

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 13th February 2025

Councillors Present

Philip Ashcroft - Chair and Acting Clerk
Darren Wilks
Dale Potter
Carl Jones
Beverly Didsbury
Cllr Michael Lee

1. Introduction to meeting by Chair

The Chair welcomed everyone to the meeting

2. Apologies for absence

Marcia Glover, Deborah Barratt, 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 Driffeld Shop Watch.
Beverly Didsbury advised the meeting that she is once again assisting HQ AirSoft and declared an interest.

4. Welcome to other attendees

No other attendees present.

5. Minutes of the council meeting held on Thursday 5th December 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 he is now working on the design of the backboard for the kiosk.

Public footpath - Philip Ashcroft has distributed some template questionnaires to selected residents for feedback prior to distributing the questionnaires more widely within the village.

Follow up from meeting with JSR and ERYC Portfolio Holders re Dead Lane Junction and other road safety matters - The Chair has shared the estimated cost of the junction improvement £25,000, which was provided by ERYC, with JSR. JSR have offered to contribute £5,000 towards the cost of the project. This information has been passed back to ERYC's Highways Team and the relevant ERYC Councillors.

Cllr Lee informed the meeting that they welcomed JSR's contribution offer and that the issue has been discussed within ERYC but that budgets are tight at the moment. In the interim he will try to press for the signage at the junction to be improved so that it does not obstruct the view of drivers trying to exit the junction onto the A614.

Lack of tree, hedge and verge cutting in Kellythorpe by ERYC and landowners – The Clerk has written yet again to ERYC. The hedge along the A614 has now been cut by Strawsons but the tree branches obscuring the street lights on the A614 have not.

The trees in Auchinleck Close that are obscuring the street lights have still not been cut despite assurances that this would be undertaken during the winter schedule. Cllr Lee to look into and chase up.

Kelleythorpe – Replacement Noticeboard – Noticeboard has been ordered. Darren Wilks and Phil Ashcroft to install.

Damaged fence in Polar Bear Drive – The Clerk contacted Peter Ward Homes and was informed that the unused plot of land has been transferred to the ownership of Northern Powergrid. Northern Powergrid were contacted and photographs sent to them showing the damaged fencing. No reply has been received since. The Clerk is to contact Northern Powergrid for an update.

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

The advertisement for the Post of Clerk has been in the Driffeld Wolds Weekly on the 4th & 11th February. It has also been posted on ERNLLCA's Vacancy area on their website. And five expressions of interest have been received. All these correspondents have been sent applications forms, job descriptions and person specifications for the role. The closing date for applications is the 1st March 2025. Following this date the sub-committee will be meeting on 5th March to shortlist candidates for interview. Interviews are scheduled to take place on the evening of the 19th March.

8. Government recommendation to change to GOV.UK domain

The Chair, Carl Jones and Dale Potter are to meet up to determine which of the Government recommended IT provider options to contact for quotations.

9. Bus shelters

Phil Ashcroft and Carl Jones met with ERYC's Colin Walker and Chris Mottershaw on 20/1/25 to discuss the damage to verges in Kirkburn by East Yorkshire Buses, the removal of the bus shelter at the end of Garton Road and the bus shelter replacement programme.

Having viewed the damaged grass verges, they are to raise the issue with East Yorkshire Buses.

There is a programme, via funding from central Government, to replace existing bus shelters and to install new bus shelters. Under this programme the existing bus shelter in Kirkburn is to be replaced with a new wooden shelter. The Parish Council requested that a new shelter be installed near the Jet petrol station on the east side of the carriageway. This request was dismissed out of hand, citing "Highways wouldn't allow it". The Parish Council also suggested that a replacement shelter be installed opposite Ramsden Close on the site of the old demolished shelter. The response was that all the hedging would need to be taken down to allow a view of the carriageway before a shelter was installed. The conclusion of the meeting was that:

- Shelter in Kirkburn is already on the replacement schedule
- Parish Council need to submit request for Garton Road Shelter to be reinstated.
- Parish Council need to submit request for new shelter near Ramsden Close and request that Strawsons cut back the hedging adjacent to the area.

10. Emergency Plan Update

The Chair thanked Dale Potter for his work on updating the Parish Council's Emergency Plan. Dale asked parish council members to check that their contact details in the Plan are correct. Once this has been completed the final version will be sent to ERYC.

11. Planning Applications

Planning applications received from ERYC since the last meeting.

Applicant and Ref No.	Description	Comments
Birch Valley Holdings Limited Deepdale Service Station Kirkburn Road Kirkburn YO25 9EA 25/00286/VAR	Removal of Condition 3 (existing dwelling) of planning permission 24/00719/PLF - Change of use from car wash and vehicle repairs to car sales with vehicle repairs and valeting	The Parish Council are supportive of the application

Planning application decisions 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	Approved with 8 conditions

Former MOD site - Bev Didsbury brought to the attention of the meeting that a large area of the former MOD site had been subjected to clearance using large automated machinery. This would appear to have been undertaken prior to a team of people taking site level measurements on the site. She expressed her concerns, shared by all parish council members present, that this could affect future ecological studies on the site. This team had also undertaken similar work along the A614. Clerk to bring to the attention of ERYC's Forward Planning team.

The Chair informed the meeting that he had been attempting to facilitate an introductory meeting between the Parish Council, Strawsons and Reds10. Unfortunately, Strawsons were unable to attend and the meeting did not take place.

Reds10 advertisement signs, hoardings and banners – The Clerk had written to ERYC to enquire if the advertisement signs, hoardings and banners at the entrance to the Reds10 site had received planning approval (as per companies on Kelleythorpe Industrial Estate with similar signs and hoardings). No response to date. Cllr Lee offered to look into this matter.

12. Accounts payable and council financial matters

Receipts since 5th December 2024

None

Outgoings since 5th December 2024

- £ 47.54 – Materials for Southburn phone box repair
- £ 29.94 – Sky Connect January invoice
- £ 234.00 – Driffeld Wolds Weekly – Advert for Clerk's Post
- £ 29.94 – Sky Connect February invoice
- £ 500.00 – Contribution to Driffeld Town Bus Service
- £ 6.80 – Bank charges

The Clerk informed the meeting that the deposit cheque (No. 486) posted 1st Class to Signs of Cheshire for the new noticeboard had not been received. The Clerk had therefore contacted Virgin Money to arrange for the cheque to be cancelled. Signs of Cheshire have kindly agreed to proceed with the order without waiting for the deposit before proceeding.

The Clerk also informed the meeting Parish Council's Bank, Virgin Money, have now introduced banking charges for the current account which are a minimum of £6.50 per month.

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

Survey of Parish Council Assets – The Chair proposed that a formal annual survey of the Parish Council's physical assets be undertaken in preparation for the Annual Audit and Governance process. This was supported by all those present.

15. Date of next two meetings

Thursday 3rd April at 7.30 pm

Thursday 15th May 2025 AGM followed by Parish Council Meeting

16. Close of meeting

08.55 pm