

KEYINGHAM PARISH COUNCIL

Chairman Cllr J Parsons
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Clerk Julia Billaney
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Minutes of the meeting of Keyingham Parish Council held in the Village Hall Keyingham on 10th April 2019.

Present:

Cllr J. Parsons (Chair)
Cllr D. Clark
Cllr J. Clark
Cllr D. Dooley
Cllr L. Haxby
Cllr J. Kinnear
Cllr R. Lawton
Cllr L. Maxwell
Cllr M. Sigston
Cllr R. Thompson

Apologies:

Cllr J. Lee
Cllr S. Moss
Cllr S. Tindall

In attendance: G. Thurston.

1. Chairman's Annual Report

Cllr Parsons presented the Chairman's Annual Report, highlighting the projects and activities undertaken by the Council in 2018/19. Points of note included the delivery of all planned projects within budget, with an operating surplus enabling wider activity and providing for contingency. The Chairman thanked the Council for their hard work and commitment throughout the year, and for their support to himself in the role of Chairman. *(A full copy of the report is appended)*

(The Chairman's Annual Report replaced Public Participation on the agenda which was suspended during the election period).

2. Declaration of Interests

- a) to record declarations of interest in respect of agenda items listed below
- b) to note dispensations given in respect of agenda items listed below

Declarations and dispensations were recorded as follows:

Cllr J. Kinnear: Allotments
Cllr R. Lawton: Allotments
Cllr M. Sigston: Allotments

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting held on Wednesday 13th March were approved.

3.1 Actions and Matters Arising from the minutes not covered by the agenda.

Arising from item 9. of the minutes of the meeting of 9th January 2019. Review of Clerk's salary in April, in line with the NALC salary Scales effective from 1st April 2019.

This item was held 'in camera' and the Clerk left the room for the duration of the discussion.

It was **resolved** that the clerk would be paid at salary scale point 20 from the 1st April 2019, to be reviewed annually in April.

4. Correspondence

4.1 Email received from Tony Cook Ltd: detailed quote for the creation of a fenced area for exercising dogs on the Eastfield Road Amenity Area. It was **resolved** to seek alternative quotes for comparison. **Action Clerk.**

4.2. Email received from PBS Construction detailing quote for two options, to repair replace the safety floor covering beneath the play equipment on the Saltaugh road amenity area. It was resolved to proceed with the repair selecting option 1. black material, rather than option 2. coloured material, due to the savings offered by selecting plain black. **Action Clerk.**

4.3. Car Boot Sales: Boyes Lane ☹️

Email from resident [EL] in response to suggested activities on Boyes Lane amenity area. The email explained likely issues of littering, damage and interruption to utilities caused by parking on verges, and the likely impact on wildlife, as reasons for not holding car boot sales at the site. The email also enquired why the minutes of meetings of the Parish Council for 2018/19 did not appear on the PC website. Council noted the points raised and requested [EL] be provided with an update. **Action Clerk.**

4.4. Car Boot Sales: Boyes Lane 😊

Email from resident [JB] in response to suggested activities on the Boyes Lane amenity area. The email explained that the suggestion of holding regular car boot sales on the field had been well received as a great idea, and if well-advertised would bring more people to field. Council noted the points raised and requested [JB] be provided with an update. **Action Clerk.**

4.5. Email from Maureen Yates, ERYC, requesting councils to review their current schedule of prohibition orders in public spaces and providing the documentation for current and future requests or amendments to existing orders. It was resolved to maintain the current prohibitions for the consumption of alcohol in designated public places. **Action Clerk.**

4.6. Letter from Alan Johnson Accounting Services detailing the requirements for the Local Council Audit for the year ended 31st March 2019, including timescales for the submissions of documents. **Action Clerk.**

4.7. Note from [CK] requesting bookings for the Boyes Lane amenity area for the following dates & events:

Friends of St Nicholas Church, Kitchen Project: Community Picnic Saturday 13th July 2019.

Dog Show Saturday 10th August 2019.

