

Beswick Parish Council

Minutes of the Annual Meeting of the Council held on Wednesday, 11 May 2016 at Kilnwick Village Hall

Present : Parish Councillors Feasby, Reid, Quinn and Scaife, Ward Councillor Pollard, The Clerk and six parishioners.

- 1 **Election of Chair.** It was proposed by Cllr Scaife, seconded by Cllr Quinn and agreed that Cllr Reid be elected Chair of the Council for 2016-17. Cllr Reid confirmed his acceptance, and thereafter chaired the meeting. Members expressed their appreciation of Cllr Reid's ongoing work on behalf of the Council.
- 2 **Election of Vice-Chair.** It was proposed by Cllr Quinn, seconded by Cllr Feasby and agreed that Cllr Scaife be elected Vice-Chair of the Council for 2016-17. Cllr Scaife confirmed her acceptance.
- 3 **Apologies for absence.** Apologies had been received from Cllr Plowman.
- 4 **Declarations of pecuniary and non-pecuniary interests.** No declarations were made.
- 5 **Mr Phil Walton.** Members noted with sadness the recent death of Mr Phil Walton, a former Chair of the Council.
- 6 **Annual Report.** It was agreed that the Council's recently distributed Newsletter be regarded as the Annual Report on Council activity for 2015-16. Cllr Reid expressed his thanks to fellow Councillors, the Clerk and to ERYC Cllr Pollard for their inputs to Council business during the year.
- 7 **Annual Return.** The 2015-16 Internal Auditor's Report, Governance Statement and Accounting Statement were approved, in that order. The Governance and Accounting Statements were signed by the Chair. The full Annual Return, together with the required supporting documents, would be sent to the external auditor, and a copy would be posted on the Council's website. Thanks were expressed to Mrs Kate Johnson for kindly undertaking the duties of internal auditor.
- 8 **Public rights of inspection.** It was agreed that the period for public inspection of the 2015-16 accounts and related records would be from 6 June 2016 to 15 July 2016 inclusive, and that public notice be given to that effect in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015.
- 9 **Annual Accounts.** The Clerk presented the Council's final accounts for 2015-16, which were noted and approved.
- 10 **Minutes.** The draft minutes of the Council meeting held on 9 March 2016 were approved and signed by the Chair.
- 11 **Emergency Plan.** The redrafted Community Emergency Plan and recommendations in the Clerk's covering report were approved, subject to the deletion of Highwood Cottage, Kilnwick as a designated Incident Room. The only designated Incident Room would in future be the Village Hall, Kilnwick. The approved plan would now be posted on the Council's website, and copied to the Humber Emergency Planning Service. Parishioners would be invited via the website to request inclusion in the list of 'vulnerable people' or the list of 'people with special skill'. Additionally, Councillors would bring those invitations to the attention of anyone they thought might particularly wish to know, and would inform the Clerk accordingly. It was agreed that the names and addresses of persons listed as 'vulnerable' would be redacted from all copies of the plan other than those held by the Chair and Clerk of the Council.
- 12 **Tour de Yorkshire.** The Clerk reported on a request by Middleton Parish Council for a financial contribution towards the cost of the recent Tour de Yorkshire celebrations in their village, which had

been attended by the thirty pupils of Beswick & Watton School. It was proposed by Cllr Reid, seconded by Cllr Quinn and agreed that Beswick Parish Council make a contribution of £60.

