

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 Keyingham Parish Council held in the Village Hall Keyingham on 13th November 2019.

Present:

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

Apologies:

Cllr D. Clark
Cllr D. Dooley
Cllr M. Sigston
G. Thurstan.

In attendance: [LS] Resident
[JD] Resident *Observer*
[AN] Resident *Observer*
[MW] Resident *Observer*

1. Public Participation

1.2 Resident [LS] raised concerns relating to parking and noise disturbance arising from the new Dog Exercise Area on Eastfield Road Amenity Field. Council agreed to monitor the facility at intervals, to seek the cooperation and support of users of the facility using signage, and via the 'PC Round-Up' in the '*Forward*'. **Action Clerk.** Council thanked [LS] for providing feedback on behalf of residents living close to the facility and asked to be kept informed of any continuing issues.

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 J. Kinnear: Allotments/Accounts
Cllr J. Lee: Accounts
Cllr R. Lawton: Allotments

3. Approval of the Minutes of the Previous Meeting

The minutes of the meeting held on Wednesday 9th October were approved.

3.1 Actions and Matters Arising from the minutes not covered by the agenda.

None.

4. Correspondence

- 4.1. Email from Terry Weaver, Area Engineer, Highway Maintenance, ERYC re: proposed traffic flow system for Keyingham. *(Item 7 f1. refers)*
- 4.2. Email from Darren Lawer, ERYC, detailing the application process and timescales for Positive Activity Grants. (PAG) **Noted.**
- 4.3. Email from Des Simmons, Principal Enforcement Officer, ERYC providing updates on planning applications for the business at Eastern House, Ottringham Road, Keyingham. *(Item 1.2 of the minutes of the meeting held on 9th October refers)* **Noted.**
- 4.4. War Memorials Trust bulletin **circulated.**
- 4.5. HART Winter Programme of Trips/Events. Circulated and placed on Notice Board.
- 4.6. Letter from Graham Stewart MP, seeking feedback on ward matters. **Action Clerk.**
- 4.7. Email from Alzheimer's Society providing information on creating 'Alzheimer's-friendly communities' **Noted.**
- 4.8. Notification on changes to water supplier. **Noted.**
- 4.9. Email from Resident [KM] providing positive feedback on Dog Exercise Area and thanking the Council for delivering the project.
- 4.10. Thank you card from residents and their dogs for providing the dog exercise area. **Noted**
- 4.11. Email from 360 Accountants with mid-year statement of accounts. Chair, Vice Chair and Clerk to take briefing from accountants and summary to be placed on the agenda for the next meeting. *(Item 5.2 refers)*.
- 4.12. Email from [CB] requesting the opportunity to participate in tree planting in and around Keyingham. Council gratefully accepted the offer. **Action Clerk & Cllr Lawton.**
- 4.13. Quote from Yorkshire Tree Surgery. *(Item 7.a2 refers)*
- 4.14. Email from Simon Ridley, Housing Strategy and Development, ERYC requesting response to 'Rough Sleepers' Survey. **Action Clerk.**

5. Accounts for Payment:

It was resolved that the following accounts be approved for payment for the month of October 2019:

Clerk	Salary	£	973.40
HMRC	Tax & NI Clerk	£	74.39
BT	Business Line	£	90.66
J Billaney	Printing/Postage/Stationery	£	79.15
HAPS	Grounds Maintenance	£	877.00
Brook St Ltd	Street Cleaning	£	415.88
Brook St Ltd	Replacement (unpres) cheques.	£	1,034.32
J Lee	Reimb. Bus Shelter rep. 2.	£	366.91
J Kinnear	Reimb. Winter planting	£	50.00
P. Fulford	Travel Expenses (BL)	£	50.00
Feeney Clean	Bus Shelters	£	50.00
YW	Water Charges (SR & Cem.)	£	81.44
Village Hall	Hire Charges	£	72.00
M.Holwell	Painting: Cemetery	£	345.00
	Cash Payments	£	0.00
	Total Payments	£	4,876.62
Receipts:	C. Fewster Burial Charges [AJ & TCC]	£	858.00
	C. Fewster Burial Charges [SN]	£	110.00
	Vikings YRLC Rental Charges	£	500.00
	Foresters Soc. Donation: Travel Exp. (BL)	£	50.00
	Total Receipts	£	1,518.00

5.1. The Clerk asked members to note the unusually high payment to YW for water supply to Saltaugh Road Amenity Area and explained that it was being investigated. **Action Clerk.**

5.2 It was confirmed that the AGAR for 2018/19 had been signed off by the External Auditor and uploaded to the PC Website.

5.3. Councillors noted receipt of the mid-year statement of accounts. It was **resolved** to receive a summary from the Chair at the next meeting, following a briefing by [SH] Accountant. **Action Clerk**

6. Planning Matters & Developments

There were no new planning matters to consider:

7. Reports from Representatives of Sub Committees:

a) Playing Fields

a1. Planting of Trees to provide a shelter belt on the boundary of the Saltaugh Road amenity Area. It was confirmed that the work to add additional trees was 'in hand' and would commence shortly, weather permitting. It was agreed that a date would be selected and published to enable residents and other volunteers to participate. **Action Cllr Lawton.**

a 2. Eastfield Road Amenity Area: Councillors noted the successful completion of the Dog Exercise Area. It had been necessary to make some adjustments to the fencing, bordering the railway line, to make the area more secure. General feedback on the project was highly positive, with some concerns raised by residents living close by who were concerned parking and noise associated with the facility. Councillors received written and verbal feedback. *(Items 4.9, 4.10, and 1.1 refer.)* and agreed to take steps to ensure the best possible experience for all users, including amended signage, and requests to everyone to be responsible and considerate.

