

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 12th August 2015 at 7pm

Present: Councillors Ratcliffe (Chairman), Cooper, Cox, Hutchinson, Jones, Marron, Perry, Shepherd, Sykes, West & Winterton. Three members of the public. Richard Wood clerk. District Councillor Kay West was also present.

In the absence of the chaplain Cllr Alan Spademan led the council in prayers prior to the commencement of the meeting.

1. To receive any apologies for absence. Cllr Sharpe (another meeting early the next day). Cllr Spademan left after leading councillors in prayers because of another commitment.

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. Cllr Sykes declared a personal interest in a payment to himself.

3. Consider closing the meeting to allow an opportunity for person(s) or groups to address the council for a total period of up to 15 minutes. Cllr Jones proposed the meeting be closed 2nd Cllr Winterton & agreed. Gina Campbell spoke about the piano she had given to Pocklington Arts Centre some years ago. She objected to the way it was being stored and the lack of availability to local pianists. She would like it stored on the stage although would accept it being kept in the Studio. Cllr Winterton spoke in favour of the piano being stored on the stage. Cllr Perry suggested due to the disagreement the return of the piano should be considered which would allow it to be more available to the public. After a discussion it was decided a meeting between the concerned people would be the best way forward.

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

5. Consider the Arts Centre Managers report. Janet Farmer spoke about her written report and highlighted the Platform Event where over 2,000 had attended. There are still outstanding invoices but will present a financial review as soon as possible. There will not be an autumn brochure because of the impending building work. Cllr Perry asked if there could be clarity on when the council can use the facilities? It was agreed to set the dates for the Mayor Making annual meeting and Pock has talent. Cllr Perry requested a letter be sent to the Care Quality Commission organiser asking them to more widely advertise when open meetings are held.

6. To confirm the minutes of the Town Council meeting held on 8th July 2015 Cllr West proposed they be accepted. 2nd Cllr Winterton & agreed.

7. To report matters arising from those minutes not on the agenda – for information only. Cllr Shepherd to be included in those attending.

8. Review the Summer Fair held on 8th August. The Mayor thanked Cllrs Cox, Winterton & West whose hard work had made it the success it was. Next year's event will be held on Saturday 30th July with a similar format although paid bands will be considered.

9. Membership of Pocklington Arts Centre Management team. The Mayor discussed the minutes of the Pocklington Arts Centre Management relating to membership of the committee. Councillor Hutchinson agreed to take on the role of councillor representative.

10. Update on the state of the footpath between the town and the doctors surgery. Councillors had decided at the Road Safety committee to write to the Chief Executive at ERYC. If a meeting is granted Cllr Sykes & Perry together with the clerk to meet with him.

11. Up Date - Arts Centre - First Floor Contract - Content - Time Scale including the successful outcome of the bid to WREN to repair the Studio floor. Cllr Perry reported on the meeting with Mason Clark which was successful. Agreement was reached for a time chart to be produced which must list how the Arts Council money is to be spent by 31.3.16.

12. Receive a verbal report from our district councillors Cllr West said an evaluation was being made into the re-location of the waste disposal site to the industrial estate. The allocation of the sect 106 monies will be announced in September.

13. To receive the financial statement of

(a) Pocklington Town Council and agree payments proposed by Cllr Shepherd 2nd Cllr Perry and agreed. Cllr Perry proposed that where payments over £4,000 are to be made prior notification to the council should be made. 2nd Cllr Sykes. Cllr West then proposed an amendment 'where payments over £10,000 are to be made prior notification to the council should be made'. 2nd Marron. This amendment was carried. The first proposal was therefore lost.

(b) Consider the bank statements, and agree payments from Pocklington Arts Centre. Cllr Winterton proposed they be accepted 2nd Cllr Shepherd and agreed. There were 2 items to be clarified.

