

Laxton Parish Council Correspondence Record

18 Jan to 21 February 2017

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not be circulated, please notify the Clerk on laxtonpc@btinternet.com or 07932 016856.

Ref	Date Received	Attached?	From	Purpose of Correspondence	Additional Information
328	24 January	N	ERYC	Resurfacing work to take place o Greenoak Lane, Gilberdyke on the 6 th February, 7am – 5pm, for 7 days between B1230 and Bellasize Lane,	
329	25 January	N	ERYC	Planning Consultation – 17/00056/STVAR Land South of Hall Farm, Cotness, Variation of conditions to enable construction to commence from 1 April (any year)	
330	25 January	N	ERYC	Request to update community emergency plan, and to consider including section on vulnerable people	
331	27 January	Y	ERNLCCA	January Newsletter	
332	6 February	Y	ERNLCCA	Plunkett Rural Co-operatives Programme Call to Action	
333	2 February	N	Easily	Domain Name Renewal	
334	2 February	N	Humberside Police	Following recent complaint, Police can only take action if a dog was dangerously out of control in a public place and either injured a person or put someone in fear of harm at the time. There are civil litigation options.	
335	14 February	N	ERNLLCA	Invitation to Planning Day training event – Friday 24 March.	



East Riding and Northern Lincolnshire
Local Councils Association

Newsletter

January 2017

Buckingham Palace Garden Parties

Once again, we have been swamped with applications following our request for nominations to represent ERNLLCA at one of the Royal Garden Parties to be held in May of this year. Whilst this newsletter is being prepared, applications are still being received.

A draw will take place and the successful nominees will be informed.

Funding - Transparency Code for small councils

The Government has asked ERNLLCA to further promote the take-up of Transparency Code funding amongst councils with an annual turnover of less than £25,000. Funding will continue in 2017/2018 to help councils meet their statutory requirements.

Councils which have already received funding will be able to claim for the Clerk's time in keeping the website up-to-date in 2017/2018.

Councils which have not yet applied are urged to do so as compliance with the Transparency Code is a legal requirement. Councils which do not apply for funding, and have not set up a website by 31 March 2018, will have to meet the costs of doing so from the precept.

Can you help? Do you know of any eligible councils? If so, please encourage them to apply for the funding. The application form is available on the front page of the ERNLLCA website (www.ernllca.info) or can be obtained by sending an email to enquiries@ernllca.info

Internal Audit

ERNLLCA is often asked about the role and function of the internal auditor. Certainly for small councils which are to be exempted from the need to send in an annual return to the external auditor, the role of the internal auditor becomes ever more important.

The internal auditor should be independent of the council and “competent”. He or she does not have to be financially qualified but they must understand the financial management of a parish or town council as well as having a sound knowledge of the governance standards by which such a council must operate.

The primary objective of Internal Audit is to review, appraise and report upon the adequacy of a council’s internal control systems. The following is a slightly technical summary of the internal audit function.

The council’s internal control system comprises the whole network of systems established to provide reasonable assurance that the council’s objectives will be achieved, with particular reference to the effectiveness of operations; the economic and efficient use of resources; compliance with agreed policies, procedures, laws and regulations; the safeguarding of assets and interests from losses of all kinds, including those arising from fraud, irregularity and corruption; and the integrity and reliability of information, accounts and data. Accordingly Internal Audit may:

- Carry out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year in order to be able to complete Section 4 of the Annual Return;
- Review the reliability and integrity of financial information and the means used to identify, measure, classify and report such information;
- Review the means of safeguarding assets and, as appropriate, verify the existence of such assets;
- Appraise the economy and efficiency with which resources are employed, identify opportunities to improve performance and recommend solutions to problems;
- Review the established systems to ensure compliance with those policies, procedures, laws and regulations which could have a significant impact on operations, and determine whether the council is in compliance; and
- Review operations and activities to ascertain whether results are consistent with objectives and whether they are being carried out as planned.

Internal audit must be allowed for unrestricted access to the records of councils’ activities, including both financial and non-financial systems of internal control. The main effectiveness of Internal Audit is that it must be seen to be independent in its planning and operation. Internal Audit must operate within a framework that allows for unrestricted access to the officers of the council, additionally every effort must be made to preserve objectivity by ensuring that all Internal Auditors are free from any conflicts of interest and do not undertake any non-audit duties on behalf of the council.

