



PARISH LIAISON MEETING

Wednesday 11 June 2014 at 7.00 pm

Council Chamber, Ryedale House, Malton

Agenda

- 1 **Welcome**
- 2 **Emergency Evacuation Procedure**
The Chairman to inform Members of the Public of the emergency evacuation procedure.
- 3 **Minutes of the last meeting of the Parish Liaison Committee held on 23rd October 2013** (Pages 3 - 10)
- 4 **Matters Arising**
- 5 **Individual Electoral Registration Update** (Pages 11 - 16)
Simon Copley, Ryedale District Council.
- 6 **Ryedale District Council Committee Structure Update**
Simon Copley, Ryedale District Council.
- 7 **LEADER programme**
A presentation from Amy Thomas – Programme Manager for the North York Moors Coast and Hills LEADER programme and Dee Mitchell – from the Coast Wolds Wetlands and Waterways LEADER programme
- 8 **L.D.F - Sites Allocation D.P.D Update**
Jill Thompson, Ryedale District Council.

9 Garden Waste Update

Beckie Bennett, Ryedale District Council.

10 Questions & Comments from the floor

Norton Town Council – Dog Fouling.

Habton Parish Council and Pickering Town Council – Fracking.
(NYCC are unable to attend this meeting).

Oswaldkirk Parish Meeting – Garden Refuse Collection

11 Any Other Business

12 Date of Next Meeting

The next meeting of the Parish Liaison Committee would be held on
Wednesday 22 October 2014 at 7pm in the Council Chamber, Ryedale
House.

Parish Liaison Meeting

Held at Council Chamber, Ryedale House, Malton
on Wednesday 23 October 2013

Present

Councillors Arnold (Chairman), Clark, Mrs Cowling, Cussons, Mrs Goodrick, Hope, Ives, Raper, Mrs Sanderson, Mrs Shields and Ward

In Attendance

Beckie Bennett, John Brown, Simon Copley, Paul Cresswell, Gary Housden and Faye Snowden

Neil Irving, Richard Owens, Claire Lowery (North Yorkshire County Council)
Stephen Trotter, Carl Parking (York & North Yorkshire Probation Trust)

Minutes

10 **Welcome**

The Chairman welcomed representatives to the meeting and appropriate introductions were made.

11 **Emergency Evacuation Procedure**

The Chairman informed Members of the Public of the emergency evacuation procedure.

12 **Minutes of the last meeting of the Parish Liaison Committee Held on 29th May 2013**

The minutes of the last Parish Liaison Meeting held on 29 May 2013 were presented.

Resolved

That the minutes of the last Parish Liaison Meeting held on 29 May 2013 be approved and signed by the Chairman as an accurate record.

13 **Matters Arising**

The Chairman informed Parishes that the Register of Interests for parishes were being put on the Council's website and encouraged Parishes that have

not already done so to complete the Register of Interests and return them to RDC.

In response to a query from the representative from Rillington Parish Council, Gary Housden, Head of Planning and Housing reported that the Planning department were moving towards sending planning documents by email in the near future.

A parish representative asked for an update to the closed churchyards? Paul Cresswell replied that this matter would not be re-visited this year.

14 **Community Payback Teams**

Stephen Trotter and Carl Parking from York and North Yorkshire Probation Trust gave a presentation on the Community Payback Teams.

This included background information to the project and how the process works when serving offenders with the orders of work. The presentation also included information on partnership working, individual placement, supervised work parties and risk assessments.

The representatives from Y&NY Probation Trust expressed their wish to increase the level of joint working with RDC and Parish Councils and create a more formal partnership. Parishes were asked to contact them directly or through John Brown at RDC Streetscene Services with possible work for the teams to complete.

There were a number of questions from the floor.

Q. A parish representative asked if the parish council provided the materials to complete the work?

A. Yes, labour and some equipment would be provided by the team but the parish would need to provide materials, for example wood, paint, petrol etc.

