

Beswick Parish Council

Meeting of the Council to be held at 7pm on Wednesday, 13 January 2016 at Kilnwick Village Hall

Agenda

1 Apologies for absence

2 Declarations of pecuniary or non-pecuniary interests

3 To approve the minutes of the meeting held on 11 November 2015

4 Matters arising from the Minutes

Min. 5 : Transparency Code for Smaller Authorities. The Clerk and Cllrs Quinn and Reid to report on progress in developing a Parish Council website.

Min. 6 : Bus Shelter (Northbound), Beswick North. To consider the attached progress report on replacement of the vandalised shelter.

Min. 7 : New Surface Water Drain, Kilnwick Main Street. Cllrs Quinn and Reid to report on activity since November 2015.

Min. 8 : Planning Application, Kilnwick Gardens Plant Nursery. The Clerk to report the decision of ERYC Planning Committee.

Min. 11 : Beswick Footpath 18, Wilholme Bridge/Three Jolly Tars. Cllr Reid to report on the actions of the Joint Local Access Forum and ERYC Countryside Access Officer.

5 Insurance

To note the attached report summarising the Council's renewed insurance cover and authorise payment of the premium.

6 Parish Council computer

To consider the attached report proposing a 'Transparency Code' grant application for the acquisition of a computer for the Council.

7 Twilight Bus Service

To consider the attached grant application by Driffield School.

8 Budget and precept for 2016-17

To consider the attached report and determine the Council's budget and precept for the coming financial year.

9 Street lighting

To authorise payment of ERYC's charge of £1,531.66 + VAT for street lighting services to the Parish, April 2015 to March 2016. The charge is unchanged from the preceding year.

10 East Riding Rural Strategy 2016-20

Cllr Reid and the Clerk to report on a consultation meeting held at County Hall on 23 November 2015 which they attended on behalf of the Parish Council.

11 Parish Council Newsletter

To discuss arrangements for producing the Council's 2016 Newsletter.

12 Policing

To note the attached letter concerning community policing arrangements.

13 Correspondence received

The Clerk to report receipt of the following correspondence, all from ERYC:

- a 'Connect to Support' website for adults in need of support for independent living
- b 'Connecting Communities' grant scheme
- c Tesco Local Community Scheme
- d Chairman's Awards nominations 2016
- e 'Making Time for Winter' advice booklet
- f Flood Advisory Service Roadshow
- g New Neighbourhood Planning Guidance

14 Any Other Business

Note : 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.

The Council's next meeting will be on Wednesday, 9th March 2016 at Kilnwick Village Hall.

BUS SHELTER (NORTHBOUND), BESWICK NORTH

- 1 The following progress has been made in implementing the decisions made the last meeting (min. 6).

Settlement of the Council's outstanding debt

- 2 The company that supplied a replacement shelter in February 2014, More Than Shelters UK, has now provided adequate information to enable the Council to settle its £3,108.50 debt to the company.
- 3 Accordingly Towergate, insurer of the driver whose tractor demolished the previous shelter, has made a settlement payment of that amount to the Council.
- 4 To conclude the matter, Members are now asked formally to authorise the payment of £3,108.50 to More Than Shelters UK.

Replacement of the shelter (vandalised in October 2014)

- 5 ERYC has confirmed its willingness to fund and lay a new base, nearer the road, together with associated adaptation of the footpath. The work is currently scheduled for February.
- 6 The quotation by Commutaports of £1,846 for removing the vandalised shelter and installing a new one has been accepted. The company is now awaiting the Council's request to proceed.
- 7 The Council's insurer, Zurich, has settled its liability by paying £993, the notional cost of repairing the damage. The balance of the cost of replacing the shelter, £853, is provided for in the latest budget forecast (agenda item 8).
- 8 Finally, after the new base and shelter have been installed, ERYC (at their expense) will take up the old base.

