

## KEYINGHAM PARISH COUNCIL

Chairman Cllr D Clark  
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Keyingham  
HU12 9SN  
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Clerk Julia Billaney  
Saxby Cottage  
Ottringham  
HU12 0AL  
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### Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Wednesday 8<sup>th</sup> September 2021.

#### Present:

Cllr D. Clark (Chair)  
Cllr J. Duncan  
Cllr J. Lee  
Cllr R. Lawton  
Cllr L. Maxwell  
Cllr M. Smith  
Cllr M. Ward

#### Apologies:

Cllr J. Clark  
Cllr R. Thompson

#### 1. Public Participation:

- 1.1 Cllr. Claire Holmes ERYC introduced herself to the members of the PC and public in attendance and offered an update on progress regarding the traffic flow and road safety issues being pursued following the recent serious accidents on the A1033, including those occurring within Keyingham itself but also those occurring within 5 miles of Keyingham on other stretches of the A1033. Cllr Holmes explained that a conference had been requested with Humberside Police, ERYC Highways Department and ward councillors to agree a way forward. It was **confirmed** that representatives of the Parish Council would also be invited to join the meeting.
- 1.2 Highlighting the persistent issues of inappropriate parking and manoeuvre's, including three-point turns, at the cross-roads and beside the zebra crossing, Councillors enquired whether it was possible to secure prosecutions using pictures and it was confirmed that this may be possible if the images were sufficiently detailed. Parish Councillors agreed to support the police with enforcements and promote awareness within the village. Councillor Holmes requested that the police be informed, giving as much detail as possible based on which the Police may be able to issue a notice to the registered keeper of the vehicle under Section 172 of the Road Traffic Act. Cllr. Holmes pledged that she would continue to support actions to improve safety in this area.
- 1.3 Parish Councillors shared with Cllr Holmes images of vehicles parked in an inconsiderate manner on Station Road, Keyingham, Highlighting the issue of parking on verges and pavements in and around Keyingham. Cllr. Holmes agreed to contact ERYC regarding the issue of parking spaces on the Northfield Housing Estate and access road emerging onto Station Road to seek solutions regarding the lack of parking spaces available. Councillors agreed to provide an update at the next meeting.
- 1.4 [DC] attended to address Council, ask questions and listen to discussion. A copy of the statement was left with the Clerk. It was resolved to provide responses to the questions. **Action Clerk.**  
*A copy of the questions, with responses is appended to the minutes – Appendix 1.*
- 1.5 [ES] attended to listen to discussion.

1.6 [DM] attended to listen and ask questions. A request was made, to be addressed to the Trustees of Boyes Lane Amenity Field Charity at the next meeting, to make available to the public, records of any funds which are *separate and distinct* from those precepted for, recorded and published by the Parish Council. It was explained that all Parish Council income and expenditure is recorded, audited and published on the website.

1.7 [DCr] attended to listen to discussion.

1.8 [ECr] attended to listen to discussion.

## 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 Wednesday 15<sup>th</sup> July were approved.

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

## 4. Correspondence

4.1 Email from [DF] Humberside Police notifying PC of change in role. **Noted** with thanks.

4.2 Email from [DC] Resident of Scruton Drive regarding vandalism a tree and flowers at the entrance to Scruton Drive. It was confirmed that the incident had been reported to the police.

4.3 Letter from the Friends of St Nicholas Church re: Remembrance Event, Poppy Display, and Flower display form 5<sup>th</sup> -15<sup>th</sup> November 2021. It was confirmed that KPC would provide a display as usual.

### **Action Clerk & Cllr Lawton.**

4.4 Request from [SM] for metal detecting on Boyes Lane. It was agreed to refer the request to the Trustees of the Boyes Lane Recreation Ground Charity following completion of request form. **Action Clerk.**

4.5 Email from [JR] Churchwarden, St Nicholas Church requesting support from the PC to apply for a street closure for a remembrance parade on 14<sup>th</sup> November 2021. **Resolved. Action Clerk.**

4.6 Email from resident [KM] showing parking on verges and grass on Station Road, opposite the entrance to Northfield, highlighting the issue of parking and the potential hazards to road users and pedestrians in this area. It was resolved to seek the support of Cllr Holmes to engage ERYC Housing and Highways departments to investigate possible solutions to the current parking issues. It was noted that a notice recently erected by ERYC, in the grassed area inside the entrance to the Northfield Estate, prohibiting parking on the grassed area, may have contributed to the congestion on areas of the roadway. Councillors discussed possible solutions including the creation of a hardstanding area designated for parking.

