

## 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 21<sup>st</sup> February 2023.**

#### **Present:**

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

#### **Apologies:**

Cllr A. Crawforth  
Cllr M. Ward

#### **1. Public Participation:**

- 1.1 Members of Keyingham Primary School Student Council presented a request for support for their 'Green Spaces Project. Also in attendance were Headteacher Mrs V. White, School Manager Mrs L. Richardson, parents and grandparents. Pupils gave a short presentation and handed out leaflets about their project which were very well received. The Parish Council pledged their support for the project including funds towards the purchase of a commemorative bench for HM King Charles coronation, and assistance with planting of shrubs and flower beds, bird feeders and landscaping of the area outside the school to create an accessible 'green space.' Chairman of the Council, Cllr David Clark, thanked the members of the School Council for their presentation and commitment to their community.
- 1.2 Committee Members of the Holderness Vikings Rugby Club attended to begin the review of the lease for the pitch and facilities on Saltaugh Road Amenity area. *(Item 3.4i refers.)*

#### **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 D. Kinnear: 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 17<sup>th</sup> January were approved with the addition of Cllr. A Crawforth recorded as present.

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

None.

3.2 Grant Applications: Cllr. Smith provided a further update regarding the 2<sup>nd</sup> application for CCTV in areas prone to antisocial behaviour, The Village Green, Main Street and Saltaugh Road Amenity Area. Cllrs were informed that the most recent update confirmed that the application was being considered.

3.3. Village Hall: Following the success of the first of the free film shows, Cllr Smith confirmed dates of further shows to take place over next 2 months. Dates and times published in the 'Forward' and on the website and posters displayed in local shops. Posting on social media: Cllr Medforth and Cllr Beardow. 'Warm Hub' sessions, utilising grant funding had been attended by a modest number of participants on Fridays between 2.00 – 4.00pm in the Village Hall. A review of the event was agreed following the next session. **Noted.**

#### 3.4 Contracts:

##### (i) Review Lease Agreement Holderness Vikings:

The Vikings requested that the following be considered as part of the June 2023 review of the on-going lease:

- A further term of a minimum of 15 years to facilitate grant applications
- Weekly grass cutting during the playing season
- The possible siting of a 'clubroom' for spectating and functions
- Installing a pitch barrier to the south side of the ground to prevent incursion during matches

It was noted that the lease, which runs until 2029 is due for formal review in June 2023. A positive exchange of views and ideas set the foundations for the review. Councillors thanked the members of the Vikings Committee for their attendance and their commitment to providing sporting opportunities for young people.

##### (ii) Review of Grass Cutting Contract

Councillors considered the current contract and agreed to renew it for a further two years. **Resolved.**

### 4. Correspondence

4.1 Councillors noted with regret, a letter of resignation from Cllr John Duncan.

4.2 Letter from Keyingham Scouts requesting further support with venue hire. Councillors agreed not to support the request on this occasion. **Resolved.**

