

KEYINGHAM PARISH COUNCIL

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

Clerk Julia Billaney
Saxby Cottage
Ottringham
HU12 0AL
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Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 16th August 2022.

Present:

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

In Attendance: Cllr C. Holmes, ERYC

Apologies:

Cllr J. Duncan

Cllr. Clark opened the meeting and welcomed Councillors

1. Public Participation: None

Cllr Holmes provided a ward update including raising awareness of the proposed pipeline project.

Cllr Clark thanked Councillor Holmes, acknowledging her outstanding support during the last 12-month months on a range of complex matters including planning and road safety.

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 Tuesday 22nd July were approved.

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

It was confirmed that the period of Public Access or the inspection of accounts had concluded on 3rd August with no requests made. **Noted.**

3.2. Councillors voted to fill three vacancies on the Parish Council.

Votes were recorded as follows:

Crawforth, Ashleigh: 9 votes
Fallowfield, Charlotte: 1 vote
Kinnear, David: 8 votes
Miller, Deborah: 7 votes
Whitelam, Neil: 1 vote

It was **resolved** to Co-opt the following candidates to Keyingham Parish Council.

Ashleigh Crawforth

David Kinnear

Deborah Miller

All candidates to be notified and the result posted on the PC Website and Notice Board by 5.00pm on 17th August. **Action Clerk.** Cllr. Clark acknowledged all candidates who had put themselves forward for consideration.

3.3 Council Members voted unanimously to adopt the proposal of ERYC Traffic Management Team for improvements to the Road Crossing. **Resolved.**

4. Correspondence

4.1 Email from [JR] regarding an overgrown access lane between numbers 10 and 12 Eastfield Road, expressing concern about dry grass posing a fire risk in dry weather. Cllr Lawton had visited the area prior to the meeting. Councillors noted that the recent heavy rain would have dampened the grass considerably. It was resolved to share the resident's concern with landowner. **Action Cllr Lawton.**

4.2 Email from Cllr Claire Holmes, forwarding a communication from ERYC Planning Enforcement Team explaining their decision to proceed no further with the planning matter relating to Boyes Lane Recreation Ground. It was resolved to request direct confirmation of this decision. **Action Clerk.**

4.3 Letter and contact details from Graham Stuart MP. **Noted.**

5.Accounts

Accounts received in July for Payment in August 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
	Total			1,047.79	
BT (STO)	Business Line for Parish Clerk: calls, rental, internet charges	44.45	8.89	53.34	P20
J. Billaney	Adobe Suite: annual renewal	104.18	20.84	125.02	P08
	Printer Ink	18.00		18.00	

	Garden Sprayer	12.75		12.75	
	Printer Ink & paper	29.97		29.97	
	Total			185.74	
HAPS (STO)	Grounds Maintenance	730.83	146.17	877.00	P11
Brook St Ltd.	Inv: 30819481 (PAID)	112.35	22.47	134.82	P31
	Inv: 30831889 (PAID)	112.35	22.47	134.82	
	Inv: 30844429 (PAID)	112.35	22.47	134.82	
	(Account in Credit)				
	Total			Nil	
Water Charges (DD)	Saltaugh Road				P03
	Cemetery				
	Boyes Lane				
	Total				
Keyingham VH	Room Hire	108.00		108.00	P22
Keyingham VH	50% Contrib. Comm. Waste Cont.	250.00		250.00	NP3
Feeney Clean (STO)	Bus Shelters	50.00		50.00	P32
Total Payments				2,571.87	

Receipts

Total Receipts					Nil

5.1 It was **resolved** to proceed to adopt an electronic banking facility for the Parish Council operating account. It was **resolved** to set the limits of operation of that facility as follows:

Expenditure relating to single items of up to £2,500 pounds to be authorised by a single signatory.

Expenditure relating to single items of £2,501 – 5,000 pounds to be authorised by two signatories.

Expenditure relating to single items greater than £5,000 to require prior agreement of full Council.

All expenditure to be approved by the Parish Council as part of a regular meeting, prior to the payment being made, except for regular payments made by STO or DD which are subject to an on-going service agreement or contract, for example, salaries, utilities and instalments of contractual agreements.

It was confirmed that the named signatories to the Parish Council operating account are:

J. Billaney, Clerk & RFO

D. Clark, Chairman

M. Smith, Vice Chairman

R. Lawton, Councillor

5.2 It was **resolved** to purchase one new Notice Board.

6. Planning Matters and Developments

6.1. 22/02594/TDD TPO, 2005. (ref. 991) Ebor Lodge, Church Lane, keyingham.

fallen tree to be removed. **Noted.**

6.2. 22/02548/TPO Charlton Croft, Keyingham, East Riding. Crown reduction of sycamore. **Noted.**

6.3. 22/02284/PLF North End Farm, Station Rd, keyingham. HU12 9TB. Change of use alteration and conversion of existing agricultural buildings to form 2 holiday cottages. **Supported.**

6.4. 22/02299/PLF North End Farm, Station Rd, keyingham. HU12 9TB. Change of use of land for siting serviced pods to form holiday accommodation. **Supported.**

6.5. 22/02254/PLF 2, Griffiths Way, Keyingham. HU12 9SE. Erection of a single storey extension to rear and side to link dwelling to existing garage. **Supported** subject to consideration of neighbour's comments.

7. Reports from Representatives:

(b) Playing Fields: Discussion of quotes to address issues raised in Play Equipment Inspection Report continued, however as only one quote had been received the matter was not resolved. Cllr Lawton & Cllr Smith to Contractor for second quote. **Action Cllr Smith & Cllr Lawton.**

(c) Allotments: Councillors noted that 4 Allotments were currently unused/uncultivated. **Noted.**

(d) War Memorial: Quote for cleaning of War Memorial prior to Remembrance Sunday to be circulated when received. **Action Clerk.**

It was confirmed that the Remembrance Sunday parade would take place in the grounds of St Nicholas Church, followed by a Church Service at **11.00 am on Sunday 12th November 2022.** **Noted.**

(e) Boyes Lane R.G. Councillors reported a successful meeting clearing hedges and lifting tree canopy. **Noted.** Councillors shared advice from Grounds Maintenance Contractor [JK] regarding the sowing of Yellow Rattle as a weed control measure. It was resolved to request a costing from [JK] for the periodic, on-going maintenance of the area. It was also **resolved** to proceed with the creation of a small pond/ bog garden.

(f) Churchyard: *no new matters to report*

(g) Cemetery: *no new matters to report*

(h) Streets & Verges: *no new matters to report*

(i) Village Plan:

Councillors were invited to join members of the village Hall Committee at the Village Hall AGM on 14th September. 7.00pm in the village Hall. Under discussion will be the future plans for sustainability of the Village Hall. All Welcome.

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

8.1 Cllr Hoggard reported that an application had been made to a funding stream for the management of antisocial behaviour, however the funds had quickly been exhausted in the first round. **Noted.**

Cllr Smith had made contact with ERYC Antisocial Behaviour Officer [SD] and a meeting was being arranged to review the area of the village Green. **Action Cllr Smith.**

Priority Items for the next Agenda.

- Remembrance Sunday arrangements
- Quotes for repairs to play equipment
- Induction & training – new Councillors

Date and time of next meeting: **Tuesday 18th October 2022**

Please notify the Clerk of items for the agenda by 5.00pm Tuesday 11th October 2022.