### **Action Clerk. & Cllr. Holmes.**

4.7 Email from the Woodland Trust confirming successful application for Trees and Shrubs to be delivered in March 2022. A joint planting project with Keyingham Academy, youth groups and KPC.

**Noted with thanks.**

## **Accounts received in July for Payment in August 2021**

*(Previously posted on the PC website under 'Accounts')*

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

### Accounts received in August for Payment in September 2021

Payee	Description/Reference	Net	VAT	Total	A/C Ref
J Billaney	Clerk's Salary			<b>973.40</b>	P01
HMRC	NI for Clerk			74.39	P01
				-	
	<b>Total</b>			<b>74.39</b>	
BT (STO)	Business Line for Parish Clerk: calls, rental, internet charges	44.45	8.89	<b>53.34</b>	P20
J Billaney					P08
	<b>Total</b>			<b>Nil</b>	
HAPS (STO)	Grounds Maintenance	730.83	146.17	<b>877.00</b>	P11
Brook Street Ltd					P31
	<b>Total</b>			<b>Nil</b>	
Water Charges (DD)	Saltaugh Lane				P03
	Cemetery				
	Boyes Lane	9.98		9.98	
	<b>Total</b>			<b>9.98</b>	
Village Hall	Hall Hire May, June, July			<b>91.50</b>	P22
P Feeney	Cleaning Bus Shelters	50		<b>50.00</b>	P32
<b>Total Payments</b>				<b>£2,129.61</b>	

#### Receipts

Brook Street	* Statement still showing credit	53.2 CR
<b>Total receipts</b>		<b>Nil</b>

**5.1 Conclusion of Audit:** It was confirmed that the letter of conclusion of audit for the Parish Council Accounts 2020/21 had been received from the External Auditor, PKF Littlejohn, and would be posted on the website and in the Notice Board following the meeting. **Noted.**

## 6. Planning Matters & Developments:

- 6.1 21/02757/PLF Erection of a first-floor extension to side of Ganymede, 25 Ebor Manor, Keyingham. HU12 9SN. It was resolved to **support** the application subject to any comments by neighbours.
- 6.2 21/02906/PLF Erection of a replacement detached garage at 3 Compton Drive, Keyingham. HU12 9RR. It was resolved to **support** the application subject to any comments by neighbours.
- 6.3 21/03177/PLF Erection of single storey extension to the rear of 12 Osbourne Drive, Keyingham. HU12 9SL. It was resolved to **support** the application subject to the consideration of any comments by neighbours.
- 6.4 21/02285/STVAR (Variation to Condition 33) Erection of 22 dwellings on land the south-west of 'Austrothy House', Ottringham Road, Keyingham HU12 9RX.
- 6.5 21/02651/PAD Display of a free-standing notice board. (*Location/ address as above*)
- 6.6 21/02333/VAR (Variation to condition 4) Erection of 9 dwellings (*Location/ address as above*)

Following discussion of this development and suite of planning documentation it was **resolved** as follows:

1. To request a full set of site plans with access and egress for each dwelling, including parking spaces.
2. To request a site meeting with the developer to clarify the above.
3. To respond via the planning portal to request an extension of the 30mph limit along the A1033.
4. To raise concerns regarding road safety issues bearing in mind the likely increase of traffic in the area associated with this development and recent serious accident at this specific location.

Cllr. Holmes reminded the Parish Council that they could request that the plans be reviewed by Planning Committee. **Action Clerk.**

## 7. Reports from representatives of Committees:

### a. Playing Fields:

It was confirmed that the formal quote for the repair of the zipwire would be received at the next meeting. **Action Cllr Lee.**

It was noted with thanks to Cllr Ward and Cllr Lawton that repainting of the play equipment on Eastfield Road was underway. Cllrs requested that a letter of thanks be sent to Crown Paints for donating the paint and materials. **Action Clerk.**

### b. Allotments: It was **resolved** to obtain new combination locks for each of the three taps. **Action Clerk.**

### c. War Memorial: It was **resolved** to support remembrance events (*items 4.5 & 4.5 refer*)

### d. Churchyard: *No new matters to consider*

### e. Cemetery: It was **resolved** to order Autumn / Winter bedding. **Action Cllr. Lawton & Clerk.**

### f. Streets & Verges:

(i) Councillors were pleased to note that the post of Street Cleaner had now been filled and the new postholder was scheduled to start work before the next meeting. **Noted.**

(ii) It was **resolved** to replace the broken panel in the bus shelter opposite the Ship PH.