There is no limitation to Internal Audit's access to records and Auditors should have the authority to:

- access council premises at reasonable times agreed in advance;
- access all assets, records, documents, correspondence and control systems;
- receive any information and explanation considered necessary concerning any matter under consideration;
- require any employee of the council to account for cash, stores or any other council asset under his/her control; and
- access records belonging to third parties, such as contractors when required

The Responsible Financial Officer and Proper Officer have clearly defined responsibilities for Risk Management, Internal Control, Internal Audit and preventing Fraud and Corruption. The existence of Internal Audit does not diminish the responsibility of the council to establish systems of internal control to ensure that activities are conducted in a secure and well-ordered manner.

The Internal Auditor should formally present a written report of their audit, together with any recommendations, to council and will follow up at subsequent Internal Audits to make sure that corrective actions are taken.

ERNLLCA recommends that a Council should review the terms and reference of its Internal Audit requirements at least once every three years.

Finally, internal audit is not about just making sure that the books balance! Internal audit should also concern itself with systems and governance and for those reasons internal auditors must have an understanding of both.

ERNLLCA Executive Committee

There has been a new addition to our Executive Committee. The North East Lincolnshire District Committee has appointed Councillor Liz Connolly of Waltham Parish Council to be one of its two representatives. Liz was welcomed to her first meeting just before Christmas and will work with her colleague councillors to help shape the ongoing development of the Association.

Being a Good Councillor course

Quite a number of councillors have been asking about this three-part course. We have explained that over the last few months this nationally accredited course has been updated to reflect legislative changes. ERNLLCA wishes to be able to deliver this course as being accredited and has therefore had to await that decision.

We have been informed that all should be ready within the next few weeks at which point we will send out booking forms.

New member council

ERNLLCA is pleased to welcome Warter Parish Council into membership. Warter is one of the smaller parishes in the East Riding and we look forward to supporting the Council and the Clerk.

The year of the Village Green

Open Spaces Society (OSS) have called on local authorities and developers throughout England and Wales to make 2017 the Year of the Village Green, by voluntary registering their land as greens.

The Society urges developers to include registered village greens within their sites so that local people have a guaranteed green space for recreation which is preserved for ever. It also encourages local authorities to register their own land so that even if it is sold, it is protected.

More information is available at <http://www.oss.org.uk/make-2017-the-year-of-the-village-green/?platform=hootsuite>

Photos of your parishes

Thank you to all of you who sent in a photograph of your parish or town for use on the ERNLLCA website.

We would like to gather together a library of photos of every member parish in the ERNLLCA area. Our aim is to set up a series of photograph carousels which we will use on our website and this means that, across the year, an image of every parish will be displayed.

Please send in photographs of your parishes with perhaps a small description of what is on display.

Neighbourhood Planning Bill

The Neighbourhood Planning Bill received its second reading in the House of Lords this month and NALC secured some good coverage in the local government media including [LocalGov](#), [Local Government Executive](#) and The Municipal Journal. NALC has welcomed measures to give neighbourhood plans more weight.

NALC was pleased to note that so many Peers who spoke in the debate had picked up issues in its briefing. Baroness Pinnock said many urban areas do not have parish councils, which are a helpful pre-requisite to developing a Neighbourhood Plan; Baroness Cumberlege stated parishes and local community groups have been inspired by the Localism Act to produce their Neighbourhood Plans but these need strengthening and protecting from being abused by examiners and the Secretary of State; Baroness Parminter followed on this theme saying the Bill was a vehicle to strengthen the weight of communities' views expressed in Neighbourhood Plans, such that they should not be ignored by local planning authorities or the Planning Inspectorate; Lord Greaves highlighted the need for more parish councils in urban areas.

Lord Taylor highlighted CiL schemes not being in place everywhere; and in his closing remarks the minister Lord Bourne said the Government strongly believes in Neighbourhood Planning and he looked forward to engaging on this issue to ensure appropriate funding and strength is given to the Neighbourhood Plan, acknowledging the importance of parish councils.

Grant funding to support the development of Neighbourhood Plans is still available from the [My Community programme](#) delivered by Locality on behalf of DCLG.

NALC is developing a new Good Councillors Guide to Neighbourhood Planning (funded by DCLG) which will be available in early February.

Local Government Finance Bill

The Bill has had its first reading in the House of Commons. The Bill includes a number of measures such as enabling the granting of discretionary rate relief for local authority public toilets. The second reading of the Bill was scheduled for the 27th of January.

