

## KEYINGHAM PARISH COUNCIL

Chair Cllr D Clark  
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Keyingham  
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01964 603276

Clerk Julia Billaney  
Saxby Cottage  
Ottringham  
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### **Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 19<sup>th</sup> April 2022.**

#### **Present:**

Cllr D. Clark (Chair)  
Cllr R. Hoggard  
Cllr R. Lawton  
Cllr L. Maxwell  
Cllr D. Medforth  
Cllr M. Smith  
Cllr E. Stephenson

#### **Apologies:**

Cllr J. Duncan  
Cllr F. Beardow  
Cllr J. Lee  
Cllr R. Thompson  
Cllr M. Ward

Cllr C. Holmes, ERYC.

Cllr. Clark opened the meeting and welcomed councillors and members of the public.

#### **1. Public Participation:**

1.1 [DCr] attended to listen to discussion.

#### **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 R. Lawton: Allotments  
Cllr E. Stephenson: Allotments

#### **3. Approval of the Minutes of the Previous Meeting**

The minutes of the meeting of Keyingham Parish Council held on Wednesday 15<sup>th</sup> March were approved.

#### **Actions and Matters Arising from the minutes not covered by the agenda**

None.

#### 4. Correspondence

- 4.1 Email from Terry Weaver, ERYC Highways Manager regarding specific requests for repairs to the highway and repositioning of road drains on Eastfield Road, confirming that the drains would be repositioned as part of the scheduled works in 2023. **Noted.**
- 4.2 Letter from Paul Tripp, ERYC apologising for the cancellation at short notice of the Road Safety meeting scheduled for 16<sup>th</sup> Marh 2022. **Noted.**
- 4.3. Email from Lianne Darbinson, ERYC offering dates for rescheduling of meeting (4.2 refers) Councillors discussed the proposed dates and agreed that 11<sup>th</sup> May would be the most suitable. **Resolved.**
- 4.4 Email from Ben Rowe, Holderness Vikings, requesting use of the Amenity Field on Saltaugh Road to hold a Gala Day on 16<sup>th</sup> July 2022. Councillors agreed to the proposal 'in principle' subject to the satisfactory completion of the standard request form.
- 4.5. Letter from St Nicholas Church inviting PC members to participate in the flower festival and celebrations to mark the Queens Platinum Jubilee. It was resolved to contribute a floral display, to be placed in Church on 1<sup>st</sup> June. **Action Clerk.**
- 4.6 Email from Brook Street Ltd notifying the Council of the forthcoming increase to the national living wage to £9.50 for workers aged twenty-three and over. **Noted.**
- 4.7 Email from [NW] requesting further information regarding the details of expenditure of grant funding from received from ERVAS during the previous budget year. Council members discussed the request. It was **resolved** that the request had already been responded to appropriately and sufficiently.
- 4.8 Update from National Grid on Humber Low Carbon Pipelines Project. **Noted.**
- 4.9 Email from [JS] detailing three matters, including correspondence relating to a dormant account, ERYC Libraries advertised schedule and the Notice Board. **Noted. Action Clerk.**
- 4.10 Email from Ben Rowe, Holderness Vikings requesting permission to conduct works to the rugby pitch to include Verti-drain and rolling. Also requested was the planned schedule of mowing with the view to agreeing additional cuts to be funded by the Rugby Club. Finally following an assessment of the Rugby posts the Vikings proposed to replace the posts and sought to enquire whether the Parish Council may consider contributing to the planned works to improve the facilities and playing surface. It was **resolved** to contribute of £ 200.00 towards the cost of the works. **Action Clerk.**

