

POCKLINGTON TOWN COUNCIL
MINUTES

A Meeting of the Town Council was held on Wednesday 12th June 2019 at 7.00 pm
In the Meeting Room Old Courthouse George Street Pocklington

Present: Councillors D. Hodgson (chairman), Anand, Burton, Cooper, Green, R. Hodgson, Madden, Perry and Pink

Attending: There were 4 members of the public in attendance.
Pocklington Town Council Staff Gordon Scaife - Town Clerk

Before the meeting prayers were said by Phil Bradish the Council's chaplain.

1. To accept apologies for absence.
Cllr Bruton (Health)
2. Declarations of interest. To record declarations of interest by any member of the council in respect to 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.
3. 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 R. Hodgson proposed suspending the meeting to allow members of the public to address the council 2nd Cllr Pink and agreed.

No members of the public present wished to address the Council.

Cllr P. West (Pocklington Provincial Ward Councillor) gave the following updates.

Cllr P. West has met with Cllr Madden for a site visit of the Linden Homes estate off The Balk to look at the state of the play area and green spaces. Cllr P. West has passed on the concerns to East Riding of Yorkshire Council Officers in the Planning Department.

The footpath on Kilnwick Road opposite the rugby club has been reported to East Riding of Yorkshire Council's Highways Department. The clerk confirmed it was on the agenda for the next Transport, Lighting and Road Safety Committee.

Cllr P. West has been requesting that East Riding of Yorkshire Council planning enforcement officers take action to force Linden Homes to improve the land that is to become new football pitches on The Balk.

Cllr P. West reported that East Riding of Yorkshire Council has traffic action reduction target to get deaths and injuries from road traffic accidents to be under a 1000. He also reported that work has started on the large offshore wind turbine project at Hornsea which will replace the need for ~Drax power station. The national road reports show that satisfaction with East Riding's road are 2nd in Yorkshire and Humber and 12th Nationally for England.

Cllr Green asked if Burnby Lane would be resurfaced once the new link road being built through the Mulgrave development is completed. The lane is in a poor state of repair. Cllr P. West will ask Highways if it is in the forward programme.

There are no dates yet for either the new prison or the Gladman development on The Balk to go to Planning Committee. The clerk reported that he will ask planning.

Cllr Burton asked about speeding on Kilnwick Road and parking round the schools. East Riding of Yorkshire Council's road safety team like to have some parking round schools at arrival and leaving times as this slows traffic down reducing accidents.

Cllr Madden asked about the camber on the footpath on New Street/Burnby Lane junction. This has been investigated by Highways and is on the next Transport, Lighting and Road Safety Committee Agenda. This issue has been around for a long time.

4. Consider continuing the meeting.
Cllr Anand proposed continuing the meeting 2nd Cllr Green and agreed.
5. To confirm the minutes of the Extraordinary Meeting of the Town Council held on 29 May 2019.

Cllr Anand proposed the minutes the Extraordinary Meeting of the Town Council held on 29th May 2019 to be a true record seconded Cllr R. Hodgson and agreed unanimously.

6. To report matters arising from these minutes not on the agenda for information only.

There were no matters arising.

7. To discuss the feasibility of relocating the Town Council offices to Burnby Hall.

Cllr Cooper reported that an opportunity has arisen as part of the consultation process on the future of Burnby Hall. Cllr Cooper has asked for the valuation on The Old Courthouse. The valuation received is that the Old Courthouse was valued in August 2018 at £252,000.

The possible reason for a move for the Town Council is that the Police are relocating in Pocklington to the fire station. The planning application for an extension to the fire station has been submitted to East Riding of Yorkshire Council. It might be better for the Council to move to allow the Courthouse and the Police Station to be sold together.

Councillors requested a tour of Burnby Hall if this was possible. The Clerk to arrange.

The Councillors asked for the running costs of the Old Courthouse be produced and for this to be placed on the agenda for the next Land and Property meeting on 3rd July.

The Councillors requested an expression of interest be given to the consultants writing the Burnby Hall feasibility study.

8. To receive the financial statement and bank accounts of
 - a. Pocklington Town Council and agree payments.

Cllr R. Hodgson proposed below payments for Pocklington Town Council to be authorised 2nd Cllr Anand and agreed unanimously.

