

EXTRAORDINARY MEETING OF POCKLINGTON TOWN COUNCIL
MINUTES

Extraordinary Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 30th May 2018 at 7.15pm

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

Attending: There was 1 member of the public in attendance and Gordon Scaife - Town Clerk.

1. Notice of meeting.
Cllr Cooper 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 (Illness) and Cllr Spademan (Prior engagement.) and Cllr Sykes (Holiday)
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 Sinton declared a non-pecuniary interest as an allotment holder.
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.
The member of the public didn't wish to speak so the meeting wasn't suspended.
5. Consider continuing the meeting.
The meeting hadn't been suspended so could continue.
6. To confirm the minutes of the Town Council meeting held on 9th May 2018.

Cllr Green proposed the minutes with an amendment the following is to inserted into the minutes in the public part of the meeting. Councillors expressed disappointment that despite the promises made by East Riding of Yorkshire the resurfacing of West Green and Hodsow Lane hadn't been done before the Tour de Yorkshire 2nd by Cllr Jones and agreed.

7. To report matters arising from those minutes not on the agenda – for information only.
Cllrs asked if the Neighbourhood Development Plan Group had been given the report written by a geography student. The Clerk will forward the report to the group but suspects as that the student was producing the report for Pocklington Gateway that it will already be part of our evidence base for the Neighbourhood Plan.

Cllr Sinton asked if people had seen her email on the 'there but not there silhouettes', which stated that between 50 – 60% of the money used to buy a silhouette goes to the charity. The Clerk informed the councillors that the Royal British Legion are making an installation for armistice day.

Cllr Jones asked about the progress on the Mouse House kitchen. The Clerk informed that the quotes have been received and will be on the next Full Council Agenda for 13th June for a decision.

8. To confirm the minutes of the Mayor Making meeting held in 18th May 2018.

Cllr West proposed accepting the minutes of the Mayor Making meeting held on 18th May 2018 as a true record 2nd Cllr Jones and agreed.

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

There were no matters arising.

10. To receive the internal auditors report for 2017/18

Cllr Winterton proposed accepting the report from the internal auditors 2nd Cllr Green and agreed.

Cllr Green would like the following stated in the minutes – congratulations to the Clerk and Deputy Clerk on a good audit report.

The clerk has produced a table of actions from the report that will be reviewed at each Policy and Resources meeting. It will be a standing item on the agenda for this committee.

11. Discuss and agree the annual Governance Statement for the council after which the chairman will sign section 1 of the annual return.

Cllr Hodgson read each of the following statements to which a yes or no answer is required.

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. Cllrs Answered **Yes**
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. **Yes**
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, Regulations and Proper Practice that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. **Yes**
4. We provide proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. **Yes**
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. **Yes**
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and of the accounting records and econtrol systems. **Yes**

7. We took appropriate action on all matters raised in reports from internal and external audit.

Yes

8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the yearend, have a financial impact on this authority and where appropriate, have included them in the accounting statements.

Yes

9. Trust Funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

N/A Pocklington Town Council doesn't manage any trust funds.

Councillors agreed the Annual Governance Statement.

12. Consider the accounting statement for 2017/18. Once agreed the chairman will sign section 2 of the annual return.

Cllr Green proposed that the chairman Cllr Hodgson sign the accounting statement 2nd Cllr West and agreed.

13. Consider recruiting Pocklington residents to the following committees – Development and Marketing (incorporating events committee), Lands and Property and Transport, Lighting and Road Safety.

Cllr Hodgson introduced the idea as it would be a way to get more people involved with the council.

Cllr Green that the right people would bring skills and/or enthusiasm.

Residents could only be co-opted and wouldn't be able to vote. A better proposition would be the creation of resident's forums which had a limited life span.

There would need to be a vetting process and may be it should be limited to 2 places on one of the committees. It was felt that Development and Marketing would be the most suitable as it includes events.

People with specialist knowledge can be invited to committees to provide a committee with information and a better understanding of an issue.

It was agreed to defer this to the next Full Council meeting.

Meeting closed. 7.44pm