

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 12th March 2014 at 7pm

Present: Councillors Cox (Chairman), Hutchinson, Jones, Riley, Spademan, Sykes, Taylor, Whittaker, Winterton & West. Two members of the public, and the clerk.

Before the start of the meeting Father Michael Sellers, the Council Chaplain, led the Council in prayers.

1. The Mayor welcomed Cllr Hutchinson to his first full council meeting. Apologies for absence were received from Cllr Perry (away) Cllr Ratcliffe (away) & Cllr Barker (ill)

2. To receive any declarations of interest in relation to any agenda item. Councillors are asked to identify the agenda item and the type of interest being declared. There were no declarations of interest given.

3. Consider closing the meeting to allow an opportunity for person(s) or groups to address the council for a period of up to 15 minutes. Cllr Spademan proposed the meeting be closed. 2nd Cllr Sykes and agreed. Jo Green then addressed the council on her ideas about cycleways in the town. She described a possible cycle ring route for the town which will become essential as the town grows. Included in the plan is a possible cycleway to the new doctors' surgery via the cemetery and a cycleway through Primrose Wood. She asked the council to protect the route, make sure new developments connect with cycleways and to be proactive towards cycle schemes. Jo was thanked for her presentation. Julie Burn then spoke about traffic problems on The Balk with large vehicles parking outside the houses overnight. Whilst councillors were not able to suggest a solution they suggested writing to the companies which own the vehicles pointing out the problems they were causing.

4. Consider re-opening the meeting. Cllr. Jones proposed the meeting be re-opened. 2nd Cllr West & agreed.

5. Review of the Pocklington Arts Centre Managers report which provides an opportunity for councillors to ask questions about the running of the Arts Centre. The Manager was not able to be at the meeting as she was attending a conference in Texas. It was agreed to arrange a meeting with the Manager to discuss the recent quarterly figures and information which would be useful to have from time to time.

6. To confirm the minutes of the Town Council meeting held on 12th February 2014 Cllr West proposed they be accepted. 2nd Cllr Spademan and agreed.

7. To report matters arising from those minutes not on the agenda – for information only. The clerk reported speaking with Lee-Anne Wright the commuted sums officer for ERYC re developers' fees. She would like to brief the council on the current situation and is available on Thursday 20th March at 7pm. All councillors are invited to attend this briefing meeting.

8. Consider an update on the latest meeting with the British Legion on ways to mark the centenary of the start of WW1. Following a further meeting with the History Group and the British Legion it was agreed the council would submit a funding bid. This will include the cleaning of the memorial, a re-dedication service at the memorial, an exhibition featuring local people who perished, the showing of films and flying of flags over the 4years of the war. Information boards were also to be displayed at the WW1 memorial.

9. Consider adopting a revised Health & Safety policy for the council. Cllr Whittaker proposed the revised policy be accepted with the individual risk assessments being tabled when complete. 2nd Cllr Spademan and agreed.

10. Receive a verbal report from our district councillors. Cllr Kay West was thanked for her attendance. She reported having spoken to the finance department about not being able to circulate our precept notice. She said this was done purely to save money.

11. To receive the financial statement of
- (a) Pocklington Town Council and agree payments
 - (b) Consider the bank statements, and agree payments from Pocklington Arts Centre.

Cllr Whittaker proposed the below payments be authorised. 2nd Cllr Winterton and agreed. (This was the 2nd month of trialling the new system where two nominated councillors come early to the meeting specifically to check the invoices with payments made).

Cllr Cox proposed 'A new mandate for Pocklington Town Council accounts with HSBC be signed by each member of the council authorising the bank to continue accounts in the council's name with authority to pay all cheques and act on any other instructions for payment signed on behalf of the council by any two of the councillors. Additionally the bank is to be authorised to accept the clerk of the council with authorisation from two councillor signatories to act on behalf of the council in any other transaction with the bank.

2nd Cllr West and agreed.