Council acknowledged the requirement to amend the Section 101, Public Order Act, for the Amenity Field, and associated signage. It was **resolved** to purchase 2 additional signs, **Action Clerk.** Councillors agreed to monitor the area periodically, receive feedback and report any issues at the next meeting.

a 3. Cllr Lee proposed consideration of the creation of a BMX bike track or similar using 'waste soil' from drainage and other projects, on one of the Amenity Areas. It was noted that the creation of a dual-purpose BMX and Skateboard track would have wider appeal though this would require different construction. Further discussions will take place following consultation with young people as potential users.

a.2 Comparative Quote - tree pruning: Councillors received a comparative quote for tree pruning (as requested at the previous meeting). It was agreed to defer discussion, for a decision at the next meeting. **Action Clerk.**

(b) Allotments

No new matters to report

(c) War Memorial

c1. Councillors reflected on the very successful Remembrance Day Parade and thanked all those involved. Councillors acknowledged PCSO Wrigglesworth, for his attendance and help in ensuring public safety. Councillors requested that a letter of thanks be sent to PCSO Wrigglesworth.

Action Clerk.

(d) Churchyard

No new matters to report

(e) Cemetery

e1. Councillors noted the completion of the painting of the Cemetery Gates and Notice Board.

The clerk reported that the pin-board inside the notice board is in need to replacement.

It was resolved to purchase material to repair the Notice Board, and to carry out the repairs as soon as practical to do so. **Action Clerk.**

(f) Streets & Verges

f1. Cllr Lee presented an outline proposal for a traffic management system for Keyingham to improve traffic flow and safety in and around the Village. Cllr Lee shared feedback from Terry Weaver, Area Engineer, Highway Maintenance, ERYC, including guidance to consult widely with residents of Keyingham as the next step in advancing the proposal, via a public meetings and visual displays of the proposal. Councillors requested a map showing the proposed scheme be available to support further discussion at the January meeting of the PC, with a view to holding a subsequent public meeting. **Action: Cllr Lee.**

(g) Boyes Lane

g1. Generator: this item had been deferred from the November meeting to enable Cllr. Lee to participate in the discussion. It was **resolved to suspend discussion** on the topic, pending technical guidance to ensure that a generator, if purchased, would be suitable for use on Boyes Lane and also as an ancillary source of electrical supply to the Village Hall as part of the Keyingham Emergency Plan.

(h) Village Plan

h.1 Cllr Lawton proposed that funds to be made available for the purchase of a further 5 Plaques for the Keyingham Heritage Trail. It was **resolved** to make fund available and to contact the Metal Foundry to purchase a further 5 plaques. **Action Clerk.**

h.2 Cllr Lawton reported the donation and siting of two new flower troughs, which had been placed at Kirncroft Close and Compton Drive.

Councillors expressed thanks to those residents who had generously donated funds to purchase them.

8. Councillors Forum: Information and Future Business

8.1 Meeting for Precept Planning and Priorities was confirmed as **5.00pm in The Rainbow Room, Keyingham VH on 9th December 2019.** (*This meeting is not open to the Public*)

8.2 Holderness Heath Update: Councillors shared feedback on resident's experiences relating to the ease of access to appointments, certain kinds of treatments and prescription medicines. Overall experiences were mixed, with some experiencing no change to services and others feeling that their access to care was reduced. It was resolved to continue to monitor and receive feedback with the view to reporting issues to Cllr Tucker when he attends the PC meeting in December.

8.3 'Speedwatch': it was reported that following discussions with the organisers the next step for Keyingham to progress this initiative would be to identify a minimum of 6 volunteers prepared to undertake training and that regular feedback to the police was a key requirement. **Noted.**

8.4 Support for Homelessness: members were asked to consider donating a clean, used pillowcase, or a clean used towel to William Booth House, to help with the extra demand they will experience over the cold winter months. Donations to be passed to the Clerk or Cllr Lawton.

Information:

- The Clerk reminded members that the next SHAPE would be held at 7.00pm in Keyingham Village Hall on 28th November.
- The Clerk & Cllr Lawton reported that the local branch meeting of the ERNLLCA which had taken Place 15th October had been well attended and was a useful forum for discussing issues affecting local villages, such as speeding. A joint approach was seen as an advantage to membership of this group, providing a 'stronger voice' than that of a single village alone.
- It was noted that the Christmas Trees would be put up around the village on 29th and 30th November.

Future Business:

1. Precept Setting and Demand. (*December*)
2. Traffic Flow System and Public Meeting (*January*)
3. Co-option of members (*January*)

Date and time of next meeting: ***7.15pm Wednesday 11th December 2019** ***Please note earlier time**
Please notify the Clerk of items for the agenda by Wednesday 4th December 2019.