

### Laxton Parish Council Correspondence Record

#### 18 January to 17 February

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not been circulated, please notify the Clerk on [laxtonpc@btinternet.com](mailto:laxtonpc@btinternet.com) or 07887 533057.

Ref	Date Received	Attached?	From	Purpose of Correspondence	Additional Information
213	25 January	Yes	ERNLLCA	January Newsletter	
214	26 January	No	Humberside Police	Please remain vigilant and report anything suspicious to the Police as soon as possible.	Please be aware that in the past couple of days there have been two “2 in 1” A Burglaries where secure properties have been broken into overnight and the owners vehicles stolen. This has occurred at a property in Market Weighton where a Volkswagon Golf was taken and in Gilberdyke a transporter van and a Mercedes C60 were taken (The van from the burglary in Gilberdyke has since been recovered). Also in Snaith a secure Peugeot car parked on the road outside the owners address was stolen by unknown means.
215	27 January	No	ERNLLCA	Details on new external audit arrangements for smaller authorities.	ERNLLCA plan to prepare detailed brief in future.

216	29 January	No	ERYC	The Old Smithy, Laxton is expected to go to the 23 February Planning Committee	
217	29 January	No	Blacktoft Parish Council	To advise that they are planning to work with the established Youth Projects in Newport and Gilberdyke	
218	30 January	No	National Lottery - Awards for All	To advise that the Council has been successful in obtaining grant funding for the Community Led Plan	
219	1 February	No	ERYC	To confirm precept demand of £7,209.93 to be paid two instalments of £3,604.97 on 30 April 2016 and £3,604.96 on 30 September 2016.	
220	2 February	Yes	Humberside Police	February Newsletter	
221	3 February	Yes	ERYC	February Parish News edition which includes articles about :  •Boxing Day flood response  •Updating contact details in Emergency Plans  •Tour de Yorkshire  •Rural broadband  •Events on council land  •Local Links meetings	
222	8 February	No	ERYC	Remittance Advice - £2970.96 paid to LPC from the emergency planning grant fund.	

222	10 February	No	Humberside Police	Please remind everyone to remain vigilant at all times, to ensure that all doors and windows are secure and all keys are kept out of sight as there has been 2 attempted break ins of secure properties in Holme Upon Spalding Moor in the early hours of the 9 <sup>th</sup> February.	
223	12 February	No	ERYC	Planning approval granted for Variation of condition 4 (13/03742/OUT) Erection of a dwelling (amended floor levels), Manor Farm Bungalow Station Road Laxton East Riding Of Yorkshire DN14 7TW	
224	16 February	No	Blacktoft Parish Council	Requesting an update meeting with EA, MPs etc on flood defences. Laxton PC to be invited when arranged.	

225	16 February	Yes	Humberside Police	<p>In the past few days there have several break ins of secure parked Transit vans in the Pocklington, Market Weighton, West Cowick, Gilberdyke and Howden areas which has resulted in tools and other equipment being stolen.</p> <p>I have attached a poster for your information that you may want to forward on, so that it can be printed off or referred to.</p> <p>Please continue to be extra vigilant and call the Police on the non emergency number 101 to report any suspicious vehicles/activity in the area.</p>	
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# EAST RIDING PARISH NEWS

Keeping you up-to-date with news about your area

Issue 93 : February 2016



## Boxing Day floods

Villagers in Wilberfoss have said a big thank you to seven of East Riding of Yorkshire Council's grounds maintenance team who spent 16 hours battling to prevent flood water reaching their houses after the village beck burst its banks. Council staff worked tirelessly to save more than 50 homes from flooding on Boxing Day.

Many of the properties near the beck had already suffered badly from the devastating flooding of 2007, with some residents having to vacate their homes for nearly a year afterwards.

The grounds team were out and about checking flooding hotspots on Boxing Day morning when they were called to Wilberfoss – and they immediately went to the aid of residents. Between them they delivered almost 500 sandbags – weighing a total of around six tonnes – to protect houses from water inching ever closer.

