

**GOOLE TOWN COUNCIL**

**POLICY AND RESOURCES COMMITTEE**

**Minutes of Meeting held on 30<sup>th</sup> May 2024 commencing at 6:18PM**

**PRESENT:** Councillors Flynn (In the Chair), Raspin, D Jeffreys, B Jeffreys, Moiser, Bailey, Shillito, Cooper, Siddle and B McLaughlin

**OFFICERS:** Mr B. Robertson (Town Clerk)  
Ms Stacey Norfolk (Deputy Town Clerk/RFO)  
Mr Phil Batten (Head of Operations)  
Mr Graham Whitehead (Head of Arts & Culture)  
Mrs Natasha Costello (DSA)

**PR2365** **APOLOGIES**

Apologies were received from Councillors Kilcoyne, V McLaughlin, Penn, Bottomley and Handley

**PR2366** **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

There were no declarations of interest

**PR2367** **MINUTES**

To sign as a correct record the minutes of the Policy and Resources Committee meeting held on the 21<sup>st</sup> March 2024 and approved at Full Council on 18<sup>th</sup> April 2024 and Policy and Resources Committee meeting held on the 18<sup>th</sup> April 2024 and approved at Full Council on 9<sup>th</sup> May 2024

Councillor Bailey **PROPOSED** that the minutes of the Policy and Resources Committee of 21<sup>st</sup> March 2024 and approved at Full Council on 18<sup>th</sup> April 2024 and the minutes of the meeting of 18<sup>th</sup> April 2024 approved at Council on 9<sup>th</sup> May, 2024 be signed as a correct record by the Chair Councillor Flynn.

This was **SECONDED** by Councillor Moiser

It was **RESOLVED** that the minutes of the Policy and Resources Committee of 21<sup>st</sup> March 2024 and 18<sup>th</sup> April 2024, be signed as a correct record by the Chair, Councillor Flynn

**PR2368** **REPORTS OF THE RESPONSIBLE FINANCE OFFICER/DEPUTY TOWN CLERK**

Members were in receipt of the following reports.

(a) Monthly Payments – March/April 2024

Members were recommended to **APPROVE** the schedule of payments for March 2024, totaling £335,452.42 and for April 2024, totaling £169,412.06



Councillor Bailey **PROPOSED** that Members **APPROVE** the schedule of payments for March/April 2024 of £335,452.42 and £169,412.06

This was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** that Members **APPROVE** the schedule of payments for March/April 2024 of £335,452.42 and £169,412.06

(b) Monthly Bank Reconciliation & Bank Statement – March/April 2024

Members were recommended to **APPROVE** the bank reconciliation for March/April 2024

Councillor Bailey **PROPOSED** that Members **APPROVE** the bank reconciliation for March/April 2024

This was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **APPROVE** the bank reconciliation for March/April 2024

(c) Income & Expenditure to 31<sup>st</sup> March/30<sup>th</sup> April 2024

Members were recommended to note the report for the period ending 31<sup>st</sup> March/30<sup>th</sup> April 2024

Councillor B Jeffreys **PROPOSED** that Members **NOTE** the report for the period ending 31<sup>st</sup> March/30<sup>th</sup> April 2024

This was **SECONDED** by Councillor Raspin

It was **RESOLVED** to **NOTE** the report for the period ending 31<sup>st</sup> March/30<sup>th</sup> April 2024

(d) Year-end Transfers To and From Reserves via the General Fund – 2022/2023

Members were recommended to approve the transfers to reserves of £42,060 and from reserves of £45,875

Councillor Bailey **PROPOSED** that Members **APPROVE** transfers to reserves of £42,060 and from reserves of £45,875

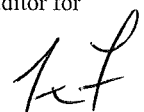
This was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **APPROVE** the transfers to reserves of £42,060 and from reserves of £45,875

(e) Appointment of Internal Auditor for the Financial Year Ending – 31<sup>st</sup> March 2025

Members were recommended to **RE-APPOINT** Richard Dixon as the internal auditor for 2024/2025

Councillor B Jeffreys **PROPOSED** that Members **RE-APPOINT** Richard Dixon as the internal auditor for



2024/2025

This was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **RE-APPOINT** Richard Dixon as the internal auditor for 2024/2025

