

## KEYINGHAM PARISH COUNCIL

Chairman Cllr D Clark  
35 Ebor Manor  
Keyingham  
HU12 9SN  
01964 603276

Clerk Julia Billaney  
Saxby Cottage  
Ottringham  
HU12 0AL  
01964 626300

### Minutes of the meeting of the Keyingham Parish Council held in the Village Hall on Wednesday 19<sup>th</sup> May 2021.

#### Present:

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

#### Apologies:

Cllr D. Dooley  
Cllr M. Sigston

**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. R. Lawton: Allotments

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

The minutes of the meeting held on Wednesday 14<sup>th</sup> April were approved.

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

**4. Correspondence**

4.1. Members received, with regret, a letter of resignation from [DK] from the post of Street Cleaner.

4.2. Members received, with regret, a letter of resignation from Cllr. Len Haxby.

The Chair recorded a vote of thanks to each for their outstanding services to the Parish and requested that a letter of thanks be sent from the Council on behalf of the PC and Parish of Keyingham. **Action Clerk.**

4.3. Email request from [BR] on behalf of Holderness Vikings, requesting permission to proceed with repair to the ground. Its was resolved to support the request. **Action Clerk.**

4.4 Letter from the Tractor Club granting access to toilet facilities for specified events at Boyes Lane Amenity Area. **Action Clerk** to respond with dates.

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

**Accounts received in April for Payment in May 2021**

| Payee                 | Description/Reference   | Net      | VAT    | Total            | A/C Ref |
|-----------------------|---|----------|--------|------------------|---------|
| J Billaney            | Clerk's Salary  |          |        | <b>973.40</b>    | P01     |
| HMRC                  | NI for Clerk for March  |          |        | 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            | Printer Ink   | 17.00    |        | 17.00            | P08     |
|                       | Stamps & postage  | 2.69     |        | 2.69             | P08     |
|                       | Paint for Goal Posts  | 39.98    |        | 39.98            |         |
|                       | <b>Total</b>  |          |        | <b>59.67</b>     |         |
| HAPS (STO)            | Grounds Maintenance   | 730.83   | 146.17 | <b>877.00</b>    | P11     |
| Brook Street Ltd      | D Kinnear: Street Cleaner                                       |          |        | -                | P32     |
|                       | Invoice: 30882973   | 91.80    | 18.36  | 110.16           |         |
|                       | Invoice: 30896561   | 91.80    | 18.36  | 110.16           |         |
|                       | Invoice: 30910385   | 91.80    | 18.36  | 110.16           |         |
|                       | Invoice: 30923999   | 91.80    | 18.36  | 110.16           |         |
|                       | Invoice: 30937387   | 91.80    | 18.36  | 110.16           |         |
|                       | <b>Total</b>  |          |        | <b>550.80</b>    |         |
| Water Charges (DD)    | Cemetery  | 8.29     |        | 8.29             | P03     |
|                       | Boyes Lane  | 9.97     |        | 9.97             |         |
|                       | Saltaugh Road   | 43.65cr  |        | 43.65cr          |         |
|                       | <b>Total</b>  |          |        | <b>18.26</b>     |         |
| T Welford             | Mole Control: Rugby Pitch                                       | 80.00    |        | <b>80.00</b>     | P17     |
| Ryehill Building S.   | Plywood: Boyes Lane   | 71.16    | 14.23  | <b>85.39</b>     | P26     |
| Zurich Municipal      | Annual Premium/renewal fee                                      | 1,924.86 | 230.99 | <b>2,155.85</b>  |         |
| Feeney Clean          | Cleaning Bus Shelters   | 50.00    |        | <b>50.00</b>     | P32     |
| <b>Total Payments</b> |   |          |        | <b>£4,978.10</b> |         |

**Receipts**

|                       |                                |               |  |
|-----------------------|--------------------------------|---------------|--|
| WP Everingham         | Memorial stones: Moss & Horton | 132.00        |  |
| SP Memorials          | Memorial Stone: Stephenson     | 165.00        |  |
| <b>Total receipts</b> |                                | <b>297.00</b> |  |

**5.1 Annual Accounting Statement**

All members scrutinised the annual accounting statement completed and signed by the Internal Auditor.

It was **resolved** to approve the statement which was duly signed in by the Chair and Clerk/RFO.

**5.2** It was confirmed that the period of public access/ scrutiny would begin on **14<sup>th</sup> June for a period of 30 working days**, to include the first 10 days of July as required, and the signed Annual Governance and Accountability Review (AGAR) documents would be passed to the External Auditor. **Action Clerk.**

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## **6. Planning Matters & Developments:**

210417/PLF Erection of first floor to an existing bungalow, 15 Maister Road, Keyingham. HU12 9SG. It was resolved to **support** the application subject to any comments by neighbours.

## **7. Reports from representatives of Sub-Committees:**

### **a. Playing Fields:**

- (i) In response to the request to quotes for the pruning of trees on Eastfield Road Amenity area where branches are overhanging the highway one further quote was considered, as previously requested. It was **resolved** to proceed with the quote supplied by [YTS] **Action Clerk.**
- (ii) Discussion of the report received from the Play Inspection Company following the recent inspection of equipment on Saltaugh Road and Eastfield Road Amenity Areas. Having considered the report in detail Councillors requested that those items which has arisen as low priorities on the previous report be considered for action to prevent worsening. Items of priority included the zipwire, safety signage and the tyre swing, along with some repairs to areas of floor coverings beneath equipment. **Action Cllr. Lee, Cllr. Lawton, Cllr. Smith.**

**b. Allotments:** It was resolved to offer to refund of bond to allotment holders vacating their plot if left in good order as per the policy. **Action Clerk.**

**c. War Memorial:** No new matters to consider.

**d. Churchyard:** It was noted that a display of poppies was being produced for the Churchyard and Memorial Garden.

**e. Cemetery:** It was noted that the measures to discourage rabbit damage to planting had been successful and that it would be possible to proceed with fresh planting as soon as the plants became available. **Action Clerk & Cllr. Lawton.**

**f. Streets & Verges:** At the previous meeting it had been noted that despite requests and assurances line markings close to the zebra crossing had still not been renewed. It was resolved to seek the support of ward Councillors to press for the work to be completed as soon as possible.

- (i) Members noted the valuable contribution of residents who had helped to maintain verges. It was agreed that a letter of thanks should be sent to [JL] and [PA] **Action Clerk.**

### **g. Boyes Lane**

- (i) It was resolved to hold a public meeting, as agreed prior to lockdown, for Keyingham residents interested in being involved in the future care and management of the area *on* **24<sup>th</sup> June at 2.00pm on Boyes Lane Amenity Area.** Members stressed the need for practical support to help maintain the area on a longer term, committed basis. It was noted that although ideas and suggestions are welcomed, commitment to realise plans is key to the success of any proposals.

**h. Village Plan:** No new matters to consider.

## **8. Councillors Forum: information & Future Business:**

Priority items for the next agenda include:

- Welcome & Introductions & Ward update Cllr. Claire Holmes
- Approval of the updated Standing Orders

Date and time of next meeting: **Wednesday 16<sup>th</sup> June 2021 Keyingham Village Hall.**

*Please notify the Clerk of items for the agenda by 5.00pm on 9<sup>th</sup> June 2021.*