

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 15th May 2025

Councillors Present

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

Others Present

Caroline Addy – Clerk

1. Introduction to meeting by Chair

The Chair welcomed attendees to the meeting and informed them that the Clerk would be arriving late due to a prior appointment.

2. Apologies for absence

ERYC Ward Cllrs Michael Lee and Mark Blakeston

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.

Darren Wilks declared an interest as the owner of a local garage and the Treasurer of Driffield Shop Watch

4. Welcome to other attendees

No other attendees present.

5. Minutes of the council meeting held on Thursday 3rd April 2025

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 the new display backboard is now installed for the kiosk and thanked Phil Ashcroft for his assistance.

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 had written to the Chair to inform him that ERYC intend to move the signage at the junction by the end of July 2025. It is anticipated that this will then remove the obstructed view that drivers, trying to exit the junction onto the A614, have.

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 had previously stated he would look into this and chase up.

The Parish Council has now received a communication from an ERYC Director, Claire Hoskins, stating that ERYC will no longer maintain the “service strips” in Auchinleck Close, quoting a 1984 Section 38 document between the MOD, Broadland Properties and

Humberside County Council. The Chair is uncertain if this just refers to the trees or also the grass cutting. The Chair has written to ERYC's Claire Hoskins to ask why they have not written to the "owners" of the "strip" as they would any other body where trees/hedges were causing an issue.

Damaged fence in Polar Bear Drive – After Northern Powergrid stated that the land is not owned by them the Clerk contacted Peter Ward Homes again. Peter Ward himself kindly forwarded copies of Northern Powergrid's own drawings that show that it is their land. Clerk to write to Northern Powergrid again and request they repair the fence.

Bus Shelters and Timetables – The Kirkburn Shelter was being removed without prior warning on the 12th May 2025. The Chair intervened and the work ceased. The demolition contractor was under the impression we had been informed. They had also been contracted to remove the plinth, refill the hole and then seed with grass seed. They had not been informed that another bus shelter was to be installed which would then have required a new concrete plinth to be cast in place! ERYC's Transport Services Team are to inform the Parish Council when the shelter is rescheduled to be demolished and the new shelter installed. The Chair also challenged the type of shelter to be installed by ERYC, which had no sides to it, and was told that they would go back to the supplier to ask if a more enclosed shelter could be supplied.

There has been no update on our application forms submitted to ERYC's Transport team for Garton Road Bus Shelter to be reinstated and a Bus Shelter near Ramsden Close to replace one removed by Strawsons some time ago that was unsafe.

The Chair passed to Darren Wilks copies of the timetables for the Driffield Town Bus, details of the Medibus Service and East Yorkshire Buses timetables for delivery to homes in Kelleythorpe.

Parish Councillor Training – ERNLLCA are running "Being a Good Councillor" training courses. As the next parish council meeting clashes with the Part 1 session in July it was felt it would be best to request places on the November courses. These are Part 1 - 6th November; Part 2 - 13th November and Part 3 - 20th November. have circulated list of parish councillor training courses. Parish Councillors were encouraged to inform the Clerk if they can participate in these courses.

Emergency Plan Update - The Chair has forwarded the updated Emergency Plan to ERYC's Emergency Planning Team.

7. **Development of former Alamein Barracks Site**

Following the presentation by ERYC's Tom Bannister at the last meeting on the new Local Plan, Design Code and his statement that the previous Masterplan is to be updated by Strawsons Property and that he hoped the Parish Council's input would be welcomed. It was agreed by the meeting that the Parish Council welcomes the opportunity to be able to work with Strawsons Property on the update of the Masterplan and that the Chair should take steps to meet with Haydn Short (Strawsons Property) to ascertain how the Parish Council can contribute.

The meeting also requested that the Chair write to ERYC regarding the lack of communication in relation to the fact that the original Masterplan, that had gone through a consultation process, was to be reviewed by Strawsons Property. It should also be highlighted the disappointment at the lack of partnership working of ERYC with a major stakeholder to the project, such that the Parish Council is.

8. IT and Social Media related matters

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

Clerk to identify shortlist of IT providers and meet with Carl Jones, Dale Potter, Phil Ashcroft to determine which ones to investigate further with a view to appointing.

b. Parish Council's Social Media platforms

The Chair had received a complaint that a resident had been blocked from the Parish Council's Facebook page. It was established that this was a Kelleythorpe residents Facebook site, not the Parish Council's, and that the Parish Council's Facebook page is only utilised as a "news and information" platform. The Clerk and Beverly Didsbury to arrange move of Parish Council's Facebook page administration to the Clerk's responsibility.

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

The Chair had been assisted by Dale Potter in undertaking a survey of the Parish Council's assets. A summary of the issues found was given to the meeting. All the assets are basically in good order. There are some litter bins that need their concrete bases to be made secure. The wooden trim on the grit bin in Kirkburn requires replacement and the older wooden notice boards need sanding down and re-staining.

10. Kirkburn Telephone Box

BT have sent through the contract of adoption of the telephone box to the Parish Council. This has been signed and returned with a cheque for £1. Parish Council to be informed by BT once the telephone is scheduled for removal.

11. VE/VJ Day 80th Anniversary Fund

Possible date for an event was suggested as being 16th August (VJ Day falls on 15th August). The Clerk, Debbie Barratt, Marcia Glover and Bev Didsbury to meet up to discuss plans for an event. Clerk to enquire in relation to obtaining grant funding to help with holding an event.

12. Planning Applications

Planning applications received from ERYC since the last meeting.

None received

Planning application decisions received from ERYC since the last meeting.

None received

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.

13. Accounts payable and council financial matters

Receipts since 3rd April 2025

£4550.00 - 1st Precept Payment from ERYC

£ 513.39 – VAT Repayment 2023/24 Tax Year

Outgoings since 3rd April 2025

£ 54.00 – Photograph reproduction and framing for Southburn telephone kiosk

£ 29.94 – Sky Connect April invoice

£ 465.63 – ERNLLCA Membership

£ 7.50 – Bank charges

£ 29.94 – Sky Connect May invoice

£ 1.00 – BT Adoption charge for telephone kiosk

Clerk's Salary – Chair and Clerk have met to discuss and identify the most appropriate methodology for ensuring the payment of the Clerk's salary and ensuring HMRC

requirements are met by the Parish Council. The Chair explained that as this is the first time in many years the Clerk's position has been filled it is taking longer than anticipated to address the procedural matters required. He thanked the Clerk for her understanding as the matter is dealt with.

Savings Account – Correspondence received from ERNLLCA relating to a savings account for Parish Councils offered by Hinckley and Rugby Building Society. The Chair outlined the benefits of the account and the interest rate offered. This was higher than that offered by Beverley Building Society for a similar account. The meeting agreed this should be looked into further with a view to opening an account for the Parish Council. Chair and the Clerk to liaise with Hinckley and Rugby Building Society.

14. 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
- Council for Protection of Rural England – Expressions of interest required for applying to become a Trustee
- SEND Youth Clubs information
- HEY Smile – requesting examples of existing community groups they could work with and support

15. Any Other Business

Dog Poo Signs – The Clerk handed over new dog poo signs for Parish Councillors to post and distribute in the community.

16. Date of next two meetings

Thursday 3rd July 2025 at 7.30 pm

Thursday 18th September 2025 at 7.30 pm

17. Close of meeting

09.55 pm