4.8. Letter from the Brook Street Agency Ltd informing the council that due to the National Living Wage increase and employer contributions to the stakeholder pension the hourly rate charged to the council would be subject to an increase from 1st April 2019. **Noted.**

4.9. Email from resident [PH] requesting a meeting with the village maintenance team to discuss how residents could help to maintain verges at 'The Leys' in a good and tidy condition. It was resolved that a representative of the Council would meet with [PH] to discuss. **Action Cllr Lawton.**

4.10. Email containing a letter of resignation from Cllr S. Tindall. The letter was acknowledged with regret, and it was resolved to write to thank her for her time on the Council and share the council's good wishes for the future. **Action Clerk.**

4.11. Letter from 'Girlguiding Keyingham' requesting support from the council to sponsor the cost of a place or places for young people to attend an activity holiday for those children whose families were unable to meet the cost themselves. It was resolved to support two places on the trip, at a cost of £135.00 per person, £270.00 in total. **Action Clerk.**

4.12. Email from [RP] alternative referee for [DS] of SB Ltd, regarding the submission for tender for the Drainage project on Saltaugh Road amenity area. (*Item 7.a1. of the minutes of the meeting of 13th March refers.*) Noting the content of the reference it was **resolved to proceed** with the work as tendered. **Action Clerk.**

5. Accounts for Payment:

It was resolved that the following accounts be approved for payment for the month of March 2019:

Clerk	Salary	£ 905.80
HMRC	Tax & NI Clerk	£ 56.23
BT	Business Line	£ 87.72
SOS Office	Printing Costs	£ 8.61 Paid/imp/cash
Iveson Engineers	Picnic Table, Boyes Lane	£ 814.00
HAPS	Grounds Maintenance	£ 877.00
Brook St Ltd	Street Cleaning	£ 388.52
Feeney Clean	Bus Shelters	£ 50.00
ERYC	Rates, Cemetery	£ 60.47
ERNLLCA	RFO Training: Clerk	£ 60.00
Marritt-Ombler Fdn.	Annual Rent: Playing Field	£ 755.00
Cash	Replenish Petty Cash	£ 50.00
	Total Payments	£ 4,123.35
	Total Cheques	£ 4,114.74

5.1. Receipts:

Keyingham Methodist Church: donation for Blue Plaque	£ 60.00
East Riding Voluntary Services	£ 500.00
C. Fewster & Son Ltd. Burial Charges for SB, EM, RS	£ 1,573.00
	Total Receipts £ 2,133.00

6. Planning Matters & Developments

- 6.1. Application Ref: 19/01013/PLF. Erection of a Conservatory to the rear of 12 Compton Drive, Keyingham, HU12 9RR. **Supported.**
- 6.2. Application Ref: 19/00638/PLF. Erection of 2 Dwellings and Change of use of a paddock to residential garden. Land west of Bleak House Farm, Ings Lane, Keyingham HU12 9RN. **Supported**, taking into consideration any comments from neighbours.
- 6.3. Application Ref: 19/00984/PLF. Loft Conversion with erection of dormer extensions to both sides to create a first floor. (Resubmission). It was resolved to make no comment at this stage.
- 6.4. Application Ref: 19/00339/PLF Erection of a single storey extension to side, with pitched roof and conversion of an existing garage into a wet room and store. **Approval Noted.**

7. Reports from Representatives of Sub Committees:

a) Playing Fields

a1. Following the consideration of the references provided for [DS] of SB Ltd, it was resolved to proceed with the drainage work as tendered. (*Item 4.12 Refers.*)

a2. Following consideration of the quote supplied by PBS Construction Ltd for the repair of safety matting beneath the play equipment on the Saltaugh Road Amenity Area, it was **resolved** to proceed with the repair. *(Item 4.2 refers)* **Action Clerk.**

a3. Following the four requests, to the council to consider the creation of a separate area for dog owners to exercise their dogs and socialise with other dogs and dog owners on the Eastfield Road Amenity Area.

Councillors voted on the proposal to create an area for exercising dogs as requested.

Of the 10 councillors present 8 voted in favour of the proposal and two against.

It was **resolved** to 1. Create an area for this purpose.

2. Obtain two further quotes for comparison. **Action Clerk**

3. Investigate covenants/designations relating to the use of public spaces.

Action Clerk.

a4. It was noted that [BR] Vikings RLFC, had informed the Council that bidding for funds to develop the amenity area, club facilities and make proposed improvements to access, had been held up due to lapsed membership of the national association, this being a condition of eligibility to bid into certain funding pots.

b) Allotments

It was noted that three full plots, or six half plots were still available for rental, should any interested parties come forward.

