

POCKLINGTON TOWN COUNCIL

Minutes of a meeting of the Town Council held in the Meeting Room Old Courthouse George Street Pocklington on Thursday 10th May 2007 commencing at 7pm.

Present: June Malcolm (Chairman until item 2)
Councillors Bryon (Chairman after item 2) Blake-James, Cocker, Dexter, Petrie, Perry, Shepherd, Sykes, and Waudby

In attendance: Town Clerk and one member of the public

1. **Apologies:** Apologies were received from Cllr Wilkinson (ill)
2. **Councillors signed their declarations of office.** Mrs Malcolm asked for nominations for Mayor for the coming year. Cllr Waudby proposed that Cllr Bryon be elected Mayor for the coming year. 2nd Cllr Dexter and agreed. At this point the chairmanship of the meeting was passed to Cllr Bryon. It was agreed that Mrs Malcolm be allowed to take part in the discussion on the forthcoming Mayor-Making ceremony.
3. **Declarations of Interest:** Cllr Petrie declared both a personal and prejudicial interest in any matter concerning Cemetery Lodge and the invoice for H.S. Thirsk. Cllr Cocker declared a personal interest in the letter from Vixen FM.

| Agenda Item | Discussion and Outcomes | Action |
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| 4. Discuss the details of the forthcoming Mayor-Making ceremony | <p>The food has been ordered from Fresh Foods. The bar is being organised by David Jennings. Currently there are fifty people attending. The duties were then allocated as follows:</p> <p style="text-align: center;">FORMAL MAYOR-MAKING CEREMONY At Burnby Hall function room Thursday 17th May 2007 commencing at 7.30pm</p> <p>Welcome – retiring Mayor – June Malcolm Apologies for absence: Cllr Cox & Cllr Blake-James Election of Town Mayor – Councillor Richard Bryon Proposed by Councillor Waudby Seconded by Councillor Shepherd</p> <p>Signing of the Declaration of Office followed by the exchange of chain and past-Mayors badge. Election of Deputy Town Mayor – Councillor Shepherd Proposed by Councillor Petrie Seconded by Councillor Dexter</p> <p>Signing of the declaration of acceptance of office followed by the exchange of chain. Appointment of Chaplain to the council – Father Gallagher Proposed by Councillor Waudby Seconded by Councillor Shepherd</p> <p>PRAYERS led by the Council Chaplain Thanks to the retiring Mayor – Councillor Wilkinson Retiring Mayors reply – June Malcolm Presentation of cheques to the chosen charities Help the Aged and the Gian Foundation Presentation of plaques to two residents and retiring councillors by June Malcolm The Mayor to present June with a town plaque</p> | |

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| | <p>Appointment of committees will be dealt with at a meeting of the council on 31st May 2007</p> <p>Donations as agreed at the Town Council meeting held on 10th May 2007 Proposed by Councillor Shepherd (that £1,100 be allocated to charities and groups in this financial year) Seconded by Councillor Perry and agreed</p> <p>Town Mayor's allowance as agreed at the Town Council meeting held on 10th May 2007. Proposed by councillor Sykes that the Mayor's allowance for this year be £1280. Seconded by councillor Petrie and agreed</p> <p>Close of meeting – followed by refreshments</p> <p>Councillors were asked to attend from 6.30pm onwards to assist with the setting up of the room. Power-point presentation requested – clerk & Mrs Malcolm to liaise.</p> | |
| 5. To confirm the minutes of the Town Council meeting held on 12 th April | Cllr Blake-James proposed the minutes be accepted as a true record. 2 nd Cllr Petrie and agreed | |
| 6. To report matters arising from those minutes not on the agenda. | There were no matters arising | |
| 7. Receive the end of year figures from Pocklington Arts Centre. | <p>Cllr Bryon welcomed both Janet Farmer and James Duffy to the meeting and proposed that they be allowed to present the end of year figures. 2nd Cllr Blake-James and agreed. Cllr Bryon congratulated them on the results during the year. Cllr Perry asked what they put the success down to and wondered if the funding streams were secure. Janet Farmer replied that screen Yorkshire had always been helpful but applications to the Arts Council were constantly being made. Carlton screen advertising produced good returns. James Duffy reported that Pirates of the Caribbean had just been secured as has shrek 3. Cllr Cocker and Perry expressed an interest in joining the Arts Centre management team.</p> <p>Both Janet Farmer and James Duffy were thanked for attending.</p> | |
| 8. Review of meeting with East Riding re library | <p>Nothing had been received from the East Riding staff subsequent to the meeting on 26.04.07. Cllr Cocker reported on a recent visit he had made to Brough library. Cllr Blake-James asked if we had had a comparison figure of the square footage of the old compared to the new library together with the population of Brough and the library usage in both towns. East Riding to be asked to give a reply. Cllr Bryon expressed regret at not asking that East Riding withdraw the present plans. Cllr Perry asked if it be possible that the Customer Services remain at Burnby Hall thus freeing up more space for the library.</p> | Contact East Riding re reply |
| 9. Make arrangements for co-option of 3 new members | There had been a delay in the Pocklington Post publishing the article. It was decided that the co-option would be dealt with at the P&R meeting on the 31.05.07 and that candidates be invited for an informal chat at 6.30pm that evening. | |
| 10. To receive the financial statement of a) P.T.C. and agree payments b) sign mandates for the Council | (a) Cllr Petrie proposed the statement be received and the payments authorised. 2 nd Cllr Dexter and agreed. | |

