

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 17th June 2025.

Present:

Cllr D. Clark (Chair)
Cllr D. Kinnear
Cllr R. Lawton
Cllr S. McMaster
Cllr D. Medforth
Cllr D. Miller
Cllr E. Stephenson
Cllr A. M. Ward
Cllr N. Whitlam

Apologies:

Cllr R. Hoggard
Cllr M. Smith
Cllr V. White

1. Public Participation: None

Members of Keyingham Primary School Student Council were in attendance at the meeting to deliver a presentation of the street naming project they had undertaken in partnership with Gleesons, ERYC and Keyingham Parish Council. Student Councillors explained the process of creating a bank of names which were then voted for by all members of the school, selecting a final list of seven names which would be used throughout the Mill View Development.

Parish Council Chairman, Cllr David Clark, thanked the Student Council for delivering an excellent project which would have an impact on the Parish for many years to come. The Students received a vote of thanks from the whole Council. Students invited Councillors to their Final Assembly on 15th July when the project will be presented to the School Governors and representatives of the local community.

- 1.1 Ward Update Cllr McMaster offered a ward update which included confirmation that the additional road crossing associated with the Mill View development was continuing through the approval process and that a contractor would be appointed shortly to commence work in due course.

Cllr McMaster agreed to provide feedback to the developer regarding the disruption caused by temporary traffic controls on the A1033, requesting that periods of partial closure be kept to a minimum and restricted to periods when 'live working' was taking place.

- 1.2 It was confirmed that the Highways Management Team had been contacted regarding the damaged safety sign outside the Strawberry Field Development.

- 1.3 In relation to the notification regarding proposed amendments to the approved plans for an Anaerobic Digestion Unit, Ottringham Road, Keyingham it was resolved to invite the proposer to the July meeting of the PC to explain the amendments and respond to questions. **Action Clerk & Cllr Mc Master.**
- 1.4 It was confirmed that the ERYC Asset Strategy Team had been contacted regarding arrangements for safety and security arrangements for parking on the site of the garages on Northfield.

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

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting of Keyingham Parish Council held on 27th May were approved.

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

It was confirmed that a quote had been sought for repainting of the flagpole and that a warning sign for the culvert at the south-east corner of the playing field on Saltaugh Road had been ordered.

3.2 Annual Inspection of Play Equipment. Printed copies of the reports were circulated. Councillors considered agreed to digest the findings and make recommendations at the following meeting.

Action Cllr Lawton, Cllr Kinneer & Cllr Stephenson.

3.3 Refurbishment of Play Equipment, Saltaugh Road. Quotes for replacement of the Zipwire were considered. It was resolved to bid for funds to replace worn-out play equipment and refurbish the play area.

Action Cllr Smith & Cllr Clark.

3.4 Christmas Lights/Decorations it was resolved to seek quotes for staged replacement of live trees with lighted motifs. **Action Clerk & Cllr Kinneer.**

4. Correspondence

4.1 Email from resident [KM] regarding fabrication and welding operations at Railside Lodge, Keyingham which was causing concern to neighbouring properties due to noise and fumes. It was confirmed that the resident had been signposted to the appropriate authorities at ERYC and that visit to the site by council officers was pending. **Noted.**

4.2 Letter from Pegasus Group regarding the changes to approved plans for Anaerobic Digestion Unit. It was resolved to extend an invitation to the July meeting. *Item 1.3 refers* **Action Clerk.**

4.3 Email from a resident [A] regarding the replacement of play equipment refurbishment of the play area. **Noted.**

5. Accounts

Accounts received in May for payment in June 2025.

01 Staff Costs			
		Total:	£1,492.67
28	Salary		£1,035.55
34	Tax & NI		£273.80
34	Tax & NI		£110.00
29	NEST Pension		£33.86
29	NEST Pension		£25.47
33	Payroll	INV 64595	£13.99
02 Maintenance			
		Total:	£1,445.27
67	Litter Picker	30521326	£166.91
31	Grounds Maintenance	INV 0827	£894.54
32	Bus Shelter Maintenance		£50.00
68	Litter Picker	30564487	£166.91
69	Litter Picker	30572876	£166.91
04 Amenity Areas			
		Total:	£384.08
50	Play Equipment Annual Inspection	78122	£243.60
64	Signage		£20.99
65	Grounds Maintenance	INV-0825	£108.00
70	Signage	GB500567RZ8FFI	£11.49
05 Office Costs			
		Total:	£137.11
63	Stationery	GB5019MJC8L7LI	£4.99
30	Internet & Telephone		£72.86
35	Village Hall Broadband		£28.00
66	Printing	1020850	£31.26
		Total:	£3,459.13

5.1 Annual Accounting Statement & AGAR.

The 'Restated' Annual Accounting Statement and AGAR were reviewed by Councillors and signed by the Chairman.

5.2 It was confirmed that the period for Exercise of Public Rights would begin on 23rd June and end on 1st August. **Noted.**

5.3 It was confirmed that the sum of £ 10,540.54 VAT had been reclaimed. It was resolved to transfer the funds to the Parish Council Reserve Account. **Action Clerk & Cllr Smith.**

6. Planning Matters and Developments. None.

7. Reports from Representatives

- (a) Playing Fields: It was noted that only one of the two commercial bins on site were being emptied, causing overspill of waste. Repainting of goal posts and youth shelter in progress. Councillors agreed to investigate the creation of a shelter belt of Trees and Shrubs along the southern boundary of Saltaugh Road Amenity Area. **Clerk to contact Humber Forrest.**
A section of safety fencing is required for the Septic Tank. Quote to be sought. **Action Clerk.**
- (b) Allotments: Councillors indicated two that two plots remained untended and requested that tenants receive a stage 1. Reminder letter.
- (c) War Memorial: Councillors revisited the possible relocation of the memorial. It was agreed to make tentative enquiries to the War Memorials Trust.
- (d) Boyes Lane Recreation Ground: It was reported that all the trees now had watering pipes in place to assist with watering. Two new volunteers had recently joined to help with care and management. Guardrails were being fitted to platforms and a section of fencing was also required. Removal of a cabin was considered a priority during the drier weather. **Action Cllr Whitelam.**
Quotes to be sought for fencing. **Action Clerk.**
- (f) Cemetery: *No new matters to report.*
- (g) Streets & Verges: Cllr Whitelam to conduct an accessibility survey around the village.
- (h) Village Plan: Transfer of funds from Village Plan to PC account confirmed.

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

- 8.1 Cllr Ward reported that the Village Hall had obtained new hot water boiler.
- 8.2 Cllr Miller proposed that The PC invite Holderness Health to provide an update on the operating of its new computer system. Cllr Clark and Cllr Medforth volunteered to attend the recently advertised open event and report back to the PC. An invitation to provide an update or attend in person to be extended to HH for the August meeting. **Action Cllr McMaster.**

Priority Items for the next Agenda:

- Eastfield Road play area – boundary fencing.
- Pegasus: Anaerobic Digestion Unit

Date and time of next meeting: 15th July 2025

Please notify the Clerk of items for the agenda by 5.00pm 8th July 2025.