*D S Allan
Clerk to the Council
5 January 2016*

INSURANCES

- 1 The Council's insurance policies, provided by Zurich Insurance plc, have recently been renewed. In summary, they are:

<i>Category</i>	<i>Sum insured £</i>	<i>Excess £</i>
All risks cover	10,000	100
Money	5,000	50
Public liability	5 million	100
Employer's liability	10 million	
Libel and slander	100,000	1,000 or 10%
Fidelity guarantee	25,000	100
Personal accident	500,000 per person 2 million per incident	
Legal expenses	100,000	

- 2 The premium for 2016 is £251.85, an increase of £8.05 due entirely to last November's rise in Insurance Premium Tax from 6% to 9.5%.
- 3 The insurer has requested that the Council's current asset register (copy attached) be augmented to include estimated values. This will be attempted shortly.
- 4 Members are asked to authorise payment of the premium of £251.85 (cover has been renewed in anticipation of payment), and to note this report.

D S Allan
Clerk to the Council
29 December 2015

Beswick Parish Council Asset Register
January 2015

Beswick Village

10 Lamp Standards; Main St, Beswick Heads and Little Beswick
1 Hand Pump, Beswick Heads
2 Road Salt Bins, Main St
3 Bus Shelters, southbound and northbound A164
1 Carriage Mounting Block and Distance Marker, Main St
1 Seat, Main St
1 Stainless Steel Notice Board, Main St

Kilnwick Lodges

2 Bus Shelters, southbound and northbound A164

Kilnwick Village

18 Lamp Standards; Main St, School Lane, Church Lane, Wilfholme Lane/Middleton Rd
2 Road Salt Bins, Tibby Lane, Lockington Lane
2 Seats, Main St and Wilfholme Lane
2 Waste Bins, Main St and Wilfholme Lane
1 Defibrillator, External Wall of Village Hall, School Lane
1 Stainless Steel Notice Board, Main St

PARISH COUNCIL COMPUTER

- 1 The Transparency Code for Smaller Authorities:
 - a. requires each parish council to create and maintain a publicly accessible website
 - b. invited councils to apply for grants with which to purchase necessary IT facilities.
- 2 Beswick PC doesn't own a computer at present. Work to date on developing our website - like all work for the Council - has been done using the Clerk's home computer and broadband service. It might be advisable to apply for Government funding without delay, while the grant scheme is still open (we're advised that it may end soon).

BENEFITS

- 3 Having a dedicated computer and printer-scanner would mean that the Council's business could be administered without relying (entirely) on privately-owned facilities, and without risk of its records being compromised by non-Council data or vice-versa.
- 4 Also, a (portable) computer could be helpful sometimes at Council meetings, e.g. to display planning application data or alternative budget options.
- 5 Finally, it would be of great help when the Clerkship changes.

RECOMMENDATIONS

Broadband

- 6 Without its own premises it isn't practicable for the Council to have an exclusive broadband service, but nor is that essential: most (including the present Clerk) now have 'unlimited use' broadband at home, which can be used for Council work at no marginal cost.

Equipment

- 7 The grant scheme prescribes limits on computer and scanner costs of £350 and £100 respectively (excl. VAT). Any spending above those levels would have to be met by the Council itself.
- 8 Fortunately, equipment that should be entirely adequate for our purposes can be bought within those limits, for example:

	£ excl. VAT	£ incl. VAT
Toshiba C55-C-1M9 15.6" laptop, with Office 2016	299.16	358.99
Epson XP345 wireless printer/scanner/copier	49.99	59.99

or similar. The above prices (PC World 31 Dec.) may differ slightly at the time of purchase.

9 Members are invited to authorise:

- a. the submission of a grant application based on para. 8 above, and
- b. subject to prior approval of 100% grant funding, purchase of the equipment at or near the above prices.

D S Allan
Clerk to the Council
30 December 2015

TWILIGHT BUS SERVICE

- 1 Driffield School has asked the Council to consider giving financial help to the Twilight Bus Service for the school year 2015-16. The letter of application is shown overleaf.

