

KEYINGHAM PARISH COUNCIL

Chair Cllr D Clark
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Clerk Julia Billaney
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Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Tuesday 15th October 2024.

Present:

Cllr D. Clark (Chair)
Cllr R. Hoggard
Cllr D. Kinnear
Cllr R. Lawton
Cllr S. McMaster
Cllr D. Medforth
Cllr D. Miller
Cllr M. Smith
Cllr E. Stephenson
Cllr V White
Cllr N. Whitelam

Apologies:

Cllr M. Ward

In Attendance:

1. Public Participation: None

1.2 Ward Update: Cllr Sean McMaster, ERYC shared an update which included the following:

Garages beside Northfield, Station Rd confirmed owned by ERYC and currently being considered for re-purposing. Feasibility appraisal being conducted, may be some time before options are considered. One tenancy currently continuing. Discussion included the following points:

- Unlikely to be recommended for additional parking due to restricted access
- Ideas from PC welcome
- Possible site for housing development
- Potential opportunity for PC to purchase from ERYC
- Possible site for venue for Youth Group(s)

Eastfield Road: replacement of bin close to Dog Exercise Area and requirement for new signage.

Travellers Site: following up on discussion at previous meeting (*Item 8.1 refers*) it was confirmed that the current site occupancy and usage was within the permitted range and that no breach of regulations had occurred.

Parish Open Door Meeting confirmed as 5-7pm on 24th October at South Cave.

Deputy Police and Crime Commissioner meeting with Cllr McMaster to discuss antisocial behaviour. Cllr White confirmed that Primary Headteachers Association was currently expressing concern about the 'trickle-down' of antisocial behaviour to younger children.

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

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting of Keyingham Parish Council held on 20th August were approved.

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

3.2 Village Hall Update: Cllr Ward provided an update via email including the Keyingham Village Hall Counter Terrorism Plan. It was agreed that the plan would be published on the website. **Noted.** It was confirmed that the fire alarm system in the hall had been upgraded, and that the evacuation 'muster point' was now located at the entrance to Elletson Mews. **Noted.**

3.3 Purchase or hire of SIDS. The costs of purchase/hire of Speed Indicator Devices (SIDs) were considered. The costs were as follows: £ 2280.32 + installation fee £403.95 with new post or £167.65 using existing posts. Council members agreed that it would be appropriate to allow a period of time to assess the effectiveness of the recent improvements to the road crossing before adding further safety devices to the same stretch of the A1033. **Deferred.**

3.4 School Streets Speed and Parking Restrictions: In consultation with the Keyingham Primary School the following actions were proposed: The possibility of a 20mph zone would be investigated, along with extension of the zig-zag zone around the school entrance. Restricted parking/waiting in the immediate vicinity of the school would not be pursued at this time. **Action Cllr McMaster & Cllr White.**

3.5 Diffey Grant Application 2. Cllr Smith reported that the application for grant funds to cover the costs of installation of the electrical supply and Christmas lights for the Village Green had been successful and that the first half of the funds would be received shortly. **Noted with thanks.**

3.6 Remembrance Day Service it was confirmed that the Service would take place at 10.00am at St Nicholas Church, followed two minutes silence and laying of wreathes in the Church Grounds. **Noted.**

3.7 Maritt-Ombler Charity: It was confirmed that Cllr Lawton would continue as a Parish Council nominated Trustee and Cllr Kinnear would replace Councillor Ward as Trustee, Chair and Correspondent, subject to confirmation by the Maritt-Ombler Trustees at the next meeting.

4. Correspondence

4.1 Response from 360 Accountants regarding the comments from PKF Littlejohn relating to the completion of the AGAR. It was noted that information entered in box 6 of the AGAR should have appeared in box 4. 360 Accountants confirmed that this instruction would be followed when preparing the next statement of accounts. **Noted.**

4.2 Email from PKF Littlejohn, External Accountant. (*item 4.1 refers*)

4.3 Email from the Charities Commission regarding the forthcoming annual return for Boyes Lane Recreation Ground Charity, due on 31st January 2025. **Noted.**

4.4 Email from [C&AS] enquiring about an allotment. **Action Cllr Lawton.**

4.5 Email from ERYC confirming that the 'Tree Pit' and electrical supply for a Christmas Tree with Lights, was now complete and ready for use. **Noted with thanks.**

4.6 Email from ERYC Winter Services – notification of requirement to request refill of Salt Bins as required, bins would not automatically be 'topped up' as before. **Noted. Action Cllr Kinnear.**

5.Accounts for Payment:

