

KEYINGHAM PARISH COUNCIL

Chairman Cllr J Parsons
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Minutes of the meeting of Keyingham Parish Council held in the Village Hall Keyingham on 12th December 2018.

Present: Cllr J. Parsons, Chair

Cllr L. Haxby
Cllr J. Kinnear
Cllr R. Lawton
Cllr L. Maxwell
Cllr S. Moss
Cllr M. Sigston
Cllr R. Thompson
Cllr S Tindall

Apologies:

Cllr J. Clark
Cllr D. Clark
Cllr D. Dooley
Cllr J. Lee

In attendance: G. Thurstan.

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 J. Kinnear : Allotments
Cllr R. Lawton: Allotments
Cllr M. Sigston: Allotments
Cllr S. Tindall: Allotments
Cllr S. Moss: Waudby Garth

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting held on Wednesday November were approved. It was noted that as apologies were received from Cllr Tindall there could be no interest to declare in matters relating to allotments.

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

Action arising from item 1.3 Minutes of October 10th: *Request to Prune Trees in St Nicholas Churchyard*. Trees identified & marked. Tree Surgeon to visit on Saturday 15th December and submit quote for approval.

Action arising from item 4.5 *Purchase of Defibrillator*. Defibrillator delivered, awaiting installation, Clerk in dialogue with School.

4. Correspondence

4.1 Letter from the Keyingham Village Plan Steering Committee detailing their plans for the forthcoming year to include the ongoing projects of planters and the blue plaques scheme for the Keyingham Heritage Trail. The sum of £1,100.00 was requested and was considered under *agenda item 9. Precept Proposals*.

4.2 Email from mclarkstone@utility-aid.co.uk offering energy brokerage services to councils. (Noted).

4.3 Letter from Headteacher, Keyingham School, inviting members of the Council to attend the Christmas Play on 12th December, and Carol Service in St. Nicholas Church on 20th December. Received with thanks. **Action Clerk**.

4.4 Email form NALC detailing increases to pay scales, with effect from 1st April 2019. (Noted).

4.5 Copy of full Electoral Register for the Parish of Keyingham. Received and signed by Chair. **Action Clerk**

5. Accounts for Payment:

It was resolved that the following accounts be approved for payment for the month of December:

Clerk	Salary	£ 875.00
HMRC	Tax & NI Clerk	£ 50.73
BT	Business Line	£ 86.82
Holderness Gazette	Advert Gardening Contract	£ 198.00
ERNLCCA	Training	£ 108.00
SLCC	Training	£ 20.00
HAPS	Grounds Maintenance	£ 877.00
Brook St Ltd	Street Cleaning	£ 388.52
Yorkshire Water	Water Rates	£ 208.27
J Lee	Fuel (Boyes Lane)	£ 31.37
J Lee	Crates, Land Drainage	£ 500.00
Feeney Clean	Bus Shelters	£ 50.00
Kalkwik	Parish Magazine	£ 127.20
Sunk Island Garden Ctre.	Christmas Trees	£ 572.00
Wel Medical	Defibrillator & Cabinet	£1,366.25
Total Cheques		£5,459.16

<u>Imprest</u>	<u>Petty Cash</u>	
Clerk	SOS Office/Printing	£ 6.72
Bay Tree Florist	Wreath Cemetery Gate	£ 10.00

5.1. Receipts:

Sidwell	Burial Charges	£150.00
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6. Planning Matters & Developments

There were no new planning matters to consider.