Pocklington Town Council			
12/06/2019			
	Payee	Detail	Amount
79	G Scaife (Post Office)	2nd Class Stamps	18.30
	G Scaife (Aldi & Entertainment)	Mayormaking	190.04
	G Scaife (Nisbets)	Litter Picking Bags	76.50
80	Platters Kitchen	Buffet - Mayormaking	612.50
81	D Hodgson	Mayor's Expenses	2000.00
82	Wolds Wonders	Mayor's Charity Donation	3500.00
83	Mires Beck Nursery	Mayor's Charity Donation	3500.00
84	Be Fuelcards	Diesel	61.97
85	Marmax Recycled Products	Planters	1303.56
86	Travis Perkins	Bolt/Nut & Hexagon	6.17
87	Neville Tucker	Heating Service	730.49
88	Gordon Scaife (DVLA)	Vehicle Tax (Van)	260.00
89	Claire Findlay (Lakeland)	Screen Wipes	2.64
	Claire Findlay	Mayormaking	6.25
90	Travis Perkins	Silicone Sealant/Bolt & Nut	11.39
91	The Soapy Group	Subscription	30.00
	The Soapy Group	Website backup	60.00
92	East Riding Horticulture Ltd	Compost	138.96
93	Be Fuelcards	Diesel	38.65
94	Hayton Service Station	MOT - Van	238.39
95	Helping Hand	Litter Pickers	358.92
96	Infotone	Printer Ink	318.90
97	Nicola Scaife (Arco Ltd)	Vests/Gloves/Waders	258.04
98	Gordon Scaife (Krystal)	Email Hosting	13.19
	Gordon Scaife (Post Office)	Postage	2.70
	Gordon Scaife (Reighton Nursery)	Plants	67.20
99	Be Fuelcards	Diesel	10.36
100	Wolds Engineering Services Ltd	Boots/Grease	47.48
101	Shed Grounds Maintenance	Grass cutting - Cemetery	591.79
102	Nest	Pension Contributions	550.80
103	The East Riding of Yorkshire Band	Concert - Burnby Hall	370.00
104	JJP Print	Printing Hi Viz Vests	120.00
105	Plusnet	Broadband - Courthouse	18.00
106	J Farmer	May Salary	
107	J Bielby	May Salary	
108	G Scaife	May Salary	
109	C Heald	May Salary	
110	C Findlay	May Salary	
111	P Taylor	May Salary	

112	HMRC	Tax	
	HMRC	NI	
113	Infotone	Printer Ink	396.84
114	Rialtas Business Solutions Ltd	Training	546.84
115	Microshade Business Consultants	Cloud Hosting	173.40
116	Daisy	Telephone	76.54
117	British Gas	Electricity	204.46
118	Clare Stones	RBS Training/Nominal Code Setup	189.00
119	Travis Perkins	Gate Maintenance - PAC	9.92
120	EYMS Ltd	Town Bus Service	558.00
121	GT Graphics	A4 Posters	18.00
122	York Landscapes Ltd	Grass cutting - Churchyard	720.00
123	Gordon Scaife (ERYC)	Small Lottery Registration	20.00
124	CNG	Gas Supply	118.17
		Totals	£ 18,544.36
		Grand total	£ 26,494.89

- a) Consider the bank statements and agree payments from Pocklington Arts Centre.
 Cllr Cooper proposed the below payments for Pocklington Arts Centre to be authorised 2nd Cllr R. Hodgson and agreed with one abstention (Cllr Anand)

Pocklington Arts Centre			
12/06/2019			
	Payee	Detail	Amount
103	British Gas	Electricity 14/2/19-13/05/19	3199.77
104	Carlsberg	Bar Supplies	170.38
105	Carlsberg	Bar Supplies	384.46
106	BT	Phone Services April	31.08
107	BT	Phone Services May	31.08
108	Elavon	Card Fees	118.97
109	Elavon	Card Fees	122.18
110	Tate-Smith Ltd	Bar Supplies	210.83
111	Merchant Rentals	Hire Agreement	19.20
112	Newsquest Media Group	York Press	162.00
113	Newsquest Media Group	York Press/Digital Campaign	145.80
114	Carlsberg	Bar Supplies	858.36
115	Daisy	Telephone April - Calls	176.84
116	Carlsberg	Bar Supplies	242.57
117	Tate-Smith Ltd	Bar Supplies	169.61
118	Carlsberg	Bar Supplies	384.46
119	Carlsberg	Dispense 3 Rental	43.20
120	Newsquest Media Group	York Press/Digital Campaign	145.80
121	Newsquest Media Group	York Press/Digital Campaign	145.80
122	Newsquest Media Group	York Press/Search Engine	162.00