accounts
c) Consider the bank statements from Pocklington Arts Centre

**Payments for Approval
Pocklington Town Council meeting
on 10th May 2007**

Chq Salaries

BACS R Wood
J Farmer
E Moore
S Knill

2031 Inland Revenue (1) 1222.15

total **£4,424.65**

paid by direct debit/already paid

| Chq | Invoice | amount | V.A.T. |
|--|---------------------------|----------------|---------------|
| D/D Plus.net | Broadband connection | 16.99 | 2.53 |
| 2019 Pane e Vino | Mayors dinner | 317.50 | |
| 2020 Pane e Vino | Mayors dinner | 86.80 | |
| S/O J.R. Turnbull Ltd. | Cemetery maintenance | 577.04 | 85.94 |
| 2021 Woodmil Ltd | Photocopier maintenance | 74.17 | 11.05 |
| 2022 G.T. Graphics Ltd | Letterheads & paper | 98.05 | 14.60 |
| 2023 A & L Stewart Ltd | electric to new meter box | 395.62 | 58.92 |
| 2024 Yorkshire Water | water rate courthouse | 27.59 | |
| 2025 Norman Computer Services | web-hosting & maintenance | 120.00 | 17.88 |
| 2026 Wood Sherwood Solicitors | re lease Mouse House | 217.50 | 31.5 |
| 2027 Travis Perkins | tile adhesive & meter box | 39.00 | 5.82 |
| 2028 Cancelled | | | |
| 2029 H.S. Thirsk & Son | Removal soil cemetery | 311.38 | 46.38 |
| 2030 Petty cash | | 38.79 | 5.78 |
| 2032 G.K. Beaulah & Co Ltd | Town Plaques | 252.10 | 37.55 |
| 2033 Co0per Lighting & Security | Fire alarm maintenance | 333.75 | 49.71 |
| | total | 7330.93 | 367.66 |

(b) Cllrs signed the bank mandates

(c) Cllr Blake-James proposed that the bank statements be received. 2nd Cllr Shepherd and agreed.

11. To agree the list of burials & memorials

Cllr Sykes proposed accepting the burials of Alice Nelson, 2nd Cllr Dexter and agreed.

12. correspondence – as per list

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| 1 | Stuart Cocker | Vixen Broadcasting |
| 2 | Scaife Garth meeting | Minutes |
| 3 | Drifffield Bike Day | Leaflet |
| 4 | ERYC | Installation of play equipment |
| 5 | ERYC | Surface dressing |
| 6 | ERYC | Forum minutes |
| 7 | ERNLLCA | Meeting cancelled |
| 8 | ERYC | Electronic Communications |
| 9 | Zurich Insurance | Risk assessment seminars |
| 10 | SMP Play equipment | Literature |
| 11 | YWHT | Visit to Treasure House |
| 12 | Town Council Elections | Co-options |
| 13 | British Gas | Account manager appointed |
| | Crime Prevention | |
| 14 | Panel | Minutes |
| 15 | Shore Construction | Request for support for gates |
| 16 | Michael Shepherd | Removal of bench & replacement bus stop |

