

KEYINGHAM PARISH COUNCIL

Chairman 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 Keyingham Parish Council held in the Village Hall Keyingham on 8th May 2019.

Present:

Cllr D. Clark (Chair)
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

In attendance: G. Thurston.

**There were no items of business, attendees or representations for the Annual General Meeting of the Parish of Keyingham therefore it was resolved to move directly to item 1. of the Agenda for the ordinary meeting of the Parish Council.*

1. Election of Officers

Cllr David Clark was elected Chairperson and Cllr Jane Kinnear was elected Vice Chairperson.

1.1 Allocation of Roles and Responsibilities

It was resolved to amend the list of councillor's portfolio roles and responsibilities.

(See list appended)

1.2 Co-option of New Members

The clerk confirmed that the statutory notice of for by-election and co-option would be published on the day following the meeting to remain in situ until 29th May 2019. It was noted that, once this date had expired, and provided no by-election was called, vacancies for councillors could be filled by co-option.

1.3 Signing of Declarations of Acceptance and Updating of the Register of Interests

All returning members of the new council signed declarations of acceptance and updated their details for the register of interests.

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 10th April were approved.

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

None

4. Correspondence

4.1 Letter from 1st Keyingham Scouts requesting sponsorship for a trip to London in November to visit the Docklands Scout Project Ship, The Lord Armory, Canary Warf, the Royal Maritime Museum, Tower of London and HMS Belfast. It was **resolved** to support two places on the trip at £100.00 per person and to add a further £70.00 towards costs (£270 in total) to match the level of funding previously provided to the Guides. **Action Clerk**

4.2. Email from ERNLLCA notifying new councils of the 2019-20 development programme to include 'Chairmanship' It was resolved to reserve 2 places on the programme. **Action Clerk**

4.3. Email from ERNLCCA requesting that each member council elect 2 members to attend ERNLLCA District Committee meetings. It was **resolved** that Cllr Thompson and/or J Billaney would represent Keyingham PC at these meetings whenever possible, health and commitments permitting.

4.4. Email for Maureen Yates, Community Crime and Resilience Officer, ERYC, confirming the retention of public spaces protection orders (alcohol prohibition) for the following:

- Saltaugh Road Amenity Area
- Eastfield Road Amenity Area
- The War Memorial and Chapel Green
- The Cemetery
- The Garth
- St Nicholas Churchyard

Noted.

4.5. Email from [CB] regarding a link from the PC website to a Counselling service which is no longer active, requesting that the link be removed. **Complete.**

4.6. Email from PKF Littlejohn, External Auditor, providing instructions on how to access the Annual Governance and Accountability return (AGAR) **Noted – Action Clerk and Chairperson.**

4.7. – 4.15 Emails residents [MB] [DC] [KM] [KO] [JW] [ES] [HH] [TR] [PI] in support of creating a Dog Exercise Area. It was noted that the Council had received 15 responses from members of the public in favour of this proposal.

4.16. Email from [SA] enquiring about the publication of PC meetings and extending an offer to help address the technical problems preventing the Council from updating the site. Clerk had responded, thanking [SA] for the offer and supplied minutes by email.

4.17. Quote from contractor [PE] to supply electrical services connect a supply to the second defibrillator to be sited in the Car Park of the Amenity Field on Saltaugh Road. It was **resolved** to proceed with the work as quoted. **Action Clerk.**

4.18 Email from [DK] regarding the forthcoming Street Scene Village Walkabout on 10th June 2019. DK requested that the following be brought to the attention of ERYC:

- Spraying of weed killer on areas of planting on verges under trees and around signs.
- Not spraying weed killer on area between kerb and road, resulting in blocked storm drains.
- Infrequent road sweeping and cleaning of gullies and drains.

It was resolved to raise these issues with the Streetscene team, in addition to the poor condition of pavements in some areas of the village, damaged road signs and indistinct road markings all of which were raised earlier in the year. Other issues for the 'Streetscene' team include the condition of the

garages on Northfield, littering on the 'Rail Trail' and the condition of the path between Keyingham and Bridge Bungalows alongside A1033.

5. Accounts for Payment:

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

Clerk	Salary	£	937.07
HMRC	Tax & NI Clerk	£	74.39
BT	Business Line	£	87.12
SOS Office	Printing Costs	£	9.88 Paid/imp/cash
SOS Office	Printing & Stationery Items	£	21.98 Paid/imp/cash
Martin Holwell Decorating	Repainting of Fence Waudby G.	£	968.00
HAPS	Grounds Maintenance	£	877.00
Brook St Ltd	Street Cleaning	£	415.88
Zurich	Insurance Premium	£	2,155.88
Feeney Clean	Bus Shelters	£	50.00
Premier Paving	Repairs to Access Rd, Boyes Ln	£	1,200.00
ERYC	Salt Bin Maintenance	£	295.20
Wilkin Partners	Road Salting	£	120.00
Kallkwik	Printing 'Forward' Issues 63 & 64	£	254.40
Girlguiding Keyingham	Sponsorship of 2 places: Trip	£	270.00
Cash	Replenish Petty Cash	£	50.00

Total Cheques £ 7,754.91

Total Payments £ 7,786.77

5.1. Receipts:

Keyingham Parish Precept	£	20,500.00
WP Everingham & Sons Erection of memorial Stone [RS]	£	165.00

Total Receipts £ 20,665.00

6. Planning Matters & Developments

There were no new planning matters to consider.

