

Beswick Parish Council

Meeting of the Council to be held at 7 pm on Wednesday, 11 July 2018 at Kilnwick Village Hall

AGENDA

1 Apologies for Absence:

2 Declarations of Pecuniary and Non-Pecuniary Interests:

3 Minutes:

To approve as an accurate record the minutes of the meeting held on 9 May 2018.

4 Matters Arising from the Minutes:

7 Annual Accounts 2017-18

To assess a more 'user-friendly' display of the accounts. Clerk and Cllr Quinn to detail.

8 GDPR and ERNLLCA Membership:

The Clerk to report any further issues arising from GDPR and on the compilation of new circulation lists for Parish Council business.

14.3 Footpath Damage:

The Clerk to report any action taken since the last meeting.

17.1 Footpath Warden:

Clerk to report.

17.4 Street Lighting in Kilnwick:

Cllr Quinn to report on any further information gleaned from various sources.

5 Planning Applications:

To discuss all planning applications received by the BPC since the last meeting including:

5.1 Notification of Planning Application Ref: 18/01280/PLF

Woodford House 37 Main Street Kilnwick East Riding Of Yorkshire YO25 9JD, Erection of Storage Building.

Further feedback requested regarding the drainage of the site to be submitted prior to today's meeting. Following email discussion, it was agreed that the following be submitted to the Planning Portal:

The revised proposal states that rainwater will run to a soakaway. But, given guttering on the drawing, this might be taken to apply to roof drainage only. There is an area described as "new hardstanding" that is approximately 1.5 to 2 times the area of the roof. There appears to be no statement as to what material is to be used for the hardstanding, which adds to an existing area of hardstanding that is of an area similar to that of the proposed building. Being conservative and with no specification in the application, we should assume that the new and existing hard standing is impermeable.

In the context of the above, we again, indicate we have no objection. However, we further recommend that, in the context of ensuring neighbours are unaffected by surface runoff, that a means of disposing of rainwater falling on the combined new and existing hardstanding is specified as a condition of the planning consent.

6 Correspondence:

Clerk to report on any correspondence received since last meeting.

7 Vacancies for the role of Parish Councillor:

Councillors Feasby and Plowman have tendered their resignations as of the close of the current Meeting. Cllr Scaife has agreed to remain a Councillor until some future date as yet to be determined.

The Council advertised two vacancies through both ERYC Democratic Services and the Parish Council's Notice Boards and Website. Two expressions of interest have been received by the Clerk. In the event that the number of candidates does not exceed the number of vacancies, the Parish Council can proceed to co-opt and appoint nominees to the vacancies without holding an election.

The two nominees, both parishioners, expressing interest are: Mr Robert E Lee and Mr Anthony E Beddows.

The Parish Council is invited to consider each nominee and decide each's appointment as Parish Councillor.

8 Parish Councils Meeting, County Hall, 24 May 2018:

Cllr Reid to report any matters of interest.

9 Finance:

9.1 Finance Update:

Clerk to report.

9.2 Payments:

Confirmation and payment of required payments following confirmation of payment as per requests.

Beswick Church - £250.00

Kilnwick Church - £250.00

10 AOB: *Items arising under AOB cannot be resolved if they involve expenditure or commit the Council to a course of action but will appear on the next Agenda.*

Date of Next Meeting: 12 September 2018

Beswick Parish Council

Meeting of the Council held at 7 pm on Wednesday, 9 May 2018 at Kilnwick Village Hall

MINUTES

1 Election of Chair for 2018-19:

The Clerk called the meeting to order and reported that she had received a nomination from Cllr Scaife that Cllr Ian Reid continue in the role of Chair and thanked Cllr Reid for his hard work and commitment to the PC. Cllrs Quinn, Plowman and Feasby all agreed with this nomination. Cllr Reid thanked Cllr Scaife for her kind words and accepted the nomination. It was agreed that Cllr Reid continue as Chair in 2018/19. Cllr Reid then took over control of the meeting.

2 Election of Vice-Chair for 2018-19:

Cllr Reid reported that due to ill health, Cllr Scaife was unable to continue as Vice-Chair. He thanked Cllr Scaife for her many years with Beswick PC and hoped that she would soon be in much better health. Cllr Reid nominated Cllr Quinn as Vice-Chair; Cllr Feasby seconded this nomination as Cllr Quinn was duly elected as Vice-Chair.

