowick St. George's Day celebration.

Sunday 22nd April, Chairman of East Riding Civic Service in Airmyn.

Wednesday 25th April, Annual Pocklington Town Meeting.

Sunday 29th April, Snaith and Cowick 52 Squadron Service and Freedom of the Town Parade.

Thursday 3rd May, Tour De Yorkshire in Pocklington.

Friday 4th May AM, Economic Development Strategy meeting with ERYC and the Town Clerk.

Friday 4th May PM, Photo Shoot of the new gym equipment on West Green.

Tuesday 8th May, Photo Shoot at the opening of the Town Bus Service.

Thursday 10th May, attended Installation of the new East Riding of Yorkshire in County Hall Beverly.

Saturday 12th May, 102 Squadron Dinner.

Sunday 13th May AM 102 Squadron memorial and wreath laying on Pocklington Airfield.

Sunday 13th May PM Attended Beverly Civic Service.

Cllr Green has attend the Pocklington Heritage Partnership meeting. The application to the Heritage Lottery Funds Heritage Resilience Fund has been submitted and a meeting with HLF is to take place shortly. This is being led by the Stewart Burnby Hall Museum and Garden Trust.

Cllr Sinton has attended the ERNLLCA course on councillor financial responsibilities. Cllr Sinton would recommend that all councillors should be strongly encouraged to attend if only as a refresher, and gain insight into best practises.

Cllrs thanked Cllr Sykes for undertaking the role of Mayor and chairing the Council for the last 2years. Cllr Sykes is retiring as Mayor.

The Meeting closed at 8.31pm.