

KEYINGHAM PARISH COUNCIL

Chairman Cllr J Parsons
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Minutes of the meeting of Keyingham Parish Council held in the Village Hall Keyingham on 14th November 2018.

Present: Cllr J. Parsons, Chair

Cllr J. Clark
Cllr D. Clark
Cllr D. Dooley
Cllr L. Haxby
Cllr J. Kinnear
Cllr R. Lawton
Cllr J. Lee
Cllr L. Maxwell
Cllr S. Moss
Cllr M. Sigston
Cllr R. Thompson

Apologies:

Cllr S Tindall

1. Public Participation

None.

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
Cllr S. Moss: Waudby Garth

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting held on Wednesday 10th October were approved. It was noted that Cllr M Sigston should be recorded as declaring interest in respect of matters relating to allotments.

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

Action Arising from Item 1.2 *Monitor the Access and Egress of the Mount Airey development*: Planning Ref: 18/01879/OUT **Complete**.

Action arising from item 1.3 *Request to Prune Trees in St Nicholas Churchyard*. Trees identified & marked and ERC informed. **Progressed**.

Action arising from item 4.5 *Purchase of Defibrillator*. It was confirmed that the defibrillator was on order. **Complete**.

4. Correspondence

4.1 Letter from the Keyingham Village Plan Steering Committee requesting release of £300 for the second tranche of plaques for the Keyingham Heritage Trail.

It was resolved to release the funds as previously agreed. (Ref item 5. Accounts for Payment. Invoice received from the Iron Foundry.)

4.2 Letter from Marritt and Omblor Foundation informing the Parish Council of its intention regarding the rents for the playing field and allotments for 2019 to request the sum of £755.00, reflecting no increase on the previous year. (Noted)

4.3 Email from ERYC Overview and Scrutiny Committee inviting suggestions for topics of a strategic nature for the business of the Scrutiny Committee for 2019/20. (Noted).

4.4 Email from ERYC detailing dates and venues for opportunities to participate in the review of the Local Area Plan. (Noted)

4.5 Letter from WP Everingham, Memorial Masons, requesting approval of an additional inscription, ref: E39 Overvoorde. (Approved).

4.6. Updated email dialogue regarding the request for an additional inscription to the War Memorial between KPC, Mr I. Lanham and WP Everingham. The discussion relating to possible options to meet this request are continuing. (Noted)

4.6 Invitation from members of St. Nicholas Church Keyingham to decorate a tree to be placed inside the church in December. Councillors agreed to support the request.

Action Cllr Maxwell.

4.7. Letter from a contractor indicating an initial interest in the opportunity to submit a tender for the drainage work on Saltaugh Road Amenity Area. It was resolved to seek three quotes for the work through a formal tendering process, in line with procurement procedures. **Action: Cllrs Lee & Lawton.**

5. Accounts for Payment:

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

Clerk	Salary	£656.25
HMRC	Tax & NI Clerk	£ 38.04
BT	Business Line	£ 89.96
Tower Comp Serv.	Data Transfer	£ 75.00
J Billaney	Printer Ink	£ 34.99
HAPS	Grounds Maintenance	£877.00
Brook St Ltd	Street Cleaning	£291.38
J Kinnear	Plants	£ 73.22
T Cook Ltd	Gatepost Saltaugh Rd	£348.00
Premier Paving	Repair to Church Path	£ 90.00
Metal Foundry	Blue Plaques: Village Plan	£399.72
Feeney Clean	Bus Shelters	£ 50.00
British Legion	Poppy Wreath	£ 30.00

Total Cheques £3,053.56

<u>Imprest</u>	<u>Petty Cash</u>	
Clerk	SOS Office/Printing	£5.88

5.1. Receipts:

KCOM	Refund	£44.62
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5.2 Amendment to Bank Mandate

It was noted that the new bank mandate had been completed and submitted and was still awaiting confirmation of changeover to new Clerk. The matter was now being addressed by the Business Manager at HSBC.

6. Planning Matters & Developments

Cllr Lee provided a review of recent planning requests and developments.

One new request for planning was considered: Planning Ref:18/03412/PLF retrospective application for the siting of a perimeter fence, Disused Windmill, Mill Road, Keyingham. It was resolved to make no comment in respect of this application.

