

## KEYINGHAM PARISH COUNCIL

Chair Cllr D Clark  
35 Ebor Manor  
Keyingham  
HU12 9SN  
01964 603276

Clerk Julia Billaney  
Saxby Cottage  
Ottringham  
HU12 0AL  
01964 626300

### Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 16<sup>th</sup> April 2024.

#### Present:

Cllr D. Clark (Chair)  
Cllr R. Hoggard  
Cllr D. Kinnear  
Cllr R. Lawton  
Cllr S. McMaster  
Cllr D. Medforth  
Cllr M. Smith  
Cllr E. Stephenson  
Cllr M. Ward  
Cllr N. Whitelam

#### Apologies:

Cllr F. Beardow  
Cllr D. Miller

In attendance: Cllr Sean McMaster. ERYC.

#### 1. Public Participation: None.

Cllr Sean McMaster provided a ward update including the current position of Planning Application 24/00263/OUT. It was confirmed that a date for the application to be considered by committee had not yet been set.

24/00370/STPLF Update included under Item 6.1

Parking on Station Road was discussed. The Parish Council's request for ERYC to consider turning over some of the grassed area to hard standing for car parking. The option to rent land from ERYC for this purpose was discussed. The matter remains under discussion. **Action Cllr McMaster.**  
Carriageway Repairs, in particular, Eastfield Rd. progressing well. Resurfacing of Saltaugh Rd to begin within the next 7 days weather permitting. Upgrading works to the Road Crossing in Main Street scheduled to begin in June.

'Spare our Children Sign' Cllr McMaster shared an email from the Highways Team confirming that the sign had been returned to the VH car park, as requested, in November 2023. The sign had not, as yet, been located.

#### 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  
Cllr Mc Master: Planning

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

The minutes of the meeting of Keyingham Parish Council held on 19<sup>th</sup> March were approved.

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

- 3.1.1 CCTV Update: Councillors noted with disappointment no further progress with installation of CCTV cameras and expressed concerns regarding resumption of antisocial behaviour on the Village Green. **Action Clerk** to press for completion with support from. **Cllr McMaster**.
- 3.1.2 Fencing of Eastfield Road Amenity Area: It was confirmed that quotes were still being sought for fencing the roadside boundary of the play area. **Noted**. Alternative contractors were proposed. **Action Clerk**.
- 3.2 Village Hall: Cllr. Ward provided an update on continuing works and activities to support the Village Hall. Broadband Connection: awaiting details of one potential quote.  
Essential repairs: It was reported that the Village Hall roof is likely to need to be replaced within the next 5 years.  
Land Survey: Village Hall Committee members will meet to consider land value and investigate the requirement for match-funding associated with feasibility study to support a long-term strategic plan to rebuild a Village Hall. Councillors agreed that the first stage in the process for the Village Hall (VH) Committee would be to engage in a detailed consultation with residents and stakeholders. It was confirmed that the VH Committee were seeking opportunities to join with Village Hall groups and associations locally to share knowledge and access support.  
DIFEY Grants: Next round of bidding closes 30/9/24. Bids should be submitted as soon as possible. **Noted**.  
It was reported that the pre-loved sale Easter Egg Hunt (in partnership with Boyes Lane Recreation Ground) and the established, regular coffee mornings were all highly successful.
- 3.3 Keyingham Crest: Cllr. Smith shared the most recent amendments to Crest. **Noted**.

### 4. Correspondence

- 4.1 Letter from HMRC confirming receipt of VAT Reclaim. **Noted**.  
4.2 Letter from Brook Street Ltd. Notifying an increase in the National Minimum Wage. **Noted**.

