

POCKLINGTON TOWN COUNCIL
MINUTES

Meeting of the Town Council
Meeting Room Old Courthouse George Street Pocklington
Wednesday 12th September 2018 at 7pm

Present: Councillors Hodgson (chairman), Cooper, Hutchinson, Jones, Perry, Ratcliffe, Sharpe, Sinton, Sykes and West.

Attending: Gordon Scaife - Town Clerk. There was 2 members of the public in attendance and Cllr K. West (Pocklington Provincial Ward Councillor).

Rev Neville Simpson led the council in prayers before the meeting started.

1. Notice of meeting. Cllr West proposed the notice of the meeting 2nd Cllr Jones and agreed.
2. To accept apologies for absence. Apologies were received from Cllr Green (Holiday), Cllr Spademan (Work) and Cllr Winterton (Caring for relative)
3. Declarations of interest. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

There were no declarations of interest declared

4. Consider suspending the meeting to allow an opportunity for person(s) or groups to address the council for a total period of 15 minutes and to receive an update from our East Riding of Yorkshire Councillors about East Riding of Yorkshire Council ward matters that affect Pocklington.

Cllr Sinton proposed suspending the meeting to allow person(s) and groups to address the Council 2nd Cllr Sykes and agreed.

A representative of the Pocklington Branch of the British Legion addressed the Council about the There But Not There project which is a way to commemorate World War I. The Pocklington Branch of the British Legion would like the Town Council to purchase one of the 6ft Tommy silhouettes to place by the World War I memorial as part of this year's centenary commemorations. Other towns and villages have bought these large silhouettes to install. Driffield Town Council has installed 4 silhouettes around the town. The purchase of the silhouettes will also benefit 6 charities. These are the:

The Royal Foundation's Armed Force Programmes
The Commonwealth War Graves Foundation
Walking With The Wounded
Combat Stress
Help for Hero's
Project Equinox – Housing veterans and medical students

The Council are requested to purchase one of the large silhouettes to be installed at the World War I memorial in time for Armistice Day and Remembrance Day. The cost of a silhouette is £750

The Mayor thanked the representative from the British Legion for their presentation.

Cllr K. West gave the following updates from East Riding of Yorkshire Council. East Riding of Yorkshire Council has small grants of up to £500 for Town/Parish Councils and local organisations to help with commemoration costs for the World War I centenary. This is part of a national scheme. The grant scheme is being administered by the Rural Team at ERYC.

The Clerk informed the Council that if they were to agree to purchase a 'Tommy silhouette' an application to this grant fund could be made.

Cllr West also reported that there were changes that had been agreed with residents living in sheltered and supported housing about warden support. The wardens will provide a mobile service and be on call for both residents of East Ridding Supported Living but also those living in home. This service is part of East Riding of Yorkshire Council's Lifeline Team.

Cllr West had received a complaint about the Town Bus Service using Amos Drive, Thurlow Avenue and Broadmanor and has passed this to the Town Council.

5. Consider continuing the meeting.
Cllr Sykes proposed continuing the meeting 2nd Cllr West and agreed.

6. Consider purchasing tommy silhouettes as proposed by the Royal British Legion Pocklington Branch.

There was a discussion about whether to purchase a 'Tommy' silhouette. Concerns raised were would we be able to obtain permission from the land owner to site the silhouette at the World War I memorial as the land is in private ownership. How resilient would it be – the silhouette is made of aluminium and the manufacturers have suggested they are removed if high winds are forecast. Can we bring the silhouette in and would people understand what it is.

Cllr Sykes proposed that the Town Council purchases a large 'Tommy' silhouette and apply to East Riding of Yorkshire Council for a grant 2nd Cllr West and unanimously agreed.

7. To confirm the minutes of the Town Council meeting held on 8th August 2018.
Cllr West proposed the minutes of the Town Council meeting held on 8th August 2018 be accepted as a true record 2nd Cllr Ratcliffe and agreed.
8. To report matters arising from these minutes not on the agenda for information only.
Cllr Perry asked if the Arts Centre Staff had had training on the accounts package and when would the accounts be integrated into the Town Council's. The Clerk reported that training is scheduled for September. Cllr Perry wants the accounts integrated by the end of September.