123	J Hardwick	Drumming Workshops	356.50
124	The Walt Disney Company	Films	5457.38
125	PPL PRS	Royalties	1406.48
126	Performance UK	Performance	2400.00
127	Outrider Enterprises	Performance	2424.24
128	J Bond	Lighting	80.00
129	HAC Freelance Specialists	Lighting	100.00
130	B Wall	Technical Services	525.00
131	The Fightback Brewing Co	Bar Supplies	86.40
132	Payment Express	Service Fee	94.80
133	Arts Alliance Media	Projektor Battery	144.00
134	UK Cinema Association	Membership	116.18
135	James Duffy	Buy out/Plates/Storage Boxes	205.23
136	JSS Audio	PA System	360.00
137	Fixfire	Underpayment of 225779	46.86
138	Artisan Agency	Performance	2500.00
139	HSBC	Overseas payment charge	30.00
140	Direct Business Equipment Ltd	Cloud Package	46.20
141	B Wall	Lighting	112.50
142	J Bond	Lighting	90.00
143	Lushgraphics	Banners	115.00
144	The Wolds Magazine	Leaflet Distribution May	300.00
145	Terra Nove Magazine Ltd	Advertising	240.00
146	GT Graphics	Leaflets	545.00
147	Local Link	Leaflets June Issue	374.71
148	ERYC	Charity Stalls	49.50
149	Premier Business Supplies	Cleaning Supplies	99.23
150	Universal Pictures Ltd	Film	108.00
151	J L Brookes	Confectionary	118.34
152	Janet Farmer	Spotify/Mileage/Supplies	128.31
153	James Duffy	Storage Boxes/Supplies/Postage	96.49
154	Trafalgar Releasing	Film	353.65
155	Wolds Wonders	Performance	410.00
156	National Theatre	Performance	452.40
157	Free Trade Organisation	Performance Deposit	500.00
158	JSS Audio	PA System	720.00
159	Off the Kerb Productions	Artist	2340.00
160	B Hazlerigg	Artwork sales	297.00
161	Swirlz Gelato Ltd	Ice Cream	96.00
162	Asgard Promotions Ltd	Performance	1000.00
163	HAC Freelance Specialists	Lighting Technician	100.00
164	Brass Castle Brewery Ltd	Bar Supplies	194.93
165	J. Duffy	Wages	
166	T. Stalker	Wages	

167	N. Rudsdale	Wages	
168	P. Jennings	Wages	
169	C. Heald	Wages	
170	L. Robinson	Wages	
171	C. Watson	Wages	
172	S. Morton	Wages	
173	B. Holleran	Wages	
174	B. Watkin	Wages	
175	J Jenkins	Wages	
176	HMRC	Tax/NI	
177	The Hop Studio Ltd	Bar Supplies	93.86
178	Entertainment One Ltd	Films	1147.07
179	Subish Ltd	Performance	2862.72
180	Dotted Line Ltd	Performance	3600.00
181	Gear4Music	Microphone clip/Cable	23.87
182	GT Graphics	Banners/Posters/Leaflets	608.20
183	J Farmer (Vista Entertainment Ltd)	Web Ticketing	353.80
184	C Castle	Artwork sales	36.80
185	Clare Stones	Bookkeeping	513.00
186	T Gilks	Artwork sales	7.00
187	B Hazlerigg	Artwork sales	16.25
188	B Wall	Lighting	100.00
189	James Duffy	Printer Ink	225.28
190	D Keegan	Performance	100.00
191	ERYC	Commercial Waste	1097.10
192	Industry Live Agency Ltd	Performance	350.00
193	James Duffy	Travel York Pride & Hull	46.67
194	Payment Express	Service Fee	94.80
195	J Sealey	Performance	345.00
196	Asgard Promotions Ltd	Performance	6000.00
Totals			£43,295.35
Grand Totals			£50,288.21

9. To review the budget and other financial information.

The Clerk introduced the budget and the financial reporting process. An update on the budget is received quarterly.

10. To review and sign a new bank mandate.

Cllr Green proposed the new bank mandate for Pocklington Town Council and Pocklington Arts Centre Accounts be sent to the bank 2nd Cllr R. Hodgson and agreed unanimously.

11. To review and sign a letter to the Bank changing the addressee to the Current Clerk.

Cllr R. Hodgson proposed sending a letter to the bank to change the addressee to the Current Clerk 2nd Cllr Pink and agreed unanimously.

12. To appoint a Councillor to fill the vacancy on the personnel committee.

There is a vacancy on the personnel committee for the Town Council. It was agreed to defer this item until after the current vacancies have been filled.

13. To appoint councillors to fill the vacancies on outside bodies.

- a) East Riding and North Lincolnshire Local Council Association (ERNLLCA)
- b) Burnby Hall Garden and Museum Trust
- c) Pocklington Sports and Social Club

It was agreed to defer this item until after the current vacancies have been filled.