POCKLINGTON TOWN COUNCIL				12/08/2015		
		Date Paid	Code	Payee	Detail	Amount
152	DD	09.06.15	4015	Eon	May Gas	£ 77.03
153	BP	14.08.15		R Westmoreland	Tree felling cemetery	£ 924.00
154	BP	14.08.15		Travis Perkins	Paint	£ 34.89
155	BP	14.08.15		Peter Winn Tyres	Rubber tube for tractor	£ 53.35
156	BP	31.07.15		Dave Sykes	Civic expenses	£ 91.27
157	BP	13.07.15		Northern Flags	Halyard Rope	£ 18.00
158	TFR	24.07.15		PAC	Lloyds sponsorship money	£ 240.00
159	BP	14.08.15		Daisy coms	Handyman mobile phone	£ 64.51
160	BP	14.08.15		JN and AV Rudsdale	PAT testing	£ 25.00

161	BP	14.08.15		K M Woodhall	Tractor and trailer electrics	£ 162.00
162	BP	14.08.15		F G Adamson & Co	Bump Feed Head for strimmer	£ 54.77
163	DD	20.07.15		Plusnet	Broadband	£ 16.33
164	BP	14.08.15		Wolds Advertiser	June advert	£ 180.00
165	BP	14.08.15		GT Graphics	Summer event	£ 192.20
166	BP	14.08.15		GT Graphics	Fairtrade signs, in bloom booklets and posters	£ 68.00
167	BP	29.07.15		Richard Wood	July Salary	
168	BP	29.07.15		Janet Farmer	July Salary	
169	BP	29.07.15		Eileen Moore	July Salary	
170	BP	29.07.15		John Bielby	July Salary	
171	BP	29.07.15		Lisa Skelding	July Salary	
172	BP	29.07.15		HMRC	July Tax and NI	£ 1,807.67
173	BP	24.07.15		Zurich Municiple	Insurance for Greengrass group	£ 507.70
174	BP	31.07.15		Ebuyer (Richard Wood)	Reimbursement for new laptop	£ 209.39
175	BP	31.07.75		Yorkshire in Bloom	Tickets for prize giving	£ 75.00
176	BP	31.07.15		John Barber	Treat and Stain 8 town seats	£ 160.00
177	BP	06.08.15		Market Weighton TC	Deputy Mayors meal at civic event	£ 25.00
178	###			Petty Cash	Various	£ 118.97
179	BP	14.08.15		AHGTC	Town Crier membership fee	£ 35.00
180	BP	14.08.15		ERYC	4 dog signs	£ 48.00
181	BP	14.08.15		Steve Wilcock	PAC CH pumps	£ 40.80
182	BP	14.08.15		Travis Perkins	Duck Cloth tape	£ 12.92
183	BP	14.08.15		Travis Perkins	Sharp sand	£ 4.20
184	BP	14.08.15		Humberside Police Band	Burnby Hall concert 190715	£ 350.00
185	DD	24.07.15		Be Fuelcard	Fuel	£ 13.60
186	BP	14.08.15		GT Graphics	Summer event leaflets, town guide, paper etc	£ 91.10
187	BP	14.08.15		Travis Perkins	Washers and screws	£ 10.80
188	BP	14.08.15		Daisy communications	Landline	£ 45.98
189	DD	07.08.15		Be Fuelcard	Fuel	£ 13.85
190	DD			VSS	July CCTV	£ 90.00
191	DD	15.08.15		Daisy communications	mobile account	£ 16.80
192	BP	14.08.15		Norman Computers	Software and Hardware support	£ 46.80
193	BP			Wolds Advertiser	July Advert	£ 180.00
194	BP			Opus Energy	Gas Bill	£ 33.59
					Total	£6,138.52
					Grand total	£11,588.23