POCKLINGTON TOWN COUNCIL					
	Date Paid	Budget Head	Payee	Detail	Amount
BP	13-Feb-14	4207	Walkers are Wel	Member Subscription	50.00
BP	17-Feb-14	4037	Richard Buck	Garaging tractor	60.00
2555	25-Feb-14	4008	ERNLLCA	Procedure Seminar	420.00
2556	21-Feb-14	4003	Sottish Equitable	Pension - Farmer	126.96
2557	21-Feb-14	4003	Clerical Medical	Pension - Duffy	66.72
2558	24-Feb-14	4037	Richard Buck	Garaging tractor	60.00
DD	21-Feb-14	4032	Be Fuelcards	Fuel	15.76
DD	28-Feb-14	4032	Be Fuelcards	Fuel	21.00
DD	15-Feb-14	4205	Plusnet	Broadband	18.45
DD	28-Feb-14	4043	Visual Security Sy	CCTV	90.00
BP	25-Feb-14	4006	HMRC	February Tax & NIC	1,896.39
BP	27-Feb-14	4209	B J & S M Kaye	Christmas tree	100.00
BP	27-Feb-14	4020	NHS	A Woodcock - Vaccination	35.00
BP	27-Feb-14	4037	Travis Perkins	Sand/Cement/Shingle	133.80
BP	27-Feb-14	4023	ER Supplies	Photo paper	26.86
BP	27-Feb-14	4207	GT Graphics	Town Plan books	60.00
BP	27-Feb-14	4008	AMT	Training Day	55.00
2559	03-Mar-14	Various	Petty Cash	Petty Cash	120.37
DD	05-Mar-14	4015	Eon	Gas supply	255.24
DD	07-Mar-14	4032	Be Fuelcards	Fuel	26.34
DD	15-Mar-14	4021	Daisy Comms	Mobile charges	10.50

BP	06-Mar-14	4021	Daisy Comms	Telephone charges	59.14
BP	06-Mar-14	4037	Wolds Engineering	Gloves/Boots/Hi-viz jackets	221.47
BP	06-Mar-14	4036	Chubb	Callout to fault	180.00
BP	06-Mar-14	4045	HWRCC	NDP-Peter Hirschfield	457.50
BP	06-Mar-14	4036	Steve Wilcock	WC repairs	90.72
BP	06-Mar-14	4037	Travis Perkins	Timber/stain/ceiling tiles	385.94
BP	10-Mar-14	4072	Friends Pock Green	Grant	136.85
BP	10-Mar-14	4036	Chubb	callout to fault (VAT)	36.00
DD	14-Mar-14	4014	First Utility	electric	73.70
BP	13-Mar-14	4210	Newsquest	photograph	36.00
BP	13-Mar-14	4036	Neville Tucker	heating/ air conditioning maint	829.69
BP	13-Mar-14	4037	Daisy Comms	Arts Centre tel. maint.	188.23
BP	13-Mar-14	4012	Yorkshire water	charges for cemetery	4.28
BP	13-Mar-14	4039	Rock Tech	projector & screen	2,912.70
				total	14,192.06

POCKLINGTON ARTS CENTRE				
	Date Paid	Payee	Detail	Amount
BP	13-Feb-14	Shadowbirds Ltd	Fee	240.00
	25-Feb-14	HMRC	Feb Tax & NIC	747.84
	26-Feb-14	Rock Artist Management	Fee	2,400.00
	27-Feb-14	Viking Direct	Office Supplies	354.17
	27-Feb-14	Asgard	Fee	3,100.00
	27-Feb-14	Asgard	Fee	750.00
	27-Feb-14	Lancelyn Theatre Supplies	Lighting	159.76
	27-Feb-14	Avalon Promotions	Fee	2,400.00
	27-Feb-14	Premier Business Supplies	Cleaning Products	52.44
	27-Feb-14	Lionsgate	Film Rental	1,268.62
	27-Feb-14	JSS Audio	PA & Technician Hire	450.00
	27-Feb-14	Asgard	Advertising	60.00
	27-Feb-14	H Steele	Fee	140.00
	27-Feb-14	PRS (July & October 2013)	Quarterly Charges	1,340.82
	27-Feb-14	Picturehouse Ents	Film Rental	1,300.50
	27-Feb-14	Local Link	Leaflet Distribution	312.96
	27-Feb-14	GT Graphics	Printing	95.00
	27-Feb-14	Mint Creative Solutions	Design/Print	144.00
	27-Feb-14	LP Theatre Company	Fee	450.00
	27-Feb-14	Synergie Assist	Computer Services	42.00
	27-Feb-14	JL Brooks	Confectionery	227.66
	27-Feb-14	Jack Roe (CS) Ltd	Booster Seats	625.90
	27-Feb-14	KP Club	Accommodation	275.00
	27-Feb-14	Brass Castle Brewery	Bar Supplies	263.99
	27-Feb-14	20th Century Fox	Film Rental	756.29
	27-Feb-14	JSS Audio	PA & Technician Hire	132.00
	27-Feb-14	Johnston Publishing	Advertising	60.00
105351	27-Feb-14	Petty Cash	Cash	400.00
105352	27-Feb-14	Robert Nutbrown	Piano Tuning	60.00
	06-Mar-14	Performing Rights Society	Quarterly Charges	1,934.44
	06-Mar-14	Lakin McCarthy	Fee	1,796.69

