

## KEYINGHAM PARISH COUNCIL

Chair Cllr D Clark  
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Keyingham  
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### **Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 27<sup>th</sup> May 2025.**

#### **Present:**

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

#### **Apologies:**

Cllr D. Miller  
Cllr V. White

#### **1. Public Participation: None**

- 1.1 Ward Update Cllr McMaster offered a ward update which included confirmation that ERYC were due to begin a 'site clearance' if surplus items and accumulated rubbish at the site of the garages on Northfield. The Back row of garages to be retained, with removal of others to create open parking spaces. The general landscaping of the area was also to be improved. There was nothing further to report on the signalised crossing. The availability of two new funding streams was discussed. Councillors agreed to investigate the next round of DIFEY funding and the Thriving Places Fund. **Action Cllr Smith.**

#### **Noted.**

#### **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 18<sup>th</sup> March were approved.

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

**3.2 Pruning of Trees, St Nicholas Church Grounds.** Councillors reviewed quotes from two contractors.

It was resolved to engage the services of Holderness Tree Care.

**3.3 VE Day Commemoration:** Councillors reflected on the successful events held to commemorate VE day in Keyingham. A vote of thanks was recorded for all involved. **Noted with thanks.**

**4.1** Email requesting permission to use a metal detector on Boyes Lane Recreation Area. It was resolved to grant permission provided relevant insurances were provided and subject to discussion with the Chair of Trustees regarding suitable areas to investigate. Support for future events was discussed.

**Action Cllr Hoggard.**

**4.2** Email from 'Ignition Pay' confirming PAYE payments from April 2025.

**4.3 Allotment Enquiry. Noted.**

**4.4** Email from the Play Inspection Company highlighting areas for immediate action in advance of the full inspection report. **Noted. Item 7.a refers.**

### **4. Accounts**

<b>01 Staff Costs</b>		<b>Total:</b>	<b>£1,492.67</b>
20	Salary		£1,035.55
26	Tax & NI		£273.80
26	Tax & NI		£110.00
21	NEST Pension		£33.86
21	NEST Pension		£25.47
25	Payroll	64250	£13.99
<b>02 Maintenance</b>		<b>Total:</b>	<b>£1,796.63</b>
23	Grounds Maintenance	0811	£894.54
24	Bus Shelter Maintenance		£50.00
40	Litter Picker	30516563	£166.91
41	Litter Picker	30529727	£166.91
42	Litter Picker	30538630	£166.91
43	Litter Picker	30547155	£166.91
44	Litter Picker	30555722	£166.91
49	Grounds Maintenance	0808	£17.54
<b>03 Compliance</b>		<b>Total:</b>	<b>£900.00</b>
51	Audit Accounts	64010	£900.00
<b>04 Amenity Areas</b>		<b>Total:</b>	<b>£236.48</b>
38	Lawnmower Repairs - Boyes Lane	0042162001	£22.04
36	Repairs	65585/65420	£13.97
36	Repairs	65585/65420	£44.93
48	Grounds Maintenance	0812	£36.00
52	Signage	GB5003LRRZ8FFI	£20.99
57	Water Charges	7808539	£22.11
47	Plants & Compost	1118	£48.00
56	Water Charges	7895982	£24.15
58	Water Charges	7810548	£4.29
<b>05 Office Costs</b>		<b>Total:</b>	<b>£757.90</b>
22	Internet & Telephone		£72.86
27	Village Hall Broadband		£28.00
37	Reimburse postage		£5.05
50	Accounting Software	9633	£489.60
39	Venue Hire	68	£132.00
45	Printing	1020804	£12.00
45	Printing	1020804	£0.40
53	Reimburse Printer Ink	GB5310WA8AEUI	£17.99
<b>06 Public Information</b>		<b>Total:</b>	<b>£303.03</b>
46	Printing	1020813	£303.03
<b>07 Other</b>		<b>Total:</b>	<b>£489.25</b>
54	VE Day Grant		£329.25
55	Poppy Wreath		£60.00
59	VE Day Grant		£100.00

## 5.1 Annual Accounting Statement & AGAR.

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

## 6. Planning Matters and Developments

**6.1.** 25/00095/PLF Keyingham Disused Windmill, Mill Road, Keyingham.

Notification of Decision: Refused. **Noted.**

**6.2** 25/00436/PLB Keyingham Disused Windmill, Mill Road, Keyingham.

Notification of Decision. Refused. **Noted.**

**6.3** 25/30191/CONDET: Site of Village Nurseries, Ottringham Road, Keyingham. Submission of further details including secure parking facilities and Wildlife Enhancement Plan (WEP). **Noted.**

## 7. Reports from Representatives

(a) Playing Fields:

The following matters were reported:

Saltaugh Road Amenity Area:

1. The Zipwire was no longer safe for use and had been decommissioned pending a full inspection. Following inspection by the Play Inspection Company it was resolved to seek quotes for (a) Removal and replacement of this piece of equipment.  
(b) Complete refurbishment of the Play Area.

It was resolved to seek quotes from two providers as the basis for entering bids for funding, and to inform further discussion at the next meeting. **Action Cllr Smith.**

2. The following recommendations arose from general assessment of Saltaugh Road Amenity by Cllrs Lawton and Kinnear:

- A 'Deep Water' sign to be posted beside the ditch in the S.E corner of the field
- The Youth Shelter to be repainted
- Trees overhanging outdoor gym equipment to be pruned
- Following refurbishments to the Vikings Clubhouse the path to the MUGA to be widened
- Spoil from cutting tramlines/pitch marking to be removed
- Grass seed to be sown in bare areas around the new clubhouse buildings
- Goal area may require releveling

(b) Allotments: It was noted that a small number of plots were not being actively tended.

(c) War Memorial: *No new matters to report.*

(d) Boyes Lane Recreation Ground: It was reported that large quantity of mulch been obtained to reduce water loss to trees in dry weather.

(f) Cemetery: *No new matters to report.*

(g) Streets & Verges: It was noted that HGV's turning into an opposite the entrance to the Strawberry Fields site had caused damage to signs. It was agreed to contact Highways Dept.

**Action Cllr McMaster.**

(h) Village Plan: Transfer of funds from Village Plan account expected prior to the June meeting.

**Noted. Action Cllrs Laton & Kinnear.**

Councillors noted with thanks that all ninety-four planters around the village had been replanted with summer bedding. **Noted with thanks.** The 'gateway' planters on the westbound carriageway of the A1033 are difficult to maintain for safety reasons. **Noted.**

It was noted that the flagpole required repainting, identifying July as a suitable time window.

Quotes to be requested. **Action Clerk.**

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

### **Priority Items for the next Agenda:**

- KPS Student Council Presentation on Street Naming Project, Mill View Keyingham.
- End of financial year processes & audit.
- Future arrangements for Christmas Trees/Lights.

### **Date and time of next meeting: 17<sup>th</sup> June 2025**

*Please notify the Clerk of items for the agenda by 5.00pm 10<sup>th</sup> June 2025.*