There was a discussion about why the accounts hadn't been integrated. This is a matter to be referred to the Personnel Committee.

9. To receive financial statement of
 - a) Pocklington Town Council and agree payments.
Cllr West proposed the below payments for Pocklington Town Council to be authorised 2nd Cllr Jones and agreed.

	Payee	Detail	Amount
240	J Rotherham	Stabilise memorials	14772.00
241	Scarpstore	Summer Carnival	270.00

242	ERYC Pension Scheme	GS Pension	2562.47
243	Be Fuelcards	Diesel	78.25
244	Christmas Plus	Test & Fix New Anchor Points	615.36
245	Travis Perkins	Graffiti Remover	21.72
246	Visual Security Systems	CCTV	90.00
247	Plusnet	Internet	18.00
248	AHGTC	Membership (Geoff Sheasby)	35.00
249	Kinetic Systems	Service Contract PAC	510.00
250	In Twice see 280		
251	Anderson Fencing & Gardening	Hedge Cutting - Cemetery	130.00
252	Pocklington Pest Control	Wasp Nest	50.00
253	Gordon Scaife (Post Office)	Receipt Books	39.94
	Gordon Scaife (Post Forth's)	Printer Paper	6.00
254	Cyber Glide	Computer Support	35.00
255	Harrowells Solictiors	Legal document for PAC	490.80
256	Wel Medical	Defibrillator pads	83.82
257	Opus Energy	Electricity (20 Market Place)	257.22
258	Be Fuelcards	petrol	8.11
259	J Farmer	Salary August	
260	J Bielby	Salary August	
261	G Scaife	Salary August	
262	C Heald	Salary August	
263	C Findlay	Salary August	
264	P Taylor	Salary August	
265	HMRC	Tax	
266	HMRC	NI	
267	Daisy Communications	Telephone	67.93
268	Clubleys	Valuations	72.00
269	Shed Grounds	Grass Cutting Cemetery	574.56
270	Nest	Pensions	312.31
271	Harrowells Solictiors	West Green Registration Fee	40.00
272	Soapy Group	Subscription	60.00
273	Daisy Communications	Mobile Phone	8.74
274	Be Fuelcards	Fuel	60.36
275	Wolds Engineering	Drill bit	10.20
276	A & L Stewart	Electrical work	831.31
277	ERYC	Broadmanor Open Space Rent	70.80
278	EYMS	Town Bus Service August	540.00
279	Wilson Services Limited	Footpath Repairs Churchyard	1572.00
280	Pocklington and Market Weighton Crime Prevention Panel	Grant	200.00
281	P. Taylor	Travel Expenses July	9.00
282	P. Taylor	Travel Expenses August	6.30
283	Daisy Communications	Telephone	68.12

284	CNG	Gas August	10.25
285	York Landscapes	Grass Cutting Churchyard	576.00
286	Be Fuelcards	Diesel	40.68
287	HSBC	Bank Charges 1 June - 28 Sept	55.00
288	Cumbria Clock Cumbria	Church Clock Service	192.00
Totals			£ 25,651.25
Grand total			£ 34,034.23

- b) Consider the bank statements and agree payments from Pocklington Arts Centre. Cllr Jones proposed the below payments for Pocklington Arts Centre to be authorised 2nd Cllr West and agreed.