		Date Paid	Payee	Detail	Amount
196	BP	15.07.15	Skyblue	Festival banner	£ 39.93
197	BP	15.07.15	Stephensons	Cup holders	£ 51.40
198	BP	15.07.15	JL Brooks	Drinks	£ 63.13
199	BP	15.07.15	Peach Flooring	Carpet for festival	£ 1,250.00
200	BP	15.07.15	JSS Audio	Technician and radio mics	£ 246.00
201	BP	15.07.15	Viking	Caterng and stationery	£ 64.96
202	BP	15.07.15	Premier Business Supplies	Cleaning	£ 59.45
203	BP	15.07.15	Brass Castle	Bar supplies	£ 350.40
204	BP	15.07.15	K Falkingham	Evo-stick impact	£ 7.78
205	BP	15.07.15	GT Graphics	Overprinting	£ 12.00
206	105395	15.07.15	Cash	Petty Cash	£ 180.16
207	105394	15.07.15	Cash	Float for festival	£ 1,000.00
208	BP	16.07.15	Avalon Prom.	Al Murray	£ 8,400.00
209	BP	16.07.15	DMF Music	catering buy-out	£ 48.00
210	BP	24.07.15	JSS Audio	PA/Tech Hire	£ 4,800.00
211	BP	24.07.15	R Nutbrown	Piano Tuning	£ 60.00
212	BP	24.07.15	R Nutbrown	Piano Tuning (Apr - June)	£ 240.00
213	BP	24.07.15	Beautiful North	Fee	£ 1,454.46
214	BP	24.07.15	Synergie Assist	IT Support	£ 42.00
215	BP	24.07.15	Mint	T-Shirts	£ 455.28
216	BP	24.07.15	Mint	Printing	£ 433.20
217	BP	24.07.15	ECV	Fee	£ 200.00
218	BP	24.07.15	D Ford	Fee	£ 500.00
219	BP		Besbrode Pianos	Hire	£ 540.00
			not paid no bank details		
220	BP	24.07.15	Chambers Management	Fee	£ 1,248.00
221	BP	24.07.15	Brass Castle Brewery	Bar Supplies	£ 5,802.09
222	BP	24.07.15	The Feathers	Accommodation	£ 55.00
223	BP	24.07.15	BCZ	Fee	£ 350.00
224	BP	24.07.15	Blacks Event Furniture	Hire	£ 798.00
225	BP	24.07.15	J Farmer	Expenses	£ 78.33
226	BP	24.07.15	Asgard	Fee	£ 9,000.00
227	BP	24.07.15	Coda	Fee	£ 1,500.00
228	BP	31.07.15	P Donohoe	Exhibition Sales	£ 666.00
229	BP	31.07.15	L Combi	Exhibition Sales	£ 128.50
230	BP	31.07.15	RM English	Credit	£ 300.00
231	BP	31.07.15	BPA Live	Advertising	£ 100.00
232	BP	31.07.15	A Bearman	Fee	£ 1,152.25
233	BP	31.07.15	Viking Direct	Office Supplies	£ 63.59
234	BP	31.07.15	B McCarthy	Fee	£ 75.00
235	BP	31.07.15	York Wine & Beer Shop	Bar Supplies	£ 863.32
236	BP	31.07.15	DMF Music Ltd	Fee	£ 8,400.00
237	BP	31.07.15	Viking Direct	Office Supplies	£ 109.76

238	BP	31.07.15	Picturehouse	Film Rental	£ 453.50
239	BP	31.07.15	Picturehouse	Film Rental	£ 353.40
240	BP	12.08.15	J Duffy	Expenses	£ 430.05
241	BP	12.08.15	J Farmer	Expenses	£ 291.94
242	BP	12.08.15	P School Foundation	Fee	£ 800.00
243	BP	12.08.15	POS Yorkshire	Film Transport	£ 198.00
244	BP	12.08.15	GT Graphics	Printing	£ 48.00
245	BP	12.08.15	Picturehouse	Film Rental	£ 488.40
246	BP	12.08.15	Hulleys	Ice-cream	£ 151.81
247	BP	12.08.15	JL Brooks	Confectionery	£ 101.67
248	BP	12.08.15	Premier Business Supplies	Cleaning Products	£ 62.09
249	BP	12.08.15	Oscars	PF Catering	£ 399.05
250	BP	12.08.15	Universal	Film Rental	£ 673.36
251	BP	12.08.15	B and R Band	Concert fee	£ 2,650.00
252	105397	12.08.15	Petty Cash	Cash	£ 268.11
253	BP	29.07.15	James Duffy	July Salary	
254	BP	29.07.15	Tom Stalker	July Salary	
255	BP	29.07.15	Frank Argyle	July Salary	
256	BP	29.07.15	Tom Morris	July Salary	
257	BP	29.07.15	Nigel Rudsdale	July Salary	
258	BP	29.07.15	Paul Jennings	July Salary	
259	BP	29.07.15	Matthew Bradley	July Salary	
260	BP	29.07.15	Sam Duffy	July Salary	
261	BP	29.07.15	Josh Boyd	July Salary	
262	BP	29.07.15	HMRC	July Tax and NI	£ 849.69
263	TFR	29.07.15	PTC	Cont to managers salary	£ 71.08
264	TFR	29.07.15	PTC	Repayment of digitisation loan	£ 250.00
265	BP	29.07.15	HMCTS	Attachment of earnings	£ 8.00
266	BP	29.07.15	ERYC	Attachment of earnings	£ 10.89
					£ 60,107.03
					£ 63,554.59

