

MINUTES OF THE ANNUAL GENERAL MEETING OF SNAITH AND COWICK TOWN COUNCIL HELD ON MONDAY 21 MAY 2018 AT 26 MARKET PLACE, SNAITH

Present

Cllr. R. Lyons (in the chair), Cllrs. D. Butterfield, D. Bromley, S. Jones, J. Hollas, L. Thompson, J. Whiteley, H. Miley, R. Spencer, East Riding Ward Councillors, 5 Members of the Public and representatives of the Goole Times.

Election of the Town Mayor to serve for the year 2019/2020

The Town Clerk asked for nominations for the position of Town Mayor for the year 2019/2020. **Cllr. D. Bromley proposed Cllr. D. Butterfield for Mayor seconded Cllr. J. Hollas and agreed. The Town Clerk asked for a show of hands in favour of Cllr. D. Butterfield taking position of Town Mayor – All in favour.**

Declaration of Acceptance of Office by the New Town Mayor

Cllr. D. Butterfield signed the Declaration of Acceptance of Office.

Declaration of Acceptance of Office by all Councillors

All councillors signed Declarations of Acceptance. Cllr. J. Staveley – Churton signed prior to the meeting.

Election of the Deputy Town Mayor to serve for the year 2019/2020

The Town Clerk asked for nominations for the position of Deputy Town Mayor for the year 2019/2020. The Town Clerk advised a register of interest had been handed in by Cllr. J. Staveley – Churton for the position. **Cllr. J. Hollas proposed Cllr. S. Jones for Deputy Mayor seconded Cllr. L. Thompson and agreed, The Town Clerk asked for a show of hands in favour of Cllr. S. Jones taking position of Deputy Town Mayor – All in favour.**

Declaration of Acceptance of Office by the New Deputy Town Mayor

Cllr. S. Jones signed the Declaration of Acceptance of Office.

To approve the minutes of the council meeting held on Monday 15 April 2019

The minutes of the meeting held on Monday 15 April 2019 having been circulated were taken as a true record of the meeting and signed by the Town Mayor. **Proposed Cllr. J. Hollas seconded Cllr. L. Thompson and agreed.**

Apologies for absence

Cllr. J. Staveley – Churton

To note declaration of interest by members of the council in term on this agenda and the nature of such interest

None Received.

To fix a Day, Time and Place for the Council Meeting for 2019/2020

Cllr. J. Hollas proposed the Full Council Meeting remain the same on the third Monday of each month at 7pm Seconded Cllr. L. Thompson and agreed. Cllr. D. Bromley asked if the councillors were happy with meeting taking place once a month rather than twice. All councillors stated they were happy with once a month as the system of sub committees and working groups has worked well.

Election of 5 Council Members to serve on Snaith and Gowdall Cemetery Committee for the year 2019/2020

Cllr. J. Hollas proposed Cllrs, D. Butterfield, S. Jones, H. Miley, L. Thompson and D. Bromley seconded Cllr. J. Whiteley and agreed.

Election of 6 Council Members to serve on the Planning Committee for the year 2019/2020

Cllr. H. Miley proposed Cllrs. D. Butterfield, S. Jones, J. Hollas, L. Thompson, R. Spencer, J. Staveley – Churton seconded Cllr. D. Bromley and agreed.

Election of 4 Council Members to serve on the Events Committee for the year 2019/2020

Cllr. L. Thompson proposed Cllrs. J. Hollas, D. Bromley, J. Whiteley and H. Miley seconded Cllr. S. Jones and agreed.

Election of 4 council Members to serve on the Footpath Committee for the year 2019/2020

Cllr. H. Miley proposed Cllrs. D. Butterfield, R. Spencer, J. Staveley – Churton and J. Whiteley seconded Cllr. S. Jones and agreed.

Election of 4 Council Members to serve on the Employment Committee for the year 2019/2020 (to include the Town Mayor)

Cllr. H. Miley proposed Cllrs. D. Butterfield, L. Thompson, S. Jones and D. Bromley seconded Cllr. J. Whiteley and agreed.

Election of 3 Council Members to serve on the Disciplinary and Grievance Committee for the year 2019/2020 (not to include the Town Mayor or Deputy Town Mayor)

Cllr. S. Jones proposed Cllrs. J. Hollas, J. Whiteley and L. Thompson seconded Cllr. H. Miley and agreed.

Election of 3 Council Members to serve on the Complaints Committee for the year 2019/2020

Cllr. J. Whiteley proposed Cllrs. S. Jones, J. Hollas and H. Miley seconded Cllr. L. Thompson and agreed.

Appointment of 4 Council Members to serve on the Joint Use Play Area for the year 2019/2020

Cllr. D. Bromley proposed Cllrs. L. Thompson, J. Whiteley, H. Miley and J. Hollas seconded Cllr. S. Jones and agreed.

