

Beswick Parish Council

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

AGENDA

- 1 Election of Chair for 2018-19:**
- 2 Election of Vice-Chair for 2018-19:**
- 3 Apologies for Absence:**
- 4 Declarations of Pecuniary and Non-Pecuniary Interests:**
- 5 Annual Report 2017-18:**

To consider and approve the Newsletter 2017-18 (already distributed widely and incorporated in the Council's Website) as the Annual Report on Council activity.
- 6 Annual Return 2017-18:**
 - (a) To consider and note the Internal Auditor's report (attached)
 - (b) To consider and note the Certificate of Exemption (attached)
 - (b) To consider, approve and sign the Governance Statement (attached)
 - (c) To consider, approve and sign the Accounting Statement (attached).
- 7 Annual Accounts 2017-18:**

To receive and note the Council's accounts for 2017-18 (attached).
- 8 Public Rights of Inspection:**

To confirm that the period for public inspection of the accounts and related records shall be from 4 June to 15 July inclusive, and agree that public notice be given to that effect.
- 9 Minutes:**

To approve as an accurate record the minutes of the meeting held on 14 March 2018 (attached).
- 10 Matters Arising from the Minutes:**
 - 13.1 Traffic Mirrors:** Cllr Quinn to report any further information.
 - 8 GDPR and ERNLLCA Membership:** The Clerk to report on action taken since the last Meeting.
 - 14.1 Litter Pickers:** In the event that ERYC is unable to provide litter pickers and waste-bag hoops, it is proposed that the PC purchase three sets for use by volunteer litter pickers. The cost of a Litterpicker Pro 93 cm is £18.23 (incl. VAT); the cost of the Handyhoop Bag Opener is £10.55 (incl. VAT). The cost of three sets is £86.34 (incl. VAT).
 - 14.3 Footpath Damage:** The Clerk to report on any communication received from ERYC.
- 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.
- 12 Watton Footpath No. 11 and Bridleway No. 19, at Wilfholme Landing:**

To note 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:

To approve the budget (attached).
Monitoring Report – 30 April 2018

13.2 Payments:

Reimburse Clerk for cost of Newsletter printing - £65.00
Reimburse Chair for postage of Newsletter - £8.99
ERNLLCA Membership 2018/19 - £265.45
Any others received since production of Agenda.

14 The Park, Kilnwick:

Cllr Reid has received comments from a few parishioners concerning the appearance of a portaloos 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.

15 Membership of Beverley and North Holderness Internal Drainage Board:

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

16 ERYC Town & Parish Council Communication Survey:

The Clerk to report the collated response sent by BPC.

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.*

Date of Next Meeting:

11 July 2018

Beswick Parish Council

Meeting of the Council held at 7 pm on Wednesday, 14 March 2018 at Kilnwick Village Hall

MINUTES

1 Apologies for Absence:

Cllr Phyllis Pollard.

Present:

Cllrs Reid (Chair), Scaife, Quinn, Feasby and Plowman, J Bugg (Clerk) and 3 parishioners.

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

3 Minutes:

The minutes of the meeting held on 10 January 2018 were approved as an accurate record.

4 Matters Arising from the Minutes:

8 BT Telephone Box - Main Street, Beswick & Main Street, Kilnwick:

Cllrs Scaife and Feasby reported that a Beswick parishioner has now started work on the restoration on the Beswick box and that a group of volunteers has been formed to undertake the work. Thanks, were expressed for the assistance of the volunteers. It was noted that a bulb was flashing in the box; Cllr Plowman and a parishioner volunteered to investigate.

9 Street Scene:

The Clerk reported that an update from ERYC noted that the outstanding works would be completed in the new financial year.

10 2017-18 Newsletter:

Cllr Reid reported that contributions have been received and that he has been working on the content prior to a draft copy being circulated shortly and then forwarded to The Clerk for formatting as per last year.

13.1 Traffic Mirrors:

Cllr Quinn reported that his initial research has shown that some councils like traffic mirrors whilst other are very much against them. ERYC is OK with them being purchased and maintained by parish councils. The police are not in favour of them as they can distort the users' view. Following the initial query from parishioners, pressure has not been forthcoming to pursue an installation. Cllr Quinn will continue to research. It was noted that there may be insurance implications to their installation.

5 Planning Applications:

There was brief discussion of all planning applications received by the BPC since the last meeting, including:

5.1 **Planning Consultation for Ref No: 17/04045/PLF** Beck House, Carr Lane, Watton, East Riding of Yorkshire YO25 9AH: Erection of single storey detached garage and store following demolition of existing. **Approved.**

5.2 **Planning Consultation for Ref No: 17/04347/TCA** BESWICK CONSERVATION AREA: Ash x2: fell due to excessive shedding of branches. York House, 67 Main Street, Beswick, East Riding of Yorkshire YO25 9AU. **Approved.** It was noted that the Parish Council's views had been ignored in relation to this application and that there may need to be a discussion as to why the planning application requirements for this and 5.3 below were so different?

