



# *Driffield Town Council*

## COUNCIL OFFICE

2-4 Market Walk, Driffield, East Yorkshire, YO25 6BW  
Telephone: (01377) 254160

There will be a meeting of the Driffield Town Council on Tuesday March 7th 2023 at 7.00pm at the Council Chamber, Community Centre, Driffield.

All members of this committee are hereby summoned to attend this meeting: Councillor P Rounding, Cllr J Fletcher, Cllr A Coleman, Cllr M Blakeston (Mayor), Cllr M Garrard, Cllr M Rogers, Cllr G Lucas, Cllr S Fletcher, Cllr S Starrett, Cllr P Stocker, Cllr T Watson, Cllr G Helliwell (Deputy Mayor), Cllr F Smith, Cllr K Stack and Cllr A Newall

### Risk Assessment & Recording of Meeting

Members of Driffield Junior School Council to talk about their concerns re: road safety and parking issues around the school

## **AGENDA**

Public Discussion and Comment (limited to 10 minutes/Chair's discretion)

1. Apologies for Absence
2. Declarations of Interest
3. Registration of Gifts or Hospitality
4. To note the vacancy now rendered by the absence of Cllr R Livingstone without apologies for 6 continuous months
5. Questions, Matters of Accuracy and Observations on Town Council Minutes of February 7<sup>th</sup> 2023 (enc)
6. Adoption of the Town Council Minutes of February 7<sup>th</sup> 2023 Minutes
7. Clerks Update
8. External Funding Officer Report
9. Healthy Towns Update (if any)
10. Driffield Youth Action update
11. Town Clerk Exit Strategy (enc)
12. Application DC/22/02539/STPLF. The Sunderlandwick Estate. Strategic: Hybrid application for erection of fuel filling station, commercial unit, extensions to existing agricultural buildings into commercial buildings, erection of visitor centre with café and Educational space and associated parking and access, outline for drive thru restaurant.
13. ERYC Community Pay Back ideas
14. Street Trading Review (emailed)
15. Promotion of impending elections to encourage potential new councillors
16. Review of Internal Audit Procedures & Appointment of Internal Auditor (emailed)
17. To agree main scope of audit (emailed)
18. Review of Financial Risk Assessments (emailed)
19. Review of policies: Social Media/Social Media Promotion/H & S Policy & Statement/Equality/Publication Scheme/Recording of Meetings/GDPR/Civic (emailed)

20. Charges Review (emailed)
21. Insurance Review (emailed)
22. Asset Register Review (emailed)
23. Risk Assessment Review
24. Adoption of the Personnel Committee Minutes of February 3<sup>rd</sup> 2023 (enc)  
Including Employment Policies
25. Adoption of the Planning Committee Minutes of February 14<sup>th</sup> 2023 (enc)
26. Adoption of the Event Committee Minutes of February 14<sup>th</sup> 2023 (enc)  
See enclosed funding update
27. Adoption of the CCTV Minutes of February 28<sup>th</sup> 2023 (enc)
28. Highway Matters (enc) inc concerns re: Driffield Junior School
29. Responsible Financial Officers Report (enc)
30. Delegates Reports
31. Date of Next Meeting: Tuesday April 4<sup>th</sup> 2023

Claire Binnington Town Clerk  
Dated this 2<sup>nd</sup> day of March 2023

**Mayors Engagements:**

02/02/2023	Present MOD Award at Glenfields care home
03/02/2023	Present DDLC Shop winner
04/02/2023	Millennium Green tree planting
09/02/2023	Driffield School Concert
24/02/2023	Driffield Junior School Council re traffic concerns
25/02/2023	Civic Event - Bell Hotel
03/03/2023	Present award to winning business of DDLC scheme
05/03/2023	High Sheriff County Legal Service at Beverley Minster