

**Draft Minutes of Brandesburton Parish Council meeting  
held on Monday 12<sup>th</sup> May 2025 at 7:00pm  
in the Methodist Chapel School Room**

**Attendees**

Prof Keith Bardon (Chair)

Mr Stephen Atkinson

Mrs Victoria Chapman (Clerk & RFO)

Mrs Sandra Coates

Mrs Katherine Lakes

Cllr Jonathan Bibb (Part)

Mr Chris Richardson

Mr John Stones

Mrs Elizabeth Whitfield

Mrs Sam Wardle

Mrs Sharon Wright

**25-26/11 Apologies**

Had been received from Aidan Clarke and Adrian Olsen.

**25-26/12 Election of Officers**

**Chair:** Sandra Coates proposed that Keith Bardon continue as Chair, John Stones seconded. All voted in favour of the proposal.

**Subject to his approval Vice-chair:** Sharon Wright proposed that Adrian Olsen continue as Vice Chair, Stephen Atkinson seconded. All voted in favour of the proposal.

**Brandesburton Allotments:** Keith Bardon proposed that Chris Richardson continue as the parish council representative for the allotments. Sam Wardle seconded. All voted in favour of the proposal.

It was agreed that the Parish Councillors who are also on the Parish Hall Committee and the Planting Committee will continue to update and liaise with the Parish Council.

**25-26/13 Declaration of interest both pecuniary and non-pecuniary**

Keith Bardon as Chairman of the Brandesburton Pétanque Club declared an interest in Planning Application 25/00665/PLF.

**25-26/14 Acceptance of the Minutes of the last meeting**

Accepted as a true and accurate record.

**25-26/15 Ward Councillors Q and A**

Cllr Bibb confirmed that Luke Campbell has been elected as Mayor for Hull and East Riding of Yorkshire to serve a four-year term.

**25-26/16 Clerk's update report**

Thanks were extended to Chris, John and Keith for the installation of the two new composite park benches on New Road by the bus shelter and at Burton Fields.

The Clerk is awaiting an update from East Riding of Yorkshire Council re the completion of the CCTV at the Play Park, the monitoring service agreement and the agreed contribution to be paid by the Parish Council towards the cost of the CCTV.

The “No BBQs” sign has been received and will be installed at the Play Park as soon as possible.

The field on Eastfield Road that the Parish Council questioned ERYC Planning Enforcement about change of use has now been inspected and a retrospective planning application has been submitted for consideration at the June Parish Council meeting.

The VE Day 80 event held on Saturday 10<sup>th</sup> May at the Parish Hall (which was funded by the VE Day 80 community grant of £400 given by ERYC to the Parish Council) raised £280. The £280 will be divided and donated to Brandesburton school, Brandesburton Scouts and the Parish Hall Oven Fund. The Clerk will complete the grant paperwork and accounts required by ERYC.

Two allotment plots became available on 1<sup>st</sup> April 2025, and the Clerk reported that these have now been re-let. The new tenancy agreements will be sent out as soon as possible along with the required annual rent and new tenancy deposit requests.

## **25-26/17      Planning Matters**

25/00665/PLF

Proposal: Erection of a sports pavilion and social club and construction of a multi-use games area (MUGA) with 6 floodlighting masts, fencing and associated works following removal of existing portacabins and floodlights

Location: Sports Ground Catwick Lane Brandesburton East Riding of Yorkshire

Applicant: The Trustees at Brandesburton AFC

Application Type: Full Planning Permission

Agreed Consultee Comments:

In its current form the Parish Council does not support this planning application. The Parish Council suggests that this application goes to the Planning Committee. The concern is the loss of the Pétanque club and a replication of facilities which are available in the Parish Hall. The Parish Council recognise that there is a need for upgrading the football club facilities.

25/01029/PLF

Proposal: Erection of single storey extension to side

Location: 4 Shipley Close Brandesburton East Riding of Yorkshire

Applicant: Mr Michael Jones

Application Type: Full Planning Permission

Agreed Consultee Comment:

The Parish Council agreed to support this application.

## **25-26/18      Monthly Accounts**

Total expenditure for May 2025 = £2,632.72 was approved by the Parish Council.

Items of note were:

£100 donation to Leven and Brandesburton Horticultural Society

£150 donation to Brandesburton School 2<sup>nd</sup> Annual Colour Run

## **24-25/19      Annual Internal Report 24/25**

The Annual Internal Audit Report 2024/25 was presented by the Clerk at the meeting. Katherine Lakes proposed approval. Steve Atkinson seconded, and all were in favour of the report being approved as a true record.

#### **24-25/20      Annual Governance Statement 24/25**

The Annual Governance Statement 2024/25 was presented by the Clerk at the meeting. John Stones proposed approval, Sam Wardle seconded, and all were in favour of the statement being approved and signed by the chair as a true record.

#### **24-25/21      Accounting Statement 24/25**

The Annual Accounting Statement 2024/25 was presented at the meeting. Stephen Atkinson proposed approval, Chris Richardson seconded, and all were in favour of the statement being approved and signed by the chair as a true record.

The Clerk will submit the audit documentation to the external auditor for approval. The public rights period for inspection of documents will run from Monday 9th June 2025 to Monday 14th July 2025. The notice will be placed on the Parish Council noticeboard and will be added to the Parish Council website.

#### **24-25/22      Correspondence**

In response to ERNLLCA's email scoping the need for Parish Council defibrillator training, five Parish Councillors expressed an interest. The Clerk will pass the information to ERNLLCA and keep the Parish Councillors informed if and when defibrillator training becomes available.

The updated Parish Council Emergency Plan has been produced by ERYC and was approved by the Parish Council.

The Parish Council agreed to again make a donation of £150 to the Brandesburton School 2<sup>nd</sup> Annual Colour Run. The Clerk will request an invoice for payment of this donation and the payment will be logged on Scribe accounts under Section 137.

#### **25-26/23      Village issues**

Sandra asked if there was any news about the proposed new development on New Road. Keith advised that the Parish Council had made comments and raised concerns re Planning application 24/03788/PLF and was awaiting a decision.

Elizabeth informed the Parish Council that Brandesburton Parish Hall now has two new large screens available for community screenings. The screens were funded by the Tesco token scheme.

#### **25-26/24      Date of next meeting: Monday 9<sup>th</sup> June 2025**

Meeting closed at 8.23pm

**Accepted as a true record**

**Signed by Keith Bardon Chair of Brandesburton Parish Council**

