

## KEYINGHAM PARISH COUNCIL

Chairman Cllr J Parsons  
12 Westerdale Close  
Keyingham  
HU12 9TT  
01964 623649

Clerk Julia Billaney  
Saxby Cottage  
Ottringham  
HU12 0AL  
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### Minutes of the meeting of Keyingham Parish Council held in the Village Hall Keyingham on 13<sup>th</sup> February 2019.

#### Present:

Cllr D. Clark (Chair)  
Cllr J. Clark  
Cllr D. Dooley  
Cllr J. Kinnear  
Cllr R. Lawton  
Cllr S. Moss  
Cllr R. Thompson  
Cllr M. Sigston  
Cllr S Tindall

#### Apologies:

Cllr J Parsons  
Cllr L. Haxby  
Cllr J. Lee  
Cllr L. Maxwell

**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 R. Thompson: Planning & Developments.

#### 3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting held on Wednesday 9<sup>th</sup> January were approved.

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

Action arising from item 1.3 Minutes of October 10<sup>th</sup>: *Request to Prune Trees in St Nicholas Churchyard*. Pruning to take place on Friday 15<sup>th</sup> February and/or Monday 18<sup>th</sup> February. **(Complete)**

Action arising from item 4.2 of the previous minutes – invitation extended to Mrs Ceri Hughes to plan trees in the Boyes Lane amenity area in March. **(Complete)**

## 4. Correspondence

**4.1** Letter from Mrs Rosalie Haxby requesting £35.98 for the purchase of plants for tubs and planters around Keyingham to replace those lost to adverse weather. **Resolved.**

**4.2.1** Email from Mr Stuart Russell sharing feedback received from residents regarding ideas for the further development of the Boyes Lane Amenity Area. Feedback indicated that the suggestion of a miniature village in this location was less popular. The feedback also highlighted the need to widen and improve the surface of the access road and acknowledged some of the challenges of balancing the needs of different user groups whilst also supporting wildlife.

**4.2.2** Email from Mr Stuart Russell indicating, that with regret, he would be unable to continue as editor of 'The Forward' Parish Magazine. Councillors noted Mr Russell's feedback and received his resignation following the publication of the March issue. Members of the council expressed their sincere thanks to Stuart and requested a letter of thanks be sent to Stuart for his contribution. **Action Clerk.** Councillors agreed to make informal enquiries seek a replacement volunteer editor. **Action all Councillors.**

**4.3.** Letter of invitation to Cllr Parsons, Chairman, to attend a briefing event on the Outstrays to Skeffling managed realignment scheme at Patrington Village Hall on 30<sup>th</sup> January 2019. The meeting was attended by J Billaney, Parish Clerk, who provided a brief overview of the content and key issues:

- The realignment will replace marginal wetlands on the south bank of the river which are impacted by ports developments
- Results of the geological and tidal survey indicate that the land between Outstays and Skeffling was the only place on the estuary where the habitat could be successfully recreated
- Councillors at the briefing indicated support for creation of wildlife habitat, but expressed concern regarding loss of arable farmland
- Councillors from villages along the A1033, particularly Patrington, expressed concern about the impact of plant, machinery and traffic on villages, local schools, safety of footpaths and access to the development via residential streets, for example Humber Lane, Patrington.
- Public Drop-Ins to take place 5<sup>th</sup> – 7<sup>th</sup> February, Including an Archaeological Presentation on 7<sup>th</sup> February in Welwick Village Hall, 6.30pm

**4.4** Email from Simon Clark, Elections Manager, East Riding of Yorkshire Council, notifying Councillors, Clerks and potential candidates of the dates of briefings for people who wish to stand as Town and Parish Councillors in the forthcoming elections. It was highlighted that those **wishing to continue as councillors would be required to complete nomination documents and return them to County Hall by 4.00 pm on 3<sup>rd</sup> April 2019. (Noted)** Elections to form an agenda item for the next meeting. **Action Clerk.**

**4.5** Letter form WP Everingham, Memorial Masons, requesting approval to erect a headstone for Phyllis Thompson. **Approved.**

**4.6** Email form Matthew Buckley, Head of Legal and Democratic Services, ERYC, sharing key outcomes and best practice recommendations of the Local Government Ethical Standards Review. **Noted.**

## 5. Accounts for Payment:

It was resolved that the following accounts be approved for payment for the month of February 2019:

Clerk	Salary	£ 875.00
HMRC	Tax & NI Clerk	£ 50.73
BT	Business Line	£ 86.82
J Billaney	Reimbursement Cash Box, Stationery, Printing etc.	£ 56.15
J Billaney	Printing Ink	£ 27.00
SLCC	Election Training	£ 15.00
HAPS	Grounds Maintenance	£ 877.00
J Pockley	Compost & Fertilizer	£ 198.97
Brook St Ltd	Street Cleaning	£ 388.52
Feeney Clean	Bus Shelters	£ 50.00
Wel Medical	Defibrillator (adj)	£ 133.00
Yorkshire Water	Water Rates	£ 104.30
R Haxby	Reimbursement Plants	£ 35.98

**Total Cheques £ 2,871.47**

### 5.1. Receipts:

C. Fewster & Son	Interment Fees (Ashes) PT	£ 275.00
W.P Everingham & Sons	Memorial Stone PT	£ 66.00
		<b>£ 341.00</b>

## 6. Planning Matters & Development

**6.1** Application Ref: 19/00339/PLF. Erection of a single storey extension to the side with pitched roof and conversion of existing garage to wet room and store to number 24 Maister Road, Keyingham HU12 9SG. Cllr Thompson declared an interest and left the meeting during the discussion of this application. It was resolved to support the application, with due consideration to comments which may subsequently be raised by owners of neighbouring properties.