14. To consider the format of the Mayor Making meeting.

Cllr Green proposed that the recent Mayor Making ceremony is reviewed at the next Policy and Resources meeting with recommendations made for the arrangements for next year and in future any arrangements for events where there are invited guests should be approved at a full council meeting 2nd Cllr Perry and agreed.

15. To agree the Policy for the use of the Town Crest.

Cllr Green reminded Council that the town crest is actually the Coat of Arms for the Town Council.

A request to use the Town Council's Coat of Arms has been received from an organisation that has received a grant from the Town Council. It was agreed that organisations that receive a grant from the Town Council should use the word the project has been supported by Pocklington Town Council and this should be followed with the Coat of Arms.

Cllr Green proposed adopting the policy for the use of the Coat of Arms 2nd Cllr Perry and agreed unanimously.

16. To receive and agree any actions from the Clerks report.

The Clerk reported that wasn't a written report this month. The Clerk reported verbally that the Annual Return has been successfully submitted to the external auditor. The period of examination of the accounts by the electorate in Pocklington starts on Monday 17 June and runs for 6 weeks.

17. Correspondence has per list.

The following correspondence has been received.

1. East Riding of Yorkshire Council (Anti-social behaviour team – staff list and map for information)
2. East Riding Neighbourhood Watch Newsletter
Cllr Perry spoke about how the Council could encourage more neighbourhood watch groups to set up in the town. Cllr Madden reported that a new neighbourhood watch group has been proposed for the new Linden Homes estate off The Balk. Cllr Burton reported on a similar scheme for shops.

- Agreed to place this as agenda item on Development Marketing and Events.
3. Humberside Police – May Newsletter
 4. East Riding and North Lincolnshire Local Council Association – Being a good councillor course. Councillors who have asked to attend have been booked on the course.
 5. Humberside Police and Crime Commissioner Newsletter
 6. Humberside Police and Crime Commissioner Newsletter
Cllr Perry asked if a reply had been received about the deployment of the new police officer reported by the PCC at the Town Meeting. A reply has been received from the Inspector which was reported at a previous meeting of Council (13th March 2019). The Clerk will provide Cllr Perry with a copy of the letter.
 7. Cllr Sharpe – Resignation noted see correspondence item 11 and 12
 8. East Riding of Yorkshire Council – Highways Department. Work is to start on improvements to the north eastern side footpath on Yapham Road. The Clerk reported the works have started. There is also new signage for cyclists which will direct them away from George Street to go down Garth's End, School Lane and Hallgate to reach the town centre. Cllr Green reported that this was a good idea given the recent road traffic collision between an HGV and a cyclist on George Street south east of the Chapmangate junction.
This item has been placed on the agenda for Transport, Lighting and Road Safety which is scheduled for 19th June.
 9. Market Weighton Town Councillor – Requesting that Pocklington Town Council works with Market Weighton Town Council and Stamford Bridge Parish Council on a joint response to the review of the East Riding of Yorkshire Council's local plan that would restrict inappropriate planning and overdevelopment until such time as suitable infrastructure improvements are carried out. Agreed to send a letter to both Market Weighton Town Council and Stamford Bridge Parish Council in broad agreement of what has been proposed and to request they work with us on an approach to East Riding of Yorkshire Council.
 10. Cllr Jones – Resignation letter
The Clerk reported that the two vacancies had been reported to East Riding of Yorkshire Council and advertised. 10 votes have not written to East Riding of Yorkshire Council requesting a by-election. This means the Council can now advertise to coopt.
Agreed that the period for cooption should be three weeks closing on the 10th July with an extraordinary council meeting called for the 17th July as a cooption meeting. It was agreed to ask potential candidates to provide a written submission of no more than 500 words and to attend the cooption meeting at which they will be required to give a short presentation no more than 5 minutes. The Clerk will check the necessary arrangements for both the cooption process and the meeting.
 11. Cllr Cooper's response to Cllr Jones resignation letter.
 12. East Riding and North Lincolnshire Local Council Association – Understanding the Planning Process training day. Councillors who wanted to attend have had their booking request sent.
 13. Western Area Parishes Liaison Group meeting – Market Weighton 27th June at 7pm. Cllrs Cooper and D. Hodgson agreed to attend.
 14. East Riding of Yorkshire Council – Love your High Street Grant Fund for businesses.
18. Receive and consider accepting minutes from Planning Committee from 29th May 2019

Cllr R. Hodgson proposed the minutes of the Planning Committee held on 29th May to be an accurate record seconded Cllr Pink and agreed unanimously.