They then used a council water pump, and travelled to the Goole depot to fetch a second, larger pump, to shift water beyond the road bridge on Main Street to stop the water level getting any higher. The team was at the scene until after 1am. The team from Market Weighton, Goole and Carnaby depots returned to Wilberfoss early the next morning for a 10-hour shift to check on the situation and collect the pumps.

## Is your Emergency Plan up to date?

Several parish councils were contacted to warn them about high rainfall that fell over Christmas and New Year, and the rise in river levels. They were also asked to consider activating their Community Emergency Plans and some parishes did.

In some cases this showed contact details had become out of date, through changes in parish councillors and different contacts in the public services. Perhaps now is a good time to review your plan and update it? If you do, send an updated copy to the emergency planning team at [heps@eastriding.gov.uk](mailto:heps@eastriding.gov.uk)

Humber Emergency Planning Service's website at [heps.gov.uk](http://heps.gov.uk) contains useful information to help plan ahead to minimise the impact of emergencies.

## WAR Officers

Would your parish council, or a group in your parish, like to know what happens to your recycling or how it is sorted?

Ever wondered what it is made into or would you just like some more information on what goes in each bin?

Waste and recycling officers can provide a number of different presentations to suit different groups. They can also arrange relevant activities if required.

In 2015, the team visited 36 different groups and spoke with hundreds of people from groups including U3A, Brownies, ladies groups and even a wine club.

They already have some bookings for 2016 and welcome invitations from all walks of life and ages, no matter how small a group.

If you would like to book them or discuss any waste and recycling issues, email [karen.wagg@eastriding.gov.uk](mailto:karen.wagg@eastriding.gov.uk) or call:

- Karen Wagg on (01482) 395388
- Chris Black on (01482) 395291
- Matthew Broadhead on (01482) 395579



EAST RIDING  
OF YORKSHIRE COUNCIL

## Village Energy Champions

Are you an active member of your community, who could be described as a 'trusted voice'?

Would you like to be given training to help members of your community in energy-related matters?

Would you like to help people in your community who have a health condition made worse by living in cold homes?

If the answer is yes to the above, Peter Hirschfeld of Humber and Wolds Rural Community Council would like to hear from you.

You will get an interesting volunteer experience, learn about energy-related matters such as fuel poverty, energy efficiency, how to keep warm in winter and how you can help members of your community overcome some of these issues.

You do not need to be an expert. As well as training you will be given a file of information sheets and contact details for organisations and individuals who can help.

For more information, call Peter Hirschfeld at Humber and Wolds Rural Community Council on (01652) 637700 / 07539 477046 or at [peter.hirschfeld@hwrcc.org.uk](mailto:peter.hirschfeld@hwrcc.org.uk)



## Tour de Yorkshire

At a roadshow at Tickton Grange on Tuesday, 26 January, Welcome to Yorkshire described plans for the race and how local communities and businesses can get involved in the event. Last year, it is estimated that 1.5 million spectators along the route watched the race.

This year the race starts in Beverley on Friday, 29 April and preparations for the start event are under way. But communities along the route can also get involved by decorating their villages and towns, and arranging their own events.

You can sign up to an electronic newsletter at [letour.yorkshire.com/email-updates](http://letour.yorkshire.com/email-updates) If you would like to become a Tour Maker the application form is at [surveymonkey.com/r/TourMakers2016](http://surveymonkey.com/r/TourMakers2016)

## Opportunities for young people to help local communities

East Riding Voluntary Action Services will deliver the 2016 National Citizen Service (NCS) for 16-17 year-olds in the spring and summer. The scheme allows young people in the East Riding to give 30 hours to help local communities.

Projects in 2015 included improving access for clients to the garden area at Priory View Day Services Centre in Bridlington, painting and decorating The Pavilion in Roos and painting and decorating North Frodingham's village hall.

NCS is a nationally-recognised programme to help young people with future education, training and employment applications, including university. The young people graduate with a recognised qualification in first aid, as well as taking part in a range of activities, workshops and learning discussions.