	06-Mar-14	POS Yorkshire	Film Transport	198.00
	06-Mar-14	T Herbert	Book Keeping	126.00
	06-Mar-14	Jack Roe Ltd	Cinena Equipment	625.90
	06-Mar-14	D Lucas	Fee	100.00
	06-Mar-14	W&C Forth	Stationary	28.32
	06-Mar-14	Performing Arts Etc	Fee	274.20
	06-Mar-14	GT Graphics	Printing	21.60
	06-Mar-14	Universal	Film Rental	108.00
	06-Mar-14	E Sumner	Exhibition Sales	610.00
	06-Mar-14	J Sumner	Exhibition Sales	1,105.32
	06-Mar-14	JSS Audio	PA Hire	360.00
	06-Mar-14	KJ Falkingham	Hardware	16.84
			Total	25,914.26

12. To agree the list of burials. Cllr West proposed the following burials be authorised. 2nd Cllr Whittaker and agreed. Burial of Janet Rachel Freeman, memorials for Joan Clarkson, Joseph Foxcroft, Donald Anderson, Stanley Clement Thompson, Janet Freeman, Elsie Scott, Olive Kay & Eileen Hickey.

13. Correspondence – as per list 2. A list of suitable names to be submitted to ERYC after liaison with the History Group. 10. Cllrs Whittaker, West & Hutchinson agreed to meet with Richard Borrie to agree a specification for the up-grade of the web-site. 12. The spring judging for Yorkshire in Bloom will take place on Friday 4th April. 21. The meeting with the Police Commissioner has been arranged for 14th April 2014 at Sessions House in Beverley. Cllr Cox, Cllr Perry and the clerk to attend.

14. Consider the Town Clerk's report. The report was accepted.

15. Consider accepting the minutes of the Policy & Resources meeting held on 26th February 2014. Cllr West proposed the minutes be accepted. 2nd Cllr Riley and agreed.

16. Receive reports from any other meetings – Gateway etc. Cllr West had attended a civic service in Hull and a 1st Aid course at Burnby Hall Gardens. Cllr Taylor had attended a FLAG meeting where the offer of a floral display based on their logo was accepted. Cllr Cox had attended a crime prevention meeting where it was reported milk is regularly being stolen from doorsteps.

The meeting closed at 8.20pm.

CORRESPONDENCE

1	ERYC	LEADER Consultation Events
2	JDA Pocklington	Postal address for West Green development
3	Richard Borrie	Website options
4	Rotherhams	Pocklington Cemetery
5	Janet Farmer	PAC Updates
6	ERYC	Community Partnership notes
7	ERNLLCA	Training Programme
8	Eon	Changes to terms and conditions
9	Rt Hon Sir Greg Knight	Parliamentary answer
10	Richard Borrie	Broadband enquiry
11	ERYC	Response to ER Local Plan
12	Yorkshire in Bloom	Spring Judging
13	Richard Borrie	Website refresh
14	ERYC	Broadband - Business Support
15	Cllr Peter Winterton	LittleFest - September

16	Janet Farmer	Emergency Training Event
17	Christine Morley	Potholes Algarth Road
18	Westmoreland Builders	Quote for re-pointing paving WW1 mem.
19	John Banks	Representation re Local Plan
20	Phil Gilbank	Estimates re WW1 presentation
21	Gill Pike	Meeting with Police Commissioner
22	ERYC	Re-lining of car parks
23	Mrs Julie Burn	Parking on The Balk

MEETINGS AND INVITATIONS

1	Gateway Partnership	Minutes 14/01/14 & 25/02/14
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BULLETINS AND NEWSLETTERS

1	SLCC	The Clerks magazine
2	Clerks & Councils direct	Magazine