



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 3rd 2022 IN THE COUNCIL CHAMBER, COMMUNITY CENTRE, MILL STREET, DRIFFIELD.

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 F Smith, Cllr A Coleman, Cllr P Stocker, Cllr M Garrard, 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. Co-Option – application from Rhian Livingston (attached)
5. Apologies for Absence
6. Resolution of Monthly Meetings of the Town Council
7. 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)
8. Resolution for councillors to be appointed to Committees formed.
9. Resolution for appointment of councillors to the Working Groups that may arise over the council year
10. 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)
11. To appoint the Responsible Financial Officer

12. 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/online payments
13. Questions, Matters of Accuracy and Observations on the Full Town Council minutes of April 5th 2022 (enclosed)
14. Adoption of the Full Town Council Minutes of April 5th 2022
15. Clerks Update – verbal
16. TCO and EFO Reports to be distributed at the meeting
17. Alfred Bean Healthy Towns Project Group update
18. Driffield Youth Action Update
19. To consider a request from a refugee from Ukraine for the use of the town crest on a hoodie as a memento of Driffield
20. To consider increasing the Mobile Phone Allowance to staff to £13 to cover the tax now to be paid on this
21. To agree the donation to the Driffield Children's Outing Fund (already in the budget) £1500
22. To consider a request from the Small Grant Fund to sponsor the Golf Day (as last year)
23. Adoption of the Personnel Committee Minutes of April 5th 2022 (enc)
24. Responsible Financial Officers Report (enclosed)
25. Highways
26. Temporary Closure of the Meeting for Post Council Public Review
27. Meeting re-opens
28. Delegates Reports
29. Date of Next Meeting: Tuesday June 7th 2022

Claire Binnington
Town Clerk
Dated this 28th day of April 2022

Mayors Engagements:

St George's Day Scouts Event	23 rd April
Anzac Memorial – Remembrance Gardens	25 th April
Market Weighton Civic Service – Deputy Mayor	24 th April