

Beswick Parish Council

Meeting of the Council to be held at 7 pm on Wednesday, 14 March 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 10 January 2018.

4 Matters Arising from the Minutes:

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

To report any developments regarding plans for development.

9 Street Scene:

Clerk to report on update from ERYC.

10 2017-18 Newsletter:

Cllr Reid to report on progress in formulating copy.

13.1 Traffic Mirrors:

Cllr Quinn to report on any further information gleaned.

5 Planning Applications:

To discuss 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.**

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:

Clerk to report on any correspondence received since last meeting.

7 Budget 2018-19:

Clerk to present draft Budget for consideration - attached for Cllrs only.

8 GDPR and ERNLLCA Membership:

The 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in the law with regard to Data Protection which come into force on 25 May 2018 when the Data Protection Act 1998 is repealed.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. Clerk will explain current understanding and how ERNLLCA membership will make this transition easier. Membership Feb/March 2018 and for the year 2018/19 agreed February 2018 in order to allow the Clerk to attend training.

- 9 The Clerk:**
Cllr Reid to report on the annual appraisal which occurred on 5 February 2018. To consider The Clerk's performance and any adjustment to her remuneration.
- 10 Defibrillator Costs:**
Cllr Quin to report on maintenance costs.
- 11 Finance:**
- 11.1 Finance Update:**
Clerk to report.
 - 11.2 Payments:**
Confirmation and payment of required payments.
ERNLLCA Invoice - £35.65
Reimburse Clerk for Administrative Expenses - Printer Cartridges £34.92
Clerk's Salary - £1100 plus £540 Transparency Fund payment - £1640.00
Defibrillator Costs - £150.00 or amount as detailed by Cllr Quinn
Transfer of monies to Tuesday Club and Street Lighting A/Cs
- 12 Annual Meeting:**
To note that 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.
- 13 Parish Council Meetings 2017-18:**
The Council is asked to consider where it wishes to meet during 2018-19 and to instruct the Clerk to book a meeting room. The Council is asked to approve 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.*

Date of Next Meeting: 9 May 2018

Beswick Parish Council

Meeting of the Council held at 7 pm on Wednesday, 10 January 2018 at Kilnwick Village Hall

MINUTES

1 Apologies for Absence:

Cllr Plowman and County Councillor Pollard.

Present:

Cllrs Reid (Chair), Scaife, Feasby and Quinn, Julia Bugg (Clerk) and one parishioner.

2 Declarations of Pecuniary and Non-Pecuniary Interests:

None.

3 Minutes:

The minutes of the meeting held on 8 November 2017 were approved as an accurate record.

4 Matters Arising from the Minutes:

10. 4.14. Holderness Hunt and Damage to Footpaths:

The Clerk noted that no further communication had been received from the Holderness Hunt.

7 Standing Orders - Amendments for Approval:

Approved the following changes:

Document updated December 2017 to create an editable version – all references to Chairman altered to Chair.

Paging and numbering updated to remove anomalies and alterations identified in yellow below

MEETINGS OF THE COUNCIL

1. Ordinary Meetings of the Council

- (1) The ANNUAL meeting of the Council shall be held on the second Wednesday in May at 7.00 pm
- (2) The ORDINARY meetings of the Council shall be held bimonthly on the second Wednesday of the months January, March, May, July, September and November.
- (3) Save where the Council varies this, all meetings shall be held at Kilnwick Village Hall or Beswick & Watton CE (VC) School, commencing at 7.00 pm and shall conclude no later than 10.00 pm at which point any unfinished business shall be included in the Agenda of the next meeting unless dealt with in the interim.
- (4) The Council shall meet at least six times in each year.

2. Extraordinary Meetings of the Council

- (1) The Chair of the Council may at any time call an extraordinary meeting of the Council.
- (2) If the office of Chair is vacant, or if the Chair is unable to act for any reason, the Vice-Chair of the Council may at any time call an extraordinary meeting of the Council.
- (3) Any two members of the Council may call an extraordinary meeting of the Council if a requisition for such a meeting signed by those members has been presented to the Clerk.
- (4) Where any person or persons decide to call an extraordinary meeting of the Council, that decision shall be signified to the Clerk together with the business to be transacted by the person or persons concerned. The Clerk shall thereupon ensure that the notices and

summonses giving three clear days notice of the extraordinary meeting are published and sent as soon as practicable.