	Payee	Detail	Amount
297	S. Bedwell	Technician	75.00
298	Anna Cook	Art Sales	93.50
299	Gloria Biggs	Art Sales	43.60
300	E. Sumner	Event	184.50
301	Wolds Advertiser	Leaflet distribution	45.00
302	Twentieth Century Fox	Film	144.00
303	Twentieth Century Fox	Film	193.97
304	Tommy Tucker	Confectionary	70.33
305	A & L Stewart	Electrical work	197.53
306	Mint	Posters	37.80
307	Mint	Poster design	189.00
308	J.L Brooks	Confectionary	460.60
309	Free Trade Agency	Fee	1,250.00
310	Off The Kerb	Fee	583.43
311	Michael Hildred	Art Sales	25.50
312	Premier Business Supplies	Cleaning supplies	25.68
313	Swirlz	Ice Cream	48.00
314	Swirlz	Ice Cream	48.00
315	Janet Farmer (reimbursement)	Fringe tickets	22.10
316	Janet Farmer (reimbursement)	Fringe tickets	87.80
317	Janet Farmer (reimbursement)	Tesco Popcorn	44.50
318	Pivovar	Bar Supplies	325.62
319	Pivovar	Bar Supplies	284.07
320	K. Hulkin	Technician	100.00
321	Warner Brothers	Film	370.72
322	James Duffy (reimbursement)	Amazon	36.43
323	Magic Carpet Theatre	Fee	600.00
324	Trafalgar Releasing	Film	807.40
325	Trafalgar Releasing	Film	1,010.35
326	Payment Express	Service Fee	138.29

327	Arrow Films	Film	413.40
328	T. Herbert	Bar Supplies	817.54
329	St Leonard's Hospice	Donation from artist	2,095.23
330	Country Gas	Cellar Gas	10.74
331	Mint	Design work	378.00
332	DBE	Cloud package	46.20
333	Walt Disney	Film	675.60
334	Walt Disney	Film	417.60
335	Walt Disney	Film	120.00
336	M Robson	Art Sales	42.10
337	B Hazelrigg	Art Sales	12.00
338	Eden Farm Hulleys	Ice Cream	178.94
339	Janet Farmer (reimbursement)	Fringe tickets	93.80
340	Mint	Brochure design	672.00
341	Coda	Fee	325.00
342	Coda	Fee	750.00
343	J Burnell	Fee	75.00
344	GT Graphics	Banners and Posters	303.20
345	JSS Audio	Technician	360.00
346	Creative Artist Agency	Fee	1,400.00
347	PPL PRS	Music Licence	1,449.64
348	Feathers Hotel	Room for artist	55.00
349	Feathers Hotel	Room for artist	55.00
350	Feathers Hotel	Room and Food for artist	150.90
351	JL Brooks	Confectionary	107.02
352	A.C Entertainment	Lighting	51.54
353	Gilks Gallery	Art Sales	64.50
354	Coda	Fee	840.00
355	Miss K. Spencer	Fee	100.00
356	Pivovar	Bar Supplies	407.07
357	HMRC	PAYE and NI	801.51
358	J. Duffy	Wages	
359	T. Stalker	Wages	
360	P. Jennings	Wages	
361	G. Waite	Wages	
362	C. Heald	Wages	
363	L. Robinson	Wages	
364	C. Watson	Wages	
365	A. Squires	Wages	
366	S. Morton	Wages	
367	V. Simmons	Wages	
368	Mr M Williams	Technician	75.00
369	JSS Audio	Technician	360.60
370	Benjamin Wall	Technician	85.00
371	James Duffy (reimbursement)	Facebook Ads	57.60

372	Newsquest	York Press Adverts	180.00
373	BT	Line Rental	29.52
374	Tate Smith	Bar Supplies	813.75
375	Tate Smith	Bar Supplies	866.67
376	Elavon	Card Fees	148.99
377	Elavon	Card Fees	157.16
378	British Gas	Gas	583.44
379	British Gas	Gas	2750.72
380	Daisy Communications	Telephone	165.06
		Totals	25,451.25
		Grand Totals	33,834.23

10. Consider any further actions needed from the public meeting held on 22/08/2018.

Cllr Perry reported that he and a fellow Councillor have visited the area the residents were concerned about. Cllr Perry reported that the portacabin has been removed. Cllr Cooper was disappointed that none of the residents had attended tonight's meeting and hadn't engaged with the Town Council before the public meeting. Cllr West reported that the Town Council's Planning Committee which is only a consultee has put in comments about needing improvements to the footpath network, types of houses to be built that don't meet the local need and the need to provide more school places.