7. Reports from Representatives of Sub Committees:

a) Playing Fields

a. 1 It was noted that the agreement to purchase Drainage Crates for the Saltaugh Road Amenity Area from Roos had been actioned by Cllr Lee, and that tenders for the installation of the crates were being sought. **(Progressing)**

a.2 The Clerk reported that TC Cook had completed the work to repair the chain-link fence surrounding the Eastfield Road Play Area. Councillors inspected the work on completion and confirm that it meets with requirements. **(Complete)**

a.3. It was noted that it had not yet been possible to make contact with the Vikings regarding the slab used as an entry step to the changing rooms which was restricting the disabled access to the MUGA. **Action Clerk** to contact and request adjustment.

a.4 Work to repair the chain link fence surrounding Eastfield Road Amenity area is now complete.

b) Allotments

b.1 Allotment holders wishing to pay rent may visit the the Rainbow Room in the Village Hall, between 10.00 and 13.00 on Tuesdays 8th 15th 22nd and 29th January 2019. It was noted that the opportunities to meet the Clerk, and pay rents for the forthcoming year on four Tuesdays throughout January had been advertised in 'Forward' and via 'Keychat'

b.2 The potential use of security cameras in the allotment area to be considered further at the January meeting.

c) War Memorial

There were no new matters to report, however much positive feedback had been received from residents following the cleaning and maintenance work carried out on the War Memorial prior to the armistice centenary.

d) Churchyard

d.1 Trees identified for possible pruning have been marked with tape and the Arborist will make a visit to assess the work on Saturday 15th December. **(Progressed)**

e) Cemetery

e. 1 Cemetery fees and proposals for consideration when setting the precept for 2019/20 were subject to discussion, *Item 9 refers*.

e.2 It was noted that the perimeter hedges would require some reduction in the Spring and arrangements for this work would be discussed at the January meeting.

f) Streets & Verges

f.1 In anticipation of possible adverse weather conditions councillors agreed to check salt bins and arrangements for salting of side roads. **Action Cllr Lawton & Clerk.**

f.2 Recent sweeping and cleaning of pavements, and cleaning of drains and culverts, by ERYC received positive feedback from residents and councillors.

f.3 It was noted with some concern, that the condition of the pavements in some areas of the village remains poor and a number of areas are in need of repair. It was resolved to contact the 'Streetscene Team' **Action Clerk.**

g) Boyes Lane

g.1. Ideas for the next stages for the development of this amenity area include picnic benches and BBQ facilities and the decision to support 'in principle' a mains electricity supply to the area recorded at the November meeting. Other suggestions include a miniature village (to be discussed with Keyingham School as a possible joint project) Further suggestions on how the area can be maximised will be sought from residents.

g.2 Continuing the project of improving the quality of the road surface /access route to Boyes Lane it was previously resolved to obtain road 'filings' and roll the surface to compact the dressing, improving access to the area for all users. The council have received some of the costings for the material to level the surface and to carry out the work of rolling the surface and await further details from contractors. **(Progressing)**

h) Village Plan

h.1 in the update on the Keyingham Heritage Trail it was noted that the first five plaques are in place in the following locations: The Ship Inn, The Blue Bell, Stores House, The Old Station House and The Vicarage. The next five are planned for the following locations: The War Memorial, Keyingham Cross, The Village Hall, The Church and The Chapel.

h.2. A leaflet, with a map of the trail and information on each of the buildings is to be created and sold for a small sum to offset costs and reinvest in extending the scheme over time.

8. Keyingham PC Website and Public Information

Councillors discussed opportunities for communicating information to the public via the website and considered ideas for making information accessible and engaging. It was resolved that Cllr Haxby and the Clerk would investigate options and report back to the Council in February 2019. **Action Cllr Haxby & Clerk.**

9. Precept 2019/20

Proposals for the Parish precept for Keyingham Parish for 2019/20 were discussed in detail and each are of expenditure considered with regard to projected expenditure and future requirements. The details of the proposals considered were as follows:

Keyingham Parish Council Precept Proposal 2019-20

The following **proposals** were considered: and agreement of the members of the Parish Council:

9.1 It was **resolved** that the precept requested from the Parish of Keyingham for 2019/20 will be **£41,000.**

9.2 It was **resolved** that planned expenditure within the precept categories, taking into account likely income in the form of rents, grants and cemetery fees would be **£50,750.**

9.3 It was **resolved** that the cemetery charges be raised by 10% across the board to keep pace with inflation, as no increase was applied in 2018-19, with effect from 01.01.19.