3 Apologies for Absence:

Cllr Scaife and County Cllr Pollard both send apologies.

4 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

5 Annual Report 2017-18:

Cllr Reid proposed that the meeting consider and approve the Newsletter 2017-18 (already distributed widely and incorporated in the Council's Website) as the Annual Report on Council activity. This was agreed.

6 Annual Return 2017-18:

- (a) To consider and note the Internal Auditor's report (attached): Agreed.
- (b) To consider and note the Certificate of Exemption (attached): Agreed.
- (c) To consider, approve and sign the Governance Statement (attached): Agreed, approved and signed.
- (d) To consider, approve and sign the Accounting Statement (attached): Agreed, approved and signed.

Cllr Reid requested that the Clerk write to Heather Measom, Wolds Federation Business Manager to thank her for her assistance in Internally Auditing the Annual Return.

7 Annual Accounts 2017-18:

Annual Accounts 2017-18 received and noted the Council's accounts for 2017-18. Cllr Quinn requested that the format of the Annual Accounts be altered to make them more 'user-friendly'. Clerk agreed to work with Cllr Quinn to do this.

8 Public Rights of Inspection:

The Clerk confirmed that the period for public inspection of the accounts and related records shall be from 4 June to 15 July inclusive, and it was agreed that public notice be given to that effect.

9 Minutes:

The minutes of the meeting held on 14 March 2018 were approved as an accurate record.

10 Matters Arising from the Minutes:

13.1 Traffic Mirrors: Cllr Quinn reported that there had been no further interest in this matter from the parishioners and it was therefore agreed that no further action be taken at this time.

8 GDPR and ERNLLCA Membership: Clerk reported that further actions in relation to the appointment of a DPO had not yet been required as discussion was on-going. Letters seeking confirmation of permission to hold individuals' details were distributed with the newsletter and a number have been

returned already. Cllr Quinn requested that a list of parishioners be sent to him in order to allow him to contact them to remind them to complete and return their forms.

14.1 Litter Pickers: Following the item in the newsletter relating to the sterling efforts of the litter pickers, it was requested that the required items be purchased as agreed. Thanks to all 4 parishioners for their continued hard work.

14.3 Footpath Damage: The Clerk reported that no communication had been received from ERYC about the reported damage. It was agreed that the Clerk should ask Cllr Pollard to take this to ERYC noting that the footpath was no longer accessible to wheelchair users, is not safe or accessible for children on their walk to/from school and might be a prospective insurance issue. Cllr Quinn suggested that the Clerk contact Cllr Barrett as per the article in the ERYC magazine; Clerk to pursue.

4.9 Street Scene: It is expected that the outstanding works be done in this financial year.

11 Planning Applications:

11.1 Notification of Decision of Application Ref: 18/00223/PLF

The above planning application has been approved.

11.2 Notification of Planning Application Ref: 18/01280/PLF

Woodford House 37 Main Street Kilnwick East Riding Of Yorkshire YO25 9JD, Erection of Storage Building.

Cllr Reid queried whether, given the size of both the roof and the new hardstanding area being proposed, there needs be a statement about how rain water disposal will be addressed. It was noted that the Internal Drainage Board has commented on-line and that the ditch along the boundary was to be used. The building specification is acceptable to the PC; but, adequate rain water drainage should be specified. Clerk to report this to ERYC.

12 Watton Footpath No. 11 and Bridleway No. 19, at Wilholme Landing:

Cllr Reid reported that a government-appointed inspector is due to inspect the site in the field on or after 23 April 2018. Debbie Smedley (Assistant Engineer, Definitive Map, ERYC) has indicated that once the Watton order has been determined, the County Council team will move on to resolving the access issues relating to Beswick Footpath No. 18.

13 Finance

13.1 Budget 2018/19:

Approve the budget for 2018/19.

Monitoring Report – 30 April 2018 distributed and agreed. Parishioners requested copied. Cllr Reid agreed that this could be done in the future.

