

## 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 15<sup>th</sup> August 2023.

#### Present:

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

#### Apologies:

Cllr F. Beardow  
Cllr S. Dally  
Cllr D. Miller

**In attendance:** Cllr Sean McMaster, ERYC.  
PC McLoughlin, Humberside Police.

- 1. Public Participation:** Two members of the public attended the meeting to speak to item 6.1.
  - 1.1 23/01277/OUT Outline Erection of 20 first home dwellings including associated infrastructure (Layout, access & scale to be considered) Land west of Highfield, Church Lane, Keyingham. HU12 9SX.

Members of the public requested an update on actions relating to the proposed development in Church Lane.

Cllr McMaster reiterated previous comments, confirming that the meeting of the Planning Committee to consider the proposal would be likely to be scheduled for late September or early October and if the Committee decided that a site meeting was required then the planning meeting would be deferred and reconvened after the site meeting.

Residents enquired whether the date of the Planning Meeting would be published and Cllr Mc Master confirmed that it would and that anyone wishing to attend the meeting, in person, or remotely, either to speak or listen, could arrange to do so by emailing the ERYC Planning Team. [planning@eastriding.gov.uk](mailto:planning@eastriding.gov.uk) Public Participants were again advised to consider in advance the key points of any statement as strict time limits would be adhered to.

Cllr McMaster confirmed that a Tree Preservation Order (TPO) had been applied for, for all 8 of the Trees lining Church Lane. Cllr McMaster agreed to provide prompt and regular updates to the Parish Council and to residents on any developments relating to this proposal.

1.2 PC McLoughlin, Humberside Police, provided an update on speeding and of recent instances of antisocial behaviour in Holderness, with actions taken by Humberside Police. It was confirmed that the recent 'Speed Watch' carried out by volunteers had resulted in three prosecutions. Residents were reminded to report all instances antisocial behaviour as this enabled the police to focus their responses where needed.

## 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 Kinnear: Allotments  
Cllr Stephenson: Allotments

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

The minutes of the meeting of Keyingham Parish Council held on 18<sup>th</sup> July were approved.

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

*Arising from item 6.2 of the agenda of previous meeting:*

6.2 2301384/STPLF Excavation of land to create brackish lagoons and construction of islands to form wetland habitat, to include extraction of water form Keyingham Drain, Land South of Sands Farm, Cherry Cobb Sands, Paul. Councillors considered the site plans as requested. **Noted.**

3.2 Emergency Plan: Cllr Kinnear presented a Draft of the Emergency Plan for Keyingham.

Councillors agreed to consider inclusions to the plan and to fed back to the next meeting. Cllr Kinnear was thanked for work on the plan to date. **Action all.**

3.3 Village Hall Update: Cllr Ward provided an update on ongoing work, including the solar light for the new 'Village Hall' sign. Cllr Hoggard reported on damp-proofing work which was underway. Work on the interior lights to make them more energy efficient has also commenced. Village Hall Committee members described plans for a Christmas event, to include a float in the form of a Sleigh, with Father Christmas aboard as it travels through Keyingham. The very successful coffee mornings are to continue and further film shows to include children's films are also under discussion. Cllr Ward to provide outline costs of repair work and planned activities to inform future bidding rounds. **Action Cllr Ward & Cllr Smith.**

## 4. Correspondence

4.1 ERYC Community Governance Review: Councillors discussed the proposal to reduce the number of seats on Keyingham Parish Council from 13 to 10. It was resolved to provide feedback to the review requesting that the number of seats remain at 13 for the following reasons:

- Keyingham has had no difficulty achieving and maintaining a quorum
- The population of the parish is predicted to rise
- The number of seats enables a wider cross-section of members

**Action Clerk** to provide feedback to the review as above.

4.2 Email from Sophie Holmes, 360 Accountants confirming current credit balance with HMRC and instructing to make no further payments until credit balance is cleared. **Noted.**