If you have young people in your community who want to find out more or have ideas about potential projects, contact Detty Tyler at [detty@ervas.org.uk](mailto:detty@ervas.org.uk) or call (01482) 871011.

## Library consultation

Nearly 8,000 people have had their say on the future of libraries in the East Riding in the first phase of the public consultation, which finished at the end of December.

The results are being analysed to determine what, if any, proposals, are going to be put forward for the future of the service. If there are any, these will be consulted on later in the year.







### Rural broadband

Latest figures show more than 42,000 premises across the area now have access to superfast broadband thanks to the Broadband East Riding programme. East Riding of Yorkshire Council's project working with BT has helped to upgrade more than 200 cabinets with fibre optic and laid almost 300km of fibre duct.

This year, Broadband East Riding will start helping to connect a further 4,500 premises in rural areas; working towards the national ambition to make superfast broadband accessible to 95 per cent of the country by 2017.

You can get more information about Broadband East Riding on the website at [broadband.eastriding.gov.uk](http://broadband.eastriding.gov.uk) or email [broadband@eastriding.gov.uk](mailto:broadband@eastriding.gov.uk)

### Events on council land

Many town and parish councils hold events on council land, helping charities with their fund-raising activities, attracting visitors and helping local businesses with extra trade and economic activity.

The council's application process for events on its land is explained in a guidance document. It is available, together with an application form, to download from the website [www2.eastriding.gov.uk/leisure/events/organising-an-event-on-council-land/](http://www2.eastriding.gov.uk/leisure/events/organising-an-event-on-council-land/)

At least three months' notice is needed to deal with the issues that must be considered when organising an event on council land. The guidance gives information about setting up an event, including requirements for public liability insurance, health and safety, food hygiene and other licensing, and preparing risk assessments.

The council asks commercial organisations like funfair operators to pay fees but there is generally no charge for the use of council land for not-for-profit charitable events, apart from an administration fee towards the cost of setting up the necessary licence agreements.

The costs vary depending on the nature of the event but many organisers take advantage of five-year multiple-site agreements that help reduce costs by requiring a one-off payment in the first year.

If you would like further information, contact John Read at [john.read@eastriding.gov.uk](mailto:john.read@eastriding.gov.uk) or call him or Nina Hutchings on (01482) 393998.

### Fire Service consultation

Have you had your say about Humberside Fire and Rescue Services proposed cuts? The service is putting forward efficiency options to save money which mean some fire stations could lose a fire engine.

A number of public events were held during January to discuss the proposals and no more are planned.

However, the consultation is live until midnight on Monday, 22 February and you can complete an online survey at [humbersidefire.gov.uk/operational-efficiency-programme-survey](http://humbersidefire.gov.uk/operational-efficiency-programme-survey)

### Drug driving

A new law came into place a year ago to deal with the increased number of people driving while under the influence of drugs. Since March 2015 drivers can be tested for drugs as well as drink at the road-side.

The police can now use testing kits on drivers that they suspect of driving under the influence of drugs.

The penalties for drink or drug driving are the same.

If you are convicted you will receive:

- a minimum 12-month driving ban
- a criminal record
- a fine of up to £5,000 or up to 6 months in prison, or both.



## Shiptonthorpe people power

The village hall has recently been successful with its bid to the OneFamily Foundation for £5,000 for stage lighting. Applications to the fund are submitted and posted on its website.

It is then up to members of the public to vote for their preferred scheme. The winning bids are those with the highest number of votes – Shiptonthorpe used its networks of contacts to amass 256 votes.

The village hall has played host to a community theatre group since 2009. They produce an annual sell-out pantomime involving 40 community members, attracting almost 500 people over two weekends.

The lights were installed in time for this year's event in the last week of January.

## Swanland Heritage Centre

The centre will open again in March but they are happy to open up if you or your friends would like to visit sooner.

Call one of the following Heritage Centre contacts:  
Colin Jackson (01482) 631844, Janet Barnes (01482) 633286, Ian Macfarlane (01482) 632800, Yvonne Dumsday (01482) 634863.

