

MINUTES OF THE MEETING OF THE DRIFFIELD TOWN COUNCIL HELD ON TUESDAY SEPTEMBER 4TH 2018 AT 7.30PM IN THE MEETING ROOM, COMMUNITY CENTRE, MILL STREET, DRIFFIELD.

Present: J Fletcher (Mayor), M Blakeston, G Lucas, A Croft (Deputy Mayor), S Fletcher, M Rogers, C Scarlett, T Watson, M Steward, K Stack, T Cooper, H Venter, S Starratt and the Deputy Town Clerk, Miss Rachael Parker.

The Chairman gave instruction as to how to leave the building in the event of an emergency.

70/18 Apologies for Absence:

Councillors P Rounding and J Cooper.

71/18 Declarations of Interest:

There were none.

72/18 Registration of Gifts and Hospitality:

There were none.

73/18 Questions, Matters of Accuracy and Observations on the Minutes of July 3rd 2018:

There were none.

74/18 Adoption of the Minutes of July 3rd 2018:

The minutes were **adopted** with all in favour.

75/18 Clerks Update:

Police Commissioner Meeting: Cllrs G Lucas, J Fletcher, M Rogers, C Scarlett and A Croft to be contacted re: date etc.

76/18 NALC Model Standing Orders:

Lay on the table until the next ordinary meeting.

77/18 To consider the admission at the Bonfire and Firework Display:

The admission will remain as last year.

78/18 First World War Activities Update:

Updates on the service, the memorial at the station were given. It was **agreed** that the silhouettes will remain on the clock and further thought will be given to a permanent inside home to the poppies. It was also **agreed** that the 'travelling' Tommy will be erected on Little Driffield green for a time.

79/18 To consider a request for a donation from the Small Grant Fund from the Driffield Community Mental Health Team for their allotment:

Further information as requested.

- 80/18 ERNLLCA Conference:**
- Cllrs H Venter and M Steward to attend.
- 81/18 Update on 8 – 8 Centre:**
- Cllr M Blakeston and M Steward gave updates. Residents were encouraged to communicate their experiences to the MP Greg Knight. The clerk reported that requested statistics regarding attendance at the clinic were still awaited from the CCG. Cllrs C Scarlett and M Blakeston said they intended to attend the AGM.
- 82/18 Adoption of the Events Committee Minutes of 3rd September 2018:**
- Cllr S Starrett presented the minutes for adoption.
- The minutes (including the recommendation that marshalling company be employed at both the Bonfire and Christmas events) were **agreed** with all in favour.
- 83/18 Highways:**
- Fair at Cross Hill.** The clerk reported that the fair was now in situ at the car park until Monday.
- Abandoned car on Cattle Market:** The Mayor reported that she was looking into this issue on behalf of resident and referred to ERYC cllr B Hall.
- 84/18 Responsible Financial Officers Report:**
- The enclosed report was **agreed** with all in favour.
- 85/18 Correspondence:**
- Thank you letters were received from Driffield Homing Society, Driffield Youth Action, Driffield Skate and BMX Park, Driffield Childrens Outing and Driffield Bowls Festival.
- 86/18 Temporary closure of meeting for Post Council Public Review:**
- Mrs Helliwell commented on the pigeon cabin at the allotments.
- Cllr Croft requested that the Driffield Folk Festival in relation to their donation from the Small Grant Fund be placed on the October agenda.
- 87/18 Meeting re-opens.**
- 88/18 Delegates Reports:**
- There were none.
- 89/18 Date of Next Meeting:**
- Tuesday October 2nd 2018 at 7.30pm.

90/18 In view of the confidential nature of the business about to be transacted, namely the discussions surrounding the potential new depot with all in favour to exclude the public:

91/18 (a) General Update on potential new depot:

The clerks update circulated with the agenda was noted.

(b) To consider a resolution to instruct Wm Naylor to apply for full planning permission on behalf of DTC for a depot at Skerne Park:

Cllr T Cooper requested a recorded vote.

It was **agreed** with Cllrs A Croft, J Fletcher, S Fletcher, M Rogers, M Blakeston, K Stack, G Lucas, C Scarlett, S Starrett and T Watson with Cllrs M Steward, T Cooper and H Venter against that planning permission be applied for.

(c) To consider a resolution to contract the services of DCK Accounting in budget setting:

It was **agreed** with Cllrs A Croft, J Fletcher, M Rogers, H Venter, C Scarlett, S Fletcher, K Stack, G Lucas, T Watson, S Starrett, M Steward and M Blakeston with Cllr T Cooper against to contract the services of DCK Accounting.

