



Driffield Town Council

COUNCIL OFFICE

2-4 Market Walk, Driffield, East Yorkshire, YO25 6BW

Telephone: (01377) 254160

THE ANNUAL GENERAL MEETING OF THE DRIFFIELD TOWN COUNCIL WILL TAKE PLACE ON TUESDAY MAY 4th 2021 via ZOOM COMMENCING AT 6.30pm.

All members of Council are hereby summoned to attend this meeting: Cllr M Rogers, Cllr S Starrett, Cllr P Rounding, Cllr M Blakeston, Cllr Mrs J Fletcher, Cllr T Watson, Cllr A Croft, Cllr Miss G Lucas, Cllr G Helliwell, Cllr K McLeod, Cllr A Coleman, Cllr P Stocker, Cllr M Garrard, Cllr C Scarlett, Cllr S Fletcher and Cllr K Stack.

Risk Assessment and Recording of Meetings

AGENDA

1. Election of Chair (Mayor)
2. Execution of the Mayor's Declaration of Acceptance of Office
3. Election of Vice Chair (Deputy Mayor)
4. Apologies for Absence
5. Resolution of Monthly Meetings of the Town Council
6. Resolution for the formation of Standing Committees – the number of each Standing Committee is in brackets – the Mayor is Ex Officio member of (a) to (i) committees)
 - (a) Planning Committee (maximum 6)
 - (b) CCTV Committee (minimum of 4 maximum of 6)
 - (c) Allotments Committee (minimum of 4 maximum of 6)
 - (d) Environment Committee (minimum of 4 maximum of 6)
 - (e) Market Committee (minimum of 4 maximum of 6)
 - (f) Events Committee (minimum of 4 maximum of 6)
 - (g) Properties and Assets Committee (minimum of 4 maximum of 6)
 - (h) Personnel Committee (4) (not to include the Mayor or Deputy)
 - (i) Grievance Committee (3) (not to include the Mayor or Deputy)
7. Resolution for councillors to be appointed to Committees formed.
8. Resolution for appointment of councillors to the Working Groups that may arise over the council year
9. To Appoint Delegates:
 - (a) ERNLLCA
 - (b) Community Centre Management Committee (plus substitute)
 - (c) Yorkshire Coast Community Rail Partnership
 - (d) Driffield Youth Action
 - (e) Driffield Children's Centre
 - (f) Healthy Towns (Alfred Bean Project Group)
10. To appoint the Responsible Financial Officer
11. To appoint four members of the Town Council to be authorised to sign cheques on the council's behalf, and to agree two signatures are required to validate cheques

12. Questions, Matters of Accuracy and Observations on the Full Town Council minutes of April 6th 2021 (enclosed)
13. Adoption of the Full Town Council Minutes of April 6th 2021
14. Clerks Update – verbal
15. Alfred Bean Healthy Towns Project Group update – verbal from TC & Cllr M Blakeston
16. To consider a request for funding from the SG Fund from the Driffeld Bowls Festival (enc)
17. To consider a request for funding from the SG Fund from the U3A Local History Group (enc)
18. To receive correspondence & responses regarding North End Park (enc)
19. To receive and agree the Internal Auditors Report Financial year 2020/21 (enc)
20. To consider the Annual Governance Statement Assertions (enc)
21. To consider and agree the Annual Return for Financial Year 2020/21 (enc)
22. Adoption of the Environment Committee Minutes of April 13th 2021 (enc)
23. Adoption of the Allotment Committee Minutes of April 15th 2021 (enc)
24. Adoption of the CCTV Committee Minutes of April 29th 2021 (to be emailed)
25. To consider the Mayoral Consort chain replacement
26. To consider the Kelleythorpe Farm Project (enc)
27. To consider the charge for summer hanging baskets for those watering themselves & new customers in town centre
28. Responsible Financial Officers Report (enclosed)
29. Highways
30. Temporary Closure of the Meeting for Post Council Public Review
31. Meeting re-opens
32. Delegates Reports
33. Date of Next Meeting: Tuesday June 1st 2021

Confidential:

To agree a resolution to go into confidential in view of the matters to be discussed:

1. Adoption of the Personnel Committee Minutes of April 22nd 2021 and the enclosed Report
2. Update on Number 43 (verbal)

Claire Binnington
Town Clerk
Dated this 29th day of April 2021

Mayors Engagements:

Anzac Memorial – Remembrance Gardens

25th April