(f) Annual Governance Statement For the year ending – 31<sup>st</sup> March 2024

Members were recommended to **NOTE** the annual governance statement (section 1 of the AGAR) for the year ending 31<sup>st</sup> march, 2024, for formal approval at full council on 27<sup>th</sup> June 2024 For the year ending – 31<sup>st</sup> March 2024

Councillor B Jeffreys **PROPOSED** that Members **NOTE** the annual governance statement (section 1 of the AGAR) for the year ending 31<sup>st</sup> march, 2024, for formal approval at full council on 27<sup>th</sup> June 2024 For the year ending – 31<sup>st</sup> March 2024

This was **SECONDED** by Councillor Raspin

It was **RESOLVED** to **NOTE** the annual governance statement (section 1 of the AGAR) for the year ending 31<sup>st</sup> march, 2024, for formal approval at full council on 27<sup>th</sup> June 2024 For the year ending – 31<sup>st</sup> March 2024

(g) Annual Governance Accountability Return (AGAR) for year end – 31<sup>st</sup> March 2024

Members were recommended to **APPROVE** the accounting statements (section 2 of the AGAR) for the year ended 31<sup>st</sup> march, 2024 for formal approval at full council on 27<sup>th</sup> June 2024

Councillor B Jeffreys **PROPOSED** that Members **APPROVE** the accounting statements (section 2 of the AGAR) for the year ended 31<sup>st</sup> march, 2024 for formal approval at full council on 27<sup>th</sup> June 2024

This was **SECONDED** by Councillor Raspin

It was **RESOLVED** to **APPROVE** the accounting statements (section 2 of the AGAR) for the year ended 31<sup>st</sup> march, 2024 for formal approval at full council on 27<sup>th</sup> June 2024

(h) Asset Valuation Policy – 2024/2025

Members were recommended to **AGREE** an asset valuation policy at acquisition cost

Councillor D Jeffreys **PROPOSED** that Members **AGREE** an asset valuation policy at acquisition cost

This was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **AGREE** an asset valuation policy at acquisition cost

(i) Notice of Audit 2023/2024

Members were recommended to **NOTE** the report

Councillor B Jeffreys **PROPOSED** that Members **NOTE** the report

This was **SECONDED** by Councillor B McLaughlin

It was **RESOLVED** to **NOTE** the report

(j) Internal Audit Report for the year ended – 31<sup>st</sup> March 2024

Members were recommended to **APPROVE/ACTION PLAN** the recommendations in the report

Councillor B Jeffreys **PROPOSED** that Members **APPROVE/ACTION PLAN** the recommendations in the report

This was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **APPROVE/ACTION PLAN** the recommendations in the report

(k) Revised Standing Orders

Members were recommended to **APPROVE** the revised standing orders

Councillor B Jeffreys **PROPOSED** that Members **APPROVE** the revised standing orders

This was **SECONDED** by Councillor D Jeffreys

It was **RESOLVED** to **APPROVE** the revised standing orders

(l) Revised Financial Regulations

Members were recommended to **APPROVE** the revised financial regulations

Councillor Siddle **PROPOSED** that Members **APPROVE** the revised financial regulations

This was **SECONDED** by Councillor B Jeffreys



It was **RESOLVED** to **APPROVE** the revised financial regulations

6.52PM Press entered the meeting

PR2369

**AMENITIES WORKING PARTY RECOMMENDATIONS/ REPORT BY HEAD OF OPERATIONS**

Members were in receipt of the above report

**ALLOTMENT APPEAL PROCESS**

It was **PROPOSED** by Councillor Siddle to **APPROVE** the recommendations of the head of operations to establish an appeals process

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **APPROVE** the recommendations of the head of operations to establish an appeal process

**TENANTING VACANT ALLOTMENT GARDENS**

It was **PROPOSED** by Councillor Siddle to **APPROVE** the recommendations of the head of operations to not allow non-Goole residents to be placed on the waiting list.

To not allow current tenants to take over additional allotments where there are vacant plots and to promote the advertising of the vacant plots through social media

It was **SECONDED** by Councillor D Jeffreys

It was **RESOLVED** to **APPROVE** the recommendations of the head of operations to not allow non-Goole residents to be placed on the waiting list.