[swanlandheritage.info](http://swanlandheritage.info)



## Local Links meetings

East Riding Voluntary Action Service has arranged its next networking and information events for parish councils and community organisations:

- Wednesday, 17 February, 10.30am-12.30pm at Emmanuel Church, Bridlington
- Wednesday, 17 February, 6-7.30pm at Cass Hall, Driffield
- Wednesday, 24 February, 12.45-3pm at St Nicholas Community Room, Beverley

Topics will include an update on Better Care (Bridlington and Beverley), community-led local development (Bridlington and Driffield), and a presentation by the BIG Lottery Funding Advisor (Beverley).

If you would like to know more, or plan to attend, contact Fiona Turner at [fiona@ervas.org.uk](mailto:fiona@ervas.org.uk) or call (01482) 871077.

## Photography competition in Elloughton-cum-Brough

The town council will hold its ninth Open Art and Photography Exhibition this spring, with an exhibition from Friday, 8 to Sunday, 10 April at the Petuaria Centre, Centurion Way, Brough. Opening times are:

- Friday - 7.30-9.30pm
- Saturday - 10am-4pm
- Sunday - 10am-2pm

Trophies will be awarded on Sunday at 2pm for the most popular painting and photograph in show.

You can contact Vicky Herring for further details on (01482) 665600 or email [deputy.clerk@elloughtonbrough.karoo.co.uk](mailto:deputy.clerk@elloughtonbrough.karoo.co.uk)

## Give us your news

Parish News is happy to receive comments from town and parish councils about the content and format of this newsletter – please feel free to get in touch and give us your opinions.

We welcome proposals for articles but cannot guarantee to print everything, as space is limited. If you would like to contribute to Parish News call **Brad**

**Webster** on (01482) 391431, or email

[brad.webster@eastriding.gov.uk](mailto:brad.webster@eastriding.gov.uk)





## Newsletter

January 2016

### Good recruitment practice

ERNLLCA is often asked about a best practice approach to recruitment. Technically there is nothing in employment law which requires an employer to advertise a vacancy but parish and town councils, as public bodies, must consider issues of equality of access and openness in making the decisions about recruitment.

Where a council opts to advertise a vacancy, the best and safest approach is to determine the terms and conditions of employment before any advertising is carried out. These details can then be used in the advert and will act as a positive aid to attracting the right calibre of candidate. Adverts using a phrase such as "salary according to experience" are more or less meaningless. Additionally phrases such as "for details of the role please contact the Chairman" are unlikely to enthuse good potential candidates.

There is a high turnover of Clerks in the ERNLLCA area and our research shows that the "under-selling" of the role is a major contributor to this problem. Properly assessing the position prior to advertising will give the candidates, councils want to attract, a clearer picture of what is involved. ERNLLCA therefore strongly recommends that councils revisit the job description and person specification for the post and make sure they reflect what is needed. Additionally the main terms and conditions of employment should be checked (i.e. salary level, hours and place of work) and agreed to make sure they reflect what is actually needed, as opposed to what has always been applied. ERNLLCA can offer assistance with salary assessment. Anyone applying for a vacancy initially wants to know some bits of vital information - how many hours of work are involved and what is the rate of pay. It is also important to remember that parish and town councils, as public bodies, should be open and transparent in all their dealings so this is basic information that should be offered within the advert.

Councils must select staff on merit and be able to prove that they have done so. The best way to achieve this is by using an Application Form, a standard document which all applicants can complete giving the council an easier means of measuring one candidate against another. A sample form is available from ERNLLCA, nobody has to reinvent the wheel or use examples from other industries or sectors, which may be wholly inappropriate.

ERNLLCA can carry your advert on the website and ensure existing Clerks, who may be looking to take on another council, are alerted to the vacancy.

Don't forget, ERNLLCA can offer its member councils professionally qualified Human Resources support. Don't wait until the last minute, talk to us. There's a lot we can do to help!