- 13 **Planning decision, tree felling at Beswick Hall Farm.** The Clerk reported that ERYC had confirmed that Beswick PC's comments had been noted, and that the application had now been approved.
- 14 **Bus Shelter cleaning.** Cllr Quinn presented his report suggesting a contractor for regular cleaning of the three 'glass' bus shelters in the Parish, and giving alternative frequencies and costs. It was proposed by Cllr Quinn, seconded by Cllr Reid and agreed that GRPL Ltd Cleaning Services be engaged to clean the shelters once every nine weeks at an annual cost of £81.90. The matter would be reviewed again after the first year.
- 15 **Beswick Footpath 18, Wilfolme Bridge/Three Jolly Tars.** There were no new developments to report. The matter continues to be considered by the Countryside Access Team and Definitive Map Team.
- 16 **Computer, scanner and projector.** The Clerk reported on the recent purchases of equipment, which was now operational. Reimbursement payments of £359.95 to Cllr Reid in respect of the projector purchase and £15.98 to The Clerk in respect of a tripod and cordless mouse were formally authorised.
- 17 **Liaison with ERYC – reassignment of former Community Co-ordinator's role.** ERYC's statement in answer to Beswick PC's enquiry on this matter was noted.
- 18 **Street lighting.** The Clerk's report on ownership and life expectancy of street lights in the Parish was noted. The matter would be considered further at the Council's next meeting.
- 19 **Damage to verge, Main Street, Kilnwick.** The Clerk reported on discussions with ERYC and Acklams. The Library Bus schedule had been modified slightly with the aim of avoiding the School and Libraries buses being in the village simultaneously. ERYC Highways had undertaken to repair the damage to the verge.
- 20 **Humberside Police, Community Partnership meetings.** The Clerk reported that it had not been possible to find a mutually convenient date for an early meeting between Inspector Coulthard and Beswick Parish Council, and the matter had therefore been deferred until the Autumn. In the meantime, Cllr Quinn would represent the Council at a Partnership meeting on 10 June for all authorities in the Beverley, Cottingham and Beverley Rural police area.
- 21 **Anti-trespassing and other notices.** The Clerk read out emails received from Mr Jeremy Wilcock, the contents of which were noted.
- 22 **Planning Application no. 16/01252/PLF, conversion of carport at Little Beswick.** The Council considered the plans and other information supporting the application and resolved to make no comments.
- 23 **Planning application no. 16/01312/PLF, building extensions at 15 Main Street, Beswick.** The Council considered the plans and other information supporting the application. The Council resolved not to oppose the application, but to ask ERYC to consider in particular the adequacy of proposed surface water drainage and whether the proposed flat roof was appropriate in a conservation area..
- 24 **'The Park' proposed community recreation area, Kilnwick.** Following a recent public meeting held in Kilnwick, Cllr Quinn summarised a proposal to develop as a community resource land at the north-western edge of the village, purchased jointly by six parishioners. Three of the scheme's proposers added further information about their current thinking and plans. The area would incorporate picnic and play areas plus facilities for cricket and football. Legal advice and grant funding were currently being sought, and a planning application would soon be made. The facility would probably be operated as a registered charity. Councillors expressed appreciation and support for the proposal, subject to it not causing problems regarding parking, access to the site or undue noise. The proposers gave general assurances on these points, which the Council would

consider again when the planning application came before it. The proposers were thanked for their generous initiative and for their attendance, and were assured again of the Council's general support for the scheme.

- 25 Grant applications.** Requests by Kilnwick and Beswick Churches for financial assistance towards their 2016 costs of grounds maintenance were considered. After lengthy consideration the Council decided:
- (a) to make grants of £225 to each of the churches
 - (b) to offer Beswick Church an additional grant of £150 on a 'matched funding' basis; payment of the additional grant would depend on the Church obtaining other income in 2016 totalling at least £150 more than it had in 2015.
- 26 Public Spaces Protection Order 2016.** The Clerk reported on a proposal by ERYC to make an order concerning dog fouling in Beswick Parish. Councillors had been consulted earlier by email ahead of the 2 May deadline for comments. No comments had been submitted to ERYC. The matter was noted.
- 27 Possible provision of a defibrillator in Beswick.** Cllr Scaife reported on correspondence with BT Payphones concerning possible purchase of the public telephone box in Beswick to accommodate a defibrillator. The Clerk reminded members of the two grant schemes that had fully funded acquisition of the Kilnwick defibrillator in 2015. Neither of those grant schemes was now available. It was agreed to ask Cllr Plowman to research potential alternative funding sources, and that Cllr Scaife would research potential recurring costs that would arise if the scheme went ahead.
- 28 Income and expenditure 2016-17.** The Clerk presented a report showing the latest forecasts of income and expenditure alongside the approved budget for 2016-17. The report was noted.
- 29 Brownfield sites.** ERYC was proposing to compile a register of brownfield sites for potential housing development and had asked parishes to assist. The Clerk reported that, after consulting Councillors individually, he had informed ERYC that the Council knew of no such sites within the Parish.
- 30 'Connecting Communities' Grant Scheme.** It was agreed to consider, at the Council's next meeting, whether the Council should develop a bid to set up a day-time community activity aimed at providing regular social meetings of parishioners in Kilnwick Village Hall.
- 31 Clerk to the Council.** David Allan had tendered his resignation with effect from 30 September 2016, or earlier by agreement. Members thanked him for his service to the Council. It was proposed by Cllr Reid, seconded by Cllr Quinn and agreed that appointment of a successor be delegated to Cllr Reid and Cllr Scaife jointly, and that the future Clerk's salary be £1,100 per annum.
- 32 Town/Parish Council Planning Liaison.** It was agreed to ask Cllr Plowman to represent the Council at the liaison meeting at County Hall on 7 June.

The Council will next meet at 7 pm on Wednesday, 13 July 2016 at Kilnwick Village Hall.