01 Staff Costs			Total:	£1,419.82
97	Salaries	Salary		£994.90
103	Tax	Tax & NI		£261.80
103	NI	Tax & NI		£96.90
98	Pension	NEST Pension		£31.56
98	Pension	NEST Pension		£23.67
102	Payroll Administration	Payroll		£10.99
02 Maintenance			Total:	£1,816.60
107	Street Maintenance	Litter Picker	30199372	£156.32
100	Garden Maintenance	Grounds Maintenance		£877.00
101	Bus Shelters	Bus Shelter Maintenance		£50.00
105	Garden Maintenance	Grounds Maintenance	INV -0734	£108.00
108	Street Maintenance	Litter Picker	30218106	£156.32
109	Street Maintenance	Litter Picker	30227108	£156.32
110	Street Maintenance	Litter Picker	30236137	£156.32
111	Street Maintenance	Litter Picker	30244929	£156.32
04 Amenity Areas			Total:	£100.00
114	Boyes Lane	Charitable Donation		£100.00
05 Office Costs			Total:	£96.34
99	Phone & Internet	Internet & Telephone		£68.34
104	Phone & Internet	Village Hall Broadband		£28.00
06 Public Information			Total:	£152.60
113	Newsletter	Printing	1019089	£152.60
			Total	£3,585.36

Accounts Received in August for payment in September

Accounts received in September for payment in October 2024

01 Staff Costs		Total:	£1,419.82
120	Payroll	INV -60366	£10.99
115	Salary		£994.90
121	Tax & NI		£261.80
121	Tax & NI		£96.90
116	NEST Pension		£31.56
116	NEST Pension		£23.67
02 Maintenance		Total:	£1,311.64
118	Grounds Maintenance	INV - 0740	£877.00
119	Bus Shelter Maintenance		£50.00
127	Grounds Maintenance	INV-0747	£72.00
123	Litter Picker	30253687	£156.32
124	Litter Picker	30236137	£156.32
04 Amenity Areas		Total:	£84.00
125	Training	1850	£84.00
05 Office Costs		Total:	£96.34
117	Internet & Telephone	MO73	£68.34
122	Village Hall Broadband		£28.00
06 Public Information		Total:	£152.60
126	Printing	1019469	£152.60
07 Other		Total:	£70.66
128	Catering Supplies	GB46UW4GHAEUI	£20.97
130	Catering Supplies	60	£10.69
131	Bank Charges		£10.50
129	Catering Supplies	GB-138364051-2024-17954	£28.50
		TOTAL	3135.06

5.2 Accountants revised contract fee in response to the council's request to re-negotiate the contract fee for 2024/25 a reduction of £ 100.00 was offered. Considering the revised amount, it was resolved to request a further reduction based on 20% to reflect/offset the VAT charge. Regarding this request a further reduction was not offered and Council members resolved to accept the reduction of £100.00. **Resolved.**

Members instructed the Clerk to investigate alternative suppliers and costs for consideration in 2026/27.

Action Clerk.

5.3 Members received the letter of Conclusion of Audit for the Parish Council Accounts 2023/24.

6.Planning Matters and Developments

6.1 24/01782/PLF Erection of Livestock Building, High Bridge Farm, Keyingham. HU12 9ST. Notification of decision to grant planning permission. **Noted.**

6.2 24/30319/CONDNET Submission of details required by planning condition 3 (Surface Water) and condition 4 (foul water) to land south of Jarina, Marsh Lane, Keyingham. HU12 9SU. **Noted.**

7. Reports from Representatives

(a) Playing Fields:

A further repair required to rubber compound play surface. It was resolved to purchase compound. **Action Cllr Kinnear.**

It was reported that the boundary hedge on Saltaugh Road Amenity Area between the field and KPS still required reduction.

(b) Allotments: It was confirmed that two new tenancies were in progress, and a third at the enquiry stage. It was noted that the ditch running alongside the access lane was overgrown. Responsibility for maintaining this drainage channel remains unresolved.

(c) War Memorial: Deferment of cleaning to war memorial due of forthcoming remembrance event. **Action Clerk.**

(d) Boyes Lane Recreation Ground: It was **resolved** to change the date of the forthcoming Trustees Meeting to 13th November.

(e) Churchyard: It was resolved to instruct contractors to conduct pruning of trees bordering properties in and around the churchyard, taking into account any TPO in force in this area.

Action Clerk.

(f) Cemetery: Winter planting completed. It was agreed to purchase and lay additional decorative gravel in areas where it had become thin/dispersed. **Action Cllr Lawton.**

It was resolved to engage a contractor to remove excess soil. **Action Cllr. Lawton.**

(g) Streets & Verges: Cllr Hoggard reported complaints from residents regarding the leading of straw along Eastfield Road. Residents requested that farmers and contractors arrange for loose straw to be swept up/removed. **Action Clerk.**

Cllr Whitlam requested consideration be given to options to reduce damage to grassed areas and improve parking and congestion on Station Road close to Northfield. Cllr McMaster agreed to take forward with ERYC. **Action Cllr McMaster.**

(h) Village Plan: *No new matters to report.*

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

Cllr Clark thanked everyone who helped organise or attended the Civic Ceremony in St Nicholas Church, in particular the members of KPS Student Council who offered a warm welcome and to Keyingham Scouts who supported the service.

Cllr Clark added a further note of condolence to the family of the late Len and Rosalie Haxby. Members of the Parish Council paid tribute to the lives and work of this dedicated couple who had given a great deal during their lifetimes in the service of the community of Keyingham.

Priority Items for the next Agenda:

- Precept Demand 2025/26

Date and time of next meeting: 19th November 2024.

Please notify the Clerk of items for the agenda by 5.00pm Tuesday 12th November 2024.