Q. A parish representative asked if there was enough work for them to do?

A. There is in Scarborough but not in Ryedale, however the number of offenders is lower in Ryedale.

Q. A parish representative enquired if the team only did work for public bodies?

A. No, as long as the work benefits the community and does not take work away from paid employees.

Q. A parish representative asked if the parish council had to carry out a risk assessment?

A. No the risk assessment is done by us.

Q. A parish representative asked if the offenders receive anything when they have completed the order?

A. Yes, in Scarborough the offender receives a civic pride certificate stamped by the Mayor.

Q. A parish representative asked what the success rate for the scheme was?

A. 80% which is better than the national average and the scheme has proved more effective than a short prison sentence.

Q. A parish representative asked what training do supervisors receive?

A. Continuous training and specific training to the project.

15 **Polling Review and Canvass**

Simon Copley, Democratic Services Manager gave the following update on the polling review and canvass.

The annual canvass of electors commenced earlier this month and all households will now have received their canvass forms. It is helpful to us if residents respond as promptly as possible, as the follow up actions that we have to take, in other words the issue of reminder forms and personal visits, can then be minimised. Additionally use of the telephone, web and text automated response service for confirmation of existing details also saves time processing forms.

The timing of this year's canvass has been put back by the government, which means the door knocking stage will be taking place in December. Given the potential difficulties of visiting households in rural areas in severe winter weather conditions, telephone canvassing is also being trialled to boost the response rate and minimise the number of visits.

A review of polling districts and polling stations is currently being undertaken.

Parish and Town Councils will have received the initial information about this review and have until the end of November to submit any comments. A set of recommendations from the Returning Officer will then be drafted and made available for comment, with a final decision taken by Full Council in March.

There were the following questions from the floor.

Q. A parish representative asked how much notice is given to venues when booking the polling stations?

A. As much as possible to minimise inconvenience to other users and ensure the necessary premises are available.

Q. A District Councillor asked if anything could be done to solve the issue of some Norton residents having to use a polling station that was some distance from their houses, rather than one that was closer by?

A. The polling district boundaries in Norton are the same as the ward boundaries RDC do not have the power to change ward boundaries and polling districts cannot straddle these boundaries. The way to take this issue forward is to raise it the next time a review of ward boundaries is conducted by the Local Government Boundary Commission.

16 **Consultation on proposed cuts to public transport subsidy**

Richard Owens from North Yorkshire County Council gave a presentation on the consultation on proposed cuts to public transport subsidy.

This included background information to the bus services, where the funding comes from, the Councils role, strategy, buying services, bus subsidy reductions and an overview of the concessionary pass usage for the area. All Parishes had been sent information regarding the consultation and packs are available to view on-line.

There were a number of questions from the floor.

Q. A parish representative asked if interested parties could not get together to discuss joint working?

A. Discussions will take place after the consultation period. Within the consultation there are ideas to retain services on a commercial basis with other operators, people will have an alternative.

Q. A parish representative reported that elderly people visiting the Pickering surgery had completed a consultation which showed a high percentage of them had used the town bus service to attend the appointment but also for social purposes. The medical practise is keen to promote good health, will this be taken into account?

A. We are working with health and wellbeing on the proposals. Our aim is for people to be able to use public transport. There is no easy way to save 1.1 million.

Q. A parish representative expressed concern that the local primary school children would have to walk up to 1.9 miles along the busy A64 to school, should the suggested changes to the school bus take effect. No consideration to health and safety. What can we do to protest?

A. We have to think about value for money. Parents and schools must respond to the consultation. Road safety will be looked at.

Q. A parish representative asked what the % of bus users the 1000 responses related to?

A. A small percentage. Parishes must reply to the consultation.

17 **STREAM (statistics, research mapping for North Yorkshire)**

Claire Lowery from North Yorkshire County Council gave a presentation on STREAM (Statistics, research mapping for North Yorkshire).

This included an introduction to STREAM, uses, user guides, examples, profiles, maps, themes, data set lists and reports. STREAM includes all the information from the census and crime statistics from the Police. Information can be saved or emailed.

