

KEYINGHAM PARISH COUNCIL

Chair Cllr D Clark
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Keyingham
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Clerk Julia Billaney
Saxby Cottage
Ottringham
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Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 16th May 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 N. Whitelam

Apologies:

Cllr E. Stephenson
Cllr M. Ward

Cllrs Beardow, Medforth and Miller explained that they may need to leave before the end of the meeting.

Noted.

Opening the meeting Cllr Clark welcomed all members of the Council and invited Cllr Whitelam to offer a short introduction, attending for the first time as a new Councillor.

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 R. Lawton: Allotments
Cllr D. Kinnear: Allotments

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting of Keyingham Parish Council held on 18th April were approved.

3.1 Actions and Matters Arising from the minutes not covered by the agenda. None.

Grant Applications: It was confirmed that the funds were now received for the CCTV cameras. Clerk to contact ERYC for a start date for the works. **Noted.**

3.3. Village Hall Update:

Cllr Smith reminded the members of the VH Committee that details of spend for the funding return were required by 28th May 2023. **Noted.**

3.4 Local Council Elections 4th May 2023: Councillors completed declarations of acceptance.

3.5 Cllr Maxwell's resignation was received with regret. Cllr Maxwell was sincerely thanked for her service.

4. Correspondence

4.1 Application on behalf of Keyingham Primary School PTA to stage an event on Saltaugh Road Amenity area on 2nd July 2023. Cllrs noted further direct discussion between the PTA and Holderness Vikings regarding the arrangements for the event.

4.2 Email and poster from ERYC Fostering Service. **Noted.**

4.3 Email from resident [RG] regarding horse droppings on the highway. **Noted.**

4.4 Email from Andrew Jackson Solicitors Ltd in response to queries raised regarding the lease agreement between Keyingham PC and Holderness Vikings. Councillors discussed the contents of the email, noting the potential costs associated with a formal review of the lease. It was resolved to request confirmation from Holderness Vikings regarding the immediate need for an extension to the lease bearing in mind the potential costs and the remaining term of the current lease which runs until 2029.

Actions were agreed as follows:

- Cllr Miller to review lease and email from AJ Solicitors Ltd
- Clerk to respond to AJ Ltd to request 'fixed fee' terms with deadlines for any potential future work
- Clerk to contact Holderness Vikings prior to the periodic review of the lease in June.

5. Accounts

Accounts received in April for Payment in May 2023

Payee	Description/Reference	Net	VAT	Total	A/C Ref
Clerk Salary (STO)	Salary			936.03	P01
HMRC	Tax			238.40	P01
	Employer NI			59.85	
	Employee NI			17.24	
	Total			315.49	
BT (STO)	Business Line for Parish Clerk: calls, rental, internet charges	62.87	12.57	75.44	P20
J. Billaney	Postage	7.50		7.50	
	Total				
HAPS (STO)	Grounds Maintenance	730.83	146.17	877.00	P11
Brook St Ltd.	30399360	118.65	23.73	142.38	P31
	30386432	118.65	23.73	142.38	
	30421250	118.65	23.73	142.38	

(BACS)	30375145	118.65	23.73	142.38	
	Total			569.52	
Water Charges (DD)	Saltaugh Road				P03
	Cemetery				
	Boyes Lane				
	Total				
360 Accountants	Monthly Payroll	10.99		10.99	P05
Middle Ln Gdn C.	Summer Planting & Compost	157.8		157.80	P16
Kedel	Bench Seat (Coronation)	488.57	97.71	586.28	NP5
Keyingham VH	Venue Hire	132		132.00	P22
Feeney Clean (STO)	Bus Shelters	50.00		50.00	P32
Total Payments				3,718.01	

Receipts

ERYC	Kings Coronation Fund Grant			500	NP5
ERYC	CCTV 05AF/100018			23,419.00	NP6
ERYC	DIFEY Grant: Instalment 2.			2,420.00	NP2
ERYC	Parish Precept			23,072.00	
Allotment Tenants	Allotments Rents rec'd March			13.00	
Total Receipts				49,424.00	

5.1. Accounting Packages:

It was **resolved** to purchase 'Scribe' accounts package.

5.2 Councillors considered the option to transfer surplus funds from operating account to contingency account following audit. **Deferred** until conclusion of audit.

6. Planning Matters and Developments

6.1. 23/01252/PLF Planning Consultation: Blue Bell Inn, Main Street, Keyingham HU12 9RE.

Councillors considered the opportunity to add to their earlier comments regarding this proposal and agreed that all points previously made had been noted and responses received. **Resolved.**

7. Reports from Representatives:

(b) Playing Fields: Councillors reported that the ditch running alongside Saltaugh Road Playing field required clearing. It was resolved to proceed with the work. A budget of £ 250.00 was agreed. **Action Clerk.**

(c) Allotments: Councillors considered the creation of a clear policy on the use of chemical weed controls on allotment plots. It was resolved to request the Garden Contractor to trim overgrown areas. A policy discussion was deferred for as a future agenda item.

(d) War Memorial: No new matters to report

(e) Boyes Lane Recreation Ground: Members were pleased to note that the Treasurer and Parish Clerk had each received new bank cards for the Charity Account. **Resolved.**

Cllr Beardow volunteered to assist in updating the web page with current information on the Boyes Lane Recreation Ground. **Action Cllr Beardow, Cllr Smith & Clerk.**

(f) Churchyard: It was noted that despite requests to avoid parking on the grounds surrounding the church the problem persisted. **Action Clerk** to contact Church Wardens to discuss their preferred options/actions.

(g) Cemetery: Clearing of bulbs & winter planting to take place 9.00 - 12.00 Tuesday 23rd
All welcome. **Noted.**

(h) Streets & Verges:

In response to requests for updates regarding completion of works to improve the road crossing and road safety in and throughout the village councillors were pleased to note that Cllr Claire Holmes would be in attendance at the June meeting with representatives from ERYC Traffic Management Team. **Noted.**

(i) Village Plan: Update on Emergency Plan deferred to the June meeting. **Action Cllr Kinnear.**

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

Priority Items for the next Agenda:

- AGAR
- Review of Lease: Holderness Vikings
- Emergency plan – for discussion
- Co-option of new members

Date and time of next meeting: **Tuesday 20th June 2023**

Please notify the Clerk of items for the agenda by 5.00pm Tuesday 13th June 2023.