4.3 Email from Information Commissioners Office confirming receipt of annual subscription. **Noted**

4.4 Email form ERNLLCA: revised Training Programme. **Noted.**

## 5. Accounts

### Accounts received in July for Payment in August 2023

Payee		Net	VAT	Total	A/C Ref
Clerk Salary (STO)	Salary (minus NEST)			<b>909.16</b>	
NEST DD	Employee NEST			<b>26.87</b>	
NEST DD	Employer NEST			<b>20.15</b>	
HMRC	Tax			238.40	P1
	Employer NI			59.85	
	Employee NI			17.24	
	<b>Total</b>			<b>315.49</b>	
BT (STO)	Business Line & internet charges	62.87	12.57	<b>75.44</b>	P5
J. Billaney					
	<b>Total</b>			<b>-</b>	
HAPS (STO)	Grounds Maintenance	730.83	146.17	<b>877.00</b>	P2
HAPS	Additional Cut - Sports Pitches x3	90.00	18	<b>108.00</b>	P4
Brook St Ltd.  (BACS)	30553885	118.65	23.73	142.38	P2
	30553886	118.65	23.73	142.38	
	30553887	118.65	23.73	142.38	
	30553888	118.65	23.73	142.38	
	<b>Total</b>			<b>569.52</b>	
Water Charges (DD)	Saltaugh Road			-	P4
	Cemetery			-	
	Boyes Lane			-	
	<b>Total</b>			<b>-</b>	
Andrew Jackson	Legal Advice: Vikings Lease	275	<b>55.00</b>	<b>330.00</b>	P3
Premier Paving	Clearing Ditch - Saltaugh Rd	250	50.00	<b>300.00</b>	P4
360 Accounts DD	Monthly Payroll	10.99		<b>10.99</b>	P1
Keyingham VH	Venue Hire	90		<b>90.00</b>	P5
Kallkwik	Parish Newsletter Issues 89 & 90	296.8		<b>296.80</b>	P6
Feeney Clean (STO)	Bus Shelters	50.00		<b>50.00</b>	P2
<b>Total Payments</b>				<b>3,663.93</b>	

## Receipts

S Young	Allotment Rent & Bond (Cash)			56.00	
<b>Total Receipts</b>				<b>56.00</b>	

**5.1 Bank Reconciliation:** April – July 2023. Approved and Signed by Chair.

**5.2 AGAR:** Public Access Period Concluded on 11<sup>th</sup> August 2023. No requests to view the accounts were received. **Noted.**

**5.3 Boyes Lane Recreation Ground Charity - Charity Account – Statement of Account as of 11<sup>th</sup> July 2023 £1,035.44. Noted.**

## 6. Planning Matters and Developments

No new planning matters to consider.

## 7. Reports from Representatives:

(b) Playing Fields: Councillors reviewed a photograph of damage to safety matting, Saltaugh Road Amenity Area. **Action Cllr Hoggard & Cllr Lawton.**

(c) Allotments: Hedge between allotments and School to be cut. **Action Clerk** to speak to [JK.]

(d) War Memorial: *No new matters to report*

(e) Boyes Lane Recreation Ground: Councillors considered Govt. COP for the control of Ragwort. **Action Cllr Hoggard** to lead control activity.

(f) Churchyard: Hedge overhanging highway to be cut Thursday 17<sup>th</sup>. **Noted.**

(g) Cemetery: Councillors reviewed quotes for extension to path to cover electrical cable and protect the area form disturbance. It was resolved to accept quote to increase path by 600mm. **Action Clerk** to inform contractor.

It was resolved to proceed with purchase of plants for Autumn/ Winter planting. **Action Cllr Lawton.**

Streets & Verges: Councillors discussed query regarding horse riders travelling along one-way system, in the opposite direction to traffic. Councillors noted that whilst this was legal it may be hazardous. **Noted.**

It was resolved to make a request to ERYC for a parking restriction outside the gates to the Cemetery. **Action Clerk**

Cllr Kinneer reported an instance of fly- tipping on Dam Lane which was captured by ‘dash cam’ and reported to ERYC. **Noted.**

Village Plan: Councillors requested that a letter of thanks be sent to volunteers assisting with planting and maintenance of flower tubs around the village. **Action Clerk.**

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

### Priority Items for the next Agenda:

8.1 Conclusion of Audit

8.2 Emergency Plan

Date and time of next meeting: **17<sup>th</sup> October 2023**

*Please notify the Clerk of items for the agenda by 5.00pm Tuesday 10<sup>th</sup> October 2023.*