Issued by:

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Website: www.ernllca.info

Plunkett Foundation Call to Action

This call to action aims to raise awareness within Town and Parish Councils across the UK of the potential for community co-operatives to address problems local communities are facing and the support available from the Plunkett Foundation.

Our goal is to provide Town and Parish Councils with the tools and information they need to either get involved directly, or to pass onto other community groups and individuals in their locality.

The Plunkett Foundation and Rural Community Co-operatives

The Plunkett Foundation is a national charity that helps communities across the UK to set up and run community co-operatives; enterprises that are owned and run democratically by large numbers of people in their community. Community co-operatives help people to tackle a wide range of issues, from social isolation and loneliness to poverty, and come in many different forms including community shops, pubs, cafes, woodlands, food and farming enterprises and anything in between. Since 1919, Plunkett has supported over 500 such enterprises to set up by providing help, advice, and when funding allows, financial support.

Our strategy

Plunkett's 2015-17 strategy aims to build on our achievements to date, and inspire an even larger movement of people who solve their challenges by running community co-operatives. Key ambitions within the strategy include:

- Inspiring more communities than ever before to consider co-operative solutions to the problems they face;
- Applying the co-operative solution to a wider range of business models, for example, transport, housing and health and social care;
- Reaching all parts of the UK, particularly where there is less of a tradition for co-operation;
- Increasing our impact in addressing place based problems such as poverty, isolation and loneliness.

Call to Action

It is very rare for Town and Parish Councils to be directly involved in the setting up or running of community co-operatives, but in our experience, they have been critical to the early stages of their journey in some way. Very often, it is the Town or Parish Council that has spotted an opportunity to save a valued asset or service, or called a public meeting, or highlighted potential avenues of funding.

Call to Action

**Plunkett
Foundation**

Improving rural lives together

This call to action, sets out the various ways in which Town and Parish Councils can get involved.

7 ways to take action:

1. Consider registering land and buildings in your community as an **Asset of Community Value** (or support another community group to do so).
 - The 2011 Localism Act allows communities and parish councils to nominate buildings or land for listing by the local authority as an Asset of Community Value.
 - In the event a listed asset comes to be sold, a moratorium on the sale (of up to six months) may be invoked, providing local community groups with a better chance to raise finance, develop a business and to make a bid to buy the asset.
 - More information is available in [this helpful tool](#) produced by Locality or visit the Locality website at www.locality.org.uk
2. Explore developing a parish or neighbourhood plan, and incorporate the community ownership solution to problems highlighted by your residents
 - Neighbourhood Planning was introduced in 2012 to enable communities to have more say in the future development, regeneration and conservation of their area. Plans are based on a robust programme of community engagement and consultation of the views, aspirations, wants and needs of local people and can become part of the statutory development plan for the area.
 - By going through the Neighbourhood Planning process, you will certainly identify problems your community is facing, and potentially opportunities for community ownership to be part of that solution.
 - More information is available in [this helpful tool](#) produced by CPRE or visit the CPRE website at www.cpre.org.uk
3. Promote the concept of community ownership and the support available from the Plunkett Foundation via your community newsletter and website
 - The Plunkett Foundation offer free support by phone, via our website and through our national network of advisers.

Call to Action

**Plunkett
Foundation**

Improving rural lives together

- A guide to the support we can offer and how we work is appended [here](#) or can be found at www.plunkett.co.uk/gettingstarted You may wish to signpost a link to this on your website, or refer it to the editor of your parish newsletter.
- 4. Call a public meeting in the event an asset or service in your community becomes at risk, and help to establish an independent working party to consider the community ownership approach.
 - If a valued service or asset is at risk of being lost to your community, e.g. the last village shop, or a popular community building such as a pub, club or faith based building, you could call a public meeting to seek views on whether there is appetite to save it in community ownership. Plunkett can send guidance for running such a meeting, including presentations, case studies and explanatory guides.
 - This doesn't mean it is the responsibility of the Town/Parish Council to lead the next steps – the purpose of the meeting is to establish whether there is appetite for an independent working party to be established.
- 5. Support community groups that are exploring community ownership by joining their committee, or contributing to their feasibility costs
 - Once an independent working party is established to assess the demand and feasibility for a community owned enterprise, it can be helpful for the Town/Parish Council to nominate a councillor to be part of the group. Their local knowledge and understanding of the planning system could be vital to the groups success.
 - Alternatively, or additionally, you might want to issue a small bursary award to the community group to help them with early stage feasibility and planning costs. This might be to fund meeting room space, printing, consultation exercises or professional fees.
- 6. Consider purchasing the asset the community is exploring through a Public Works Loan and rent or lease the asset back to the community
 - Town and Parish Councils (subject to eligibility criteria) have access to affordable public loan finance (Public Works Loan) which they could apply for and use to purchase the asset the community has in mind. Once in parish ownership, it could then chose to donate, rent or lease to the community co-operative for them to take on the day to day management.