To not allow current tenants to take over additional allotments where there are vacant plots and to promote the advertising of the vacant plots through social media

**GREENHOUSES**

It was **PROPOSED** by Councillor D Jeffreys to **APPROVE** the recommendations of the head of operations to prohibit the future erection of glass greenhouses

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **APPROVE** the recommendations of the head of operations to prohibit the future erection of glass greenhouses



**AMENITIES REPAIRS**

The RFO asked members to priorities this list before adding any new projects

It was **PROPOSED** by Councillor D Jeffreys to **NOTE** the report and the recommendation of the RFO

It was **SECONDED** by Councillor Bailey

It was **RESOLVED** to **NOTE** the report and the recommendation of the RFO

**PR2370**

**JUNCTION ADVISORY BOARD – REPORT FROM HEAD OF ARTS & CULTURE**

Members were in receipt of the above report

**REPAIRS TO HOT WATER SYSTEM**

It was **PROPOSED** by Councillor Bailey to **NOTE** the report

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **NOTE** the report

**CHRISTMAS LIGHTS DISPLAY**

It was **PROPOSED** by Councillor Raspin to **CONSIDER** each of the following given by the head of arts & culture

- (A) i. remove the display
- ii. reduce the display
- iii. relocate the display

(B) Resolve to agree the estimated budget overspend

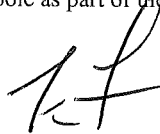
(C) Approve that installation works are carried out by East Riding Of Yorkshire Council as in previous years

It was **SECONDED** by Councillor Siddle

It was **RESOLVED** to Defer agenda items ((A) i, ii & iii) to allow the Head of Arts & Culture to give alternative cost solutions.  
To approve items B & C

**APPLICATION TO OPPORTUNITY GOOLE FLEXIBLE SKILLS FUND – ROUTE 3**

It was **PROPOSED** by Councillor Cooper to **AGREE** the recommendation of the head of arts & culture to approve funding in a formal minute to be shared with opportunity Goole as part of the application



It was **SECONDED** by Councillor Bailey

It was **RESOLVED** to **APPROVE** the recommendation of the head of arts & culture to approve funding in a formal minute to be shared with opportunity Goole as part of the application

**PR2371**      **INCREASED PARKING CHARGES WESLEY SQUARE**

It was requested that the Town Clerk send a strongly worded email to East Riding Council regarding the parking increase and other concerns raised by Members with regard to a lack of timely communication by the East Riding Of Yorkshire Council.

**PR2372**      **PROTOCOL FOR EXTERNAL BIDS**

It was **PROPOSED** by Councillor B Jeffreys to **NOTE** the report

It was **SECONDED** by Councillor Bailey

It was **RESOLVED** to **NOTE** the report

**It was RESOLVED that the press and public be excluded for the following items under the public bodies (admission to meetings act) 1960 in that they contain commercial or personal information as defined under the local government act 1972 schedule act 12a the divulgence of which may be detrimental to the council.**

**PR2373**      **MONTHLY DEBTORS**

Members were in receipt of the above report.

The RFO/DTC gave an update on debtors A & D

It was **PROPOSED** by Councillor B Jeffreys to **NOTE** the report

It was **SECONDED** by Councillor B McLaughlin

It was **RESOLVED** to **NOTE** the report

**PR2374**      **UPDATE ON CCTV/LIGHTING IN RIVERSIDE GARDENS**

Members were in receipt of the above report.

A handwritten signature in black ink, appearing to be 'L.F.', located at the bottom right of the page.

It was **PROPOSED** by Councillor Raspin to **NOTE** the report

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **NOTE** the report

**PR2375**

**DRAFT AMENITY LEASES**

Members were in receipt of the above report.

It was **PROPOSED** by Councillor Bailey to **AGREE** to the drafting of the new amenity leases and nominate 2 Members to sign the executed leases

It was **SECONDED** by Councillor Siddle

It was **RESOLVED** to **AGREE** to the drafting of the new amenity leases and nominate the Mayor and Deputy Mayor to sign the executed leases

Meeting concluded at 8:17PM

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A handwritten signature in black ink, appearing to be 'K. L.' followed by a long horizontal stroke.