7. Reports from Representatives of Sub Committees:

a) Playing Fields

a1. It was noted that [SB] contractors estimated that the work due to commence on potting up the dyke on Saltaugh Road would take place in the June – July period. Councillors requested follow-up within 6 weeks. **Action Clerk.**

a2. Following approval of the quote supplied by PBS Construction Ltd for the repair of safety matting beneath the play equipment on the Saltaugh Road Amenity Area councillors requested follow-up within 6 weeks. **Action Clerk.**

a3. Following the decision to proceed in principle with 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.

It was resolved that Council would:

1. make an appointment to view the deeds of the Field.
2. Review alternative quotes for fencing to separate the area.
3. Visit other local Parishes to investigate similar projects.

Action Clerk, Cllr Kinnear, Cllr Lawton.

a4. An inspection chamber situated between the allotments and the Saltaugh Road Amenity Area was reported as having a broken cover. Temporary repairs had been made and it was resolved to approach Yorkshire Water to replace the cover. **Action Clerk**

b) Allotments

b1. It was noted that a further plot had been let, leaving or 2 full plots (or four half plots) available for rental, should any interested parties come forward.

b 2. Council considered the value of issuing contracts to allotment holders. Members agreed that the current contract was due for review. It was resolved to bring a draft contract to the next meeting for discussion. **Action Clerk, Cllr Lawton, Cllr J Clark.**

b 3 The combination lock securing the gate to the Allotments was reported as broken. The cost of replacement was estimated at £60.00 It was **resolved** to replace the lock. **Action Clerk & Cllr Lawton.**

(c) War Memorial

No new matters to report.

(d) Churchyard

No new matters to report.

(e) Cemetery

e.1 It was **resolved** to request that the contractor working on the repainting the fences surrounding the Garth and Saltaugh Road Amenity Areas, also undertake repainting of the Cemetery gates. **Action Clerk.**

(f) Streets & Verges

f.1 It was noted that the repair to the Bus Shelter outside Horrocks Court had now been completed.

f.2 'Village Walkabout' scheduled for 10th June,

The list of items to be brought to the attention of the 'Streetscene' Team are as follows:

- Spraying of weed killer on areas of planting on verges under trees and around signs
- Not spraying weed killer on area between kerb and road, resulting in blocked storm drains
- Infrequent road sweeping and cleaning of gullies and drains
- Poor condition of pavements in some areas of the village
- Damaged road signs and indistinct road markings
- Poor condition of the garages on Northfield
- Littering on the 'Rail Trail'
- Poor condition of the path between Keyingham and Bridge Bungalows alongside A1033

*It was agreed that the list was not exhaustive and that other issues may be added or raised by councillors attending the Village Walkabout.

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 June meeting*)

f4. It was noted that drainage works on the A1033 outside the entrance to Willowfield Drive had commenced.

f5. Following guidance received from ERYC Environment Department regarding the repeated instances of fly-tipping at the recycling site on Dam Lane, and the decision taken in April to remove the receptacles Councillors noted that ERYC had informed the Clerk that the request may take some time to action, due to subcontractor relationships. Council requested follow-up within 6 weeks.
Action Clerk.

(g) Boyes Lane

Councillors received the Boyes Lane Annual Report. **Noted.**

(h) Village Plan

h1. Cllr Lawton provided an update on the planters damaged by flooding. Councillors were pleased to note that many of the planters were intact and many plants were still viable. An alternative location had been identified for over-wintering of the seedlings and the planters around the village would be replanted in May and early June.

h2. A quote for the electrical work to install the defibrillator on land close to the Saltaugh Road Amenity Area was received and approved. (*Item 4.17 refers*)

h3. Village Plan Annual Report: (*Deferred to the June meeting*)

8. Councillors Forum: Information and Future Business

8.1. Engaging Young People in Sustainability Projects: Cleaning up our waterways and public spaces.

Cllr Lawton invited members views on possible projects to clean up and care for the environment in and around Keyingham, local coastline, rivers and waterways. Councillors were interested in engaging young people including those attending Keyingham Primary School to raise awareness on environmental issues and encourage community engagement. Councillors agreed engaging young people in community projects, particularly those benefitting the local environment were worthwhile.

8.2 "Smokeypaws" Resuscitation Equipment

Cllr Kinnear shared the outcome of a very successful event to raise funds for animal resuscitation equipment to be used by local Fire and Rescue teams. Dogs and their owners walked through the rain raising over £1,100 - sufficient to purchase 12 sets of equipment for Humberside Fire and Rescue.

Priority Items for the next Agenda:

Allotment Contract

Date and time of next meeting: **7.30pm Wednesday 12th June 2019.**

Please notify the Clerk of items for the agenda by Wednesday 5th June 2019.