3. Notification of Meetings

Notification of Annual, Ordinary and Extraordinary Meetings shall normally be through the Council's Website (beswickparishcouncil.org.uk). In addition, notices will be posted on the Council's notice boards in Beswick and Kilnwick.

4. Chair of Meeting

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

Cllrs Scaife and Feasby reported that a Beswick Parishioner has shown interest in leading a team to refurbish the Beswick box. It is anticipated that works will start in the spring on both boxes. Cllr Quinn and Cllr Scaife to report progress at next meeting.

9 Street Scene:

Clerk to reported on the update from ERYC. It was noted that the works to be undertaken by ERYC in both villages has yet to be undertaken. Clerk to report this to ERYC.

13.1 Old Methodist Chapel, Beswick:

Clerk reported that no communication has been received from Hotham Estate.

ERYC Drainage Board:

Cllr Reid noted that he would prefer that the Clerk respond to the Board and express his interest in becoming a Board Member.

5 Planning Applications:

To discuss 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. Clerk to report no comment on behalf of the PC.

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.

Following discussion, it was agreed that the Clerk will report an Objection to the felling of the trees and comment that the PC as well as the owner of York House would prefer that the trees be pollarded on the north side of the Hotham property.

5.3 Planning Consultation for Ref No: 17/02886/PLF and 17/02888/PLB Kilnwick Gardens Plant Nursery Church Lane Kilnwick East Riding of Yorkshire YO25 9JG – Approved December 2017.

6 Correspondence:

Clerk reported that this year's Electoral Register had been received, followed within days by an update. Cllr Reid requested that all Cllrs receive a copy of the register. Following discussion regarding the new Data Protection Act, it was agreed that the Clerk will facilitate this.

7 Precept 2018-19:

Following discussion regarding the 2018-2019 Precept, it was agreed that it would be set at £5250. The Chair instructed the Clerk to submit the demand to ERYC by 19 January 2018.

8 Street Name Bank Request from ERYC:

Following a change in the process for deciding on names of new developments within ERY the PC was asked to create a bank of acceptable street names from which ERYC Planning may choose. It was agreed by the

meeting, after some discussion, that Beswick PC does not wish to submit a bank of names. Clerk to instruct ERYC of this decision.

9 Consultation on the East Riding Local Plan Draft Sustainability Appraisal Scoping Report:

It was agreed to defer comment and/or actions until further progress has been made.

10 2017-18 Newsletter:

Copy and items should be sent (preferably electronically) to Cllr Reid by 28 February 2018.

11 K-B Tuesday Club:

Cllr Reid reported that during 2017 the Club held 10 meetings, had 3 guest speakers and 3 outings with a total of 274 attendances over this period. It is estimated that 40% of the over 65s within the parish attend the group with it being equally popular with both genders. Additionally, it was perceived that the members not only enjoy attending the club but have taken ownership of it. Cllr Reid took the opportunity to thank the Parish Cllrs for their sterling efforts and for supporting the club. Cllr Scaife thanked Cllr Reid and added that their actions simply reflected the actions of the Chair.

Cllr Reid noted that during 2018 the Club would meet 10 times; monthly with the exception of August and December. Two speakers have been arranged to date; Roger Hateley who will talk about Use of Alkalies in Design and Fashion and Chris Mills from Healthwatch East Riding. Other suggestions for speakers were received for consideration by Cllr Reid.

12 Finance:

12.1 Finance Update:

Clerk presented the accounts to date for both BPC and the Tuesday Club.

12.2 Payments:

Confirmation and payment of required payments:

Driffield School Twilight Bus - £25.00

Insurance Payment 2018/19 - £328.20

Cllr Quinn noted that the replacement items for the defibrillator in Kilnwick would need to be paid for in March and that there had been some increase in the price of the items needed since the budget for them had been set. It was acknowledged that the items would still need to be purchased.

13 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.*

13.1 Traffic Mirrors:

Cllr Quinn reported that parishioners in Kilnwick had spoken to him with regard to the possible installation of traffic mirrors to aid drivers exiting School Lane (double mirror) and Church Lane (left-facing mirror). ERYC's position on the use of traffic mirrors is not clear and it is not known if they allow them or are willing to pay for them. Cllr Quinn agreed to investigate the issue further and report back at the next meeting.

