

Minutes relating to the Keyingham Annual Parish Meeting which was held on Tuesday 8th April 2014 in the Church Rooms at 7-30pm. It was preceded by the Boyes Lane Recreation Ground AGM at 7pm.

Present; Cllr D Clark (Chairman) Cllr L Haxby, Cllr R Lawton, Cllr J Lee, Cllr D Medforth, Cllr J Parsons, Cllr M Selby, Cllr R Thompson, Cllr S Tindall, Cllr N Whitelam.

Members of Public ; 3

PC Chairman Cllr D Clark welcomed everyone to this Annual Parish Meeting.

He then called upon Cllr R Lawton, Chairman of the Boyes Lane Committee to present his report of the Committee's efforts for the past year. He advised that there had been one or two meetings to try to move things forward. Following a funding bid meeting attended by Cllr D Clark and himself, a representative from Groundworks visited the site and felt there was potential to make the project work successfully. Unfortunately the company were unable to provide finance at this stage. It is hoped that the water supply can be extended in June/July. Thanks are extended to Cllr R Thompson for cutting the grass.

Trees have been purchased with precepted money and donations from the public. To date the following trees and bushes have been obtained:- 10 apple, 4 pear, 4 plum, 3 walnut, gooseberry bushes, blackcurrant, rhubarb and gojiberry.

Cllr Lawton mentioned that the Countryfile programme on BBC 1 on Sunday were offering free packets of wildflower seeds and wondered if council members would be keen to apply for some to donate to Boyes Lane.

Members agreed that this is a good idea and noted the web-site details.

Cllr D Medforth thought it might be an idea to offer the use of the field for the Scout Group & Brownies activities. To be pursued.

The committee were re-elected as follows. Chairman Cllr R Lawton but Cllr N Whitelam did not wish to continue as Secretary. Cllr Lawton suggested that Cllr J McCoid might do the job, in view of the fact that she has taken Minutes of the sub-committee meetings. Other members are Cllr M Selby, Cllr D Medforth and Cllr N Whitelam.

Cllr Whitelam asked why the committee were being elected at this meeting, when the list of elected Councillors are appointed at the PC AGM in May.

Clerk tried to explain that in the past the committee were elected at the Boyes Lane AGM by their members, when it included members of the public. Three PC representatives as Trustees were then appointed at the PC AGM

However as there were no members of the public who have come forward to join, the councillors who are currently on the committee could be the ones nominated at the May AGM. We will have to wait and see.

Cllr M Selby asked what happened to the Application for a Bank Account with Nat West which the former Boyes Lane Chairman Cllr P Driver was to implement.

Clerk advised that the Mandate and other Boyes Lane documents were returned to the Clerk. The Account was never opened. She asked that the Bank information should be destroyed. Proposed by Cllr D Clark, Seconded by Cllr S Tindall. Majority in favour.

Cllr D Clark thanked Cllr Lawton for his report.

Public Participation. Resident asked for any news of the post box. Clerk advised that on the day following the March PC meeting she contacted Graham Stuart MP (Min.1846) by letter enclosing all copies of e-mails between herself and Royal Mail. Copy was also sent to Cllr A Hodgson Ward

Councillor. Two days later a telephone call from the MP's secretary asked for further information and said Mr Stuart would deal with it as a matter of urgency. Possibly the post office would be the one installed first as it replaces the one on Main Street. No response from Cllr Hodgson.

b) Mr Ian Lanham, Project Manager for the Keyingham Board School updated the councillors with news from the Heritage Lottery Fund. A copy of Mr Lanham's report is attached. He explained that there might still be funds available from WREN and BIFFA, but it is difficult when the building is not owned by the KBS. Cllr L Haxby asked why the Parish Council could not pay the £130,000 required to purchase the building, but this is not feasible. (Cllr Haxby had declared a pecuniary interest as Company Director for the project)

Mr Lanham will keep the Council informed on the committee's progress.

The Clerk had contacted ERYC again regarding the state of the gardens at the old school house. She had reported that the tractors were leading straw from the farm and brushing against the overhanging branches, resulting in the gullies and kerbs being blocked with straw. A reply via e-mail was received, however, Mr Lanham advised that it was the Asset Strategy division who are responsible for the property. Chairman asked Mr Lanham to contact Mr James Timms and copy any response to the Clerk. This was agreed

Chairman thanked Mr Lanham for his report.

Chairman Cllr D Clark gave his report for the past year. Three Councillors resigned in the last 12 months and were replaced without the need for an election.

