

Kirkburn Parish Council
2 Orchard Court, Market Weighton, YO43 3QJ

Minutes of the Kirkburn Parish Council Meeting held
at Kirkburn Village Hall, 7.30 pm, Thursday 3rd April 2025

Councillors Present

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

Others Present

Caroline Addy - Clerk
ERYC Ward Cllrs Michael Lee and Mark Blakeston
Tom Bannister – ERYC (Forward Planning team)
Theo Slade – Reds10
Mark Cawdrey – Deetu (representing Strawsons)
Olivia Price – Boyer Planning (representing Strawsons)

1. Introduction to meeting by Chair

The Chair introduced himself and invited the others present to introduce themselves to the meeting.

2. Apologies for absence

Darren Wilks, Haydn Short (Strawsons)

3. Declarations of interest

Philip Ashcroft declared an interest as a member of Kirkburn Village Hall Committee.
Beverly Didsbury declared an interest in respect of assisting HQ AirSoft.

4. Welcome to other attendees

The Chair welcomed all attendees to the meeting

5. ERYC Forward Planning – Update on the Local Plan, its Adoption and Implications for implementation of the Masterplan for Former Alamein Barracks Site

Tom Bannister provided an update on the Local Plan as follows: Following consultations on the proposed new Local Plan, and its subsequent scrutiny by the Planning Inspectorate's Inspector, ERYC's Cabinet have now adopted the Local Plan and this will underpin building allocations and proposed development within the East Riding from 2025 to 2030. Cabinet also adopted the new Design Code. The Design Code sets out the expected design parameters for all new developments across the East Riding and covers town centre through to village/countryside developments. Tom Bannister took questions and provide clarifications on these topics.

The Chair asked how the draft Masterplan for the Former Alamein Barracks site would fit into the delivery of the Local Plan for the development of the old MOD site in Kelleythorpe. Tom Bannister then informed the meeting that the draft Masterplan would not be used and that Strawsons were to develop a new Masterplan for the development of the site.

The Chair asked why the Parish Council had not been previously informed and expressed, on behalf of all the Parish Council members, their shock and disappointment that the draft Masterplan that had been developed with the Parish Council (and been through a Formal Consultation process) had been withdrawn with no discussion or forewarning.

The Chair asked if the Parish Council would be involved in the development of the “new Masterplan”. Tom Bannister stated that he **hoped** Strawsons would involve the Parish Council.

There was then discussion on several areas that were in the original draft Masterplan and which the Parish Council required assurance would remain in the replacement Masterplan. No assurances were given by Tom Bannister that these would remain but that it was hoped that Strawsons would take the Parish Council’s requirements into account. He stated that the replacement Masterplan developed by Strawsons has to be agreed and signed off by ERYC.

The Chair raised the issue, brought to his attention by one of the parish councillors at an earlier 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. The concern of Parish Council members is that this could affect, and perhaps undermine, future ecological studies on the site. Tom Bannister confirmed he was not aware that this had taken place.

The Chair, on behalf of the Parish Council, expressed the strong wish of the Parish Council to work with Strawsons to develop the replacement Masterplan but expressed their concern that a document that had taken much time to develop had been summarily withdrawn by ERYC without any consultation with the major stakeholders, namely Kirkburn Parish Council and its residents.

Tom Bannister, Theo Slade, Mark Cawdrey and Olivia Price then left the meeting.

6. Introduction of the new Clerk to Parish Council Members

The Chair introduced the new Clerk, Caroline Addy, to the Parish Council Members and welcomed Caroline to the Parish Council.

7. Minutes of the council meeting held on Thursday 13th February 2025

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

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

Former telephone kiosk in Southburn - Carl Jones is now constructing the new display for backboard for the kiosk and shared some photographs of the layout. He asked for help in mounting it. Philip Ashcroft offered to assist.

Public footpath - Philip Ashcroft still awaiting return of 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 - Cllr Lee to enquire if the signage at the junction can 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 – ERYC have still yet to cut the tree branches in Auchinleck Close that are obscuring the street lights. Despite assurances that this would be undertaken during the winter schedule. Cllr Lee to look into and chase up.

Kelleythorpe – Replacement Noticeboard – Darren Wilks and Phil Ashcroft have installed the new noticeboard.