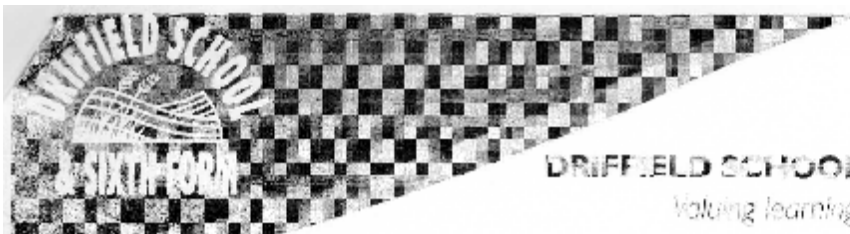
BACKGROUND AND SCHEME COSTS

- 2 The Twilight Bus scheme provides free transport home for pupils from outside Driffield attending after-school activities.
- 3 The scheme comprises seven separate geographical routes, and uses a variety of public bus, minibus and taxi services. Pupils from Beswick Parish who use the scheme do so via the standard EYMS 121 service along the A164 (not actually going in to the villages of Kilnwick or Beswick).
- 4 The total cost of the scheme (all seven routes) is reportedly around £10,000 per annum. Grants by parishes meet some of that cost; the balance falls on school funds.
- 5 For each 'Twilight' pupil-journey on the 121 service Driffield School pays EYMS £1.25.

USAGE AND CONTRIBUTIONS BY BESWICK PARISH

- 6 A total of 3,762 pupil-journeys were made under the scheme during the 2014-15 school year. Of those, only 10 (approx. one quarter of one percent) were made by Beswick Parish pupils.
- 7 By comparison, in each of the last three years Beswick PC made grants of £150 - equivalent to approx. 1.5% of the total scheme cost.
- 8 Members are asked to determine their response to the School's current request.

*D S Allan
Clerk to the Council
4 January 2016*



DRIFFIELD SCHOOL & SIXTH FORM

Valuing learning • Valuing each other

10 November 2015

Mr D Allan
Beswick Parish Council
Southfield
Kilnwick
Driffield
YO25 9NJ

Dear Mr Allan

Driffield School's Twilight Bus Service

I am writing to you on behalf of Driffield School & Sixth Form to thank Beswick Parish Council for supporting the Twilight Bus Service in December 2014 with your generous donation of £150.

The TBS is a vital service for students who live in the villages surrounding Driffield School, enabling them to take part in the many after school activities the school offers each term, and the financial support we receive from many of the local parish councils is essential to its continued success. I would therefore like to request that you now give consideration to further supporting the TBS in 2015/16 in order to help us retain this valuable service for children and young people who live in your parish.

I am pleased to be able to report that the total number of Twilight Bus Service passenger journeys in 2014-15 was 3762 and the total number of journeys undertaken by children and young people from your parish last year was 10.

We are extremely grateful for your support in the past and will be pleased to receive whatever contribution you feel is appropriate for the coming year.

Please forward cheques (made payable to Driffield School) for the attention of Mrs E Collinson to Driffield School & Sixth Form, Mancroft Road, Driffield YO25 5HR.

If you would like any more information about the Twilight Bus Service please do not hesitate to contact me.

Thanking you in anticipation of your continued support.

Yours sincerely

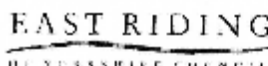
Elaine Collinson
Community Engagement Manager

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BUDGET AND PRECEPT 2016-17

- 1 The Parish Council is required to set a budget and precept (Council Tax charge) for each financial year, April to March. The billing authority, ERYC, must be notified of the precept amount by 22 January.

BUDGETS

Current year

- 2 Net expenditure in 2015-16 is now expected to total £5,891, including £2,489 of non-routine costs on replacing bus shelters. The predicted year-end reserve is £2,491. Details are at Appendix A.

Next year

- 3 The base budget for 2016-17 totals £3,500 (Appendix A). It provides only for routine costs, i.e. no non-recurring items or new initiatives. Some additions to this 'bare bones' budget may well be appropriate.

