

POCKLINGTON TOWN COUNCIL  
MINUTES

Meeting of the Town Council  
Meeting Room Old Courthouse George Street Pocklington  
Tuesday 17<sup>th</sup> May 2011 at 7 pm

Present: Councillors Cooper (Chairman), Bryon, Cox, Marron, Jones, Perry, Ratcliffe, Shepherd, Sykes & West.

In attendance: Richard Wood Clerk Janet Farmer Manager PAC & James Duffy Assistant Manager PAC and one member of the public.

1. To receive any apologies for absence. Apologies had been received from Cllrs Hamilton, Spademan and Taylor
  
2. To receive any declarations of interest in relation to any agenda item. Councillors are asked to declare their interest as either personal or prejudicial. There were no declarations.
  
3. Consider the Arts Centre Manager's report on the end of year figures for Pocklington Arts Centre and examine the financial figures. Janet Farmer & James Duffy gave details of the trading year. In a difficult trading environment they had returned a surplus of £1,048. They were looking forward to receiving a site visit relating to the conversion to digital – once the results from this are known a business plan to convert to digital will be presented to the council. Digital will increase the number of opportunities for different events. Advertising has been brought 'in-house' and should prove beneficial. The box-office was about ready to go on-line for booking which will give an opportunity to look again at the prices charged. A discussion then took place on what could be looked at to keep the Arts Centre in surplus. The full benefits of the Arts Council grant should be seen this year. It was expected that the Arts Council would be able to continue with grants to the centre. Staff were sincerely thanked for their efforts during the year.
  
4. Consider the end of the year figures for Pocklington Town Council and agree the submission of the annual return. The clerk read out the paragraphs the council were asked to consider. Cllr Perry proposed the answers to questions 1 to 8 inclusive be 'yes' and that the annual return be submitted with the figures as detailed in the RBS annual return form. 2<sup>nd</sup> Cllr Sykes and agreed.
  
5. Agree the committee chairmen for the ensuing year.  
Full Council - The Mayor  
Policy & Resources – The Mayor  
Lands & Property – Cllr Shepherd  
Development & Marketing – Deputy Mayor  
Lighting, Transport & Road Safety – Cllr Cooper  
Planning – Cllr Marron.  
Councillors were invited to each meeting for the first few months to get used to the workings of the council.  
Representatives on other bodies  
Pocklington Arts Centre Cllr's Ratcliffe & Hamilton?  
Civic Society Cllr Sykes

Pocklington & Wolds Gateway Project Cllr Cooper with Cllr Marron attending as an individual

School Governing bodies. It is believed Pocklington Town Council needs to nominate a school governor – this is to be confirmed.

Burnby Hall Gardens Trust – Cllr's Bryon & West

Pocklington & Market Weighton Crime Prevention Panel Cllr Sykes & Cllr Cox

Pocklington in Need charity Cllr Sykes and clerk

Pocklington Sports & Playing Field Ass. Cllr Cooper

Citizens Advice Bureau Cllr Sykes

Pocklington Canal Amenities Cllr Marron.

6. Finalise the preparations for the Mayor-Making ceremony 20<sup>th</sup> May 2011. An agenda was handed out and details finalised.

7. Authorise Payments Cllr Bryon proposed the following payments be authorised: 2<sup>nd</sup> Cllr Cooper & agreed.

|      |         |                     |                       |               |
|------|---------|---------------------|-----------------------|---------------|
| PTC  |         |                     |                       |               |
| DD   |         | Plusnet             | Broadband             | 16.33         |
| 2429 | Various | Petty Cash          | Petty Cash            | 48.10         |
| BP   |         | ERNLLCA             | Good Councillor Guide | 5.00          |
|      |         | Hedgehog Studio     | Signage Board         | 210.00        |
|      |         | Norman Computers    | Card reader/Norton    | 65.75         |
|      |         | Travis Perkins      | Paving stones         | 4.92          |
|      |         | Geoff Sheasby       | Town Cryer costs      | 84.50         |
|      |         |                     | <b>total</b>          | <b>434.60</b> |
| PAC  |         |                     |                       |               |
| BACS |         |                     |                       |               |
|      |         | Yorkshire Water     | Water supply          | 394.62        |
|      |         | Johnston Publishing | Advertising           | 100.00        |
|      |         |                     | <b>total</b>          | <b>494.62</b> |

Cllr Cooper proposed that accounts be continued with HSBC and that the bank is authorised to: pay all cheques and act on other instructions for payment signed on behalf of the council by any two councillors (marked 1) and the clerk(marked2). In the absence of the clerk a third councillor (marked 1) to sign on the mandate form whether any account of the council is in debit or credit; deliver any item held on behalf of the council by the bank in safe keeping against the written receipt or instructions of any two councillors. In the case of the Arts Centre accounts the bank is authorised to pay all cheques and act on other instructions for payment signed on behalf of the council by any two councillors (marked 1) and either the manager, assistant manager (marked 3) or clerk(marked 2); accept the clerk (marked 2) together with any two councillors (marked 1) as fully empowered to act on behalf of the council in any other transaction with the bank; accept the clerk (marked 2) and any two councillors as fully empowered on behalf of the council to enter into at any time any agreement for or relating to electronic or telephone banking of any kind whatsoever and to delegate the operation of the services as set out in the terms and conditions governing the services and the council acknowledges that the bank shall be entitled to act upon all instructions received in respect of the services until notified otherwise in writing by the council. That the council agrees that any debt incurred to the bank under this authority shall in the absence of written agreement with the bank to the contrary be repayable on demand.

2<sup>nd</sup> Cllr Bryon and agreed.

There being no further business the meeting closed at 8pm.

Signed as a true record ..... Town Mayor