18 **Parish Grant and Council Tax Base discussion (Paul Cresswell, Corporate Director (s151)).**

Paul Cresswell, Corporate Director (s151) gave an update on the Parish Grant and Council Tax for 2014/15.

Following the consultation with Parishes and comments received back regarding the Parish Grant 2014/15, a report was submitted to the Policy and Resources Committee in September 2013 for consideration. The final decision on the Parish Grant for 2014/15 and future years, will be made by Members at the Council meeting on the 31 October 2013. Following this decision, draft Council Tax Base (CTB) figures will be calculated based on the recommended Council Tax figure for 2014/15 and circulated to all Parishes as soon as possible. The final figure will then only change from the draft if the Council makes changes to the Local Council Tax Support Scheme in January 2014.

Q. A parish representative asked if the draft CTB figures could be circulated in November rather than December, as due to snow and bad weather conditions, December meetings were unpredictable.

A. I will endeavour to meet this request following your comments this evening, however, I want to give you a figure that I am confident with. There will be a draft figure for each Parish in a list that will be circulated to all Parishes by email where possible.

19 **LDF Update including CIL**

Gary Housden, Head of Planning and Housing gave an update on the latest stage of the Local Development Framework, with a focus on the Local Plan Strategy.

The adopted Local Plan Strategy is now in use and Inspectors are using the Local Plan in a positive manner.

Following the adoption period we have received a legal challenge relating to the housing figure in the Local Plan. RDC will be working with our Barrister to respond to the challenge in the forthcoming weeks.

The Community Infrastructure Levy (CIL) is a local tariff that can be charged on all types of development in a local authority area to deliver infrastructure to

support the growth of the District. The Council is currently consulting on a Preliminary Draft Charging Schedule (PDCS). The consultation is available on the Councils website and finishes on 15 November 2013. So far the comments received, have been positive. Comments received will be taken into account and hopefully result in a recommendation to Council in January.

There were a number of questions from the floor.

Q. A parish representative asked if the plan could be kept up to date.

A. It is a 15 year plan, there is a requirement for review which is set out within the document.

Q. A parish representative asked if, as the way CIL is used will be a political decision, does this mean Parishes are not going to be consulted?

A. No, we are required to consider what CIL might be spent on and to keep an up to date list of projects which forms part of the current consultation. Final decisions on the list of projects (Regulation 123 list) are yet to be decided and will be the subject of independent examination in 2014. .

20 **Questions and Comments from the floor**

Parishes present were given a leaflet containing information regarding changes on waste collection. The information will be available on the Council website.

Q. A parish representative asked how could you get hold of the information if you did not have access to a computer?

A. The changes will be publicised in the local news papers and residents are also able to phone the Council if they require a paper copy.

Q. A parish representative asked what to do with Christmas trees?

A. Trees can be recycled at your nearest recycling centres or chopped up and put in the brown bin to be collected at your next collection.

Q. A parish representative asked if there is going to be a charge for brown bin collections?

A. It was an item for consideration at Council on the 31 October 2013. If approved any changes will be publicised and communicated to residents.

21 **Any Other Business**

There being no other business, the meeting closed at 9.00 pm.

22 **Date of the Next Meeting**

The Parish Liaison Committee Meetings are now included in the Timetable of Meetings for the Council. This has yet to be finalised and the date of the next meeting will be notified as soon as the new timetable has been agreed at Full Council on 9 January 2014.

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Cabinet Office

The
Electoral
Commission



Individual Electoral Registration: the transition



A guide for
Members

IER: key information

This leaflet gives you key information about Individual Electoral Registration (IER) – the biggest change to how people register to vote in almost a hundred years.

It covers:

- how IER works
- what will change and when
- answers to the big questions about IER
- where to find out more information

What is IER?

Instead of using a household form to register to vote, everyone will take individual responsibility for their own registration.

In order to apply, a person will need to provide their National Insurance Number and date of birth. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

With IER, for the first time, people will also be able to register online. IER will make registering to vote safer and more convenient.