Call to Action



Improving rural lives together

- More information on Public Works Loan finance is available [here](#) or visit www.dmo.gov.uk
- 7. Join the Plunkett Foundation for £75 as a contribution towards helping other rural communities access community ownership advice and support.
 - Plunkett receives over 750 new enquiries each year from town and parish councils and other community groups seeking advice on community ownership. This service is currently provided free of charge, but it is only possible through a combination of donations, membership income and some project income.
 - You don't need to be a member to receive advice from Plunkett, but members do benefit from regular news updates, bulletins and invitations to networking events and meetings.
 - You can join Plunkett by visiting www.plunkett.co.uk/become-a-member



EAST RIDING

OF YORKSHIRE COUNCIL

NO COLD CALLING ZONES – INFORMATION

WHAT IS COLD CALLING?

Cold calling is when an uninvited trades person calls at your home and tries to sell you a product or a service. Although some of the trades people are legitimate, some unfortunately are not, and prey on the elderly and vulnerable. All too often a doorstep seller can be checking things out with a view to returning and carrying out a burglary.

The national Trading Standards institute have randomly surveyed 9000 homes in the UK and 96% have said they do not want cold callers.

IS IT ON THE INCREASE?

Local police forces have said that cold calling related crimes have taken an upturn and have increased significantly in the last few years

WHAT CAN I DO ABOUT IT?

East Riding of Yorkshire Council in conjunction with the Community Wardens and the local police are helping residents to start NO COLD CALLING ZONES. The Zones have proved very successful in the past in helping to educate the public on the dangers of cold callers, also giving residents the confidence to say NO, if they have unwanted callers.

HOW IT WORKS

A person on the street needs to act as coordinator by distributing information and obtaining agreement in the form of signatures of the residents in the street. A warden or a representative from an appropriate organisation may also act as a coordinator, for example from Neighbourhood Watch, or the local police.

Information and the related paperwork can be provided and tailored to fit the needs of each individual zone.

When we have all the signatures from the residents and a request form from the coordinator outlining details of the area and the reason for establishing a No Cold Calling Zone, the area can be designated as a No Cold Calling Zone. To help to identify this designation residents will be provided with door stickers, making cold callers aware that they are not welcome in the area.

Street signs may also be provided to reinforce this message where appropriate. Street signs have to be attached to lamp posts at a height of more than 6 foot from the base. They are most effective at the beginning of the street or area, however this may not be possible due to the location of lampposts in the area.

For further information please contact jody.nightingale@eastriding.gov.uk 01482 396257.



EAST RIDING
OF YORKSHIRE COUNCIL



Protecting Communities, Targeting Criminals

NOTICE

This is a
No-Cold Calling Zone

The Consumer Protection from Unfair Trading Regulations 2008

The residents of this property **do not want uninvited traders** to visit this area.

Please leave and do not return.

If you do not leave and/or if you return, you will commit a criminal offence.

If you receive a cold call visit from a trader, call



www.consumerdirect.gov.uk

08454 04 05 06

clear, practical consumer advice




dti FUNDED BY THE DTI

LAXTON PARISH NEWS

13 January Tidal Surge

Properties in Hornsea were flooded on Friday 13th January when gale force winds and a tidal surge led to over topping of defences. Flood Warnings were also issued for the Humber Estuary and the River Ouse. Did you receive your flood warning and did you know what to do? The Environment Agency can send warnings to you landline phone, or by text message or by email. Visit the Environment Agency online or call 0345 988 1188 to make sure you are fully registered and for advice on how to prepare for a flood. The Environment Agency are on the look-out for Flood Wardens—residents who could keep an eye on the height of the river during high tides. If you live near to the river and would like to volunteer, please email laxtonpc@btinternet.com.