A profile of proposed precept expenditure is contained in table 1.

2018-19	Precept Item	2019-20
12500	Wages, Tax & NI	13,500
2500	Insurance	2500
350	Water Rates	550
1000	Audits	1000
700	Legal Charges	700
1000	Repairs & Vandalism	1000
750	Imprest	750
800	Marrit Ombler	800
600	Allotments	600
9000	Garden Maintenance	9000
1000	Elections	1000
500	Capital goods	500
300	S137 & Chairman's Exp.	300
600	Cemetery Expenses	600
2000	Playing fields Exp.	2000
300	Advertising	300
1000	ERNLCC & SLCC	1000
500	Phone rentals	500
500	Training	500
400	Office Rental	400
300	Hall Hire Charges	300
750	P C Newsletters	750
850	Village Plan Projects	1,100
1000	Tree Maintenance	1000
1000	Boyes Lane	1000
500	Christmas Trees	600
300	Youth Welfare	300
2000	Salt & Snow Clearing	2000
200	Mileage Payments	200
5000	Street Maintenance	5000
1000	Bus Shelter Maintenance	1000
49,200		50,750

9.4 Modelling of the Cemetery Charges (Proposal 3) with 10% increase applied:

	2018-19	2019-20
Admin fee:	£ 50.00	£ 55.00
Burial in a single grave:	£400.00	£440.00
Burial in a double grave:	£500.00	£550.00
Ashes, single:	£200.00	£220.00
Ashes, double:	£300.00	£330.00
Re-opening grave:	£200.00	£220.00
Re-opening ashes:	£100.00	£110.00
Headstone (grave)	£150.00	£165.00
Plaque (ashes)	£ 60.00	£ 66.00
Top-up fee:	£ 40.00	£ 44.00

9.5 Response to Tender for Gardening Contract.

Two applications to tender for the Gardening Contract for 2019-20 were received on or by 30th November.

Tender 1. £ 8,770.00

Tender 2. £12,417.60

It was **resolved** to award the contact to applicant 1. **Action Clerk.**

9.6 Proposed Expenditure on Major Projects (Non-Precept Expenditure)

It was **resolved** to direct expenditure on major projects as follows:

9.6.1 Boyes Lane Roadway £1000.00

9.6.2 Painting of perimeter fences, of Waudby Garth and Saltaugh Road / Allotments (tenders to be sought)

9.6.3 Repainting of Cemetery Gate (tenders to be sought)

9.7 It was resolved that no increase would be to allotment rents.

9.8 It was **agreed** that the rent paid by the Vikings Rugby Club be **reviewed** and the contract considered with regard to any restrictions or covenants governing rent increases, and that the rent and Lease Agreement are discussed with a representative of the Rugby Club at the January meeting of the Parish Council. Opportunities for grant funding that may be available to the rugby club will be explored as part of the discussion.

10. Councillors Forum: Information and Future Business

10.1 In November Cllr D Clark raised the issue of the impending changes to GP services for Holderness. Each of GP Surgeries serving the residents of Keyingham received a letter inviting them to the January meeting of the PC.

A letter accepting the Council's invitation was received from The Chief Executive Officer, who will be in attendance at the meeting on 9th January 2019.

10.2 Councillors noted that there had been reports of Hare Coursing on farm land in and around the Parish. It was confirmed that the police were aware and advised the public to be vigilant and to exercise caution.

10.3 It was also noted that some instances of antisocial behaviour including shouting from vehicles had also been reported to the Police.

10.4 It was noted that Carol Singing around the Christmas Tree (beside the War Memorial) will take place on 18th December at 6.30 pm. All Welcome.

Closing the meeting Cllr Parsons wished all members a Peaceful Christmas and Happy New Year.

Date and time of next meeting: **7.30pm Wednesday 9th January 2019.**

Please notify the Clerk of items for the agenda by Wednesday 2nd January 2019.