RESERVES

- 4 Over recent years the Council's financial reserves rose, but in the current year the balance will fall to around £2,500, mainly as a result of the bus shelter costs:

Reserve at 1 April	£
2012	693
2013	1,389
2014	2,218
2015	3,783
2016	2,491 estimate

- 5 An unnecessarily high reserve could be criticised, especially in the current public expenditure climate. That said, it is essential to retain an adequate balance in case unforeseen costs arise, and to cover routine cash flow fluctuations, e.g. pending VAT refunds. The current-year level of c.£2,500 would seem about right.

PRECEPTS

- 6 Over the last three years, the annual amounts of money precepted (demanded) by the Council rose by 3.4%. But because of fluctuations in the tax base, charges *per household* rose faster, by 8.1%:

	<i>Precept</i>	<i>Tax base*</i>	<i>Charge per Band D household</i>	<i>Per household charges, % change</i>
	£		£	
2012-13	4,450	156.97	28.35	
2013-14	4,450	148.11	30.05	+6.0
2014-15	4,514	150.23	30.05	0.0
2015-16	4,600	150.04	30.66	+2.0
2016-17		157.60		

* The tax base, calculated and notified each year by ERYC, is expressed as the number of 'Band D equivalent properties' in the parish. It reflects, for the coming year, the *estimated* number of properties, their individual bandings (A-H), entitlements to single-occupancy discounts, and other factors.

SUMMARY

- 7 Up to £1,100 could be added to next year's base budget of £3,500 without increasing the precept. Even with an unchanged precept of £4,600, per household charges would fall by 4.8% next year because of technical increases in the tax base.
- 8 At the opposite extreme, if next year's budget provided only for the routine costs of £3,500, household charges could be cut by 27.6%. However, too sharp a reduction in precept now could require unwelcome rises again later, and might be unwise. The following table illustrates some of the options:

To leave a reserve of approx. £2,500 at March 2017

<i>Budget</i>	<i>Precept needed</i>	<i>Charge per Band D household</i>	<i>Per household charges, % change</i>
£	£	£	
3,500	3,500	22.21	-27.6
4,000	4,000	25.38	-17.2
4,500	4,500	28.55	-6.9
4,600	4,600	29.19	-4.8
4,800	4,800	30.46	-0.7
5,000	5,000	31.73	+3.5

- 9 Members are asked to determine the Council's budget and precept for 2016-17.

D S Allan
Clerk to the Council
 23 December 2015

APPENDIX A

	2015-16		2016-17 base budget £
	budget £	forecast £	
EXPENDITURE			
Defibrillator	1,270.00	1,270.00	
<i>minus</i> grants received for defibrillator	-1,270.00	-1,270.00	
Bus shelter replacements			
Kilnwick Lodges, Southbound	1,786.00	1,636.00	
Beswick North, Northbound:			
Re. damage in November 2013		3,108.50	
<i>minus</i> payment by insurers		-3,108.50	
Re. damage in October 2014		1,846.00	
<i>minus</i> contribution by insurers		-993.00	
Street lighting	1,550.00	1,531.66	1,580.00
Grants			635.00
Beswick Church	200.00	225.00	
Kilnwick Church	200.00	225.00	
Twilight Bus *	150.00	150.00	
Administrative expenses			
Insurance	250.00	251.85	260.00
Clerk's salary	900.00	900.00	900.00
Stationery and other expenses	60.00	50.00	60.00
Parish Newsletter	60.00	60.00	65.00
Website domain registration (2 years)		8.99	
Net expenditure	<u>5,156.00</u>	<u>5,891.50</u>	<u>3,500.00</u>
FUNDING			
Balance b/f	3,782.58	3,782.58	2,491.08
Precept	<u>4,600.00</u>	<u>4,600.00</u>	
	<u>8,382.58</u>	<u>8,382.58</u>	
YEAR-END RESERVE	3,226.58	2,491.08	

* *subject to consideration at this meeting, agenda item 7*

COMMUNITY POLICING

The following email was received in early December from Inspector Coulthard of Humberside Police:

Hello. Please find attached a letter explaining how community policing is changing in Humberside Police. In brief, our community beat managers, and PCSOS will revert back to our core business, which is crime reduction, community engagement, visibility and targeting offenders whilst protecting our most vulnerable residents.