7. Reports from Representatives of Sub Committees:

a) Playing Fields

It was reported that despite a very dry summer grass in the Play and Amenity areas remained green and in good condition.

a.1 To address the issues of standing water previously discussed and in response to speculative enquiries regarding the receipt of tenders for the draining work it was resolved that three formal tenders would be sought via the approved procurement procedure. It was also resolved to purchase surplus drainage crates, offered by Easington PC, to assist in draining surface water. **Action Cllr Lee.**

Cllr Lee thanked Cllr Kinnear for obtaining and overseeing the installation of bird deterrent spikes above the swings, which were proving effective. A letter of thanks to be sent to Mr D Kinnear for his assistance in the matter. **Action Clerk.**

a.2 It was noted that the paint/ coating of the security fence surrounding the allotments would need to be renewed in the spring and would be included for discussion when setting the precept.

a.3 It was noted that the Fence around the Waudby Garth amenity area would also require painting in the spring, and that this would also be considered as part of the precept planning discussions.

a.4 The Clerk reported that TC Cook regretted that they were currently unable to offer a date for the commencement of repair of the chain-link fence surrounding the Eastfield Road Play Area. **Action Clerk** to contact TC Cook for a proposed date.

a.5 It was noted in the inspection of equipment that the edges of the Zip Wire were rough and required attention. **Action Cllr Lawton.**

a.6 It was noted that a slab used as an entry step to the Vikings changing rooms was restricting the disabled access to the MUGA. **Action Clerk** to contact and request adjustment.

b) Allotments

b.1 It was noted that some allotment holders had expressed their disappointment regarding the recent break-ins.

It was noted that at a previous meeting the use of security cameras had been discussed and approved for purchase. It was resolved to proceed to purchase and site the cameras in the new season. **Action Cllr Lee.**

It was agreed that allotment holders would be encouraged to continue being vigilant and reporting and suspicious activity to the police.

Allotment holders wishing to pay rent for the new season will receive a letter inviting them to the Rainbow Room in the Village Hall, between 10.00 and 13.00 on Tuesdays 8th 15th 22nd and 29th January 2019. **Action Clerk.**

c) War Memorial

It was noted that the Remembrance Day Service and Parade commemorating the 100th anniversary of the WW1. Armistice had been well attended and had provided a fitting tribute to those who had participated in the conflict. Cllr D Clark laid the wreath on behalf of Keyingham Parish Council and prayers of remembrance were offered by Sister Gwen Agar. Renovation work on the war memorial and a planting of red primulas added to the tribute. A vote of thanks was offered to all who participated.

d) Churchyard

d.1 Trees identified for possible pruning have been marked with tape and await a visit from the arborist ERYC. **Action Clerk** to progress.

d.2 It was noted that the repair to the raised kerb in the church path had been completed and the account approved for payment.

e) Cemetery

e.1 Recent Burials and amendments to memorial inscriptions were noted and approved in respect of E.39 J Overvoorde. (Item 4.5 refers)

e.2 Councillors discussed the management of floral tributes in line with the published policy.

e.3 It was noted that there had been no increase to the cemetery fees for two years and that consideration of an increase should form part of the discussion when setting the precept.

f) Streets & Verges

It was noted that the broken water main on the grass verge outside Keyingham Garage, and The Rectory had been repaired.

g) Boyes Lane

g 1. The next stages for the development of this amenity area including the options and requirements for a power supply were discussed extensively by Councillors.

Options under discussion included the use of a fuel powered generator, of appropriate capacity, (including the storage arrangements for fuel) and a mains electricity supply. Health, Safety and accessibility were taken into consideration when carefully appraising each option under discussion.

The Chair thanked members of the council who had taken time to bring detailed specifications to the discussion to assist in decision making, and for their considered responses to the proposals.

It was **resolved** that the Council would give support in principle to the mains supply option.

g.2 Continuing the project of improving the quality of the road surface /access route to Boyes Lane it was resolved to obtain road 'filings' and roll the surface to compact the dressing, improving access to the area for all users. **Action Cllr Lawton** to obtain costings.

h) Village Plan

h.1 Update on progress towards the Heritage Trail was received in Correspondence – item 4.1. refers.

h.2 It was confirmed that the defibrillator was on order and delivery expected before the end of November.

8. Councillors Forum: Information/Future Business

8.1 Cllr D Clark raised the issue of the impending changes to GP services for Holderness. It was proposed that the PC should formally request assurance from the two surgeries serving Keyingham residents that this change would not impact them adversely. It was resolved monitor the level of service at each practice going forward and write to the practices inviting them to address a meeting of the PC on this matter. **Action Clerk.**

8.2 Councillors were asked to consider the profile of spend for the year to date, in anticipation of meeting to consider the precept for 2019/20.

8.3 It was noted that invitations to tender for the contract for grounds maintenance in the Parish of Keyingham for the forthcoming year were advertised and would close on 30th November 2018.

8.4 It was noted that Carol Singing around the Christmas Tree (beside the War Memorial) will take place on 18th December at 6.30 pm. All Welcome.

Date and time of next meeting: **7.30pm Wednesday 12th December 2018.**

Please notify the Clerk of items for the agenda by Wednesday 5th December 2018.