

Beswick Parish Council

Meeting of the Council to be held at 7 pm on Wednesday, 17 May 2023

AGENDA to include Annual Meeting

1 Election Results:

1.1 Parish Council Election:

The Clerk to report that due to an uncontested election, the following Parish Councillors were duly elected on 4 May 2023: Sarah Beachell, Tony Corscadden, Sarah Duncan, Ben Jeffrey, Edward Staples.

1.2 Beverley Rural Ward Election:

The Clerk to report that the following Beverley Rural Ward Councillors were duly elected on 4 May 2023: Diana Stewart, Jeremy Wilcock, Paul Smith.

The Clerk to congratulate all on their election and to welcome those present to the meeting.

2 Election of Chair for 2022-23:

Clerk to accept nominations for the role of Chair and to duly elect a Chair prior to handing the running of the meeting to them.

3 Election of Vice-Chair for 2022-23:

Chair to accept nominations for the role of Vice-Chair and to duly elect a Vice-Chair.

4 Apologies for Absence:

Tony Corscadden.

5 Declarations of Pecuniary and Non-Pecuniary Interests:

6 Annual Report 2022-23:

To consider and approve the Newsletter 2021-22 (already distributed widely and incorporated in the Council's Website) as the Annual Report on Council activity.

7 Annual Return 2022-23:

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

8 Annual Accounts 2022-23:

To receive and note the Council's accounts for 2022-23.

9 Public Rights of Inspection:

To confirm that the period for public inspection of the accounts and related records shall be from 5 June to 14 July 2023 inclusive and agree that public notice be given to that effect.

10 Minutes:

To approve as an accurate record the minutes of the meeting held on 22 March 2023 (attached).

11 Matters Arising from the Minutes:

11.1 Emergency Plan:

Clerk to report that all details regarding new Ward Councillors are not yet known and so the plan will be presented at the July meeting for acceptance. All Parish Councillors are requested to ensure that the Clerk has their up-to-date contact details.

11.2 Update regarding A164:

CLr Staples to report on any update from ERYC.

12 Planning Applications:

Any applications received following the publication of this document:

12.1 Planning Consultation for 22/03896/PLF:

Village Hall, School Lane, Kilnwick East Riding of Yorkshire, YO25 9JE.

No decision yet received.

12.2 Planning Consultation for 22/03003/PLF:

Wilfolme Farm, Wilfolme Road, Beswick, East Riding of Yorkshire, YO25 9JA.

No decision yet received, include in next meeting.

Any other applications received following the production of this document.

13 Finance:

13.1 Budget 2023-24:

To approve the budget presented.

13.2 Payments:

Payment to WoldTech for printing of Newsletter – No invoice yet presented; Clerk update.

ERNLLCA Membership 2023/24 - £315.05

Grant payment – Coronation Celebrations – Kilnwick £100.00, Beswick £75.00

Grant payment ERYC to Village Hall Committee - £500.00

Any other demands received since production of Agenda.

14 Footpath Reports and Nominations for Footpath Wardens - Beswick and Kilnwick:

Reports to be discussed and nominations for Footpath Wardens to be received and nominated.

15 ERYC Housing Needs Survey:

To discuss survey previously distributed and instruct Clerk to respond to David Siddle.

16 Defibrillator Wilfolme:

Clerk to report request from the Environment Agency to replace pads and her response to them requesting specific details of items needed.

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:

13 July 2022

Beswick Parish Council

Meeting of the Council held at 7 pm on Wednesday, 22 March 2023
following the re-arrangement of the 8 March 2023 meeting

Minutes

1 Apologies for Absence:

Ward Cllr Beaumont.

Present:

Cllrs Reid (Chair), Beachell, Corscadden, Duncan and Jeffrey, Ward Cllr Stewart and Parishioner/Ward Councillor candidate Jeremy Wilcock, Julia Bugg (Clerk) and one parishioner.

Introduction by Ward Cllr Stewart:

Prior to the commencement of the meeting, Cllr Stewart introduced Jeremy Wilcock to the meeting as a candidate in the upcoming elections. Mr Wilcock was given a short time to introduce himself.

The Clerk confirmed that Ward Cllrs Beaumont and Gateshill would not be seeking re-election. Cllr Reid thanked both for their assistance and wished all candidates good fortune in seeking election.

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

3 Minutes:

The minutes of the meeting held on 18 January 2023 were agreed to be an accurate record; Clerk to make amendments to typing errors.

4 Matters Arising from the Minutes:

4.1 Recruitment of Parish Councillor

Cllr Reid welcomed Sarah Duncan to the meeting following her co-option to BPC.

4.2 Defibrillator Kilnwick:

Clerk reported that the Kilnwick defibrillator had been returned and the replacement of battery and pads has been completed.