I would appreciate if this letter could be passed round Parish Councillors.

Kind Regards

Mark

***Inspector 5715 Mark Coulthard
Beverley, Haltemprice and Holderness Community Teams
01482 630131 Ext 1131***

The full text of the letter that accompanied the email is shown overleaf.

*D S Allan
Clerk to the Council
5 January 2016*

Insp Mark Coulthard
Beverley, Haltemprice and Holderness Community Teams
Communities Command
Humberside Police

3rd December 2015

Community policing in your area

As the Police Inspector for your area I want to take this opportunity to provide you with an update about how we are developing and improving our policing services locally. Neighbourhood policing remains the cornerstone of how we police in our communities and we value greatly the support and relationships we have with local people.

We cannot police in isolation but need the help of the public in order to keep our communities safe from harm.

We have looked closely at where our community teams are located to ensure we have the correct numbers of people where and when we need them most. As a result, our Community Policing Teams now work from 20 locations across the force area, within the heart of the communities they serve.

In my area the community policing teams will be located at *Beverley, Brough and Withernsea, with Hedon being a drop in station*. The Community Beat Managers for your wards and your Community PCSO's are listed below: Please note that my staff may be moved around so that we can tackle issues as they arise, so as to provide the best possible service to the public. We also have a dedicated team of Special Constables that will provide support for us.

Beverley, Beverley Rural and Cottingham North: Pc Chris Matthews

Hessle and Cottingham South : Pc Dave Philips

South Hunsley & Dale, Kirk Ella, Tranby, Willerby & Anlaby: Pc Matt McGrath

Beverley Rural: PCSO Sarah Freer, PCSO Mike Fowler

Beverley: PCSO Mike Fowler, PCSO Mike Dale, PCSO Sarah Peasgood, PCSO Andy Pudsey, PCSO Mark McClarron, PCSO Janice Wilcox, PCSO Anna Lindley, PCSO Jessica Watts

Cottingham North: PCSO Sandra Coneyworth, PCSO Lee Le Grove

Hessle & Cottingham South: PCSO Houghton, PCSO Chris Wray, PCSO Austin Petch

South Hunsley & Dale, Kirk Ella, Tranby, Willerby and Anlaby: PCSO Natalie Bingham, PCSO Steve Clayton, PCSO Stephanie Gadsby

Mid & South West Holderness: PCSO Darren Bainton, PCSO Stuart Blanchard

South West Holderness: PCSO Simon Cook, PCSO Hazel Crosse

South East Holderness: PCSO Phil Wriglesworth, PCSO Lynsay McNeil, PCSO Amy Eades, PCSO Roy Fussey, PCSO Jenny Gray.

Community Policing Officers and PCSOs will remain dedicated to your local area, a recognizable face, and will now be free from other tasks so they can concentrate on tackling local priorities and dealing

with local issues. They will be out and about working with local people on the issues that matter to them, supported by our Special Constables, who give their time freely.

Our Community Patrol Officers will respond to incidents across the force area, equipped with mobile devices so they spend less time returning to police buildings.

This is good news for our communities as it will enable us to have flexibility where we need it to respond to emergencies, yet still be able to provide a local service in our neighbourhood's. It will also help us to work better with our partners to identify effective solutions to problems.

Public safety remains our absolute priority and these changes will ensure that we are able to consistently and effectively identify and resolve local problems, reduce crime and anti-social behavior, and improve the safety of our communities.

In order to ensure we have the right number of people in the right places when we need them most, we have discussed with officers and staff a new shift pattern. In an attempt to take account of individual preferences some people have moved locations so you may well see some new faces in your area. I am sure they will get to know you quickly and you should have the confidence to contact us and know we will respond to your needs.

Community Officers will start their new roles on December 7, 2015 and our new shift pattern will start in February next year. If you have any questions about your area, please do not hesitate to contact me on ***mark.coulthard@humberside.pnn.police.uk***

Yours sincerely

5715 Inspector Mark Coulthard

Beverley, Haltemprice and Holderness Community Teams