## Transparency Code for small councils

There is still time for councils with an annual spend of less than £25,000 to apply for funding to meet the costs of creating a website to house the information required by the Transparency Code. To date £25,443 has been allocated to councils in this area with a further tranche to be paid early in February.

This initiative has come about because councils spending less than £25,000 per year are to be exempted from the need for an external audit after April 2017. The Government wishes to ensure that openness and transparency continue to lie at the heart of parish council life by ensuring that the public have electronic access to information about the finances and general business of their council. All eligible councils have been sent a copy of the Transparency Code by ERNLLCA in which is listed all of the documents which must be published on the council's website and in what timescale.

Funding is available to help councils make this transition and the grant application form is available from ERNLLCA.

Completed grant forms should be returned to ERNLLCA which will "triage" applications before forwarding them to the Assessment Panel for a decision.

## Advanced Chairmanship training

We are pleased to announce that this popular and well-received course is being re-offered to councils. Details of dates and venues have been sent to member councils and booking forms can also be down-loaded from the Training & Conferences page of the ERNLLCA website. The course, which is in three parts, will cover:

Conduct: Statutory responsibilities; Handling conflict; Dealing with the public and media; and Public relations role. Challenging meetings: Chairing skills; Assessing your members' knowledge and skills; Influencing, facilitation and control; and Question and listening skills. Visionary Leadership: Concept of leadership; Building partnerships; and Community cohesion.

How did previous attendees describe the course? *"Informative course"; "Opened my eyes to the way I chair my council"; "Thoroughly enjoyed it"; I would recommend to anyone"; "Well presented and easy to understand".*

## **Community Buildings Grants – Locality**

Any Town or Parish Council, Neighbourhood Forum or qualifying community group can apply for Pre-Feasibility grants (£1000 to £10,000) and Project Support grants (£5000 to £40,000) to help move a community building or community housing project to the point at which a Community Right to Build Order, or (in the case of community led housing projects only) a traditional planning permission application, can be submitted. These are revenue grants which mean they do not cover the capital costs of land acquisition or actually constructing a building.

Details at <http://mycommunity.org.uk/programme/community-buildings/?a=funding>

## **Good Councillor Guide 2016**

The latest version of the Guide is available to download on the Model Documents page of the ERNLLCA website. ERNLLCA has been informed that the Guide will now be revised on an annual basis. Holding hard-copy stocks is unlikely to be financially viable although we will explore the options available.

## **HM Queen's 90<sup>th</sup> birthday**

ERNLLCA has circulated information about an opportunity for parish and town councils to take part in this year's celebrations of HM Queen's 90th Birthday by lighting beacons in her honour. Details can be found at <http://www.nalc.gov.uk/library/news-stories/1861-queen-s-90th-birthday-beacons/file> Please note, the file can sometimes take a little while to open.

## Annual Leave

Please note that the Executive Officer, Alan Barker, will be on leave for the whole of week commencing Monday 8 February 2016. If a council has an emergency question to ask of the Desktop Advisory Service during this period, that should be sent by email to [enquiries@ernllca.info](mailto:enquiries@ernllca.info). Please note there is no mechanism in place whereby councils can approach another county association for advice.

## New Audit regime

- Councils have been asking questions about the practicalities to be applied when new auditors are appointed for 2017 onwards.
- ERNLLCA has issued some base-line information about this but more details will be available after the 4<sup>th</sup> of February. National briefing events are to be held for Local Council Association Officers after which councils can be supplied with more information.

Issued by:

ERNLLCA, Suite 8, Waters Edge Business Centre, Maltkiln Road, Barton upon Humber, DN18 5JR

Tel: 01652 661617    Email: [enquiries@ernllca.info](mailto:enquiries@ernllca.info)    [www.ernllca.info](http://www.ernllca.info)



Protecting Communities, Targeting Criminals, Making a Difference

# Parish/Town News Release

## Howdenshire Update for February 2016

### 1. Priority

**Issue:** Youths causing annoyance around the areas of the Church and playing fields in Gilberdyke.

Throughout February, officers will continue to patrol the above areas on Clementhorpe Road to deter any potential anti-social behaviour. Anyone caught engaging in anti-social behaviour will be dealt with under the FAIRWAY process jointly with East Riding of Yorkshire Council. It is unlikely that any discretion will be shown.