(d) To consider consultation methods:

It was **agreed** with Cllrs M Blakeston, J Fletcher, S Starrett, H Venter, T Cooper, M Steward, G Lucas, S Fletcher, K Stack, C Scarlett, T Watson with abstentions from Cllrs A Croft and M Rogers that an article be written for the paper and residents invited to an open evening at a venue to be confirmed at a time to be confirmed so that residents could attend and discuss the plans and give their views.

The meeting closed at 9.00pm.

Signed:

Date:

DRIFFIELD TOWN COUNCIL APPROVED AUGUST EXPENDITURE

Payments made between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/08/2018	KC Communications	109513	84.00		14.00	4105	106	70.00	CCTV broadband
02/08/2018	KC Communications	109513	80.08		13.34	4052	104	66.74	CH broadband phone line
02/08/2018	EON	109514	70.98		3.18	4050	104	67.80	1 Mkt Walk electricity
02/08/2018	S I Newlove Ltd	109515	490.80		81.80	4221	104	409.00	Hatch at MW
02/08/2018	Normans of Scarborough Ltd	109516	100.28		16.71	4031	103	83.57	Stationery
02/08/2018	CPD PLC	109517	151.39		25.23	4112	106	126.16	Toilet roll & pine cleaner
02/08/2018	Woodmil Ltd	109518	243.16		40.53	4032	103	202.63	Photocopier charges
02/08/2018	Yorkshire Media	109519	18.00		3.00	4126	107	15.00	Website
02/08/2018	Penelope Payroll	109520	69.60		11.60	4009	101	58.00	Payroll services
02/08/2018	Flying Colours Flags Ltd	109521	434.34		72.39	4110	106	361.95	Yorkshire Day mkt merchandise
03/08/2018	Petty Cash	109512pc	100.00			203		100.00	100.00
03/08/2018	CJE Group	109522	264.00		44.00	4122	107	220.00	WW1 Station photos
03/08/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
03/08/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
03/08/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
03/08/2018	Moneymaster	TR	16,016.93			201		16,016.93	Weekly adjustment
07/08/2018	Eric Lawson	109523	150.00			4006	101	150.00	CH caretaking
07/08/2018	MD Cleaning Services Ltd	109524	243.00			4005	101	243.00	PC cleaning w/ends July
07/08/2018	MD Cleaning Services Ltd	109524	198.00			4005	101	198.00	Lunchtime check July
07/08/2018	ADT	109525	268.80		44.80	4221	104	224.00	Installation of police alarm
07/08/2018	F Waites & Sons	109526	264.17		44.01	4023	102	220.16	Various equipment
07/08/2018	All Star	DD	273.67		45.61	4020	102	228.06	Fuel
10/08/2018	HSBC	DD	68.20			4039	103	68.20	Total charges
11/08/2018	HSBC	DD	8.00			4039	103	8.00	Auto transfer fee
13/08/2018	Wm E Naylor & Son	109527	91.50		15.25	4023	102	76.25	Wood
13/08/2018	Fire Protection Services Ltd	109528	106.20		17.70	4056	104	88.50	CH fire alarm check
13/08/2018	Elcocks Ltd	109529	98.58		16.43	4023	102	82.15	Various equipment
13/08/2018	CPD PLC	109530	133.92		22.32	4023	102	111.60	Bin liners
14/08/2018	Petty Cash	109531PC	100.00			203		100.00	Petty Cash
14/08/2018	BKR Leaflet Distribution	109532	457.90		76.32	4125	107	381.58	Town Guide distribution
14/08/2018	Minster Cleaning Services	109533	631.54		105.26	4004	101	526.28	PC cleaning

