

KEYINGHAM PARISH COUNCIL

Chairman 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 Wednesday 14th July 2021.

Present:

Cllr M. Smith (Chair)
Cllr J. Lee
Cllr R. Lawton
Cllr L. Maxwell
Cllr R. Thompson

Apologies:

Cllr D. Clark
Cllr J. Clark
Cllr J. Duncan
Cllr M. Ward

1. Public Participation:

- 1.1 Cllr. Claire Holmes ERYC introduced herself to the members of the PC and public in attendance and offered further reassurance on the traffic survey at the crossroads of Main Street and Station Road following the recent road traffic incidents. Cllr. Holmes explained that the situation continued to be one waiting for all lockdown measures to be removed to ensure that traffic flow could be assessed at maximum capacity and that traffic survey instrumentation was being installed along sections of the A 1033 to assess traffic flow along its length.
- 1.2 Cllr. Holmes also offered an update on the recent multi-agency meeting between Cllr. Claire Holmes, Cllr. Lyn Healing, ERYC Environmental Protection Team, Police, Keyingham Parish Council and homelessness Charity Emmaus. Cllr. Holmes explained that although the proceedings of the multi-agency meeting were confidential she was able to confirm that actions were being taken to provide support to the individual sleeping outdoors in Keyingham and to the residents of Keyingham.
At the request of Cllr David Clark, *prior to the meeting*, Cllr Holmes agreed to follow up the request for Street cleaning support from the ERYC Environmental Protection Team.
- 1.3 [RH] attended to address Council, ask questions and listen to discussion; agenda item 7g. Boyes Lane Recreation Field.
A copy of the statement and questions, with responses is appended to the minutes – Appendix 1.
- 1.4 [ES] attended to listen and ask questions regarding item 7g. Boyes Lane Recreation Field.
- 1.5 [MS] attended to listen and ask questions regarding item 7g. Boyes Lane Recreation Field.
- 1.6 [DM] attended to listen and ask questions regarding item 7g. Boyes Lane Recreation Field.
- 1.7 [DC] attended to listen and ask questions regarding item 7g. Boyes Lane Recreation Field.

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

7g. Boyes Lane Recreation Ground (*brought forward for public participation*)

Once the meeting was formally opened the Chairman proposed that Item 7g. Boyes Lane Recreation Field be brought forward on the agenda, for the benefit of the members of public present.

It was further proposed that items of correspondence relating to item 7g. also be brought forward as they contained related matters.

Council members listened to a statement read by [RH] describing concerns raised by members of the public who expressed reservations regarding some of the activities being proposed. A series of questions regarding the appropriateness of planned activities were listed and responses requested (*See Appendix 1.*) Objections were raised in relation to Camping, Car Boot Sales and Concerts, questioning whether they were consistent with the aims of the Boyes Lane Recreation Ground Charity Scheme.

In response to questions previously raised regarding the soil brought from Saltaugh Road to create a BMX track it was confirmed that as it had not been used as a bike track it would be removed and that the matter of its removal was in hand, but that the lead-time for contractors with suitable equipment was presently 8 - 12 weeks. It was **resolved** to remove the soil. **Action Clerk & Cllr Lee.**

In response to issues previously raised regarding access it was noted that adjustments to the gate had already been made to improve access for people with disabilities, prams and bicycles and that quotes for work to improve it further were being sought. It was resolved to improve access. **Action Clerk & Cllr Lee.**

At the last meeting the following issues were raised and an update on progress was offered as follows:

1. The need to improve access for wheelchairs, prams & bikes **Actioned.**
2. Removal of surplus soil/BMX track. **In progress.**
3. Opportunity for residents to contribute to future planning and management of the area. **In Progress**
4. Achieving a consensus while meeting the needs of different user groups. **Continuing.**
5. Upholding the aims and purpose of the scheme. **Continuing**

A summary of actions taken by Councillors and Trustees in response to emails, meetings, petitions, telephone calls and formal and informal engagement over the last two months was given by the Clerk.

It was explained that as a result of questions raised by the public the PC had undertaken a detailed investigation of its obligations in relation to the Boyes Lane Recreation Ground Charity.

Taking on board advice from the Local and National Councils Associations the following would become guiding principles for future operation of the charity.

