

## POLICY & RESOURCE COMMITTEE

A Policy & Resources Committee meeting was held on Wednesday 22<sup>nd</sup> June 2016 which commenced at 7.15pm at the Town Meeting Room, The Old Courthouse, George Street, Pocklington.

Present: Cllr Sykes (chariman), Cllr Marron, Cllr Cooper, Cllr Hutchinson, Cllr Perry, Cllr Sinton, Cllr Shepherd & Cllr West.

1. The notice of meeting was accepted
2. Apologies for absence were received from Cllr Ratcliffe and Jones

Declarations of Interest

3. There were no declarations of interest made by any member of the council.
4. Formulate a policy of communications with District Councillors.  
In the Standing Orders it states that an invitation to attend a meeting of the council shall be sent, together with the agenda, to the ward councillor(s) of the East Riding of Yorkshire Council. Cllr Marron agreed that communications should be sent to all ward members.

A discussion about the behaviour of Cllr Strangeway took place. It was noted that communication had gone on social media had gone quiet.

Cllr West proposed 2<sup>nd</sup> Cllr Shepherd that a complaint to the Standards Board be made regarding the behaviour of Cllr Strangeway should be made. All agreed this should be put on the agenda for the next Full Council meeting for a decision whether to proceed with a complaint to the Standards Board.

5. Receive an update on the repair of the studio floor at Pocklington Art Centre.  
There has been an increase in the costs of the repairs to the studio floor. This is due to the need to do extra work and as a result of the disruption caused by a resident. A request to the funder WREN is being made to see if they will fund the extra cost. The project costs to the funder had been initially reduced by approximately £5000.

The costs increases were due to more excavations, more hard core, a need for extra decoration and the replacement of some of the skirting boards that have rotted.

The delay in completing the works has been caused by the unexpected need to use more concrete which means the floor will take longer to dry.

6. Consider the final account from Hobson & Porter for the Arts Centre refurbishment and receive a financial update.  
The final bill has been received from the project manager. Cllr Perry asked if all of the disagreements have now been settled. The issuing of the final bill means these have been agreed.  
Cllr Shpeherd proposed the final bill be paid 2<sup>nd</sup> by Cllr West. The motion was carried. Cllr Perry voted against and Cllr Cooper abstained from the vote.

7. Consider paying the costs of a new legal agreement for the side fire doors at Pocklington Arts Centre and legal fees for the above.  
If we can't use the side emergency exit at the Arts Centre – East Riding of Yorkshire Council have suggested that this will result in a reduction in the capacity of the Arts Centre.

The original agreement for their use as been withdrawn by H. Hawley Buck Inn Yard Management Company and a new agreement needs to be drawn up.

The Council is of the opinion that the current agreement is still in place.

8. Consider a policy on grants to be awarded by this Council.  
Cllr Sinton due to work commitments hasn't been able to produce a template for a new grant form. The new form should be more business like asking applicants what would happen if they didn't receive a grant and what the impact the grant will have on their work. The budget needs to be looked at and may splitting into quarters. This is to ensure that the budget doesn't get used up in the first or second quarter of the year.

Cllr Shepherd asked that a restriction be made that would restrict any grant monies being awarded could only be used in the parish.

Cllr Sinton agreed that policies and criteria would need to be added to the grant form. Cllr Sinton was asked to produce a template for the next full council meeting.

9. Consider response times for answering correspondence  
Cllr Marron reported that there was a system and that we should still be using it. The current system is to try to send an acknowledgement within 3 days. Complaints should be logged and added to the correspondence.

Cllr Sykes reported that the Town Council should hold councillor surgeries. A suitable venue for holding surgeries might be in the meeting room at the library.

10. Consider the purchase of polo shirts for events.  
Cllr Marron asked if the wording could be approved 'Working for the community, Pocklington Town Council and the town crest for the front. The numbers should be between 25 and 30 dependent on the economy of scale.

Hi-vis vests should also be purchased.

Cllr Marron proposed the purchase of polo shirts 2<sup>nd</sup> Cllr Perry and all agreed.

11. Review the sharing of the costs of running the Green Grass Recycling tractor and trailer.  
The Clerk reported that the Town Council uses the tractor and trailer more than the Green Grass group and it would be fair for us to share the running costs. This includes the cost of insurance.  
Cllr Cooper proposed that we share the costs of running the Green Grass Recycling tractor and trailer 2<sup>nd</sup> Cllr Marron and agreed.

12. The public and the Town Clerk were asked to leave the meeting due to the confidential nature of the business about to be transacted.

13. Receive and consider a report from the personnel committee

Councillor's discussed Gordon Scaife's new contract, including pension provision.

Cllr Perry proposed that Gordon's existing pension arrangements through ERYC be continued, with Pocklington Town Council contributing 15% of his gross pension and Gordon contributing the remainder, to total 27%.

Cllr West 2<sup>nd</sup> and motion carried.

The meeting closed at 9pm