4.3 Email from [MY] regarding roadworks on Saltaugh Road. **Noted. Clerk to Respond.**

4.4 Request from HART Community Transport for support. It was agreed to offer £30.00. **Resolved.**

4.5 Email from ERYC Electoral services regarding the forthcoming elections in May. **Noted.**

4.6 Copy of Acknowledgement of Application to Kings Coronation Fund. **Noted.**

4.7 Copy of acknowledgement of application to CEOSD for CCTV. **Noted.**

4.8 ERNLLCA Training Events Schedule April 2023 – February 2024. **Noted.**

4.9 KPC & KVH Free Film Nights Poster - noted with thanks to Cllr Smith & Village Hall Committee.

### 5. Accounts

#### **Accounts received in January for Payment in February 2023**

---

Payee	Description/Reference	Net	VAT	Total	A/C Ref
Clerk Salary (STO)	Salary			<b>907.71</b>	P01
HMRC	Tax			229.8	P01
	Employer NI			54.06	
	Employee NI			12.21	
	<b>Total</b>			<b>296.07</b>	
BT (STO)	Business Line for Parish Clerk: calls, rental, internet charges	54.95	10.99	<b>65.94</b>	P20
J. Billaney	Postage			16.32	
(BACS)	Condolence Bouquet			38.50	P08
	<b>Total</b>			<b>54.82</b>	
R Hoggard	Reimb. Posts & Wire			<b>178.81</b>	P26
HAPS (STO)	Grounds Maintenance	730.83	146.17	<b>877.00</b>	P11
Brook St Ltd.  (BACS)	30218934	112.35	22.47	134.82	P31
	30243436	112.35	22.47	134.82	
	30265551	112.35	22.47	134.82	
	30276990	112.35	22.47	134.82	
	<b>Total</b>			<b>539.28</b>	
Water Charges (DD)	Saltaugh Road	127.64		127.64	P03
	Cemetery	10.54		10.54	
	Boyes Lane	32.11		32.11	
	<b>Total</b>			<b>170.29</b>	
360 Accountants	Monthly Payroll			<b>10.99</b>	P05
360 Accountants	Set up Payroll system			<b>240.00</b>	P05
Keyingham VH	Room Hire			<b>153.00</b>	P22
Kallkwik (BACS)	Newsletter Issue 87			<b>148.40</b>	P23
Feeney Clean (STO)	Bus Shelters	50.00		<b>50.00</b>	P32
<b>Total Payments</b>				<b>3,692.31</b>	

## Receipts

Everingham	Burial Fees (Turley)			341	
Everingham	Burial Fees (Brown)			165	
Everingham	Burial Fees (Russell)			66	
Russell	Burial Fees			275	
Magee	Burial Fees			275.00	
J Billaney	Payroll adj.			65.69	
Allotment Tenants	Allotments rents rec'd to 19.02.23			307.5	
<b>Total Receipts</b>				<b>1,495.19</b>	

## 6. Planning Matters and Developments

6.1. 22/03543/PLF Erection of a two-storey extension to side, single storey extension and detached garage/garden store to rear to 41 Station Road Keyingham. HU12 9SZ. Supported subject to taking into consideration any comments by neighbours. **Action Clerk.**

6.2. ERYC Traffic Regulation Act Section14. (1) Temporary prohibition of through traffic, Ings Lane Keyingham. 20<sup>th</sup> February – 28<sup>th</sup> May 2023. **Noted.**

## 7. Reports from Representatives:

- (b) Playing Fields: It was confirmed that Contractors carrying out drainage works on Ings Lane would not be using the car park of the Saltaugh Road Amenity Area as a compound. **Noted.**
- (c) Allotments: A small number of plots/half plots still remain vacant & available for let. **Noted.**
- (d) War Memorial: *No new matters to report*
- (e) Boyes Lane Recreation Ground: 13 Assorted fruiting trees purchased and ready for planting. **Noted.**
- (f) Churchyard: *No new matters to report.*
- (g) Cemetery: Three quotes for installing rabbit-proof fencing were reviewed. It was resolved to engage AG Agricultural to carry out the works. **Resolved.**
- (h) Streets & Verges: Cllr Hoggard provided an update on planned works. **Noted.**
- (i) Village Plan: It was **resolved** to review and update the Emergency Plan.

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

Cllr Clark thanked Cllr Smith, members of the Village Hall Committee and volunteers for their hard work in planning and staging a range of events and activities to support the continuity of the Village Hall as a viable and vibrant venue.

## Priority Items for the next Agenda:

- Adoption of Revised Standing Orders
- Review & Updating of Emergency Plan
- Review and select software packages for accounts & VAT
- Election Packs

Date and time of next meeting: **Tuesday 21<sup>st</sup> March 2023**

*Please notify the Clerk of items for the agenda by 5.00pm Tuesday 14<sup>th</sup> March 2023.*