The Post Office was relocated to K& G News on Albemarle Rd. The Parish Council are in negotiations to have the post-box re-sited.

ERYC have turned down repeated requests for interactive speed signs in Keyingham due to lack of finance. However a halo has been placed on the belisha beacons at the zebra crossing.

The precept was increased this year, as no grant funding was forthcoming. There will be none next year either.

Chairman felt there was an improved atmosphere at PC meetings.

An element of support was given to Keyingham Board School Project and also to the Scouts.

The Boyes Lane Committee are progressing with their project

Speedwatch training has taken place in the village in conjunction with the Local Policing Team and a couple of councillors plus a member of the public. It appears that the operation is proving a success.

The Environment committee of the village plan are working hard to keep the planters filled as the flowers die away.

I would like to thank you all for your support during a steep, learning curve year.

End of Report.

Parish Council business then resumed.

Apologies received from Cllr N Clark (unwell) Cllr J Clark (Business meeting) Cllr J McCoid (holiday)

Min.1855..Declarations of Interest (The Parish Council Model Code of Conduct Order 2012)

to record any declarations of interest by members in respect of any items on this Agenda.

Cllr S Tindall , Cllr R Lawton,Cllr N Whitlam all non-pecuniary item 14 Allotments. Cllr N

Whitlam pecuniary for any decisions on Allotments. Cllr J Lee pecuniary for Item12 Accounts.

Cllr L Haxby Pecuniary for KBS Project.

Min.1856..Acceptance of the Minutes of the Meeting held on 11/03/2014

Councillor N Whitlam noted that his pecuniary declaration of Interest (**Min.1843**) was incorrect in

the statement "if allotment finance is discussed" Cllr J Parsons advised that the finance discussed is precepted monies and not allotment funds, therefore there is no need to declare it. Clerk asked if Cllr Whitelam wanted the statement removed, but he declined. Minute stands. Cllr Whitelam also felt that **Min.1850.2** was incorrect as he did not vote. Should have read Majority in favour. Noted Cllr S Tindall pointed out a typo on **Min.1850.2**. Should read Cllr S Tindall not Tindfall. Noted Cllr J Parsons proposed that the Minutes are Accepted. Seconded by Cllr R Thompson. Majority in favour. Cllr N Whitelam was against, Cllr S Tindall & Cllr J Lee were not at that meeting.

Min.1857...Matters Arising. There were none.

Min.1858...Correspondence.

- a... Parish News... Copied to all Councillors
- b... "Fields in Trust" leaflet. Passed Cllr R Lawton
- c... ERNLLCA Transparency Code. Noted
- d... Response from Humberside Police re Elm Tree Close
- e... Response from ERYC about school-house gardens.
- f... Parish/Town Council Crime reports for Feb/March. On table.
- g.. ERNLLCA Repeal of S150(5) LGA 1972
- h.. ERNLLCA District Meeting. To be held on 15/04 in Hedon Town Hall 7pm. Cllr R Thompson and Clerk will attend
- i... ERNLLCA Newsletter. Circulated to all Councillors
- j... ERNLLCA booking confirmation for "Basic Chairmanship" training course in Hedon in May. Cllr D Clark will attend.

Cllr N Whitelam asked why the Clerk forwarded so many e-mails and asked that she whittled them down to just a few. Clerk advised that the Councillors are in a contact block so that all members receive the same information at the same time.

Cllr J Lee agreed that the number of e-mails are quite high but felt sure that if someone did not receive information which was important, then that would cause a problem. He suggested that Cllr Whitelam just deleted the ones he did not want.

Clerk advised that she receives a lot more e-mails than she sends out. Cllr Whitelam pointed out that she gets paid for it.

Another reason for the information being forwarded is to reduce the correspondence read out at meetings.

Min.1859...Accounts (spare sheets on the table)

Payments

Wages x2	£1,200.59 (corrected)
TAX & NI 4/4 Post Office Ltd	247-08
Office Rent etc 4/4	96-00 (omitted from March)
HAPS gardening contract	827-81
A.Johnson Annual Audit fee	405-30
KallKwik printing "forward" mags V/P	127-20
J Lee reimbursed (sand & gravel) playing field	51-72
Feeny Clean (bus shelter clean)	50-00
Hags-Smp Ltd (spares for swings) (p/f)	96-00
ERNLLCA Renewal fees	633-57
ERYC Cemetery Rates	43-80
Imprest £59-33 less £6	53-33
#ERNLLCA Trainingx3 (only 2 attended)	126-00 #

HART community transport donation ?

