

Beswick Parish Council

Virtual Meeting of the Council to be held at 7 pm on Wednesday, 9 September 2020 using Microsoft Teams

AGENDA

- 1 Apologies for Absence:**
- 2 Declarations of Pecuniary and Non-Pecuniary Interests:**
- 3 Minutes:**

Approval as an accurate record the minutes of the meetings held on 11 March 2020, 8 July 2020 and 12 August 2020.
- 4 Matters Arising from the Minutes:**

To consider any matters arising from previous meeting, should they still be relevant. See Attached Minutes from previous meetings for details.
- 5 Co-option of Councillor:**

Following the resignation of Cllr Rob Lee, ERYC advertised the vacancy with a call for representations by 5 August. No representations were received and co-option is now permitted. Three expressions of interest have been received; further information will be given to councillors either by email or at the Meeting. To consider co-option of a councillor.
- 6 Planning for the Future White Paper:**

To consider the and determine if BPC should provide a response. The Ministry of Housing, Communities & Local Government published this White Paper in August 2020 with a closing date for comments of 29 October 2020. See: <https://www.gov.uk/government/consultations/planning-for-the-future>.
- 7 Hornsea Project Four Logistics Compound Station Road, Lockington:**

To note that, after email exchange, BPC sent a representation to Ørsted supporting Lockington Parish Council's argument that the compound be sited east of the A164.
- 8 Grant to All Saints' Church, Kilnwick and St Mary's, Beswick:**

To consider making a grant for 2020-21. In 2019-20, the grant was £250.
- 9 K-B Tuesday Club:**

To confirm that activities will continue to be postponed until further notice. To notify the Kilnwick Village Hall Committee.
- 10 The Park, Kilnwick:**

To review and note recent developments, including street parking and access.
- 11 Finance:**
 - 11.1 Finance Update:**

Clerk to provide Monitoring Report attached and to note that ERYC has yet to cash the cheque issued in payment of the changes to the street lighting in Kilnwick. Clerk is in communication with Dave Williamson.
 - 11.2 Payments:**

To make payments as required:

Cllr Quinn - Defibrillator Maintenance Parts - £100.80
- 12 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: 11 November 2020.

Beswick Parish Council

Meeting of the Council held at 7 pm on Wednesday, 11 March 2020 at Kilnwick Village Hall

Minutes

1 Apologies for Absence:

None.

Present:

Cllr Reid (Chair), Cllrs Quinn, Beddows, Lee and Scaife, Julia Bugg (Clerk), Ward Cllr Beaumont and 4 parishioners.

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None:

3 Minutes:

Cllr Quinn requested that alterations be made to item **10/11.3 Street Lighting in Kilnwick and Costs to BPC of Providing Street Lighting LED Conversions**, which were agreed and changed as shown below: Minutes were then agreed to be an accurate record of the meeting.

Cllr Quinn confirmed that the work is now completed but that no invoice has yet been received. Cllr Quinn reminded the meeting that the work had been invoked following promises from Dave Williamson at ERYC of savings of £500 per year. The savings will actually be less than £500. Cllr Quinn proposed that BPC continue with the loan and talk to Dave Williamson about changes in his figures. Both proposals were agreed. Ward Cllr Beaumont stated that he was happy to attend the meeting with Cllr Quinn if Cllr Quinn lets him know the details.

4 Matters Arising from the Minutes:

4.8 Siding Out the C59 Roadside Footpath between Tibby Lane and Kilnwick Lodges:

The Clerk said that she has made a request that the cost be borne by ERYC and that the work be undertaken by them. She has received confirmation of the receipt of the request but nothing more at the time of the meeting.

4.9 Ørsted Hornsea Four Windfarm Community Consultation:

Cllr Reid updated the meeting on changes to the proposed route of the Export Cable Corridor and following discussion it was agreed that BPC has no objection to the proposal. Additionally, it was agreed that Cllr Reid provide the Clerk with the required response for submission by the closing date.

4.3 Bank Account Change:

Cllr Reid reported that difficulties with the new account have continued but that after some effort he has achieved changing the address on the account to that of the Clerk as well as requesting monthly statements whilst securing The Clerk as having non-signatory access to the account.

12.2 Community Speed Watch:

The Clerk reported (a) no additional information regarding the Speed Survey but that (b) repainting of the centre-line and other road markings would be undertaken by ERYC at a point in the future.