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

Cllr Burton circulated written reports from Pocklington Heritage Partnership June 5th the meeting was held at Burnby Hall. The main focus of the meeting was on the public consultation meeting which was being held that afternoon. The public consultation was to focus on future use of the building. The consultation event was led by Jura Architects and planners Studioarc who are looking into the feasibility of the different options.

A fund raising event will take place on Friday 2nd September at Burnby Hall with a hog roast, Hooley who play Celtic music and a talk by archaeologist Peter Halkon. The fundraiser is to raise match funding for Heritage Lottery Fund Bid.

Cllr Burton circulated a written report on the Pocklington and Market Weighton Crime Prevention Panel meeting from 4th June.

Police Report – There have been a total of 9 burglaries in April with 7 of these in Pocklington. There have been a number on the industrial estate. Businesses and landlords are tightening security following these burglaries.

The local PSCO is seeking to expand the number of Police surgeries held in the area.

The Police in the winter of 2018/19 as part of a national operation have been targeting the rural crime of hare coursing.

Neighbourhood Watch update.

The meeting of the neighbourhood watch coordinators held recently focussed on tackling anti-social behaviour. Instances of anti-social behaviour have been increasing.

Cllr Duke had sent a written report from the Town and Parish Council Liaison Meeting with East Riding of Yorkshire Council's Planning Department. The meeting included an update on the review of the local plan.

ERYC are updating the two main documents in the local plan, the strategy and the allocations documents. Expect changes on affordable housing policy, gypsy and traveller sites, wind energy sites.

New housing

The current East Riding target for new housing is 1,400 dwellings per year. ERYC say this could come down to 940 using a new "standard methodology". Right now they have been building about 916. This change would mean that the East Riding's land supply problems would be diminished pro rata. (Right now they appear to have a 5.1 year land supply which is very close to the governments minimum requirement of 5 years). We learned that ERYC does build some houses itself (about 10 per year). They are also buying affordable units off developers, so far they have bought about 40.

They said that town and parish councillors need to be involved in the revisions to the Local Plan. They said that they would like town and parish councils to be more involved at the draft allocations stage (i.e. about now). They have been approaching landowners for sites. In the next two months or so they will be doing fact checking on the allocations that they have initially suggested, this will continue in 2019.

We need to look at their initial allocations and prepare statements for them. I suggest that even if we don't want any more houses to be built in Pocklington, we should at least consider where new homes could best be built and have some statements ready for them. I think there is a growing realisation that in the past houses tended to be built wherever developers offered land. They reminded us that existing land bids are on their interactive mapping system. They told us that new assessments for viability and flooding have been made. In their consultations in late 2018 they asked about a variety of methods for assessing the numbers of new houses needed. They said that they were intending to continue to use their so-called "standard method" mentioned in those documents, together with the decreased targets for new builds mentioned above.

They expect to produce their draft revised strategy and allocations document in 2020.

Their 2018 consultations included questions about possible new conurbations. These were likely to be at Goole. However, problems from flooding possibilities have meant that new conurbations now look unlikely. Instead, they are looking at possible developments at or near about four villages in that part of the county, such as Eastrington.

Service team update

They reported on quite a large number of improvements to the interactive systems available on their website. These are in some cases quite substantial and are worth keeping an eye out for.

Draft enforcement plan

ERYC informed us that non-agreed building work is not a criminal offence and because of this even the worst offenders tend to get treated very kindly. They have been updating their enforcement plan and they are organising training for town and parish councils.

Cllr Green reported that the results from the Neighbourhood Plan Public Consultation Survey have been received. There will be a presentation of the results on Saturday 15th June at 11am in the Old Courthouse. The presentation will be from the consultants doing the analysis.

Cllr R. Hodgson gave a verbal report on the Greener Pocklington meeting that was held on 11th June. There will be two litter picks one on Sunday 30th at 9.30am and one on Friday 5th July starting at 10 am.

The areas that need doing will be the Town Centre and the open spaces.

20. To confirm the date of the next meeting and receive Agenda Items for that meeting.

The clerk confirmed the next Full Council meeting will be on Wednesday 10th July 2019. There will be a Planning committee at 6.15pm and Transport, Lighting and Road Safety Committee on Wednesday 19th June. A Development, Marketing and Events meeting on Wednesday 26th June and a Lands and Property Committee meeting on Wednesday 3rd July.

The Clerk asked that agenda items should be sent on the Wednesday the week before the meeting for possible inclusion on the agenda.

The Meeting closed at 8.58 pm.