150-00 Proposed by Cllr J Lee,
Seconded by Cllr R Lawton. All in favour

Total £4,108-40

Councillors who do not attend courses are liable to re-imburse the PC for the fee if they cannot find a replacement. This was a very short notice cancellation and no-one else was able to attend. Fees had already been recovered from two former councillors. Cllr L Haxby asked why this is a rule and where was it minuted? Clerk will find out.

Cllr S Tindall was willing to repay the fee.

Receipts

C Fewster (Burial of Mrs Burrell)	£ 570-00
# Keyingham Youth Club Cheque	£1,155-92#
Vikings rent	250-00
Allotment rent +£20nrf	44-00
Total	£2,019-92

Clerk has applied for £1,143-76p VAT reclaim from HMRC on 3/04/2014.

#The funds remaining from the closed Youth Club will be ring-fenced for future use. It was Proposed by Cllr J Lee that the funds should be ring-fenced in the Youth Welfare element, otherwise it could sit for an indefinite period. Seconded by Cllr L Haxby. All in favour.

Accounts approved for payment? Proposed by Cllr M Selby, Seconded by Cllr L Haxby. Majority in favour. Cllr J Lee did not vote (D.O.I)

Copies of the Annual Audit were circulated to all Councillors.

Cllr J Parsons announced that he had read it from cover to cover and found no complaints with it and thanked the Clerk for keeping the finances in order. Endorsed by the Chairman.

Clerk will take the final month's cashbook etc to Hornsea next day.

Annual Return was read out and Councillors accepted the Governance Statement. Papers duly signed by Chairman & Clerk.

Cllr J Lee noted that when he ordered the gravel etc from MR Builder, he discovered that the PC already had an account set up by a previous Clerk some years ago. In this instance Cllr Lee paid for the items but asked permission to retain the account with amended details. It would be easier to purchase goods without travelling to Hull. Seconded by Cllr J Parsons. All in favour. Clerk will contact the firm.

Min.1860...Developments. There were none this month.

Min.1861...Subcommittee updates.

.1 **Playing fields.** Cllr J Lee reported that the two new benches are installed and thanked Cllr R Thompson and Cllr R Lawton for their assistance. The old floodlight has been removed to the side of the field, but due to the long grass, it is a tripping hazard. Clerk to contact Vikings.

Chairman met with Solicitors to discuss a playing field lease for the Rugby Club, based on the one used for Ottringham. Solicitors feel this not an acceptable Agreement but suggested a licence would be the better option. To be discussed further.

a) Cllr. R Thompson noted that a resident has offered to carry out any work in the village on a volunteer basis. The person has helped in the past. The benches in the Cemetery need re-varnishing, and the fence on Waudby Garth play area requires painting. Following discussion it was proposed by Cllr D Medforth that this offer is accepted. Seconded by Cllr R Lawton. All in favour. PC will provide materials and equipment necessary. Covered by Insurance, but a Risk Assessment needs to be carried out also.

Cllr J Lee proposed an amount not exceeding £200 be allocated for any equipment.. Seconded by Cllr D Medforth. Majority in favour

.2 Allotments. Cllr S Tindall reported that there are now two cockerels on an allotment plot, but councillors agreed that until any complaints are received to leave matters as they are.

One tenant has an allotment which is not being worked at all. Cllr N Whitelam informed members that the tenant has had back surgery and Cllr Whitelam is going to help out on the plot.

Cllr Thompson was thanked for turning on the water for the allotments.

The gravel will be laid on the pathway shortly, then covered with topsoil and re-seeded.

3. Cemetery. Cllr R Thompson reported no problems and area is very tidy. Handyman has turned water back on.

4...War Memorial. No problems. The Poppy Wreaths will be removed in May.

5...Churchyard. Clerk has sought prices for tree works. One has been received to date.

6...Streets & Verges. Following a request for further information on the verge marker posts (**Min.1850.3**) & **Min.1851** Clerk has contacted ERYC once more to ask about legal sizes for the markers. They should be no bigger than A4 size.

Clerk had also contacted the Clerk at Anlaby Parish Council for information about the large metal sign warning drivers not to park on verges or risk a fine. This is a trial to see if it is effective. A traffic warden can impose an on the spot fine. It appears to work as Anlaby has two traffic wardens. The information was confirmed by ERYC Highways, but it was pointed out that Keyingham has no traffic warden in post. The system will be monitored for a year.

Min.1862. Village Plan. Covered under Chairman's Report and Streets & Verges

Min.1863..Councillors Forum. Chairman reminded councillors to consider any projects for the coming year and bring their ideas to the meetings.

Meeting ended 9-15pm