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| | <p>17 Pocklington School Appointment of school governor</p> <p>18 ERYC Local paths partnership scheme</p> <p>19 ERYC Winter Services Consultation</p> <p>20 Wood Sherwood Land at rear of Pocklington Arts Centre</p> <p>21 Neville Tucker Heating Annual contract for Arts Centre</p> <p>22 The Clerk Magazine</p> <p>23 Standards Board Direction on Code of Conduct</p> <p>24 Gary Richardson Speeding cars through Pocklington Request for support for reprint of town guide</p> <p>25 Chamber of trade guide</p> <p>26 ERVAS newsletter</p> <p>Clerks & Councils</p> <p>27 Direct Magazine</p> <p>28 Gravshore Burial equipment</p> <p>29 ERYC Housing matters</p> <p>30 Mr Barr Quote re Town sign replacement</p> <p>31 Arts Centre Refurbishment of seats Agreement re use of side area at Arts Centre</p> <p>32 English</p> <p>33 Roy Waterhouse French twinning</p> <p>34 Neville Tucker Heating Renewal of service agreement</p> <p>1. It was agreed to write a letter of support to Vixen FM</p> <p>9. The Council agreed the Clerk can attend the Risk Assessment Seminar in South Kirby on 12.06.07</p> <p>16. The Clerk had made contact with ERYC about replacement of the bus stop</p> <p>18. It was agreed that we should register for the Parish Paths Initiative</p> <p>21. Cllr Blake-James proposed we renew the heating maintenance contract with Neville Tucker Heating. 2nd Cllr Petrie and agreed.</p> <p>24. To be referred to Road Safety</p> <p>30. To be referred to Lands and Property</p> <p>15, 17, 31 To be referred to the closed part of the meeting.</p> | |
| 13. Consider the Town Clerk's report | The report was accepted. | |
| 14. Consider the Arts Centre Managers report | Cllr Bryon congratulated the staff at the Arts Centre on their successful year of operation. It was noted that the AGM for the Friends of the Arts Centre was to be held on 18.06.07. All Councillors were urged to attend if possible. | |
| 15. To receive and agree committee minutes | Policy and Resources on 26.04.07. Proposed that the minutes be accepted by Cllr Shepherd, 2 nd by Cllr Dexter and agreed. | |
| 16. To receive representative reports | Cllr Dexter reported on a recent visit to the allotments and drew attention to a youngster who was carrying out exceptional work on allotment 68. He proposed that a voucher for £10 for the Horticultural Society should be given in recognition this. It was agreed that he should be invited to the next Land and Property meeting where a certificate and the voucher would be presented. Cllr Sykes reported on a meeting with the Civic Society who expressed concern about the state of the trees on West Green. | |

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| | The Clerk explained that they were examined annually by ERYC. Cllr Bryon reported on attending a Police Liaison meeting at Sutton on Derwent. | |
| 17. To consider the closing of the meeting to the public | Cllr Bryon proposed 'That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw'. 2 nd Cllr Dexter and agreed. | |
| 18. Correspondence | <p>The payment of salaries was agreed.</p> <p>Janet Farmer and James Duffy were invited to speak about the plans for refurbishing the seats at the Arts Centre. After a discussion it was agreed that if all the other funding requirements are in place the Council would provide up to a further £5,000.</p> <p>15. A discussion took place regarding the request received from Shore Construction for support for retention of gates. It was agreed that Cllrs Bryon and Dexter meet Mr Hawley on site and for them to decide on behalf of the Council the most appropriate action.</p> <p>17. The letter from Pocklington School was discussed and it was agreed that no decision could be made until after 31.05.07 when the new Councillors would be in place.</p> <p>A discussion then took place about the possibility of early payment of the loan from East Riding. It was agreed that we would write to ERYC with a proposal to pay an extra £5,000 this year and next year on the condition that this is spent on extra library area and facilities. A copy of the letter to be sent to the cabinet member with responsibility for library services.</p> | |

There being no further business the meeting closed at 9.30pm.

Signed as a true record of the meeting Town Mayor