- All Parish Councillors will automatically be Trustees of BL Recreation Ground Charity (This is the Charity Commission's preferred approach to ensuring continuity and consistency of Trusteeship)
- The roles of Councillor and Trustee will be separate – two different 'hats'
- The Trustees will hold a separate meeting (from the PC) to be held quarterly including an AGM.
- Only the Trustees can vote on matters affecting Boyes Lane Recreation Ground
- The Trustees define 'Recreation' and what activities take place in accordance with the object/purpose of the Charity

- A 'Residents Group' can be formed, however, only the Trustees are eligible to vote on matters affecting the Charity
- The Chair of Trustees will continue to be different person from the Chair of the PC.
- The use of 'zoning' of the space was proposed by the Local Councils Association as a means of meeting the needs of different user groups and supporting a wider range of activities

Referring to the Boyes Lane Charity Scheme Document (504147) the Chairman of the Trustees, Cllr. Lee, explained that the stated object of the charity as being:

“in the interests of social welfare, to improve the conditions of life for the inhabitants in the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a recreation ground” interpreting the object as ‘an inclusive space for residents of Keyingham which could be used for a range of needs and purposes’

Cllr. Lee stressed the wording of the description of the object/purpose of the Charity as being ‘*the provision and maintenance of a recreation ground which could be used for a range of needs and purposes*’ and as such could be used to provide activities requested by residents for their recreation and enjoyment including musical events and sales, not just for any funds they may raise, but as a recreation activity in itself.

Members of public attending the meeting drew attention to the wording of the web-based listing for the Boyes Lane Recreation Ground Charity 504147, p1. Charity Overview – *Activities: how the charity spends its money: ‘Provide a wildlife/rural area and recreation facility to encourage local interest in wildlife Fauna and Flora. School targeted also.*

It was noted that the description of activities on the web-based document (above) was an accurate reflection of activity and expenditure over the last year supported by placing of wildlife cameras, planting of trees and shrubs, maintenance of grassy areas and engagement with the School on potential future projects.

Members received the following items correspondence brought forward from item 4.

4.1 – 4.12 The Clerk shared correspondence received from 12 residents who had contacted to Council to raise concerns relating to the following:

- Objections to the holding of live music events, markets and car boot sales on the Boyes Lane Recreation Ground
- Decision-making processes and lack of consultation regarding the proposed events
- Objection to the proposal to have an electrical supply on the Boyes Lane Recreation Ground
- Objection to camping on Boyes Lane Recreation Ground
- Objections to increased traffic on Boyes Lane itself associated with events
- Objection by a local business regarding potential loss of income associated with events
- Objection to Noise associated with events
- A copy of the statement and petition signed by residents of Boyes Lane, shared by [RH] was admitted into record

A brief summary of each letter was shared and noted. (The names of individuals were not shared publicly).

Included in a number of the letters were expressions of disappointment over the loss of the beehives from Boyes Lane Recreation Ground and the suggestion that events could be held on Saltaugh Road Amenity area instead of Boyes Lane Recreation Ground. Councillors responded to explain that Saltaugh Road Amenity Area was leased by Holderness Vikings and that the pitches would need to be preserved from damage in order to ensure a safe playing surface. It was explained that Saltaugh Road was also a residential area of the village where noise may be a cause of concern to residents.

A recurring theme in the letters was the belief that the field had been placed 'in trust' to the village as a nature reserve, and that the proposed activities were not consistent with this intention. It was **resolved** to investigate the original gift of land and anyone with documentation which may confirm this, be invited to bring it forward.

Cllr. Lee reiterated that the area was officially designated as a Recreation Ground.

4.13 The Clerk shared an email received on 14th July, immediately prior to the meeting, from ERYC Planning Dept. The email contained a letter indicating a possible breach of planning regulations relating to buildings and structures on the Boyes Lane Recreation Area. It was **resolved** to contact the Planning Dept to seek clarification as soon as possible the next working day. **Action Clerk.**

4.14 Members received a letter a letter of thanks from [CB] who has planted two Oak Tree saplings on Boyes Lane Recreation Ground in memory of a former resident [JG]. The email extended special thanks to Cllr. Lawton for facilitating the process and providing tree guards for the trees until they were established.

In accordance with advice received from the local council's association it was **resolved** to separate the functions of Councillor and Trustee and to hold separate meetings at quarterly intervals.

It was **resolved** to investigate and consider all matters raised by the public at the meeting of the Trustees immediately following the Council Meeting and to issue a Trustees Statement on or by 30th July 2021 which would be made available via the PC website. **Action Trustees.**

Members of the Public were thanked for their attendance, time and attention to matters relating to the Boyes Lane Recreation Ground.

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting of Keyingham Parish Council held on Wednesday 16th June were approved.