5. Accounts for Payment. It was **resolved** to pay the following:

#### Accounts received in March for Payment in April 2022

| Payee         | Description/Reference   | Net    | VAT    | Total           | A/C Ref |
|---------------|---|--------|--------|-----------------|---------|
| J Billaney    | Clerk's Salary  |        |        | 973.40          | P01     |
| HMRC          | NI for Clerk  |        |        | 74.39           | P01     |
|               |   |        |        | -               |         |
|               | <b>Total</b>  |        |        | <b>1,047.79</b> |         |
| BT (STO)      | Business Line for Parish Clerk: calls, rental, internet charges | 44.45  | 8.89   | <b>53.34</b>    | P20     |
| J. Billaney   | Stamps & Postage  | 16.50  |        | 15.66           | P08     |
|               | Printer Ink   | 15.49  |        | 15.49           |         |
|               | <b>Total</b>  |        |        | <b>31.15</b>    |         |
|               |   |        |        |                 |         |
| HAPS (STO)    | Grounds Maintenance   | 730.83 | 146.17 | <b>877.00</b>   | P11     |
| Brook St Ltd. | Inv: 30606919   | 107.10 | 21.42  | 128.52          | P31     |
|               | Inv: 30594359   | 107.10 | 21.42  | 128.52          |         |

|                       |                                |        |        |                 |      |
|-----------------------|--------------------------------|--------|--------|-----------------|------|
|                       | Inv: 30619321                  | 107.10 | 21.42  | 128.52          |      |
|                       | Inv: 30631404                  | 107.10 | 21.52  | 128.52          |      |
|                       | <b>Total</b>                   |        |        | <b>514.08</b>   |      |
| Water Charges (DD)    | Saltaugh Road                  |        |        |                 | P03  |
|                       | Cemetery                       |        |        |                 |      |
|                       | Boyes Lane                     |        |        |                 |      |
|                       | <b>Total</b>                   |        |        |                 |      |
| ERNLLCA               | Membership Fee                 | 661.00 | 142.91 | <b>803.91</b>   | P17  |
| ERYC                  | Salt Bin Maintenance           | 258.00 | 51.6   | <b>309.60</b>   | P16  |
| Premier Paving        | <b>Rep. Chq.104593 £240.00</b> |        |        |                 | *N/C |
|                       | [Rem. Hardcore - Boyes Lane    | 50.00  | 10     | 60.00           | P26  |
|                       | Clear Ditch - Saltaugh Road    | 50.00  | 10     | 60.00           | P17  |
|                       | Rem. Excess Soil - Cemetery]   | 100.00 | 20     | 120.00          | P16  |
| Feeney Clean          | Bus Shelters                   | 50.00  |        | <b>50.00</b>    | P32  |
| <b>Total Payments</b> |                                |        |        | <b>3,686.87</b> |      |

\*Not double counted

#### Receipts

|                       |                         |              |               |
|-----------------------|-------------------------|--------------|---------------|
| Everingham            | Burial Fees [S. Wright] | <b>66.00</b> |               |
| <b>Total receipts</b> |                         |              | <b>£66.00</b> |

**5.1** It was confirmed that PKF Littlejohn had once again notified the Council of their nationwide appointment as External Auditors and that a schedule of dates including AGAR process would be promulgated at the proper time.

**5.2** It confirmed that the bank mandate to update the signatories to the Parish Council account had been received and changes agreed under item 8.3 of the previous minutes would be prepared for submission to HSBC. It was further agreed to investigate the opportunities afforded by an account offering greater flexibility of methods of payment and transfer of funds and to move towards a reduced reliance on the use of cheques.

It was resolved to make all regular payments by standing order, Direct Debit or BACS wherever possible, including annual payments to the Maritt Ombler Charity. **Resolved. Action Clerk & Cllr Smith.**

**5.3** It was confirmed that a VAT reclaim request to the value of £7,333.75 had been prepared and would be submitted in due course.