Cllr Hutchinson felt that the release of all the development sites at once has led to all the sites coming forward at once which is impacted adversely on the town in terms of noise, construction traffic and the feeling the town is taking more than its fair share of new houses in the area.

Cllr Sykes spoke about the need to complete the Neighbourhood Development Plan which would help to add policies that developers would have to take notice when they are applying for planning permission. The household survey is due to come out in October.

Cllr Cooper spoke about the jargon used and asked if we had had any contact from Cllr A. Burton after the meeting about a potential meeting with East Riding Planning Department.

Cllr Sharpe suggested contacting Andy Wainwright who decides which committee planning applications go to. The Clerk suggested a meeting with the Head of Planning might be more useful. The Clerk will request a meeting so the broader concerns of the town about traffic, school places and infrastructure can be addressed.

11. Receive a report on the wild flower meadow sowing.

Cllr Sharpe reported on the proposal to sow wild flowers on land across the East Riding. Cllr Sharpe has been leading this project with the support of East Riding of Yorkshire Council Officers. One of the sites chosen is on West Green which is owned by the Town Council. The cost of the project would be met by East Riding of Yorkshire Council. The Town Council gave permission for the project to go ahead.

12. Consider and agree disposing of the telephone box on Barmby Road.

Cllr Sinton asked if an advert can be placed advising people we are to dispose of the box and if they would like it they would need to provide a sealed bid to the Town

Council and carry out all the necessary works to remove it. This will include making good the surface. This was agreed.

13. Consider and agree any actions from the Clerk's report.

Progress on projects.

Agreed projects	Budget heading	Update
2 Benches	Street Furniture	The benches have arrived and awaiting installation.
Mouse House new kitchen/work area	Property Maintenance	Contract awarded.
New bus service	Transport	Meeting with EYMS will be on 3 rd October at 7pm (Transport, Lighting and Road Safety Committee)
Churchyard Footpaths		Works completed
Anchor points for Christmas Lights and catenary wires		Works completed

The churchyard footpaths have been repaired in time for the flower festival in the church which is on this weekend.

The catenary wires that were found to be unsafe have been replaced and the anchor points on HSBC and Burton's Butchers have been checked. This now means the lights can go on these wires this year.

Two applications for tree works have been submitted to East Riding of Yorkshire Council. These are to remove a tree in Pocklington Cemetery that is subject to a tree preservation order. The canopy of the tree has died and although healthy further down won't make a good specimen if pruned. It is proposed to replant. The second application is to prune some of the trees in the churchyard that overhang neighbouring properties.

Our maintenance team (John and Peter) have been busy watering and tidying the town. This included removing overhanging branches on The Balk on the Sainsbury's side. The vegetation between the Highway and Sainsbury's seems not to be maintained and therefore will have to be put into our yearly maintenance plan.

The cemetery hedges have been cut. I have requested quotes to lower the hedge which have overtime grown higher and require reducing to just over 6 foot. The hedges on Broadmanor should be cut shortly. John has cut The Balk hedges and cleared vegetation from the footpath from London Street to Maxwell Road. A request has been made to Persimmon Homes to cut the hedges on The Mile by the development which has now been done. This hedge has also been reported to East Riding of Yorkshire Council Streetscene Enforcement so they can contact the land owner and request the hedges to be cut. A similar request has also been made on Burnby Lane.

Cllr Cooper asked if the hedge on London Street close to Volage Court can be reported as this needs cutting back. The Clerk will report this to East Riding of Yorkshire Council. Cllr Cooper asked why the Town Council was having to take on work that be East Riding of Yorkshire Council's responsibility. It was agreed that safety

work should be done but the land registry should be asked about land ownership on The Balk.

Events

The road closure applications have been made for Armistice and Remembrance Day Sunday 11 November and the Christmas Festival Wednesday 5th December have been made. The Christmas Tree Festival will be from Saturday 1st December to Sunday 9th December in All Saints Church. Carols with the Mayor will be on Sunday 9th December at 2pm in All Saints with refreshments afterwards.