### 5.Accounts for Payment:

**Accounts received in March for Payment in April 2024.**

<b>01 Staff Costs</b>		<b>Total:</b>	<b>£1,047.69</b>
256	Payroll	360 Chartered Accountants	£10.99
263	Salary	julia billaney (Parish Clerk)	£989.68
267	Tax & NI	HMRC	£0.00
267	Tax & NI	HMRC	£0.00
264	NEST Pension	NEST	£26.87
264	NEST Pension	NEST	£20.15
<b>02 Maintenance</b>		<b>Total:</b>	<b>£1,805.33</b>
242	Bench Seat	Screwfix Direct LTD	£29.78
243	Bench Seat	Ryehill Building Supplies Ltd	£7.93
244	Bench Seat	Ryehill Building Supplies Ltd	£22.70
254	Salt Bin maintenance	ERYC	£176.40
258	Grounds Maintenance	HAPS	£877.00
266	Bus Shelter Maintenance	Pat Feeney (Feeney Clean)	£50.00
268	Litter Picker	Brook Street Ltd	£142.38
260	Litter Picker	Brook Street Ltd	£142.38
259	Grounds Maintenance	HAPS	£72.00
261	Litter Picker	Brook Street Ltd	£142.38
262	Litter Picker	Brook Street Ltd	£142.38
<b>03 Compliance</b>		<b>Total:</b>	<b>£1,334.10</b>
248	Scribe Annual Subscription	Scribe	£489.60
251	ERNLLCA annual subscription	ERNLLCA	£844.50
<b>04 Amenity Areas</b>		<b>Total:</b>	<b>£608.87</b>
245	Tree Supports	Tony Cooks Burstwick	£80.50
255	Play Equipment Annual Inspection	The Play Inspection Company	£231.60
270	Plants & Compost	Shaun Daniels (Sunk Island Garden Centre)	£72.00
253	ERYC cemetery rates	ERYC	£224.77
<b>05 Office Costs</b>		<b>Total:</b>	<b>£255.72</b>
249	Printing	Kall Kwik	£13.80
265	Internet & Telephone	BT Business	£75.44
269	Reimburse Printer Ink	Amazon EU UK Branch	£33.80
246	Reimburse postage	julia billaney (Parish Clerk)	£3.90
247	Reimburse postage	julia billaney (Parish Clerk)	£5.78
252	Venue Hire	Keyingham Village Institute	£123.00
<b>06 Public Inform</b>		<b>Total:</b>	<b>£152.60</b>
250	Printing	Kall Kwik	£152.60
<b>07 Other</b>		<b>Total:</b>	<b>£809.78</b>
257	Blue Plaques	The Metal Foundry	£809.78
<b>2 Staff Costs</b>		<b>Total:</b>	<b>£1,047.70</b>
		<b>TOTAL</b>	<b>£6,014.09</b>

- 5.1 Future Expenditure: It was **resolved** to purchase a new notice board for the cemetery.
- 5.2. It was resolved to transfer £10,000 .00 form the operating account to the Contingency Account. Ction Clerk & Cllr Smith. **Resolved**.
- 5.3 Debit Card Request: *Update*: All documentation submitted. **Noted**.

## 6.Planning Matters and Developments

6.1 24/00370/STPLF Erection of 147 Dwellings, Village Nurseries, Ottringham Rd, Keyingham.  
*Update*: A request to extend the consultation period for the development had been made, and a response received. A response was not received in sufficient time to hold a meeting.  
A consultee statement was submitted within the original deadline of 10<sup>th</sup> April. **Noted**.

6.2 24/00765/PLF Change of Use of Domestic Garage to Wig Making and Hair Loss Services, 15 Maister Road Keyingham. **Supported**.

6.3 24/00997/PLF12 Waudby Garth Rd, Keyingham. Construction of a dormer to front. **Supported** subject to consideration of any comments by neighbours.

6.4 24/00128/PLF Notification of Decision: Approved. **Noted**.

## 7. Reports from Representatives:

(a) Playing Fields: Following a review of the Play Area Inspection Reports it was resolved that councillors would follow up any matters of minor 'wear and tear' that could be remedied to prevent deterioration. **Action Cllr Stephenson & Cllr Kinnear**.

(b) Allotments: Two new tenancies created. 1 strip of land remaining. **Noted**.

(c) War Memorial: D-Day Anniversary Commemorative Wreath to be laid. **Noted**.

(d) Boyes Lane Recreation Ground: Easter Egg Hunt great success, thanks to all involved.

**AGM to be held on 7<sup>th</sup> May 7.00pm. Noted.**

(e) Churchyard: It was resolved to purchase bollards to discourage parking on verge. **Resolved**.

(f) Cemetery: Replacement Notice Board to be purchased and sited. **Action Cllr Kinnear**.

(g) Streets & Verges: Repairs to carriageways and pavements continuing. **Noted**.

It was reported that the width of the footpath on Saltaugh Road did not allow or safe passage of children & parents with prams & pushchairs at School times. To be discussed with Highways Team during 'Village Walkabout' (date tbc.)

(h) Village Plan: Keyingham 'Haxby Heritage Trail' *Update*: further 5 plaques received. **Noted**.

## 8. Councillors Forum: information/future business & Chair's Update:

8.1 Vacancy on Keyingham Parish Council. It was resolved to re-advertise the vacancy on the PC website.

### Priority Items for the next Agenda:

- AGAR and Accounts/Year end processes.

Date and time of next meeting: **21<sup>st</sup> May 2024**.

**\*NB\* The Annual General Meeting of Keyingham Parish Council will precede the ordinary meeting of the Parish Council for the month of May.**

*Please notify the Clerk of items for the agenda by 5.00pm Tuesday 14<sup>th</sup> May 2024.*