14. To agree the list of burials Cllr Cox proposed the burials of Lilian Sleightholme & headstones for Wendy Carter, Muriel Beadle & James Robert Cornell be agreed. 2nd Cllr Jones & agreed.

15. Correspondence – as per list . 11. Cllrs Cooper & Jones to attend the 2015 ERNLLCA conference. 25 Street naming It was agreed the policy of this council should be adhered to – that of naming new developments after the war dead or allocating historical names. As the youth club in New Street was built by Thomas Grant a noted local architect and builder they feel the name of the youth club site should be Grant Close. 30. Cllr Shepherd proposed the Gateway Group be awarded £200. 2nd Cllr Cooper and agreed. 35. After a discussion it was decided the council could not support the Minster Rail Campaign as it was thought to be cost prohibitive. 37. The grant from WREN was welcomed.

16. Consider the Town Clerk's report. The report was noted. After a discussion it was agreed the Mayor & Cllr Hutchinson would speak to Richard Dixon before appointing him as our Internal auditor.

17. Accept minutes of Development & Marketing 210715 Cllr Cox proposed they be accepted 2nd Shepherd & agreed. Road Safety 050815 Proposed by Cllr Sykes 2nd Cllr Cooper and agreed.

18. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for prior circulation.

19. Consider closing the meeting to the public. Cllr West proposed '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' 2nd Cllr Ratcliffe and agreed

20. Succession planning for Town Clerk. A discussion took place and it was agreed an updated job description for the clerks post should be agreed by the Personnel committee prior to the recruiting process.

There being no further business the meeting closed at 9.15pm.

CORRESPONDENCE		
1	Mason Clark	Updated 3d visuals PAC
2	ERYC	Yorswitch scheme
3	ERYC	Environment and Regeneration meeting 180315
4	Strother close residents	Hedge trimming
5	Agnieszka Ostrowska	Permission for groups on West Green
6	ERYC	Dog Control Partnership meeting, training
7	First Steps	Community groups
8	PAC	Minutes 070715
9	VHEY	Yorkshire Wolds and Beyond guide 2016
10	ERNLLCA	Resolutions invitation
11	ERNLLCA	2015 conference
12	John Brown	Progress Review 2016
13	ERYC	ER Joint Access forum annual report
14	Public Sector Audit	Audit 2015/16
15	Geoff Sheasby	Donation
16	ERYC	Vale of York CCG meeting 060815
17	Humber side Police	Newletter August 2015
18	ERYC	Safe and Sound scheme
19	ERNLLCA	Newsletter
20	Mason Clark	Oak House refurb
21	Jo Green	Surgery transport
22	Mick Held	Skatepark CCTV
23	ERYC	Balk Traffic Lights
24	Gateway	minutes and agenda
25	ERYC	Street naming

26	PAC	Festival reviews
27	CAB	advice line
28	ERYC	Meeting re highways issues
29	Kay West	West Green
30	Gateway	Grant application
31	ERNLLCA	Hull Commission Hearing (forwarded)
32	Humber side Police	Distraction theft
33	Heritage Lottery Fund	WW1 Centenary projects
34	Pocklington RUFC	Thank you
35	Peter Hemmerman	Minsters Rail Campaign
36	Friends of PAC	Prize request
37	WREN	Grant offer
38	Summer Fair	thanks
39	Cllr Burton	reply re West Green footpath