(c) War Memorial

No new matters to report. Wreaths to be removed in May. **Action Cllr Thompson**

(d) Churchyard

No new matters to report.

(e) Cemetery

e.1 It was noted that having considered quotes for repainting of the fence surrounding the Waudby Garth and Saltaugh Road Amenity Areas, repainting of the cemetery gates would also require consideration as a priority item for the next agenda.

(f) Streets & Verges

f.1 It was noted that the repair to the Bus Shelter outside Horrocks Court had not yet been completed. It was resolved to contact the contractor to move this forward. **Action Clerk.**

f.2 'Village Walkabout' scheduled for 10th June, it was resolved to create a list of items or areas, at the next meeting to inform the route and areas of focus, and to invite David Kinnear to attend the discussion and the walkabout. **Action Clerk.**

f.3 It was also noted that replacement of the lower panels of the bus shelter at the end (which are currently removed completely) with solid steel panels would reduce the view of on-coming traffic for vehicles emerging from Boyes Lane. It was resolved to investigate and report back at the next meeting. **Action Cllr Lee** *(Deferred to the next meeting)*

f4. It was noted that an update for Neil Ager, ERYC indicated that drainage works on the A1033 outside the entrance to Willowfield Drive were likely commence in mid to late April.

f5. Councillors noted the guidance received from ERYC Environment Department regarding the repeated instances of fly-tipping at the recycling site on Dam Lane. ERYC advised the removal of the containers for recycling glass, as this was now covered by domestic collection, and to consider re-locating the clothing and textiles container to a position where it could be more closely monitored. It was **resolved** to request that the glass recycling containers be removed. Possible relocation of the clothing and textiles container to be discussed further at the next meeting, alongside a request to ERYC that it is monitored by CCTV. **Action Clerk**

(g) Boyes Lane

It was confirmed that the meeting with MP to discuss improvements to the road surface from the main road to the Boyes Lane Amenity Area and Gateway had gone ahead as planned and that the work and that repairs to the road surface had commenced, at a cost of £1,000 as previously discussed.

Action Cllr Lawton.

(h)Village Plan

h1. Cllr Lawton reported that a number of tubs and plants being prepared for placing around the village in summer had been damaged by a water leak at one of the greenhouses. An alternative location for future storage was discussed as was the likely need to replace the planters and plants which had been lost to flood damage.

Council to receive a further update at the next meeting. **Action Cllr Lawton.**

h2. It was reported that the next stage in the work to install the defibrillator on land close to the Saltaugh Road Amenity Area would be to meet with an electrical contractor at the site to provide an estimate for the cost of installation. **Action Cllr Lawton.**

8. Councillors Forum: Information and Future Business

8.1 Following the update from Cllr Haxby regarding the Keyingham PC website, who reported that despite repeated requests, it was still not possible to upload material to update sections of the site, it was resolved to visit ERYC to meet with the IT Department in person. **Action Clerk & Cllr D Clark.**

8.2 Election of Town and Parish Councillors: Update.

It was confirmed that the following members were returned to the Council as uncontested:

David John Clark
June Clark
David Dooley
Leonard George Haxby
Jane Kinnear
Raymond Lawton
Jed Lee
Lesley Ann Maxwell
Mike Sigston
Raymond Thompson

The Clerk confirmed the resignations of Cllr Sheila Tindall and Cllr Steve Moss and members acknowledged each of them for their individual contributions to the work of the Council.

Closing the meeting the Chairman announced his intention to retire from the Council at the end of the meeting, and thanked members for their support throughout his time as a Councillor, and as Chairman. Cllr Lawton offered a vote of thanks to Cllr Parsons and wished him well in all his future endeavours.

Priority Items for the next Agenda:

Election of Officers
Allocation of Roles & Responsibilities
Co-option of new members
Receipt of Annual Reports from Sub-Committees

Date and time of next meeting: **7.30pm Wednesday 8th May 2019.**

Please notify the Clerk of items for the agenda by Wednesday 1st May 2019.