**6.2.** Application Ref: 19/30056/CONDET Submission of details required by conditions, 3 (finished floor levels) 5 (disposal of sewage) and 6 (external materials).

No 6. The Lees, Keyingham, HU129TX. **Noted without comment.**

**6.3** Application Ref: 19/30057/CONDET Submission of details required by condition 3 (commencement of works) Land South West and East of Austrothy House, Ottringham Road, Keyingham. HU12 9RX. **Noted without comment.**

## 7. Reports from Representatives of Sub Committees:

### a) Playing Fields

a1. It was noted that following the purchase of Drainage Crates for the Saltaugh Road Amenity Area all three quotes had now been received and were considered in turn. It was agreed that each of the potential contractors would be asked to submit the following additional information:

- To provide references

- To confirm that the quote reflected the total value of the work (including all materials, labour, hire of any ancillary equipment, risk assessments, permissions/ approvals from adjacent landowners, method statements, enablement and restitution.
- To confirm the timescale for the work, commencement and completion dates.

**Action Clerk.**

a2. It was noted that requests for quotes for repair or replacement of floor covering beneath play equipment in Saltaugh Road Amenity had not yet been received. Councillors suggested 'Proquip' or 'HAGS,' local contractors and/or the 'Clerk's Network' for recommendations. **Action Clerk.**

b) Allotments

b.1 It was noted that almost all of the previous allotment holders had expressed a wish to continue to lease plots. Most had now paid their annual rental fees and despite the disappointment of break-ins, were looking forward to raising crops in 2019.

Updated Allotment Plan to be circulated at the next meeting. **Action Clerk.**

b.2 A query was raised by an allotment holder with regarding the existence of an allotment association. It was confirmed that the allotment association had been disbanded some time ago and was no longer active. It was further confirmed that all rental monies were paid directly to the Parish Council, and that the association had existed independently of the PC.

c) War Memorial

c.1 It was noted that the wreaths that had worked loose, had been secured and would remain in position until May.

d) Churchyard

d.1 it was confirmed that the pruning of trees in St. Nicholas Churchyard was scheduled to take place on Friday 15<sup>th</sup> and Monday 18<sup>th</sup> February. **Complete.**

e) Cemetery

e.2 It was agreed that the perimeter hedge of the Cemetery bordering 'Broadacres' would require reduction in height to improve access to graves closest to the hedge, and to prevent green mould gathering on headstones. Councillors asked that Mr Kirk confirm that he has the necessary equipment to complete this work and commence as soon as practicable. **Action Clerk.**

e.3 It was noted that the graves of some of the more recent burials required 'topping up' Mr Kirk to be informed. **Action Clerk.**

e.4 In response to a request raised by the daughter of a recently deceased resident it was resolved to permit the burial of ashes as requested. **Action Clerk**

f) Streets & Verges

f.1 It was noted that the Bus Shelter outside Horrocks Court, close to the Ship PH, had been vandalised. The lower Perspex panel was broken and would need to be replaced. Councillors requested replacement of the panel with a metal sheet to prevent further damage. It was resolved to obtain a quote for the repair. **Action Clerk.**

f.2 Councillors requested that an approach be made to ERYC Highways Dept to request white lines be laid down at the junction of Waudby Garth Road and Seymour Road, to indicate stop lines and right of way to prevent possible collisions. **Action Clerk.**

f.3 It was noted that there had been two further instances of Fly-Tipping around the recycling depot on Dam Lane. Once reported these had been responded to quickly. It was resolved to request PCSO to make a more frequent presence as a deterrent.

**Action Clerk.**

f.4 it was noted that the road signs at the entrance to Maude Close and Waudby Garth remain broken/damaged. Approach be made to ERYC Highways Dept to request repair.

**Action Clerk.**

f.5 It was with considerable sadness that the Council received news of the death of Mr Mick Wilkin, who had provided services to the Council for some time, and who was a well know and respected member of the local community. Councillors asked that a letter of condolence be sent to Mrs Wilkin and family. **Action Clerk.**

g) Boyes Lane

g 1. Cllr Lawton confirmed that the picnic table being manufactured for Boyes Lane would be completed and in situ by the end of March.

h) Village Plan

h. 1. Plants purchased to replace those lost to frost and 'damping off'. (*Item 4.1 refers*)

h.2 The Clerk reported that an appointment to meet the Headteacher and School Manager, regarding the siting of the Defibrillator was scheduled for 27<sup>th</sup> February. While continuing to pursue this option it was resolved to continue to investigate other potential locations.

**8. Councillors Forum: Information and Future Business**

**8.1** Update on KPC Website: *Deferred to next meeting.*

**8.2** Priority item for the Agenda of the meeting on 13<sup>th</sup> March:  
Election of Town and Parish Councillors – process and timescales.

Date and time of next meeting: **7.30pm Wednesday 13<sup>th</sup> March 2019.**

*Please notify the Clerk of items for the agenda by Wednesday 6<sup>th</sup> March 2019.*