

Kirkburn Parish Council
Smithy Cottage, Main Street, Kirkburn, YO25 9DU

Minutes of the Kirkburn Parish Council Meeting held
at Kirkburn Village Hall, 7.30 pm, Thursday 5th December 2024

Councillors Present

Philip Ashcroft - Chair and Acting Clerk
Darren Wilks
Dale Potter
Carl Jones
Marcia Glover
Beverly Didsbury
Deborah Barratt

1. Introduction to meeting by Chair

The Chair welcomed everyone to the meeting

2. Apologies for absence

Cllr Michael Lee, Cllr Mark Blakeston

3. Declarations of interest

Philip Ashcroft declared an interest as a member of Kirkburn Village Hall Committee.
Darren Wilks declared an interest as the owner of a local garage and the Treasurer of Driffield Shop Watch.

Beverly Didsbury advised the meeting that she is no longer engaged with HQ AirSoft as a Caretaker and therefore has interest to declare going forward.

4. Welcome to other attendees

No other attendees present.

5. Minutes of the council meeting held on Thursday 3rd October 2024

The minutes were taken as a true record of the meeting and signed by the Chair.

6. Matters arising from minutes and not covered by the agenda

Former telephone kiosk in Southburn - Carl Jones reported that all the work to seal the glazing on the former phone box is now completed.

Public footpath - Philip Ashcroft has completed the initial paperwork for footpath between Main Street and A614 to be added to the definitive map. Prior to submitting to ERYC it needs to be accompanied by supporting evidence from residents. The template forms for this have been drawn up and now requires residents to complete and return to the Parish Council.

Roads, Street Lights and Litter bins – Carl Jones and Philip Ashcroft met to go through ERYC's Action Plan. The parish council's comments have been added to the Plan and returned to ERYC for their comment, feedback and hopefully action. This also included items requiring attention from the last Parish Walk Round with ERYC.

Follow up from meeting with JSR and ERYC Portfolio Holders re Dead Lane Junction and other road safety matters - The Chair attended ERYC's Parish Open event at Hornsea Leisure Centre and discussed the issue with members of ERYC's Highways team. He asked if they could produce an estimate as to the cost of the capital works required to improve the junction so that this can then be discussed with JSR and a suitable way forward determined.

Removal of Garton Road bus shelter without prior notice by ERYC – Meeting to be arranged with ERYC's Colin Walker in the New Year to discuss the matter.

Lack of tree, hedge and verge cutting in Kellythorpe by ERYC and landowners – The Clerk has written yet again to ERYC, this time to the Parish Open Door team, as requested by Cllr Lee. They have assured the Parish Council that the matter has been passed to the relevant teams.

Kelleythorpe – Replacement Noticeboard – Clerk has received various quotations and presented the options to the meeting. It was unanimously agreed to proceed with the option provided by The Parish Council Noticeboard Company. Their quote was £1578 including delivery and VAT.

7. Code of Conduct

All members of the Parish Council watched the ERYC Code of Conduct training video and signed to acknowledge that had watched the training video and received a copy of Kirkburn Parish Council's Code of Conduct and a copy of the Seven Principles of Public Life.

8. Post of Clerk – update from sub-committee on recruitment process

The recruitment sub-committee presented the proposed advertisement for the Post of Clerk and the Person Specification for the role. All Parish Council members voted in favour of proceeding to advertise the post.

9. Government recommendation to change to GOV.UK domain

The UK Government has advised all Parish and Town Councils to change their e-mail addresses and websites to a GOV.UK domain. A budget of approximately £100 per council has been allocated on a first come, first served basis to assist with the change. The Government has also set up a call off contract list of IT suppliers that small councils can choose from. The Chair asked for volunteers to meet to discuss this proposal and select the most appropriate option for the Parish Council.

10. Precept for 202526 Financial Year

The Clerk had prepared four potential precept options for discussion and agreement by the Parish Council members. After much discussion it was agreed that to enable the Parish Council to be able to move towards funding the much-needed Clerk's post that a precept request of £9100 be submitted to ERYC.

11. Planning Applications

Planning applications received from ERYC since the last meeting.

Applicant and Ref No.	Description	Comments
Driffield Rugby Union Football Club Driffield Road Kelleythorpe YO25 9DW 24/02720/PLF	Erection of two storey extension to side including relocation of existing external stairs and installation of solar panels to roof at front	The Parish Council are supportive of the application but asked ERYC to undertake to reduce the speed limit on Driffield Road to 30 mph to improve safety for the increased number of visitors to the club.

Dale Potter declared a non-pecuniary interest prior to the discussion of Planning Application 24/02720/PLF due to the fact that one of his children participates in the junior rugby organised by DRUFC.

Planning application decisions received from ERYC since the last meeting.
No new decisions received since the last meeting

12. Accounts payable and council financial matters

Receipts since 3rd October

None

Outgoings since 3rd October 2024

£ 22.00 – Hi Vis Vests for parish councillors
£ 24.00 – ERNLLCA Heritage training
£ 210.00 – Church clock repair
£ 19.10 – Materials for Southburn phone box repair
£ 29.94 – Sky Connect November invoice
£ 49.99 – Printer cartridges
£ 72.60 – Memorial Day wreaths
£ 120.00 – Printed labels for Southburn phone box library
£ 25.00 – Leaving gift for David Tite (Driffield Agricultural Society)
£ 29.94 – Sky Connect December invoice

13. Correspondence

Correspondence has been received as follows:

- ERNLLCA - various membership notices and training invitations (circulated by e-mail to Members as received by Clerk)
- ERVAS – bulletins (circulated by e-mail to Members as received by Clerk)
- Community Partnerships regular e-mails
- Updated electoral role lists
- Humberside Police – crime updates (circulated by e-mail to Members as received by Clerk)
- Various grant information circulars

14. Any Other Business

Village Hall Mural – Philip Ashcroft invited all the parish council members to come along to the official unveiling of the new village hall mural on Sunday 15th December at 2.00 pm.

Damaged fence in Polar Bear Drive – The fencing that partitions off the unused plot of land on the Peter Ward Development has sustained some damage. Needs reporting to Peter Ward Homes to help prevent children entering the site. Clerk to report matter to Peter Ward Homes.

15. Date of next two meetings

Thursday 13th February at 7.30 pm

Thursday 3rd April at 7.30 pm

16. Close of meeting

09.40 pm