6.1 22/00993/ PLF Building North of Southfield Lodge, Marsh Lane, Keyingham. Change of use of land and building from office to mixed use office and residential to form a self-contained annexe to Southfield Lodge. **Supported.**

6.2 22/01181/AGNOT Erection of a general-purpose agricultural store, Saltaugh Grange, Saltaugh Road, Keyingham. **Supported.**

6.3 22/01239/AGNOT Erection of an extension to an existing agricultural building, North End Farm, Station Road, Keyingham. **Supported.**

## 7. Reports from Representatives:

- a. Playing Fields: it was confirmed that the rescheduled date for the planting of trees on Saltaugh Road Amenity Area by Keyingham Primary School Student Council members would be 26<sup>th</sup> April at 1.30pm. All Councillors welcome. **Action Clerk, Cllr Lawton, Cllr Stephenson & Cllr Smith.**
- (b) Allotments: It was noted that almost all the rents had now been collected and subject to confirmation of most recent enquires all plots were let. The total *expected* income in rents and bonds for the year ahead was calculated as £783.25. **Noted.**
- (c) War Memorial: *No new matters to report.*
- (d) Boyes Lane R.G. AGM scheduled for 3<sup>rd</sup> May 2022, 6.30pm in the Village Hall. A vote of thanks was proposed to the members of the Working Group for their hard work to date.
- (e) Churchyard: *No New matters to report.*
- (f) Cemetery: It was agreed that the plants for 'summer planting' would soon be required and that the seedlings being brought on in the newly acquired greenhouse would contribute to the displays. A Budget of £200.00 was agreed for the purchase of plants.
- (g) Streets & Verges: Village Taskforce Walkabout scheduled for 25<sup>th</sup> May 2022. Meet at the War Memorial 09.45. All Councillors welcome. **Lead Action Cllr Hoggard.**

Councillors discussed the issue of the rough sleeper who had returned to settle in Keyingham. It was resolved to request a meeting with all relevant services and Ward Councillors and to make a request to ERYC for daily professional cleaning of the immediate area. It was also resolved to maintain a log of issues to share with Sam Green ERYC and to share relevant information with other Parishes in the interest of developing a more coordinated approach to providing appropriate care and support. **Action Clerk.**

- (h) Village Plan: Cllr Lawton reported that a new voluntary treasurer and correspondent for the Village Plan funds had been identified and would commence duties shortly. A vote of thanks was recorded to the previous treasurer for their support over many years.

## **8. Councillors Forum: Information & Future Business:**

- 8.1 Queens Platinum Jubilee Celebrations: Councillors received a request from St Nicholas Church for a contribution toward the cost of food and mobile toilets for the Platinum Jubilee celebrations. Councillors felt that much of the fund grant would be taken up by the cost of commemorative Pen and Pencil sets for the children attending Keyingham School. It was resolved to purchase a new Union Flag with Platinum Jubilee insignia/detailing for the flagpole on the Village Green. **Action Cllr Maxwell.**
- 8.2 Queens Green Canopy Tree planting with Keyingham Primary School Student Council re-arranged for 26<sup>th</sup> April 1.30pm Saltaugh Road Amenity Area. **Action Clerk, Cllr Lawton, Cllr Stephenson & Cllr Smith.**
- 8.3 Councillors received a summary of the feedback from the SHAPE meeting held via Zoom on 31<sup>st</sup> March. **Noted.**
- 8.4 Antisocial Behaviour – Village Green Councillors discussed actions to address the antisocial behaviour, noisy gatherings on the Village Green and considered removal of the benches as an option. It was resolved to review the positioning of the seats. **Action Cllr Medforth & Cllr Hoggard.**
- 8.5 Members were reminded of the proposed date for the rearranged **Public Meeting on Road Safety to be hosted by ERYC at 6.30pm on Wednesday 11<sup>th</sup> March, Keyingham Village Hall.**
- 8.6 Rough Sleeper: item 7g refers.

Date and time of next meeting:

**Annual Parish Meeting - Tuesday 17<sup>th</sup> May 6.30pm Keyingham Village Hall.**

**Keyingham Parish Council – Tuesday 17<sup>th</sup> May 7.30pm Keyingham Village Hall.**

*Please notify the Clerk of items for the agenda by 5.00pm Tuesday 10<sup>th</sup> May 2022.*