Key dates

10 June 2014 IER is introduced in England and Wales

19 September 2014 IER is introduced in Scotland



How IER will work

From June (or September in Scotland) any new application to register will be made individually. It can be made online at www.gov.uk/register-to-vote or on a paper form.

Applications will be checked against government records before they can be added to the register. An IER Digital Service has been created to support Electoral Registration Officers carrying this out.

All currently registered electors will have their name and address checked against government records so that they can be confirmed under IER. The vast majority of those on the register will confirm and will be automatically transferred to the 'IER register' without having to do anything.

Each currently registered elector will then receive a letter from their local Electoral Registration Officer to let them know that either:

- they have confirmed and been successfully transferred to the 'IER register' and do not need to do anything further

or

- they need to provide additional information to their Electoral Registration Officer in order to be registered under IER.

From July the Electoral Commission will run a national IER publicity campaign encouraging people to look out for their letter.

More work will be done by local Electoral Registration Officers to ensure that everyone who should be on the register has had a chance to apply, and they will also check that their register is accurate.

Revised registers will be published in December 2014 for England and Wales and in February 2015 for Scotland. Anybody that successfully applied to go on the register at the last pre IER canvass (2013/14), or subsequently, will not be removed from the register before December 2015.



Your questions about IER

What happens if an elector does not apply to register under IER when invited?

- Those people who applied to go on the register in the last canvass (2013/14), or subsequently, and do not provide additional information when asked to do so by their Electoral Registration Officer will be **carried forward** to the new register but will lose their ability to vote by post or proxy. They will, however, remain on the register and do not lose their ability to vote at a polling station in the 2015 UK General Election.

Can electors still use postal and proxy vote?

- Anyone wishing to vote by post or proxy at the 2015 General Election will have to be registered under IER. Postal and proxy voters will be notified by their local authority after 10 June (or September in Scotland) that either they have successfully transferred to the 'IER register' or they will need to provide additional information to retain their postal or proxy vote.

Will overseas voters be able to register with IER?

- Yes. All eligible British citizens living overseas are encouraged to register to vote – they can do so at www.gov.uk/register-to-vote. The overseas voting process has also been improved by extending the electoral timetable for UK Parliamentary elections.



Your questions about IER

What is being done to help get under-registered groups on the register?

- £4.2 million has been allocated to help improve registration among certain groups of electors, such as students, home movers, tenants and overseas electors.

How will electors find out about these changes?

- The Electoral Commission is running a national IER publicity campaign from July to let electors know about the implementation of IER. The campaign will target under-registered groups.

Will the registration forms change?

- There will be new IER forms that all authorities must use once IER is live. The Electoral Commission has designed the IER forms to meet a wide range of accessibility needs. For the first time it will be possible to apply to register online, simply and quickly, at www.gov.uk/register-to-vote.

Will the IER system be safe?

- The IER Digital Service has been developed and delivered according to government best practice for Information Security. It is subject to regular and robust 'health checks' and is accredited by an independent Information Assurance Accreditor.

How is IER being funded?

- The Government is fully funding the cost of IER, including the transition cost to local authorities.



How will the IER service be supported?

- All local authority electoral services teams have benefitted from the support of the Electoral Commission and the Cabinet Office in their planning and preparations, including a range of appropriate training in the implementation of IER and a full suite of written guidance for EROs produced by the Electoral Commission. In addition, during and after IER goes live the Cabinet Office and the Electoral Commission will be providing comprehensive support to local authority electoral services teams.

Find out more

For you and your council

The Cabinet Office has a team of Delivery Managers who work closely with your Electoral Registration Officer and electoral service team to ensure your council is ready to go live.

If you want an update on IER please contact the Cabinet Office on erodelivery@cabinet-office.gsi.gov.uk.

For electors

As well as running a national publicity campaign, the Electoral Commission is supporting your council with a range of resources. Your council knows its electors best and has been given funding to support its own local communications campaigns.

Information about IER for electors will be available from:

www.gov.uk/register-to-vote