16/08/2018	Southern Electric	DD	15.10	0.71	4086	106	14.39	Street lighting
16/08/2018	Southern Electric	DD	378.67	18.03	4113	106	360.64	PC North Street
16/08/2018	Southern Electric	DD	-378.67	-18.03	4113	106	-360.64	Correct error
16/08/2018	Southern Electric	DD	378.67	18.03	4051	104	360.64	Depot electricity
16/08/2018	Southern Electric	DD	103.01	4.90	4113	106	98.11	PC North Street
16/08/2018	Southern Electric	DD	188.42	8.97	4050	104	179.45	MW electricity
17/08/2018	Nigel Stinson	109534	545.00		4008	101	545.00	TT cover
17/08/2018	Kerry Duncan Photography	109535	30.00		4122	107	30.00	Window display photos
					325		-30.00	Window display photos
					6000	107	30.00	Window display photos
17/08/2018	Initial	109536	23.03	3.84	4034	104	19.19	Feminine bins
17/08/2018	DCK Accounting Solutions	109537	1,565.16	260.86	4034	103	1,304.30	VAT visit
20/08/2018	Public Works Loan Board	DD	7,322.00		4058	104	7,322.00	Loan repayment
24/08/2018	Unicom	DD	122.02	20.34	4030	103	101.68	Telephone
28/08/2018	Elcocks Ltd	109538	48.34	8.06	4023	102	40.28	Various
28/08/2018	Kerry Duncan Photography	109539	50.00		4034	107	50.00	Photos for advert
28/08/2018	Campaign to Protect Rural Eng	109540	36.00		4145	108	36.00	Subscription
28/08/2018	Visual Security Systems	109541	546.00	91.00	4105	106	455.00	CCTV
28/08/2018	Michael Readman Lawn Mower	109542	1,057.27	176.21	4021	102	881.06	Tractor/Mower repairs/service
28/08/2018	CPD PLC	109543	27.22	4.54	4112	106	22.68	Bleach/handsoap
28/08/2018	Yorkshire Water	109544	44.67		4050	104	8.83	MW water
					4052	104	35.84	CH water
28/08/2018	Southern Electric	109545	75.56	3.59	4052	104	71.97	CH electricity
28/08/2018	J Foley Electrical Ltd`	109546	86.46	14.41	4105	106	72.05	Power to CCTV Nat West
28/08/2018	Drifffield Electrical Supplies	109547	42.00	7.00	4105	106	35.00	Cable for Nat West CCTV
28/08/2018	Nigel Stinson	109548	465.00		4008	101	465.00	TT holiday cover
28/08/2018	Southern Electric	DD	30.99	1.47	4110	106	29.52	Market electricity
30/08/2018	World's Fair	109549	354.00	59.00	4232	107	295.00	Xmas mkt advert
31/08/2018	Southern Electric	DD	27.81	4.63	4110	106	23.18	Market electricity
31/08/2018	Southern Electric	DD	27.81	4.63	4110	106	23.18	Market electricity
31/08/2018	Moneymaster	TR	4,037.32		201		4,037.32	Weekly adjustment

DRIFFIELD TOWN COUNCIL APPROVED JULY EXPENDITURE

Payments made between 01/07/2018 and 31/07/2018

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
02/07/2018	Southern Electric	DD	27.81		4.63	4110	106	23.18	Market electricity
03/07/2018	CJE Group	109459	3,199.20		533.20	4125	107	2,666.00	Half Design & Print TGuide
03/07/2018	Hedon Insurance Ltd	109460	2,266.74			4024	102	2,266.74	Vehicle Insurance
06/07/2018	Post Office	109461	250.00			4025	102	250.00	Road tax pick up
06/07/2018	Post Office	109462	250.00			4025	102	250.00	Road tax - van
07/07/2018	Penelope Payroll	109458	6,462.99			4000	101		Staff Wages
09/07/2018	Driffield Youth Action	109463	3,500.00			4234	108	3,500.00	Donation from 17/18 year
09/07/2018	Driffield Skate & BMX Park	109464	2,000.00			4235	108	2,000.00	Donation
09/07/2018	Driffield Bowls Club	109465	200.00			4144	108	200.00	Bowls Festival SGF 137
09/07/2018	Driffield Agricultural Society	109466	96.00			4120	107	96.00	Tickets for Driffield Show
09/07/2018	All Star	DD	225.44		37.57	4020	102	187.87	Fuel
09/07/2018	ERYC Pensions	DD	2,150.30			4011	101	2,150.30	Superannuation
09/07/2018	HMRC	DD	2,231.93			4010	101	2,231.93	PAYE and NI
11/07/2018	J Foley Electrical Ltd	109467	1,491.00		248.50	4114	106	1,242.50	Replace PC lighting
11/07/2018	Lime Photographic	109468	132.00		22.00	4125	107	110.00	Photographs
11/07/2018	Flying Colours Flags Ltd	109469	2,260.14		376.69	4233	107	1,883.45	Bunting for town centre
11/07/2018	Eric Lawson	109470	160.00			4006	101	160.00	CH caretaking
11/07/2018	Visual Security Systems	109471	546.00		91.00	4105	106	455.00	CCTV
11/07/2018	KC Communications	109472	82.65		13.77	4052	104	68.88	CH broadband
11/07/2018	KC Communications	109472	84.00		14.00	4105	106	70.00	Police Station CCTV
11/07/2018	Yorkshire Media	109473	1,080.00		180.00	4126	107	900.00	Website instalment
11/07/2018	Yorkshire Media	109473	18.00		3.00	4126	107	15.00	Website maintenance
11/07/2018	Southern Electric	109474	100.49		4.74	4052	104	95.75	CH electric
11/07/2018	Southern Electric	109474	-100.49		-4.74	4052	104	-95.75	Reverse error
11/07/2018	Southern Electric	109474	100.69		4.74	4052	104	95.95	CH electric
11/07/2018	Yorkshire Water	109475	11.23			4050	104	11.23	Mkt Walk water