### 2. Meetings

PCSO Simon Palmer will be holding a "Police Drop In" surgery at the Travelling Library, Gilberdyke Memorial Hall car park, Clementhorpe Road, Gilberdyke on the 24<sup>th</sup> February (14:00-15:00)

### 3. Crimes in your area

- Entry was gained into a secure building site in Gilberdyke and 3 pallets of insulation and a half pallet of cement were stolen.
- Up to 14 Birds were taken from an Avery in a rear garden in the Holme on Spalding Moor area.
- 6 Ducks were stolen from an enclosure in Laxton.
- 2 Giant road bicycles were stolen from a secure wooden shed in North Cave.
- Entry was gained into a secure log cabin in Bubwith and various tools were stolen.
- Entry was gained into a secure property in Gilberdyke and keys to 2 vehicles (a transporter van and a Mercedes C60) were taken which resulted in the vehicles being stolen – the van was later recovered near Rawcliffe.

### 4. News and Appeals

#### **YOUR HOME – KEEP IT SAFE, KEEP IT LOCKED**

Burglary is by and large an opportunistic crime, with burglars looking for a home that gives them the easiest way of committing their crime undetected and with the fewest obstacles to negotiate. In many cases burglars do not need to use ANY force to gain entry which can be via an insecure window or door. So how can you keep your home and property safe?

Make your home looked lived-in by leaving a radio on or a light on a timer switch to make the house sound and look occupied

If you are going away remember to cancel the milk or newspapers. Don't make it obvious to burglars you are away. Don't close your curtains - in daytime this shows the house is empty. Use timer switches on lights instead



Protecting Communities, Targeting Criminals, Making a Difference

# Parish/Town News Release

and if possible ask a trusted neighbour to close your curtains in the evening, to collect your post and also ask if they would park their car on your drive whilst you are away.

Never leave your spare keys in a hiding place such as under a doormat, in a flowerpot or inside a letterbox.

Make sure you use a burglar alarm (if you have one) every time you leave the house.

Secure your garden with a fence and a lockable gate.

Don't leave tools or ladders in the garden to assist burglars and secure your wheelie bins away from your house, fences and walls.

Think about installing a movement activated floodlight as it can unnerve burglars.

Keep doors and windows locked even when at home.

Don't leave valuables on view or on window sills and keep your car keys hidden out of sight.

If your property is stolen make sure you can describe it to the Police by keeping a record and photographs of makes, models and unique serial numbers etc.

You can also register all your details onto [WWW.immobilise.com](http://WWW.immobilise.com). This is a web based property records system, endorsed and searchable by all UK Police Forces and second hand dealers.



# No tools? No van? No liveli



- Ensure your vehicle is always locked. Lock the back doors while driving.
- Remove all tools & equipment from the van whenever possible, particularly overnight.
- Use busy, well-lit and secure parking areas.
- Consider alarming the vehicle or fitting an internal security cage or metal chest inside and ensure it is securely bolted down with a good quality padlock.
- Security mark all your tools and equipment to make items uniquely identifiable and less attractive to a thief.
- Keep a list of tools, together with serial numbers and any identifying marks on immobilise, a free national property register - [www.immobilise.com](http://www.immobilise.com). This will help to trace them back to you if they are recovered.
- Keep your van keys safe while you are working. Never leave them in your vehicle.





**Laxton Parish Council**

**Accounts for Payment**

**February 2016**

<b>Payee</b>	<b>Details</b>	<b>Total</b>	<b>VAT</b>
Alan Bravey	Salary - January	82.61	
Post Office	PAYE	55.20	
ERNLLCA	Chairman Training - Cllr Yarrow and Bray	30.00	6.00