10/11 Street Lighting in Kilnwick and Costs to BPC of Providing Street Lighting:

The Clerk reported that consultation with both Middleton-on-the-Wolds and Tickton PCs had taken place and that both reported not making payment for their street lighting. Additionally, the Clerk at Cherry Burton has confirmed that they only make payment for 4 light installed at the time of the development of the village's sporting facilities. Discussion took place with regard to this information and the responses received from ERYC officers Dave Williamson and Paul Bellotti. It was agreed that taking the issue further at this time is very difficult as ERYC is not keen to answer direct questions. Cllr Quinn requested that the work on this issue be separated into 3 areas and that other Cllrs take on responsibility for some of these areas:

1. SLA
Determine if the SLA is good value for money. Cllr Beddows to undertake a Cost Benefit Analysis.
2. Determination of Payment
To investigate the rationale for which PCs and TCs make payment and which do not. Cllr Lee to take responsibility.
3. Salix Finance
Cllr Quinn to continue with all work associated with the Salix loan.

Ward Cllr Beaumont suggested that BPC formally write to him asking that he investigate. It was further suggested that the letter be sent to all Beverley Rural Ward Councillors. Ward Councillor Beaumont also commented that it is the right of BPC to see the information they've requested under ISO 9001. Following discussion, it was agreed that this was an appropriate course of action.

Action: Cllr Quinn to draft letter and forward to Clerk for sending to Cllr Beaumont.

13 Damaged Kilnwick Village Sign:

The Clerk reported that following correspondence with ERYC Highways a new sign was installed and it was noted by Cllrs that the new position is actually further east on the road thus avoiding the wooded corner of the original position.

15.1 Paperwork for Clerk's Salary:

Cllr Scaife reported that she was still awaiting the necessary paperwork. It was agreed that the payments be made in a timely manner.

5 Newsletter 2019-20:

Cllr Reid reported that the Newsletter was now ready to be sent for printing and following discussion it was agreed to do this before the end of the financial year and if necessary, incur the expenditure of the production of 2 newsletters in the financial year 2019/20. This was agreed, as was the distribution both to dwellings and businesses in the Parish and elsewhere. Cllr Reid was thanked for his efforts in creating the text and providing the photographs for the Newsletter and the Clerk was thanked for formatting the Newsletter.

6 Planning Applications:

It was noted that there had been no planning applications for the BPC area but that an invitation to participate in the consultation for Alamein Barracks in Driffield had been received. Cllr Reid asked Cllr Lee to act on BPC's behalf but following discussion, it was agreed that BPC would make no comment.

7 Budget 2020-21:

The Clerk presented the draft Budget for consideration, including requests for finance received from the community. The draft budget was Approved: Proposed Cllr Quinn and Seconded Cllr Lee.

8 Finance:

8.1 Finance Update:

The Clerk presented the Monitoring Report as well as the newly received bank statements and confirmed that they and the Income and Expenditure Analysis all show the balance to be £9277.12. There have been no changes to the Tuesday Club finances in this period.

8.2 Payments:

Confirmation of payments:

Payment of ERYC Invoice to convert 18 street lights in Kilnwick to LED lanterns - £4536.00
Clerk's Salary - £1200 (HMRC & JB)

Defibrillator Maintenance - £400 or the reduced amount following Cllr Quinn transferring items between Kilnwick and Beswick devices.

Tuesday Club - Village Hall Payments - TBC - £165.00 following receipt of an invoice from The Treasurer.

9 Annual Meeting:

It was noted that the Meeting scheduled for 13 May 2020 will incorporate the AM. Nominations from amongst Councillors will be required for the positions of Chair and Vice Chair. The AM will include a Report from the Footpath Wardens. Cllrs Reid and Lee sent their apologies for this meeting; it was advised that all other Cllrs would need to attend in order for the meeting to be quorate. Cllr Quinn noted that he would not be in attendance for the September meeting.

10 Parish Council Meetings 2020-21:

The Council considered where it wishes to meet during 2020-21 and agreed that the Village Hall continues to be the best option and so instructed The Clerk to book it for the approved dates below:

13 May 2020

8 July 2020

9 September 2020

11 November 2020

13 January 2021

10 March 2021

11 Town and Parish Council Charter:

Cllr Reid raised issues and points in response to the consultation from ERYC (previously circulated) and discussion took place. NB the closing date for responses by consultees is end of May and asked for agreement for the Clerk to give feedback. This was agreed.

Action: Cllr Reid to provide the Clerk with a document to send to ERYC.

12 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.*

12.1 Jock's Lodge Consultation:

Cllr Reid presented information he'd received appertaining to this development to the south of Beverley. He indicated that the plans are very complex and may simply move the problems to the Morrison's (Victoria Rd) roundabout located slightly further north. He noted that the work was likely to cause misery for many users and cause problems on other routes into Hull in 2021/2-2025.

12.2 Emergency Plan:

Cllr Scaife raised discussion in relation to the current Coronavirus issues and asked if it would be necessary to invoke the Emergency Plan. Following discussion it was agreed that the care network in the villages made this very unlikely and care of those in need was undertaken by family, friends and neighbours.