**Action Cllr Lawton & Cllr Lee.**

(iii) Cllr. D. Clark shared a proforma for reporting of antisocial behaviour to ERYC, the police and other appropriate agencies. It was resolved to add a link to the form to the website under 'external links'

**Action Cllr. Smith.**

### g. Village Plan: *No new matters to consider.*

## 8. Councillors Forum: Information & Future Business:

- 8.1 Councillors considered and approved the Draft Policy/ Application to hold an event or activity on Council land. It was **resolved** to introduce the policy with immediate effect and review annually or as required during the first year of operation.

- 8.2** Councillors considered and approved the **Draft Policy for responding to complaints**. It was **resolved** to introduce the policy with immediate effect and review annually or as required during the first year of operation.
- 8.3** Councillors considered and approved the **Draft Policy for responding to vexatious complaints**. It was **resolved** to introduce the policy with immediate effect and review annually or as required during the first year of operation.
- 8.4 Update on Parish Council Elections:** It was noted that there were 7 candidates who had successfully met the candidacy requirements themselves for the four vacancies on Keyingham Parish Council. The election would take place on 30<sup>th</sup> September in the Village Hall. Polling cards were being sent to all residents of Keyingham eligible to vote and requests for postal votes would need to be lodged by 15<sup>th</sup> September. The Clerk confirmed that the official statement of persons nominated for election, as supplied by ERYC Electoral Services, would appear in the notice board and on the website at 12.00 midday on 12<sup>th</sup> September.

The Chairman thanked the candidates for putting themselves forward and wished them well in the forthcoming election.

It was agreed that the next meeting of the Parish Council would take place on 13<sup>th</sup> October at 7.30pm in the Main Hall of the Village Hall, to be followed by a meeting of the Trustees of Boyes Lane Recreation Ground Charity.

It was agreed to hold A 'New Councillor Induction' meeting with the Chairman and Vice-Chairman on 6<sup>th</sup> October at 7.00pm in The Rainbow Room.

**8.5** It was noted with sadness that Mrs Jean Smith, the wife of former Parish Councillor and Chairman, John Smith had passed away. Councillors recorded their sincere condolences to John and family.

Priority items for the next agenda include:

- Training for New Councillors
- Public Information Policy
- Precept Setting

Date and time of next meeting: **Wednesday 13<sup>th</sup> October 2021 at 7.30pm Keyingham Village Hall.**

*Please notify the Clerk of items for the agenda by 5.00pm on 6<sup>th</sup> October 2021.*

## **Appendix 1. to the minutes of the meeting of Keyingham Parish Council 8<sup>th</sup> September 2021.**

### **Responses to questions requested by [DC] (*Item 1.4 refers*)**

1. It was stated at the last PC meeting that the piles of waste on the field were going to be removed, could the council give us a date when this is going to happen?

The Parish Council has approached local farmers and owners of land close to the Boyes Lane Recreation Ground to investigate cost- effective options for removal of the soil. Due to harvest and the hiring out of equipment during this time the earliest the soil could be removed was mid to late October. The use of heavy plant and machinery in wet weather presents difficulties as it can damage the field.

The PC precept £1000 each year for the maintenance of the Boyes Lane Recreation Ground. The cost of removal of the soil will need to be considered alongside the costs associated with retrospective planning permission. For these reasons it is difficult to give a precise date when the soil will be removed or dispersed.

2. When is the stage with the stolen pallets going to be dismantled so the pallets can be returned to their rightful owners?

The Parish Council contacted Chep Pallets by telephone and by email and no further action is required.

3. When the Parish Council have applied for retrospective planning permission will there be notices up to give people the opportunity to object?

The process following application is managed by ERYC Planning Department. All standard processes such as timescales, stages and the posting of notices will be managed by them as usual.

4. Are the proposed volunteers for the field going to be allowed any input into the development of the field or will they just have to tow the line of the Boyes Lane Committee?

The mechanisms for engagement with and by the Volunteers Group will need to be explored at the Trustees meetings.