Appointment of 4 Council Members to serve on the Snaith and Cowick Together Steering Group and Heritage Day Group for the year 2019/2020

Cllr. L. Thompson proposed Cllrs. D. Butterfield, S. Jones and D. Bromley seconded Cllr. R. Spencer and agreed.

Adoption of Code of Conduct

A full copy of the new Code of Conduct was circulated to council members prior to the meeting. **All councillors agreed to sign the Code of Conduct.**

East Riding Councillors Report

East Riding Ward Councillors thanked the Town Council and residents of Snaith and Cowick for voting for them in the recent elections. Cllr. L. Sargeantson advised she had contacted ERYC regarding the flooding on Market Place and Yorkshire Water had carried out some initial investigations. Cllr. C. Fox stated she would continue to work for the community. **Noted by council members.**

Town Clerks Report

The Town Clerk advised the office opening times would be changed for two weeks due to elections and staff holidays. **Noted by council members.**

Action Log Update

An updated action log was circulated to council members at the meeting. Cllr. D. Butterfield explained to new councillors how the document works.

Action log number 287 - **Cllr. D. Butterfield requested flooding issues on Mill Lane be chased with ERYC.**

Action log number 292 – The Town Clerk advised she'd had discussion with Humberside Fire and Rescue and they believed the **planting of shrubs at the side of the Town Council Office may resolve the problem of young people kicking balls against the office walls proposed Cllr. D. Bromley seconded Cllr. J. Whiteley and agreed.**

Items from Residents

Disabled Parking – Market Place

The Town Clerk advised a number of residents had requested this item on the agenda as business owners were parking vehicles on Double Yellow Line and in disabled parking bays for long periods of time. **Cllr. S. Jones proposed looking at the legalities of gathering evidence from CCTV images to then be passed to Parking Enforcement for action seconded Cllr. D. Bromley and agreed. Cllr. H. Miley proposed contacting the landlords of businesses illegally parking and requesting they speak to the tenants seconded Cllr. J. Whiteley and agreed.**

Flooding Market Place

The Town Clerk read a full report from Steve Roberts (ERYC Assistant Gullies Manager) advising they have flushed part of the system but unfortunately there was a large number of defective pots and gullie heads as well as an issue with Yorkshire Water drain locations. Mr Steve Roberts advised the flooding issue should now be resolved but he has requested project works by carried out with ERYC Highways to resolve the defects in the system. Cllr. L. Sargeantson informed the council if they needed any further support to please contact her. **Noted by council members.**

Items from Council Members

Gateway to the East Riding

Cllr. S. Jones gave a full report on the Gateway to the East Riding project to all new councillors. Cllr. S. Jones advised he would be working on the grant application with the office staff over the coming weeks and months. **Noted by council members.**

Litter Campaign

Cllr. D. Bromley gave a report to councillors regarding the increase in litter in the community. **Cllr. D. Bromley proposed the council do more about the problem and have a separate meeting to discuss** **Seconded Cllr. R. Spencer and agreed. The Town Clerk agreed to set up a meeting for councillors.**

Trains from Snaith

Cllr. D. Bromley gave a full report on the LAVRAG Project for hourly trains to Leeds to all new councillors. **Noted by council members.**

Events

Civic Service Date

It was agreed for the Town Mayor to confirm the date for the Civic Service and forward details to councillors. Possible dates 14 and 28 July. **Noted by council members.**

Summer Market

Cllr. J. Hollas gave a report on the Summer Market activities. Cllr. D. Bromley gave a report on the procession and groups joining the event. The Town Clerk advised councillors of all details on Market Stalls, Rides, Food and Drink, set up times and the need for volunteers on the day. **Noted by council members.**

Remembrance Parade

Information was given to councillors regarding the annual Remembrance Parade. **Noted by council members.**

Christmas Market

Information was given to councillors regarding the annual Christmas Market and the need for volunteers on the day. **Noted by council members.**

Insurance Renewal

Deferred to next meeting.

Accounts

A full list of accounts were circulated to council members prior to the meeting. **Proposed Cllr. D. Bromley seconded Cllr. J. Hollas and agreed.**

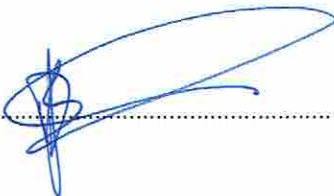
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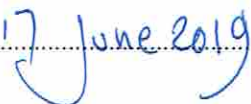
The Town Clerk advised the Annual Internal Audit had taken place and read the comments by the internal auditor. **The Accounts will now be forwarded to the External Auditor. Proposed Cllr. D. Bromley seconded Cllr. J. Hollas and agreed.**

Exclusion of Press and Public

Staff Costs

Staff costs including PAYE, Tax, NI and Pensions were read to council members for approval. **Proposed Cllr. H. Miley seconded Cllr. J. Whiteley and agreed.**


..... Signature


..... Date