12.3 Trees - Tibby Lane Corner:

Cllr Lee noted that the trees in Stoney Broke covert (south of the junction of Tibby Lane and Wilfholme Lane) are in dire need of attention with many trees already partially toppled or showing signs of doing so. The owner of the land has recently passed away and so it is not known if the will is still in the hands of the Executors or if ownership has passed to The Salvation Army. It was agreed that Cllr Lee would take responsibility for finding out and asking that work be undertaken.

Action: Cllr Lee to investigate current ownership and contact them to request works be undertaken.

12.4 Defibrillators:

Cllr Quinn reported that the defibrillator in Beswick has not been inspected since its installation but confirmed that he had now done so and ordered the necessary items for it. Chris Hill has agreed to inspect it monthly. Cllr Quinn proposed that BPC agree that once a year a Cllr accompany CH for the annual test of the machine. This was agreed by all, the designated Cllr to be agreed at a later date.

12.5 Tuesday Club:

Cllr Quinn reported that he was the only member of BPC at the last meeting of the Tuesday Club and worried that if he too had decided not to attend the club would not have been able to run. He went on to propose that a rota be created to ensure that a Cllr always be in attendance; the named Cllr to take responsibility and as many others who wish to attend to be present. Should the named Cllr not be able to attend, they secure the attendance of another.

Action: Cllr Quinn to create rota and distribute to the other Cllrs.

Meeting closed at 8.30 pm.

Date of Next Meeting: 13 May 2020

Beswick Parish Council

Virtual Meeting of the Council held at 7 pm on Wednesday, 8 July 2020 using Microsoft Teams

AGENDA

Cllr Reid welcomed everyone to the meeting and thanked them for their efforts in making a virtual meeting possible. He indicated that the holding of the meeting meant that the problem of Cllrs being removed from office for non-attendance at meetings was addressed and meant that a physical meeting could be delayed until January 2021 if necessary.

1 Apologies for Absence:

Ward Cllr Greenwood.

Present:

Cllr Reid (Chair), Cllrs Quinn, Scaife, Lee and Beddows, Ward Councillor Beaumont, J Bugg (Clerk) and 1 parishioner.

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

3 Minutes:

Approval as an accurate record the minutes of the meeting held on 11 March 2020 to be deferred to next physical meeting of BPC.

4 Matters Arising from the Minutes:

All matters to be deferred to the next physical meeting of BPC.

5 Annual Meeting:

Chair informed the meeting that all items normally included in the Annual Meeting will now be deferred until May 2021 or the next physical meeting of BPC, whichever is sooner.

6 Resignation:

Chair confirmed receipt of Cllr Lee's resignation and thanked him for his service, valuable experience, knowledge and skills. Cllr Reid also asked Cllr Lee to put his resignation in writing in order to allow it to be forwarded to ERYC in order to allow BPC to initiate the process to find a replacement. Cllr Lee thanked Cllr Reid and expressed his desire that his replacement be Beswick in order to balance the representation from both villages as well as preferably the individual being from an agricultural background. Cllr Reid agreed with Cllr Lee's comments but noted that the choice may be dictated by the individuals interested in becoming a Cllr.

7 Delegation of Authority:

Chair confirmed that BPC has delegated authority to The Clerk in consultation with The Chair (23 March 2020) until May 2021 or until physical meetings are permitted, whichever is the sooner.

8 Annual Return and Public Right of Inspection:

The Clerk updated the meeting on the requirement to complete the Annual Return (AGAR) by the end of August 2020 and confirmed the period for public inspection of the accounts and related records must be no later than the dates shown below and agreed that public notice be given to this effect. It was proposed and agreed that a meeting be held on 12 August 2020 with the sole purpose of completing the necessary paperwork for the AGAR. Cllr Reid requested that the Clerk make suggestions for the timing of the meeting and distribute to all for confirmation of an appropriate time. Discussion took place as to whether the Village Hall would be available for a physical meeting. Virtual meetings are acceptable as long as the documents can be distributed to those necessary for wet signatures. The Clerk noted that she is happy to ensure that the documents are made available as is necessary. Cllr Quinn requested clarification as to the difference between a Parish Meeting and the BPC meeting; Cllr Reid noted that Parish Meetings are less formal with representatives not being elected. The Clerk noted that some confusion had been created by the external

auditors not making this difference clear. It was agreed that the September meeting may therefore not be held.