4.3 King's Coronation Celebrations:

Cllr Jeffrey reported that the grant application has been submitted and a response from ERYC is awaited. The Clerk confirmed that she has been contacted by ERYC to validate the application and agree that the Parish Council will accept monies into its bank account for distribution. No one was able to give details of the progress of plans in Kilnwick and it was confirmed by Cllr Corscadden that he was unaware of any plans in Beswick. Cllr Reid reiterated that BPC had agreed a £100 contribution to the celebrations for Kilnwick and £75 for Beswick. It was agreed that should celebrations fail to materialise the contributions would not be made. Cllr Jeffrey noted that all residents of the Parish are welcome at any celebrations which take place in Kilnwick.

4.4 Any other items:

None.

5 Review of The Clerk's Performance and Salary:

Cllr Reid requested that the Clerk leave the meeting in order that the review of her performance and agreement about any changes in remuneration may take place. Following discussion, she was asked to re-join the meeting and was thanked for her work during 2022-23. Councillors recognised that circumstances during 2022-23 had meant taking on greater workload. It was confirmed that a £150 increase to her salary in 2023-24 had been agreed; £1500 in total. The Clerk thanked Cllrs for their kindness.

6 Planning Applications:

The following were discussed:

6.1 Planning Consultation for 22/03359/PLF:

45 Main Street, Beswick, East Riding of Yorkshire, YO25 9AU – Approved.

- 6.2 Planning Consultation for 22/03003/PLF:**
Wilfholme Farm, Wilfholme Road, Beswick, East Riding of Yorkshire, YO25 9JA.
No decision yet received, include in next meeting.
- 6.3 Planning Consultation for 22/03603/PLB**
Planning Consultation for 22/03602/PLF
The Bell Tower, Middleton Road, Kilnwick, East Riding of Yorkshire, YO25 9JG - Approved.
- 6.4 Planning Consultation for 22/03609/PLF:**
63 Main Street, Beswick, East Riding of Yorkshire, YO25 9AU - Retrospective Approval.
- 6.5 Planning Consultation for 22/03896/PLF:**
Village Hall, School Lane, Kilnwick East Riding of Yorkshire, YO25 9JE.
No decision yet received – include in next meeting.
- 6.6 Planning Consultation 22/03849/PLF:**
61 Main Street, Beswick, East Riding of Yorkshire, YO25 9AU - Retrospective Approval.

No other applications received.

7 Budget 2023-24:

The Clerk presented the draft Budget for consideration, explaining the inclusion of an HMRC charge for failure to submit information about salary payments quarterly from 2014 because post relating to this had not been received. She reported that she had had the amount halved, submitted an appeal against these charges and was awaiting notification of the result of this appeal. Some adjustments were made and the following agreed to be presented for agreement at the Annual Meeting on 17 May 2023:

BESWICK PARISH COUNCIL			
Proposed Budget 2023-2024			
	2022-2023	2022-2023	2023-2024
	Proposed	Actual	Proposed
	£	£	£
Street Lighting	3300.00	1893.86	3408.95
Salix Loan Repayment	500.00	500.00	500.00
Management of Assets			
Defibrillators	250.00	344.26	400.00
Telephone Box Renovation – Beswick	30.00	0.00	30.00
Telephone Box Renovation – Kilnwick	30.00	0.00	30.00
	310.00	344.26	460.00
Tuesday Club	0.00	0.00	0.00
Donations			
Beswick Church	300.00	300.00	300.00
Kilnwick Church	300.00	300.00	300.00
Coronation Celebrations - Kilnwick	100.00	100.00	100.00
Coronation Celebrations - Beswick	75.00	0.00	75.00
	775.00	700.00	775.00
Administrative Expenses			
Insurance	360.00	344.80	370.00
Clerk's Salary	1350.00	1350.00	1500.00
Stationery and other expenses	75.00	15.45	75.00
Parish Newsletter	195.00	195.00	220.00
IT Maintenance/Update	300.00	16.49	300.00
External Audit Commission - PKF	200.00	0.00	200.00
Internet Access setup and Maintenance	250.00	76.99	250.00
Website Domain Registration (3 Years)	36.00	7.50	36.00
ERNLLCA Membership	307.32	307.32	320.00
HMRC Charges from 2014			370.53
Grant Coronation to Village Hall Committee	500.00	500.00	500.00
	3573.32	2813.55	4141.53
Total Expenditure	8458.32	6251.67	9285.48
INCOME			
Reserve Brought Forward	6303.91	6303.91	6539.34
VAT Reclaimed	300.00	387.10	300.00
Precept	5600.00	5600.00	5950.00
Coronation Grant ERYC	500.00	500.00	500.00
Total Income	12703.91	12791.01	13289.34
YEAR END RESERVE	4245.59	6539.34	4003.86

8 Finance:

8.1 Finance Update:

The Clerk presented the Monitoring Report distributed with the Agenda.