5.3 **Planning Consultation for Ref No: 18/00215/TCA** BESWICK CONSERVATION AREA: T1 Wild Cherry: fell as too large for location and to increase light. T2 - T5 Silver Birch x4: fell to re-landscape area of garden. York House 67 Main Street Beswick East Riding of Yorkshire YO25 9AU. **Approved.**

6 Correspondence:

6.1 Notification of road closures had been received from ERYC for Brickyard Lane, Beswick - 14 March 2018 and Kilnwick Level Crossings, Wilfholme Road, Beswick - 11.15 pm Saturday 7 April to 08.35 am Sunday 4 April.

6.2 TSB - Tuesday Club bank account has been set up and confirmation of signatures is required.

7 Budget 2018-19:

Cllr Reid informed the meeting that a decision *nem con* was made following email discussion to agree that ERNLLCA membership should be sought in order to allow The Clerk to undertake necessary GDPR training. Membership Feb/March 2018 and for the year 2018/19 had been agreed in February 2018.

The Clerk presented the draft budget, which, following some discussion, was amended and agreed.

8 GDPR and ERNLLCA Membership:

The Clerk reported that she had attended ERNLLCA training focussing on changes in the law with regard to Data Protection which come into force on 25 May 2018 when the Data Protection Act 1998 is repealed. The General Data Protection Regulation (GDPR) will replace it and mean extensive changes for Parish Councils, not least the requirement to have a Data Protection Officer, the cost of which is not yet known but has been estimated at present to be £175/annum for small councils. The GDPR is designed to address the use of personal data in a technological/global age and builds on the existing obligations of the Data Protection Act (DPA) to ensure privacy. Fines will ultimately be issued for councils failing to appoint a Data Protection Officer, though currently it is acceptable to be working towards this appointment. Failure to comply with the law will also result in the issue of fines. All data currently held must be deleted and permissions sought to hold data for specified details for specific uses only. The PC currently only holds details for the email updates but these will be deleted and a new contact list created only when consent has been given. Failure to reply cannot be seen as giving consent. A series of notes were issued to Cllrs for their information and the Clerk will update Cllrs as new information becomes available. It was agreed that electronic versions of the notes would be distributed to those who would like them and that contact would be made with neighbouring PCs to see how they were addressing the changes. The issue of how the GDPR would affect the holding of the Electoral Register was raised. The Clerk stated that this had been dealt with directly by the training, which made it clear that it was the responsibility of ERYC to seek authorisation to hold this data and that Parish Councils are permitted to hold it for information.

9 The Clerk:

The Clerk was asked to leave the meeting whilst Cllr Reid reported on her annual appraisal which occurred on 5 February 2018. The meeting considered the Clerk's performance and any adjustment to her remuneration. Following her return to the meeting it was minuted that the meeting had agreed unanimously that the Clerk was doing an excellent job and would mark this with an increase in salary to £1200 for the year 2018/19 (9%). The Clerk thanked Cllrs.

10 Defibrillator Costs:

Cllr Quin reported that it was necessary to purchase new pads at a cost of £104.40. It was agreed that he complete this purchase.

11 Finance:

11.1 Finance Update:

The Clerk presented the current reports for Beswick PC and the Tuesday Club.

11.2 Payments:

Confirmation and payment of required payments agreed:
ERNLLCA Invoice - £35.65

Reimburse Clerk for Administrative Expenses - Printer Cartridges £34.92
Clerk's Salary - £1100 plus £520 Transparency Fund payment - £1620.00
Defibrillator Costs - £104.40 as detailed by Cllr Quinn
Transfer of monies to Tuesday Club and Street Lighting A/Cs - Tuesday Club expenses reimbursed to Cllr Reid

12 Annual Meeting:

The Meeting scheduled for 9 May 2018 will incorporate the AM. Nominations from amongst Councillors will be required for the positions of Chair and Vice Chair. A nomination for Footpath Warden will be required. The AM will include a Report from the Footpath Warden. The Clerk to contact the Footpath Warden and request a report as well as seek his intention to continue in the role.

13 Parish Council Meetings 2018-19:

The Council considered where it wishes to meet during 2018-19 and instructed The Clerk to book the Kilnwick Village Hall following confirmation by Debbie Sellars that this was an agreeable situation. The Council approved the following meeting dates:

9 May 2018
11 July 2018
12 September 2018
14 November 2018
9 January 2019
13 March 2019

14 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.*

14.1 Litter Pickers

Cllr Reid reported that a number of parishioners have undertaken litter picking in the Parish to help keep the area looking nice and litter free. In order to assist them with this, it was felt that litter pickers should be supplied as well as hoops which allow the bags being used to collect the litter to be held open. The Clerk to see if Street Scene is able to loan these items to the Parish. If not, then authorisation will be sought to buy the items and will be brought to the next meeting - pickers £17 each and hoops £13 each.

14.2 Cllr Reid reported that he has been invited to join the ERYC/HCC Joint Local Access Forum and has accepted their invitation.

14.3 Footpath Damage

The poor state of the roadside footpath between Tibby Lane and Kilnwick Lodges on Wilfholme Lane was once again brought to the attention of the meeting. The Clerk confirmed that this had previously been reported through the ERYC's electronic reporting system. It was agreed that the Clerk would write to ERYC and raise the issue of the safety of children and adults using the footpath to walk to school, to the bus etc and request that the required maintenance be undertaken. Cllr Pollard to be copied into the request and her assistance with getting the work done sought.

Meeting Closed: 8.35 pm