[SI 2020/404 The Accounts and Audit \(Coronavirus\) \(Amendment\) Regulations 2020](#) This SI amends the deadline by which the Annual Governance Statement and Statement of Accounts of the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published from 30 September 2020 to 30 November 2020. Previously there was a requirement for all smaller authorities to have a common period for the exercise of public rights, being the first 10 working days of July. **Under the new regulations there is no requirement for a common period for the exercise of public rights.** Smaller authorities are still required to set a period for this purpose, but the only requirement is that **the 30-working day period for the exercise of public rights should start on or before the first working day of September, i.e. on or before 1 September 2020.**

9 Annual Accounts 2019-20:

The meeting received and note the Council's accounts for 2019-20.

10 Purchase of Defibrillator Spares:

Authority was given for Cllr Quinn to purchase replacement pads for the Kilnwick defibrillator - £106.80. Cllr Reid asked Cllr Quinn to remind him when the Salix payments would be made and it was noted that this would be in September and March but later was amended to August and February.

11 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.*

11.1 Diary of Meetings:

Cllr Reid noted that the Diary of Meetings be maintained but that it be noted that the meetings may not be held depending on the position in relation to Covid-19. It was agreed that the decision be left with the Chair and Clerk.

11.2 Apologies for Next Meeting:

Cllr Quinn gave his apologies for the September meeting. Cllr Reid requested that all remaining Cllrs be in attendance if the meeting takes places in order to be quorate.

Meeting Closed at 7.25 pm.

Date of Next Meeting: 12 August 2020 - AGAR sole Agenda item.

Beswick Parish Council

Virtual Meeting of the Council held at 2 pm on Wednesday, 12 August 2020 using Microsoft Teams

Minutes

1 Apologies for Absence:

Ward Councillor Beaumont.

Present:

Cllrs Reid (Chair), Quinn, Scaife and Beddows, J Bugg (Clerk)

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

3 Minutes:

Approval as an accurate record the minutes of the meeting held on 8 July 2020 to be deferred to next meeting of BPC.

4 Matters Arising from the Minutes:

All matters to be deferred to the next meeting of BPC.

5 Annual Report 2019-20:

Considered and approved the Newsletter 2019-20 (already distributed widely and included on the Council's Website) as the Annual Report on Council activity.

6 Annual Return 2019-2020:

The Clerk was invited to take the meeting through the documents as required:

- (a) Considered and noted the Internal Auditor's report - Cllr Reid expressed thanks to Louise Dawson for her assistance in this matter. Agreed that the Clerk would write to Mrs Dawson and express our thanks.
- (b) The Certificate of Exemption was considered and noted.
- (c) The Annual Governance Statement 2019/20 was considered and approved unanimously by the meeting. With it being agreed that the Clerk would complete the necessary paperwork prior to taking to the Chair for his signature.
- (d) The Accounting Statement was considered and approved unanimously with the same arrangements for signature being agreed.

7 Annual Accounts 2019-20:

Received and noted the Council's accounts for 2019-20.

8 Public Rights of Inspection:

Following discussion, it was confirmed that the period for public inspection of the accounts and related records shall be from 14 August to 25 September 2020 inclusive to include the next 30 working days. It was agreed that public notice be given to that effect on both website and notice boards.

9 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.*

None.

Meeting Closed at 2.14 pm

Date of Next Meeting: 9 September 2020.

BESWICK PARISH COUNCIL		
Monitoring Report - Sept 2020		
	2020-2021	2020-2021
	Proposed	Actual
	£	£
Street Lighting	1610.00	
Salix Loan Repayment	500.00	250.00
Management of Assets		
Defibrillators	250.00	
Telephone Box Renovation – Beswick	20.00	
Telephone Box Renovation – Kilnwick	50.00	
Refurbishment of Street Lights - Kilnwick	0.00	
	320.00	0.00
Tuesday Club	0.00	
Grants		
Beswick Church	250.00	
Kilnwick Church	250.00	
	500.00	0.00
Administrative Expenses		
Insurance	350.00	
Clerk's Salary	1250.00	
Stationery and other expenses	75.00	
Parish Newsletter	130.00	0.00
IT Maintenance	60.00	
External Audit Commission - PKF	200.00	
Website Domain Registration (3 Years)	0.00	
Transparency Code Grant – Clerk Website Maint & Training	200.00	
ERNLLCA Membership	300.00	
Data Protection Registration	0.00	
	2565.00	0.00
Total Expenditure	5495.00	250.00
INCOME		
Reserve Brought Forward	4356.15	4356.15
VAT Reclaimed	300.00	
Precept	5412.00	2706.00
Loan from Salix Finance	0.00	
Tour de Yorkshire – Grant from ERYC	0.00	
Total Income	10068.15	7062.15
YEAR END RESERVE	4573.15	6812.15

Tuesday Club	*Including £531.45 remaining grant monies			
Monitoring Report Jan 2020				
	£			
Reserve Brought Forward*	729.16			
Item	Amount	Balance		
		729.16		