

## **POLICY & RESOURCE COMMITTEE**

A Policy & Resources Committee meeting was held on Wednesday 21<sup>st</sup> September 2016 which commenced at 7pm at the Town Meeting Room, The Old Courthouse, George Street, Pocklington.

Present: Cllr Sykes (Chairman), Cllr Cooper, Cllr Hutchinson, Cllr Jones, Cllr Perry & Cllr Ratcliffe.

In Attendance Gordon Scaife (Town Clerk), Janet Farmer (Arts Centre Manager) and James Duffy (Arts Centre Deputy Manager)

1. The notice of meeting was proposed by Cllr Jones 2<sup>nd</sup> Cllr Ratcliffe and agreed.
2. No apologies for absence were received.

Declarations of Interest

3. Cllr Perry declared a personal interest in item 9 the potential projects as some of the projects listed are from the Community Transport Survey. Cllr Perry is the community transport champion for Pocklington.
4. Consider suspending the meeting to allow presentations. There were no presentations so it was not necessary to suspend and then continue the meeting.
5. Consider continuing the meeting. See agenda item 4.
6. To receive and discuss the financial report from the Arts Centre Manager relating to the Arts Centre. JF presented her report on the trading accounts for the Arts Centre for the first quarter (April – June 2016). Cllr Sykes thanked JF for her report. Cllrs commented that JF, JD and the team at the Arts Centre had done a very good job as for most of the quarter the major works had been going on at the centre. JF had no office to work from when the Platform Festival was on but this hadn't affected the festival. In total the Arts Centre was dark (closed) for 150 days and the box office for 79 days during the renovation period. The films in September are bringing the audience back to the centre.

The Bar is now open on a Friday, Saturday and Tuesday. The bar is making a profit of around 45%. The new facility is encouraging bookings which includes birthday parties and christenings.

The Platform Festival accounts should be ready soon there are one or two outstanding invoices and some income still to come in.

The repairs and maintenance is ahead of the budget due to cost of having the server fixed. Half of the cost was paid by Hobson and Porter.

There is a meeting on Friday to discuss the outstanding issues from the building works. These are mostly attributable to the mechanical engineer T. McWilliam.

The list will be formally presented to them at a meeting on Friday 23 September. The Clerk is to obtain a full list of the issues and send a formal letter to the Project Manager and Hobson and Porter.

JD and JF have been applying for grants. Two have recently been submitted these are to East Riding of Yorkshire Council for a project to be undertaken as part of Hull's City of Culture year and one for film.

7. To receive and discuss the financial report for the Town Council

The clerk presented the report and explained where there might be some budget pressures.

The grant income is not showing properly in the report as we have received the grants from WREN for the studio floor at the Arts Centre, East Riding of Yorkshire Council for both the Lily Trail and the emergency equipment.

The ground's maintenance budget may come under pressure later in the year due to the potential tree works proposed in the churchyard and at the cemetery.

It was confirmed that a van can be purchased for the Town Council. The handyman and the clerk should be the named drivers. Cllr Jones would like the members of the emergency committee to be included as the van may be needed if there is an emergency in the town. This was agreed.

The Clerk reported that the street furniture budget would be overspent if the current projects were completed. Cllr Cooper proposed an increase of £2000 2<sup>nd</sup> Cllr Perry and agreed. This increase can come from a possible underspend in another area of the budget or taken from reserves.

The Clerk reported the changes to the lighting in the town will mean that the electrician who is responsible for the Christmas lights will need to carry out works to the displays and strings. The Clerk suggested that some of the strings might need replacing next year and this will need budgeting for in the next financial year.

8. To confirm the changes to the bank mandate. Cllr Jones proposed that the changes to the bank mandate 2<sup>nd</sup> Cllr Ratcliffe and agreed.

9. To discuss the draft list of potential projects.

Cllr Perry reported that a lot of the project ideas have come from the Community Transport Survey. There were 305 statements received from the survey. Over 30 were suggesting the reinstatement of the railway line.

Of the projects on the list it was agreed that the Clerk would ask East Yorkshire Motor Services (EYMS) about the bus stops and shelter request. This is to find out potential number of users.

Councillors agreed a meeting with (EYMS) to discuss the potential loss of services particularly the evening buses and to contact the all the other parishes on the route and York.

It was agreed that tourism signage should be added to the list of potential projects.

Planters it was agreed that a number should be replaced each year and business sponsorship of the planters should be sought.

All agreed with the list and the Clerk will continue to work on the project proposals.

10. To re-confirm the model publication scheme.

Cllr Jones proposed that the model publication scheme be adopted 2<sup>nd</sup> Cllr Ratcliffe and agreed.

11. To consider applying for a grant for youth provision.

East Riding of Yorkshire Council will launch their grant programme to enable Town and Parish Councils to apply for funding to employ youth workers. The funding would cover 50% of the cost of the salary for one year.

The Councillors have reservations about applying due to the extra time and resources it will take from the Clerk and the Council. This includes setting up all the safe guarding policies and procedures.

It was agreed not to pursue this grant source at this time.

The meeting closed at 8.05 pm