

## KEYINGHAM PARISH COUNCIL

Chairman Cllr J Parsons  
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Keyingham  
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Clerk Julia Billaney  
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Ottringham  
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### **Confirmed Minutes of the meeting of Keyingham Parish Council held in the Village Hall Keyingham on 12<sup>th</sup> September 2018.**

#### **1. Present: Cllr J. Parsons, Chair**

Cllr J. Clark  
Cllr D. Dooley  
Cllr L. Haxby  
Cllr J Kinnear  
Cllr R. Lawton  
Cllr S. Moss  
Cllr R. Thompson  
Cllr S. Tindall

#### **2. Apologies:**

Cllr J. Lee  
Cllr D. Clark  
Cllr L. Maxwell  
Cllr M. Sigston

#### **3. Confirmation of Appointment of Parish Clerk**

Prior to the commencement of the published agenda, Ms J Billaney left the meeting for Councillors to consider and ratify the appointment of the new Clerk.

It was resolved that Ms J. Billaney be appointed Clerk to the Parish Council.

The Chair thanked the Vice Chair, Cllr Lee, for overseeing the appointment.

#### **Public Participation**

The Parish Council received a representation on behalf of residents of Ottringham Road, Keyingham, with regard to the proposed development of a dwelling, 'The Croft', planning reference: [Ref 18/02381/PLF](#)

#### **4. 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 S. Tindall : Allotments  
Cllr S. Moss: Waudby Garth  
Cllr J. Clark: Planning/Developments

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

The minutes of the meeting held on Wednesday 8<sup>th</sup> August were approved with the following amendments:

It was resolved that the record of Item: 7. Accounts for Payment, should be amended to reflect the agreement of the sum of £2,000 allocated to the purchase of equipment for the new Clerk.

## Matters Arising from the minutes not covered by the agenda

None noted.

## 6. Correspondence

6.1 Cllr R Thompson, Change of Address.

6.2 KCOM credit note for £44.62 to be reclaimed. **Action** Clerk to contact KCOM.

6.3 ICO confirmation of receipt of data protection fee ref: ZA200069

6.4 ERNLLCA Newsletter

6.5 Invitation for Councils to NCLA Annual Event

## 7. Accounts for Payment:

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

J Simpson	Salary, inc. holiday pay	£1,129.91
HAPS (1)	Gardening Contract	£877.00
HAPS (2)	Clearing Allotment Plots	£288.00
Yorkshire Water	Playing Fields	£13.70
Yorkshire Water	Cemetery	£08.23
Yorkshire Water	Boyes Lane	£06.36
Keyingham VH	Village Plan Steering Gp.	£18.00
Keyingham VH	PC Meetings	£72.00
Brook St LTD	Agency Fees	£388.52
Feeney Clean	Bus Shelter Windows	£50.00
	<b>Total Cheques</b>	<b>£2,851.72</b>

Imprest	Petty Cash	£49.40
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### 7.1. Receipts:

Mr P Castle	Interment of Ashes	£200.00
Mrs S Edwards	Interment of Ashes	£200.00
Mr & Mrs Barratt	Allotment Rent	£33.00
Mr & Mrs Haxby	Donation for Defibrillator	£1000.00
(on behalf of Keyingham Neighbourhood Watch)		

The Chair thanked Mr & Mrs Haxby and the 'Neighbourhood Watch' for their dedicated efforts and generosity.

**Action** Clerk to send a note of thanks to Mr and Mrs Haxby on behalf of the Parish Council and residents of Keyingham.

### 7.2 Amendment to Bank Mandate

It was resolved to complete and submit the bank mandate and related documentation following the return of documentation from Mr A. Johnson, Auditor.

### 7.3 Audit Statement

A confirmation statement from Messrs Littlejohn, External Accountants, emailed immediately prior to the meeting, was received and noted.

### 8. Planning Matters & Developments

#### 8.1. Planning Application: Ref 18/02381/PLF 'The Croft', Ottringham Road, Keyingham.

Erection of a dwelling and realignment of farm access, with footpaths at either side.

It was resolved to raise an objection to the proposed development of the following grounds: The proposed dwelling was not in keeping with other adjacent properties and was likely to impede pedestrian and vehicular access to existing buildings. **Action** Clerk to comment on ERC website.

#### 8.2 Change of use of Church Hall Ref DC/16/03621PLF St Nicholas Church Rooms, Ings Lane, Keyingham. It was resolved to support the proposal.

ERYC Decisions: Ref 18/01842/PLF Erection of five dwellings to include additional dwellings at 6,8,10 and 12, 'The Leys,' Keyingham. Outcome: Granted with 5 conditions.

### 9. Reports from Representatives of Sub Committees:

#### a) Playing Fields

Cllr Lawton reported that he had requested a quote for the cost of laying tarmac or similar material at the entrance to the field.

It was noted that further work would be required to prevent standing water on Saltaugh Road Playing Fields and that broken trees/tree branches also required attention.

It was reported that bird droppings on play equipment, in particular the swings, was causing a nuisance. It was resolved that deterrent strips be purchased and fitted.

**Action** Cllr Kinnear.

Cllr Kinnear reported a broken fence and gatepost bordering open fields which required urgent repair. It was resolved to instruct TC Cook to proceed to quote for the repair and carry out the work within the agreed limit of £1000.00 **Action:** Cllr Kinnear.

It was also noted that the repair to chain link fence at the Eastfield Road facility had not yet commenced. **Action:** Clerk to contact TC Cook.

#### b) Allotments

Cllr Lawton reported that G & P Howes plot would be likely to become free before the next meeting and that Mr M Blythe would be taking over the plot. **Action:** Cllr Lawton to supply details & Clerk to contact new tenants.

#### c) War Memorial

Work on cleaning and repair of the War memorial had not yet begun and was due to commence before the end of September. **Action** Clerk to contact Neil Everingham.

#### d) Churchyard

It was reported that there were some loose paving stones on the Church Path which required assessment. **Action** Cllr Lawton.

e) Cemetery

It was proposed to refresh the bulb planting to enhance the display of spring bulbs.

**Action** Cllr Kinnear to investigate cost/pricing of quantities of bulbs.

It was noted that fallen tree/branches had been removed.

f) Streets & Verges

It was noted that a paint spillage outside 46 Waudby Garth was causing concern.

Councillors discussed the possibility of contract cleaning to remove the spill. **Action**

Clerk to contact ERYC to enquire whether Highways or Environment Dept may be able to assist.

g) Boyes Lane

Cllr Lawton reported that the next items required to proceed with this development would be: tables for using outside and tarmac or suitable aggregate for the access road. It was noted that the cost of dressing the road surface varied greatly depending upon the type of material. It was resolved that this issue would form part of the discussion when the Precept is discussed at the November meeting.

Cllr Kinnear presented estimates form PJD Electrical for the supply of a generator for the Boyes Lane Amenity Area

It was agreed that further discussion of the generator and mains electricity supply to the Boyes Lane Amenity area be deferred until the November meeting to enable Cllr Lee to participate in the discussion.

h) Village Plan

It was noted that residents had commented that the Flowers beds and tubs around the village look beautiful.

The placement of plaques indicating points of historical and cultural interest were discussed, including the Wesleyan Chapel and Keyingham Cross.

**10. Councillors Forum: Information/Future Business**

**10.1** Cllr Kinnear enquired whether it would be possible to view planning applications on- line using the PC Laptop. It was confirmed that this would be possible in future meetings.

Date and time of next meeting: Wednesday 10<sup>th</sup> October 2018.

*Please notify the Clerk of items for the agenda by Wednesday 3<sup>rd</sup> October 2018.*