13.2 Payments:

Reimburse Clerk for cost of Newsletter printing - £65.00

Reimburse Chair for postage of Newsletter - £8.99

Pay ERNLLCA Membership 2018/19 - £265.45

Cost of litter picking items agreed - cheque to be signed on receipt of invoice.

14 The Park, Kilnwick:

Cllr Reid has received comments from a few parishioners concerning the appearance of a portaloo on the SE corner of The Park. Cllr Reid has initiated a dialogue with the Secretary and Acting Secretary of the Trustees and will report on discussions. It was noted that the portaloo has now been moved and screened.

15 Membership of Beverley and North Holderness Internal Drainage Board:

To report that Cllr Reid has been appointed as an ERYC Nominated Member of the IDB.

16 ERYC Town & Parish Council Communication Survey:

The Clerk reported that the PC's response had been sent but as the deadline date had been extended to 9/5/2018 no outcome had been received.

17 AOB: *Items arising under AOB cannot be resolved if they involve expenditure or commit the Council to a course of action but will appear on the next Agenda.*

17.1 Footpath Warden: It was noted that no response had been received from Mr Lowey; Clerk to pursue.

It was reported that the Watton Beck crossing point is blocked with a Prohibition Notice being in place due to the bridge being unsafe. Clerk noted that this is the planned route for the school's sponsored walk.

17.2 Impending Resignations from Council: Cllrs Scaife, Feasby and Plowman have all given notice of their intention to resign. BPC is now seeking new Cllrs as 3 are needed to be present at each meeting in order to be quorate. Clerk to investigate the correct procedure with Democratic Services and advise. The required period of notice is extended to facilitate advertising of and appointment to posts.

It was noted that Cllr Quinn will need to be added to the bank account signatories.

Cllr Reid requested that Expressions of Interest be given to himself, Cllr Quinn or the Clerk.

17.3 Changes to EYMS 121: Changes are being put in place to make the service more timely with services no longer extending to and from Scarborough. Service 12 to and from Bridlington to Scarborough will take over this portion on the journey.

17.4 Street Light in Kilnwick: Cllr Quinn reported that an individual has questioned the turning off of street lights in the PC at night. Following discussion, it was agreed that Cllr Quinn would investigate the cost and validity of the Parishioner's comments. Cllr Reid noted that environmental issues must also be considered. If lights are to remain on, LED warm white bulbs to be used, if technically feasible.

Meeting Closed at 8.27 pm.

Date of Next Meeting:

11 July 2018

	2018-19	2018-19	
	Budget	Actual	
	£	£	

Defibrillator	0.00	0.00	
Street lighting	2000.00	2000.00	Estimated
Street Lighting Replacement Fund	800.00	800.00	Estimated
Bus Shelter Cleaning	40.00	40.00	Estimated
BT - Purchase of Beswick & Kilnwick Telephone Boxes			
Telephone Box Renovation - Beswick	350.00	350.00	Estimated
Telephone Box Renovation - Kilnwick	350.00	350.00	Estimated
Litter Picking Equipment		71.63	

Grants

Beswick Church	250.00	250.00	
Kilnwick Church	250.00	250.00	
Twilight Bus	25.00	25.00	Estimated

Administrative expenses

Insurance	350.00	350.00	Estimated
Clerk's salary	1200.00	1200.00	
Stationery and other expenses	65.00	65.00	Estimated
Parish Newsletter	70.00	70.00	Estimated
IT Maintenance	60.00	60.00	Estimated
External Audit Commission PKF	120.00	120.00	Estimated
Website domain registration (3 years)	0.00	0.00	
Transparency Code Grant - Clerk Website Maintenance & Training	200.00	200.00	
ERNLLCA Membership	265.45	265.45	
Data Protection Registration	175.00	175.00	Estimated
Postage		71.63	
Net expenditure	6570.45	6713.71	

FUNDING

VAT Reclaimed	313.00	313.00	Estimated
Reserve brought forward	3091.48	3091.48	
Precept	5250.00	5250.00	
	8654.48	8654.48	

YEAR-END RESERVE

2084.03	1940.77
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Tuesday Club 2018 *Including £531.45 remaining grant monies

		Balance
Balance Brought Forward*	£ 1,031.45	
Yorkshire Air Ambulance	£ 50.00	£ 981.45