8.2 Payments:

The following payments were agreed:

Reimburse Clerk cost of Kilnwick Defibrillator battery and pads - £344.26

Clerk's Salary - **£1350** (HMRC - £270 & JB - £1080)

Ben Jeffrey - **£16.49** (Reimburse cost of Microsoft Publisher purchase)

9 Parish Council Meetings 2023-24:

The Council was asked to consider where it wishes to meet during 2023-24 and to instruct the Clerk to book a meeting room. The Council approved the following Meeting dates and requested that the Clerk book Kilnwick Village Hall:

17 May 2023

12 July 2023

13 September 2023

8 November 2023

10 January 2024

13 March 2024

10 Recruitment of Kilnwick Based Cllr:

Cllr Reid requested that Cllrs report any parishioners who could be approached to become Cllrs. One parishioner, who was present at the meeting, noted that he was interested in joining.

11 Elections 4 May 2023 and Submission of Papers:

The Clerk updated Cllrs on the required documentation (previously distributed to current Cllrs electronically) and distributed paper copies as supplied by ERYC to the four Cllrs present who confirmed their interest in continuing and one to the parishioner present. She confirmed the deadline date by which papers must be hand delivered to ERYC, County Hall, Beverley and the need to make an appointment to do so.

12 Emergency Plan 2023:

A draft plan was distributed prior to the meeting to which Cllr Reid had made some changes. It was agreed that the Clerk would update the document following the election, for presentation at the May meeting.

13 Newsletter 2022-23:

The Clerk presented the draft copy to Cllrs for authorisation. A number of minor amendments were made prior to The Clerk being authorised to arrange printing. It was agreed that Councillors will distribute the printed version and districts were agreed. Cllr Reid thanked Cllr Corscadden and the Clerk for their inputs.

14 Beswick A164 – Parishioner's Request:

Cllr Corscadden handed this to the parishioner, who was present, who informed the meeting that he has contacted ERYC to have double white lines applied to the A164 on the Beswick bypass. Following discussion, it was agreed that the Clerk contact Highways to support this, though it was noted that this may be turned down as it is the responsibility of persons pulling out of side roads to check that both lanes of the carriageway are clear.

15 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.*

15.1 Conservation Area Erection - of Fence:

The tenant of 30 Main Street, Beswick requested clarification of the PC's previous decision regarding a hedge at the front of his property. It was noted that, following discussion with Dalton Estates, it was agreed that the previously removed hawthorn hedge be reinstated and that a temporary fence be erected behind this to make the garden secure prior to the hedging growing sufficiently to do so. Confirmation was given that the hedge must front on to the road. The parishioner felt that this was not appropriate as the newly planted single row of hedging was positioned too far back for this. Cllr Reid and the Clerk advised that the parishioner must contact ERYC Planning Department and seek Conservation Area permission to erect a front facing, roadside fence.

Date of Next Meeting: 17 May 2023

BESWICK PARISH COUNCIL			
Proposed Budget 2023-2024			
	2022-2023	2022-2023	2023-2024
	Proposed	Actual	Proposed
	£	£	£
Street Lighting	3300.00	1893.86	3408.95
Salix Loan Repayment	500.00	500.00	500.00
Management of Assets			
Defibrillators	250.00	344.26	700.00
Telephone Box Renovation – Beswick	30.00	0.00	30.00
Telephone Box Renovation – Kilnwick	30.00	0.00	30.00
	310.00	344.26	760.00
Tuesday Club	0.00	0.00	0.00
Donations			
Beswick Church	300.00	300.00	300.00
Kilnwick Church	300.00	300.00	300.00
Coronation Celebrations - Kilnwick	100.00	100.00	100.00
Coronation Celebrations - Beswick	75.00	0.00	75.00
	775.00	700.00	775.00
Administrative Expenses			
Insurance	360.00	344.80	370.00
Clerk's Salary	1350.00	1350.00	1500.00
Stationery and other expenses	75.00	15.45	75.00
Parish Newsletter	195.00	195.00	150.00
IT Maintenance/Update	300.00	16.49	300.00
External Audit Commission - PKF	200.00	0.00	200.00
Internet Access setup and Maintenance	250.00	76.99	250.00
Website Domain Registration (3 Years)	36.00	7.50	36.00
ERNLLCA Membership	307.32	307.32	320.00
HMRC Charges from 2014			370.53
Grant Coronation to Village Hall Committee	500.00	500.00	500.00
	3573.32	2813.55	4071.53
Total Expenditure	8458.32	6251.67	9515.48
INCOME			
Reserve Brought Forward	6303.91	6303.91	6539.34
VAT Reclaimed	300.00	387.10	300.00
Precept	5600.00	5600.00	5950.00
Coronation Grant ERYC	500.00	500.00	500.00
Total Income	12703.91	12791.01	13289.34
YEAR END RESERVE	4245.59	6539.34	3773.86