A meeting with All Saints Church Wardens has taken place to work out the positioning of the Christmas trees for the Christmas tree festival.

Burials

The cremated remains of Jean Hayward, Sandra Stubbins and Robert Lambert have been interred. Permission for headstones has been granted for Harry Stratford and Robert Lambert.

14. Correspondence as per list.

- 1 & 7& 21 Humberside Police – Crime statistics and Humberside Police and Crime Commissioner. The statistics show an increase in crime in the Pocklington Provincial Ward. The Police and Crime Commissioner reported that there were problems with the 101 service and that more staff have been recruited to satisfy the demand. The Police and Crime Commissioner has sent invites out to Town and Parish Councillors to various meetings. Cllr Sharpe will attend at either Bishop Burton or Driffield, Cllr West will attend the Kilnwick Percy meeting. If anyone else would like to go please let the Clerk know. The PCC would like to know numbers to ensure the venues are suitable.
- 2 ERNLLCA – Green paper on Adult Social Care and Wellbeing.
- 3 NALC – Newsletter
- 4 East Riding of Yorkshire Council – Temporary Road Closure Hagg Bridge
- 5 East Riding of Yorkshire Council – Kilnwick Road footpath surfacing. Slurry treatment to the part by the school.
- 6 Pocklington School Car Park Update. Delegated to Transport, Lighting and Road Safety Committee.
- 7 Humberside Police and Crime Commissioner. 101 Service.
- 8 Canal and River Trust – Newsletter for Pocklington Canal Lane.
- 9 East Riding of Yorkshire Clinical Commissioning Group – Notification of AGM
- 10 ERNLLCA – Request for representatives – Cllr Sinton and Cllr West are appointed to be Pocklington Town Council's representatives on the Western District.
- 11 NHS Vale of York CCG – Newsletter
- 12 Pocklington Dolphins – Thank you for grant
- 13 East Riding of Yorkshire Council Traffic and Parking Section – Consultation letter to go to businesses about the proposed changes to waiting times in Market Street/Market Place.
- 14 Pocklington Community Junior School request for funding towards providing disabled facilities. Agreed to invite the Head Teacher to discuss this further
- 15 Pilgrimage of Grace – Newsletter
- 16 ERNLLCA – Conference. Cllr Sinton and Cllr West would like to attend.
- 17 People's Pantry – email update
- 18 ERNLLCA – Newsletter
- 19 Clubley's – Valuation of Courthouse for insurance purposes
- 20 Buck Inn Yard Management – Letter. Agreed we need an informal meeting to discuss this with the residents and with our solicitor present
- 21 Humberside Police Crime Commissioner – invite to meeting.
- 22 East Riding Adults Safeguarding Board – Newsletter

- 23 Resident – Re Woldgate Pupil numbers. Agreed to write to East Riding of Yorkshire Council but as the school is now an academy they can choose to take pupils from outside the catchment area.
- 24 Yorkshire Derwent Catchment Partnership – Newsletter

15. Receive and consider accepting minutes from Public meeting 22/08/2018 and Emergency and Flood Committee 05/09/2018,

Cllr Cooper proposed accepting the minutes from Transport, Lighting and Road Safety Committee from 18/07/2018 2nd Cllr West and agreed.

Cllr West proposed the minutes of from the Public meeting held on 22/08/2018 be accepted 2nd Cllr Jones and agreed.

Cllr Jones proposed the minutes of Emergency and Flood Committee held on 05/09/2018 be accepted 2nd Cllr Ratcliffe and agreed.

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

Cllr West had attended the Allotment Society meeting. Cllr West reported that the number of classes at the annual show will be increased.

Cllr Ratcliffe couldn't attend the last Gateway meeting. Cllr Cooper had corresponded with the Clerk about issues on the A1079. These issues will be picked up at the next Transport, Lighting and Road Safety meeting.

The Meeting closed at 8.48pm