

## MINUTES OF THE DRIFFIELD FULL TOWN COUNCIL MEETING

- Date:** 5 March 2024  
**Time:** 19.00  
**Venue:** The Council Chamber, The Community Centre, Driffield
- Chair:** Cllr G Lucas  
**Vice Chair:** Cllr Helliwell sent apologies so Cllr Lucas took the chair
- Present:** Cllrs G Lucas, M Rogers, S Fletcher, W Strath, M Strath, A Newall, T Watson, B Smith, F Smith, C Bekker, Town Clerk M Brown, and admin assistant P Danby
- 1 member of the public was present
- 264/24 Public Discussion and Comment:**
- None
- 265/24 Apologies for absence:**
- Cllrs S Starrett, M Blakeston, K Stack, P Symons, P Rounding, G Helliwell
- 266/24 Declarations of Interest:**
- None
- 267/24 Registration of Gifts or Hospitality:**
- None
- 268/24 Questions, Matters of Accuracy and Observations on the Full Town Council minutes of 6 February 2024**
- 247/24 Cllr B Smith asked to ask ERYC if there are any planning conditions on large developments that require them to add waste bins throughout their sites and if not, could they fund and install a waste bin on new walk
- 269/24 Adoption of the Full Town Council Minutes of 6 February 2024**
- The minutes were **adopted**
- 270/24 Clerks update**
- The clerk informed the council that following confirmation by ERNLLCA and the auditor the Mayors charity account will be closed in the new financial year.

It was confirmed that the mural is now complete and work on the interpretation board with the artist, and Methodist church was almost complete. The Council were happy that they did not need to see the board prior to it being manufactured. Cllr Watson asked that a letter of thanks on behalf of the Council be sent to Lewis for his excellent work.

It was reported that a long term renter of the Market Walk office was potentially needing permanent cover by a member of DTC staff. Cllr Rogers felt that they hired the room only, not a member of our staff. The clerk was asked to ensure that the council were informed of any meeting to discuss this so that Council members could attend should they wish.

Tidy Team member Rob Flake is recovering well following his operation which the Council were pleased to hear.

The Council were reminded that chairs of all committees are to provide their reports for the Annual Parish Meeting which would be needed for the 27 March. The APM will be held at 7pm on 2 April prior to the full council meeting on the same evening.

The clerk thanked all those who attended the ERNLLCA meeting the previous evening.

**271/24 Healthy Towns Update**

None

**272/24 Driffield Youth Action update**

None

**273/24 To consider a resolution on the future of the council's use of H&S consultants**

Cllr Newall said he was happy with the current arrangements. This was agreed with 7 for, 1 against and 2 abstentions.

**274/24 To consider a resolution to adopt the investment strategy**

Cllr Newall put forward the strategy worked on by him and Cllr W Strath. The work involved looking at many existing strategies already in place with similar sized councils.

Cllr Rogers felt that section 8.1 should be removed as was it really necessary to move some funds to a different bank? Cllr Lucas preferred the safety net of offered by the funds split over two banks and after noting the additional work to set that up would be minimal, Cllr Rogers agreed with the proposal.

The investment strategy as proposed was **agreed** with all in favour.

The clerk and council thanked Cllrs W Strath and A Newall for their work on pulling the investment strategy together.

**275/24      Review of internal audit procedures and appointment of internal auditor**

These were **agreed** with all in favour.

**276/24      To agree main scope of audit**

This was **agreed** with all in favour.

**277/24      Review of financial risk assessments**

These were **agreed** with all in favour.

**278/24      Review of policies: Social Media, Social Media Promotion, H&S Policy and Statement, Equality, Publication scheme, Recording of meetings, GDPR, Civic**

These were **agreed** with all in favour.

**279/24      Charges Review**

With regards to the market charges, it was felt that as the gazebos would be new, a charge of £10 should be made for hiring them which was to include a table. This was **agreed** with all in favour.

The clerk was given discretion to offer new traders a 4 week back to back taster hire of £40 payable on the first week. If required, a gazebo could be hired at the standard rate. This was **agreed** with all in favour.

All the other charges in the review were **agreed** with all in favour.