Know your Flood Warnings

 FLOOD ALERT	 FLOOD WARNING	 SEVERE FLOOD WARNING
What it means Flooding is possible. Be prepared.	What it means Flooding is expected. Immediate action required.	What it means Severe flooding. Danger to life.
When it's used Two hours to two days in advance of flooding.	When it's used Half an hour to one day in advance of flooding.	When it's used When flooding poses a significant risk to life or significant disruption to communities.
Triggers <ul style="list-style-type: none"> • Forecasts that indicate that flooding from rivers may be possible. • Forecast intense rainfall for rivers that respond very rapidly. • Forecasts of high tides, surges or strong winds. 	Triggers <ul style="list-style-type: none"> • High tides, surges coupled with strong winds. • Heavy rainfall forecast to cause flash flooding of rivers. • Forecast flooding from rivers. 	Triggers <ul style="list-style-type: none"> • Actual flooding where the conditions pose a significant risk to life and/or widespread disruption to communities. • On-site observations from flooded locations. • A breach in defences or failure of a barrier that is likely to cause significant risk to life. • Discussions with partners.
Impact on the ground <ul style="list-style-type: none"> • Flooding of fields, recreation land and car parks. • Flooding of minor roads. • Flooding of farmland. • Spray or wave overtopping on the coast. 	Impact on the ground <ul style="list-style-type: none"> • Flooding of homes and businesses. • Flooding of rail infrastructure. • Flooding of roads with major impacts. • Significant waves and spray on the coast. • Extensive flood plain inundation (including caravan parks or campsites). • Flooding of major tourist/recreational attractions. 	Impact on the ground <ul style="list-style-type: none"> • Deep and fast flowing water. • Debris in the water causing danger. • Potential or observed collapse of buildings and structures. • Communities isolated by flood waters. • Critical infrastructure for communities disabled. • Large number of evacuees. • Military support.

Dog Fouling

Dog fouling is once again causing great distress to residents and multiple complaints have been made to the Parish Council. East Riding of Yorkshire Council's street cleansing team have had to visit the village to clean up the mess on at least one occasion. The Council's dog wardens will be patrolling the village and will issue a £75 fine to any person not clearing up after their dog. If you see anyone allowing their dog to foul in the streets please report them to the dog wardens on (01482) 396301

LAXTON PARISH COUNCIL

Contact the Parish Council

Clerk : Alan Bravey
3 Ruskin Way
Brough, HU15 1GW
Web: www.laxtonpc.org.uk
Phone: 01482 662292
E-mail:
laxtonpc@btinternet.com

Laxton Parish Council

If there is anything you would like to raise with the Council, please get in touch with the Clerk or a Councillor, or join us at one of our Council meetings. They are on the fourth Tuesday of every month, 7:30pm in the Village Hall.

- **Councillor Sue Yarrow (Chair)** - 431009
- **Councillor John Bray (Deputy Chair)**- 430505
- **Councillor Win Collins** - 432664
- **Councillor Jackie Goulden**— 430594
- **Councillor Gillian Moore** - 430946
- **Councillor Gareth Newton** - 430436
- **Councillor Sue Sweeting**— 431819

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Events in the Parish

Sunday, March 26 - Mother's Day Afternoon Tea at Saltmarshe Hall. Experience the much-loved English tradition of Afternoon Tea at its finest! Call the team on 01430 434920 to book your table. 1pm or 2.30pm sittings.

8 – 9th April, Toni Cross Spring Photography Exhibition, Laxton Village Hall. As well as prints, cards and gifts for sale, there will be dog photoshoots on the Saturday and Photography Workshops on the Sunday for adults and children using exotic animals from Lion Learners. Visit www.tonicross.co.uk/spring-exhibition for more details or call **0783 7613731**.

Please contact the Parish Clerk to advertise any of your events.

No Cold Calling Zones

Cold calling is when an uninvited trades person calls at your home and tries to sell you a product or a service.

Although some of the trades people are legitimate, some unfortunately are not and prey on the elderly and vulnerable. East Riding of Yorkshire Council can introduce a “No Cold Calling Zone” for your street, which would mean callers would be legally required to leave if you asked them to.

Everyone in the street would need to agree to be part of the zone—if you are interested why not ask your neighbours opinion and call 01482 662292 or email laxtonpc@btinternet.com to register an interest.



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Laxton Parish Council

Accounts for Payment

February 2017

Payee	Details	Total	VAT
Alan Bravey	Salary - January	86.45	0
Post Office	PAYE - January	58.00	0
Alan Bravey	Re-imbursement for 2 year web domain subscription	12.59	2.49
Total		157.04	2.49