Meeting closed 8.25 pm.

Date of Next Meeting: 14 March 2018

BUDGET 2018-19 - Draft For Consideration March 2018

	2017-18	2017-18	2018-19
	Budget	Actual	Budget
	£	£	£
EXPENDITURE			
Defibrillator	50.00	150.00	0.00
Street lighting	1980.00	1883.66	2000.00
Street Lighting Replacement Fund	800.00	800.00	800.00
Tuesday Club	1431.95	1931.95	
Bus Shelter Cleaning	75.00		75.00
BT - Purchase of Beswick & Kilwick Telephone Boxes		2.00	
Telephone Box Renovation - Beswick			350.00
Telephone Box Renovation - Kilwick			350.00
Grants			
Beswick Church	250.00	250.00	250.00
Kilwick Church	250.00	250.00	250.00
Twilight Bus	25.00	25.00	25.00
Administrative expenses			
Insurance	360.00	328.20	350.00
Clerk's salary	1100.00	1100.00	1100.00
Stationery and other expenses	65.00	34.92	65.00
Parish Newsletter	70.00	62.00	70.00
IT Maintenance	60.00	0.00	60.00
External Audit Commission PKF	120.00	0.00	120.00
Website domain registration (3 years)	10.00	32.20	0.00
Transparency Code Grant - Clerk Website Maintenance & Training	200.00	540.00	200.00
minus Transparency Code Grant - Clerk Website Maintenance	0.00	-540.00	
HMRC Reclaimed VAT	-380.00	-391.37	-313.00
ERNLLCA Membership	0.00	35.65	265.45
Data Protection Officer			175.00
Net expenditure	6466.95	6494.21	6192.45
FUNDING			
VAT Reclaimed			
Tuesday Club Grant/Donations	0.00	500.00	
Reserve brought forward	4140.09	4140.09	3046.48
Precept	4900.00	4900.00	5250.00
	9040.09	9540.09	8296.48
YEAR-END RESERVE	2573.14	3045.88	2104.03

2017-18	2017-18
Budget	Latest
£	Forecast
£	£

EXPENDITURE

Defibrillator	50.00	150.00	Estimate
Street lighting	1980.00	1883.66	
Street Lighting Replacement Fund	800.00	800.00	
Tuesday Club	1431.95	1431.95	
Bus Shelter Cleaning	75.00	0.00	Estimate
Repair of Beswick Bench			
Adoption of Telephone Boxes	0.00	2.00	

Grants

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

Administrative expenses

Insurance	360.00	328.20	
Clerk's salary	1100.00	1100.00	Estimate
Stationery and other expenses	65.00	34.92	
Parish Newsletter	70.00	62.00	
IT Maintenance	60.00	0.00	
External Audit Commission PKF	120.00	0.00	
Website domain registration (2 years)	10.00	32.20	
Transparency Code Grant - Clerk Website Maintenance & Training	200.00	540.00	Estimate
Transparency Code Grant - Clerk Website Maintenance & Training		-540.00	
HMRC Reclaimed VAT	-380.00	-391.37	
ERNLLCA Membership		35.65	

Contingency provision

Net expenditure	6466.95	5994.21	
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FUNDING

Tuesday Club Grant			
Reserve brought forward	4140.09	4140.09	
Precept	4900.00	4900.00	
	9040.09	9040.09	

YEAR-END RESERVE

	2573.14	3045.88	
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**Tuesday Club Nov 2016 - Nov
2017**

Income	
ERYC Grant	£ :
Donation	£ 500.00
Total	£ 2,187.00
Expenditure	
Prof Ian Reid Expenses	£ 205.05
Guest Speaker - R & H Chambers	£ 50.00
Bev Comm Lift	£ 278.00
Guest Speaker - M Rant	£ 50.00
Prof I Reid Expenses	£ 13.50
Bev Comm Lift	£ 114.00
Kilnwick Village Hall	£ 165.00
Guest Speaker	£ 100.00
Bev Comm Lift	£ 148.00
Prof I Reid Expenses	£ 32.00
Total	£ 1,155.55
Remaining	£ 1,031.45
Surplus to return to ERYC	£ 531.45
Carry Forward to 2017/18	£ 500.00