Damaged fence in Polar Bear Drive – The Clerk contacted Northern Powergrid for an update and they are now stating that they do not own the land but that it is still Peter Ward Homes. Clerk to contact Peter Ward Homes again.

Bus Shelters – As the Kirkburn Shelter is on ERYC's replacement schedule the Clerk has submitted application forms to ERYC's Transport team for bus shelters as follows:

- Request for Garton Road Shelter to be reinstated.
- Request for Shelter near Ramsden Close to replace one removed by Strawsons

Emergency Plan Update - Dale Potter has completed his work on updating the Parish Council's Emergency Plan and forwarded the final draft to the Chair. The Chair is to incorporate the new Clerk's contact information prior to the reviewed Emergency Plan being sent to ERYC's Emergency Planning Team.

9. Selection of new IT provider to meet GOV.UK requirements

The Chair and Clerk to investigate if Government recommended list of IT providers is still available and then discuss potential options with Carl Jones and Dale Potter.

10. Survey of Parish Council Assets and identification of remedial work

The Chair highlighted that each year as part of the statutory annual audit process the Parish Council has to identify its assets and their value. He raised the need to undertake an internal audit to align with the statutory audit an asset condition survey. The consensus from all present at the meeting that this should be undertaken in early May. Phil Ashcroft and Dale Potter to meet and go round all the Parish Council's assets to undertake an audit and record the status of assets and identify any remedial work required.

11. Kirkburn Telephone Box

ERYC have forwarded BT's latest statement that the Payphone will be removed from the telephone kiosk unless it meets the necessary criteria for retention. One of these is mobile phone coverage. The mobile phone coverage in the village is now classed as good by all the four major mobile phone providers except for some small areas on EE's coverage map. Previously the coverage was not acceptable for all four providers.

The Chair informed the meeting that the Parish Council can apply to adopt the kiosk after the removal of the payphone or ask for the retention of the payphone as not all four mobile phone providers provide good coverage. The matter was discussed by the meeting and the consensus was that the Parish Council do not object to the removal of the payphone but ask to adopt the kiosk and for the electricity supply to the kiosk to be retained along with the shelf.

12. VE/VJ Day 80th Anniversary Fund

The Chair had raised in December the question of organising an event or other options to commemorate the VE/VJ Day 80th memorial anniversary. The only suggestion had been to perhaps purchase a bench. There is now an Anniversary Fund set up by ERYC and it is possible to apply for £500. The Clerk, Debbie Barratt, Marcia Glover and Bev Didsbury to enquire in relation to the fund and look into organising an event.

13. Planning Applications

Planning applications received from ERYC since the last meeting.

Applicant and Ref No.	Description	Comments
Kelleythorpe House Driffeld Road Kelleythorpe YO25 9DW 25/00284/PLF	Erection of a self-build/custom build dwelling following demolition of existing	The Parish Council met with the applicant and are supportive of the application
1 Southburn Road Kirkburn YO25 9EB 25/00658/PLF	Erection of single storey extension to rear following demolition of existing single storey element and erection of detached outbuilding with carport following demolition of existing detached garage	No objections

Planning application decisions 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	Refused by ERYC

Reds10 advertisement signs, hoardings and banners – Carl Jones to liaise with Theo Slade of Reds10 re the advertisement signs, hoardings and banners at the entrance to the Reds10 site.

14. Accounts payable and council financial matters

Receipts since 13th February 2025

None

Outgoings since 13th February 2025

£1578.00 – New noticeboard for Kelleythorpe

£ 3.35 – Tracked letter postage charge

£ 29.94 – Sky Connect March invoice

£ 44.09 – Magnets for new noticeboard

£ 8.20 – Bank charges

15. 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
- Information on Recycling Legislation changes
- Information on Local Nature Recovery Strategy

16. Any Other Business

Parish Councillor Training – ERNLLCA have circulated list of parish councillor training courses. List will be forwarded to Parish Councillors for them to let the Clerk know which course date they can attend.

17. Date of next two meetings

Thursday 15th May 2025 7.30 pm - AGM followed by Parish Council Meeting

Thursday 3rd July 2025 7.30 pm

18. Close of meeting

09.20 pm