**280/24      Insurance Review**

This was **agreed** with all in favour.

**281/24      Asset Register Review**

This was **agreed** with all in favour.

**282/24      Risk Assessment Review**

This was **agreed** with all in favour.

**283/24 To consider a resolution to allow the clerk to proceed with either secondment or public recruitment of a Town Development Officer**

This was **agreed** with all in favour.

**284/24 To consider a resolution to support Driffield in Bloom with their application to Yorkshire in Bloom 2024**

This was **agreed** with all in favour.

**285/24 To consider a resolution to support “Prevention of violence against women” day**

Cllr B Smith informed the Council that ERYC were encouraging venues etc to be lit up by purple lights, or wear purple on International Women's Day (Friday, 8 March). It was felt Driffield Town Council's support for this initiative could be shown by using social media and displaying posters in our office windows, notice board, and at No.43

This was **agreed** with all in favour.

**286/24 To consider a resolution for anyone asking for small grant funding to “match” their funding request**

Cllr B Smith felt that match funding was needed for grant requests as this showed commitment from others for the monies. Cllr Watson was not keen as many smaller groups do not have the money available to match. Cllr Rogers agreed with Cllr Watson but suggested that we should at least ask those requesting if they are able to match.

It was **agreed** with all in favour to continue to review each application as it came in.

**287/24 To consider a resolution to change the Deputy Mayoral chains from a blue ribbon to a silver metal chain**

Cllr Lucas felt that the blue ribbon on the Deputy Mayor chains were not suitable. It was also felt that blue was not a great colour for a lady – especially when every other Deputy Mayor at events is in a full chain.

Cllr Rogers felt that during a cost of living crisis it was not the best time to look at changing.

Cllr Rogers asked to ensure the consort chain stated “Consort” and not lady.

It was **agreed** for the clerk to look at costings and designs for a silver chain for the Deputy Mayor.

**288/24 To consider a resolution to install additional lighting under Market Walk**

It was reported that a business at the end of Market Walk was looking to install external lighting under the covered area outside their business and if the Council would consider extending work this along the section of Market Walk outside the offices.

This was agreed with all in favour

**289/24 Highway Matters**

Cllr F Smith stated he had seen an increase in dog fouling. He asked if the stencil that was used by the tidy team be used again to try and highlight the issue. The idea to stencil the area where any is picked up.

This was agreed with all in favour

Cllr Rogers reported that he has had further discussions and site meetings with the ERYC regarding the road from Spellowgate to Cowlam. ERYC agree the road is in a state, but that it will be 2-3 years before for any major remedial work would be done. Cllr Rogers also confirmed that none of the communication sent by the office had been received at ERYC and asked for it be retrieved and handed to him.

The clerk was asked to write again over the lack of reply and to send a further complaint letter direct to Anne Handley.

This was agreed with all in favour

**290/24 Temporary closure of meeting for public discussion and comment**

ERYC Cllr Maria Bowtell introduced herself to the Council

**291/24 Adoption of the Personnel Committee Minutes of 6 February 2024**

These were presented for adoption by Cllr Rogers who informed the council that the committee are working with the Tidy Team on purchasing certain tools for them to use, over using their own.

The minutes were adopted with all in favour

**292/24 Adoption of the Events Committee Minutes of 13 February 2024**

These were presented for adoption by Cllr Newall

The minutes were adopted with all in favour

**293/24 Adoption of the Environment Committee Minutes of 13 February 2024**

These were presented for adoption by Cllr Watson

Cllr Newall asked for the meeting end time to be corrected to show 19.00

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

**294/24 Adoption of the Planning Committee Minutes of 13 February 2024**

These were presented for adoption by Cllr Lucas

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

**295/24 Adoption of the CCTV Committee Minutes of 27 February 2024**

These were presented for adoption by Cllr F Smith

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

**296/24 Responsible Financial Officers Report**

Cllr Rogers asked if the total amounts in the account from the previous year be added to the front page as a comparison.

The report was **adopted** with all in favour

**297/24 Delegates reports**

None

**298/24 Date of Next Meeting**

Tuesday 2 April 2024

The meeting closed at 20.40

..... Signed

..... Dated