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

4. Correspondence *continued:*

4.15. Members received, with regret, a letter of resignation from Cllr. David Dooley.

The Chair recorded a vote of thanks to Dave for his contribution and requested that a letter of thanks be sent from the Council on behalf of the PC and Parish of Keyingham. **Action Clerk.**

4.16. Email from [AB] requesting permission to hold a children's party with Bouncy Castle on Saltaugh Road Amenity Area on 21st July. It was **resolved** to 'agree in principle' subject to confirmation of the name of the company providing the inflatable and a copy of their public liability insurance and provided that the event did not impact on the Vikings Rugby Club events or fixtures. **Action Clerk.**

4.17. Email from [KB] requesting the replacement of a bin next to the bench on the Village Green. It was **resolved** to purchase a new bin from ERYC. **Action Clerk.**

4.18 Email from [TT] requesting the planting of memorial trees for two residents [JT & AT] who had recently died.

It was noted that a tree had already been planted on the Allotments in their memory. It was **resolved** to support the planting of further memorial trees on Boyes Lane Recreation Ground or Saltaugh Road Amenity area if residents wished to do so. It was also noted that plans to site a memorial bench on Saltaugh Road Amenity Area, in conjunction with Holderness Vikings, would be progressed after the full easement of lockdown measures.

5. Accounts for Payment It was resolved to pay the following:

Accounts received in June for Payment in July 2021

| Payee | Description/Reference | Net | VAT | Total | A/C Ref |
|-----------------------|---|--------|--------|------------------|---------|
| J Billaney | Clerk's Salary | | | 973.40 | P01 |
| HMRC | NI for Clerk | | | 74.39 | P01 |
| | | | | - | |
| | Total | | | 74.39 | |
| BT (STO) | Business Line for Parish Clerk: calls, rental, internet charges | 44.95 | 8.89 | 53.84 | P20 |
| J Billaney | Printer Ink | | | 16.00 | P08 |
| | Postage | | | 15.84 | P08 |
| | Total | | | 31.84 | |
| HAPS (STO) | Grounds Maintenance | 730.83 | 146.17 | 877.00 | P11 |
| Brook Street Ltd | | | | | P31 |
| | | | | | |
| | | | | | |
| | Total | | | Nil | |
| Water Charges (DD) | Saltaugh Road | | | | P03 |
| | Cemetery | | | | |
| | Boyes Lane | | | | |
| | Total | | | Nil | |
| T Welford | Removal of Moles | 70 | | 70.00 | P17 |
| Sunk Is. Gdn.Ctre. | Summer Bedding | 104 | | 104.00 | P16 |
| P Feeney | Bus Shelters | 50 | | 50.00 | P32 |
| Total Payments | | | | £2,234.47 | |

Receipts

| | | | |
|-----------------------|-------------------------|-----------------|--|
| ERNLLCA | Refund | 20.00 | |
| Northern Power | Goodwill Payment | 585.00 | |
| WP Everingham | Memorial Stone [BH] | 66.00 | |
| Brook Street | Refund: Final Rec. [DK] | 53.28 | |
| J & E Horton | Burial Fees plot GR48 | 330.00 | |
| Total receipts | | 1,054.28 | |

6. Planning Matters & Developments:

6.1 21/02033/PLF Erection of a single storey extension following demolition of an existing conservatory to 6 Landale Drive Keyingham. HU12 9TG. It was resolved to **support** the application subject to any comments by neighbours.

6.2 21/02189/PLF Erection of a two storey extension to the rear following part demolition of existing, to 6 Beck lane Keyingham. HU129RG. It was resolved to **support** the application subject to the consideration of any comments by neighbours.

7. Reports from representatives of Committees:

a. Playing Fields:

(i) It was confirmed that the work to repair the zipwire had been confirmed and the parts would be delivered to the local company who would carry out the repair/installation on behalf of the manufacturer.

Action Clerk & Cllr Lee.

(ii) It was confirmed that work to prune the Trees on Eastfield Road Amenity Area was in progress. Trees bordering the roadside had been pruned and those at the rear and side of the field were due to be completed within the following week.

b. Allotments: It was noted three allotment holders has received a reminder to tidy their plots.

c. War Memorial: No new matters to consider.

d. Churchyard: No new matters to consider

e. Cemetery: Planting of summer bedding completed.

f. Streets & Verges: It was noted that there had been one response to the advert for a Street Cleaner
Action Clerk.

g. Boyes Lane (*brought forward on the agenda*)

h. Village Plan: No new matters to consider.

8. Councillors Forum: Information & Future Business:

8.1 It was noted that there had been five expressions of interest in Councillor vacancies to date. The statutory notice period would begin at 12.00 noon on 15th July and conclude at 12.00noon on 3rd August.

8.2 It was **resolved** to remove the review of the Standing Orders from the agenda for the time being.

Priority items for the next agenda include:

- Councillor Vacancies
- Street Cleaner Vacancy

Date and time of next meeting: **Wednesday 8th September 2021 Keyingham Village Hall.**

Please notify the Clerk of items for the agenda by 5.00pm on 1st September 2021.