

**Draft Minutes of Brandesburton Parish Council meeting
held on Monday 8th September 2025 at 7:00pm
in the Methodist Chapel School Room**

Attendees:

Cllr Keith Bardon (Chair)	Cllr John Stones
Cllr Adrian Olsen (Vice Chair)	Ward Cllr Jonathan Owen (Part)
Mrs Victoria Chapman (Clerk & RFO)	Cllr Sam Wardle
Cllr Stephen Atkinson	Cllr Elizabeth Whitfield
Cllr Aidan Clarke	Cllr Sharon Wright
Cllr Sandra Coates	

24-25/48 Apologies

Received from Cllr Katherine Lakes and Cllr Chris Richardson

24-25/49 Declaration of interest both pecuniary and non-pecuniary

Elizabeth and Keith declared an interest in the planning application 25/02488/CLE which had been submitted by Mr Neil Sellers.

Adrian, Sharon and Aidan declared an interest in the Boardman Lane traffic proposal discussed under item 24-25/56.

24-25/50 Minutes of the last meeting

Accepted as a true and accurate record.

Keith confirmed that he had fed back to Newlay Asphalt the Parish Council's suggestion that they set up a trust on behalf of the village.

24-25/51 Ward Councillors Q and A

Cllr Owen informed the Parish Council that the Boundary Commission had now agreed the changes which will come into force before the next election. At Present there are three Wards, reorganisation will create two Wards, one of which will be known as East Wolds and will incorporate Brandesburton.

Cllr Owen stated that Luke Campbell, Mayor for Hull and the East Riding of Yorkshire is keen to support fracking in our region.

Cllr Owen confirmed that the next round of East Riding of Yorkshire Council's budget discussions is due to start on 9th September 2025. It is expected that the Labour government will reform funding for local authorities, however what form that will take it is unknown until the spending reviews are out of the way.

Cllr Owen voiced his concern that Adult and Social Care at East Riding level has been instructed to cut expenditure and overheads by 50%. This will undoubtedly lead to redundancies and will no doubt have a significant impact on services currently provided. Naturally there is political tension around these changes and what the impact of any cuts and changes will have on the local communities.

Keith raised his concern that East Riding of Yorkshire has recently announced that it is spending some £500k improving the footpath between Beverley Racecourse to Killingwoldgraves roundabout. This is in addition to the recent works carried out to improve the footpath from Bishop Burton village to Killingwoldgraves roundabout. Brandesburton

Parish Council want to know why the footpaths around Brandesburton don't receive any funding to improve them. The footpath between Brandesburton and Leven is now so overgrown it is impassable in places.

Keith also expressed his dismay that having seen the latest copy of Your magazine highlighting all the funding provided to other villages in the East Riding of Yorkshire for sports and outdoor facilities, it is a shame that Brandesburton hasn't been able to benefit from such funds.

24-25/52 Clerk's up-date report

Aidan confirmed that the grassed area along the side of Crosshill still isn't being cut by ERYC, residents have been cutting it themselves. The Clerk will chase this issue which was logged in November 2024.

John confirmed that the "No BBQs" sign was put up in the Play Park and this action can now be closed.

The Clerk advised the Parish Council that applications for two new bus shelters on New Road need to be submitted by the end of December 2025. Adrian volunteered to provide the required measurements and photographs for the grant application submission which the Clerk will put together along with obtaining quotes for two new bus shelters.

The allotment holders have put in a request for compost and the Parish Council agreed to Sam's suggestion that a large delivery is arranged which will be put in the allotment car parking area for the tenants to share.

24-25/53 Assertion 10 – Digital and Data Compliance for Councils

The Clerk informed the Parish Council that the new SAPPP Guide which applies to the 2025-2026 AGAR stipulates that there will be a new tick box on the AGAR form (Assertion 10). To warrant a positive response to this assertion, the authority needs to have taken the following actions:

Every authority must have a generic email account hosted on an authority owned domain, for example clerk@abcparishcouncil.gov.uk or clerk@abcparishcouncil.org.uk rather than abcparishclerk@gmail.com or abcparishclerk@outlook.com for example. At present Brandesburton uses a gmail.com email address. Parish Councillors are also advised to have a separate email address for their Parish Council correspondence in case there is a data breach or GDPR complaint through the ICO.

All smaller authorities must meet legal requirements for all existing websites regardless of what domain is being used.

All smaller authorities (excluding parish meetings) must also have an IT policy. This explains how everyone - clerks, members and other staff - should conduct authority business in a secure and legal way when using IT equipment and software. This relates to the use of authority-owned and personal equipment.

The Clerk has obtained three quotes from Parish Council Helper Service Registrars listed on the Government website. The quotations received indicate a cost to the Parish Council of £400 + VAT per annum for a modern, accessible and responsive website using the Government design guidelines and up to 20 mailboxes using the gov.uk domain.

The Parish Council consider this to be yet another sizeable financial commitment and asked

whether these requirements could either be met by ERYC existing set ups or whether ERNLLCA has looked into securing a special deal with any of the Service Registrars to supply a group of smaller Parish Councils at a reduced cost. ERYC Democratic Services has advised “The point about secure email is an important one though to prevent security issues and be compliant with terms of use, many free accounts should not be used for business purposes. There is also a data protection issue around storing personal information in free accounts which should be considered. So, we would strongly recommend using a secure/contracted email service.” The Clerk has asked ERNLLCA if there is any chance of a few Parish Councils grouping together and negotiating a special deal with one of the Service Registrars i.e. Aubergine who ERNLLCA use for some of their training courses. ERNLLCA have responded “Not sure how it would work in practice as they would still have to have an individual contract with the council to provide a service, so I’m not sure if we would be able to negotiate anything better with Aubergine than ERNLLCA members get an extra 10% discount when ordering. Please quote: ‘Tom’s got us a deal’.”

The Clerk informed the Parish Council that there are always potential risks they have not considered if they don’t follow current legislation. If the Parish Council fails the audit there is potential for a public interest report and fines. Further, GDPR compliance in terms of emails and the control of data is better if there are specific council email addresses that the council uses.

24-25/54 Planning Matters

Dalton Fields

Email response from PC need to talk to ERYC rather than the PC as it is a public bridleway.

25/02342/PLF

Proposal: Erection of a single storey extension to rear with parapet walls and flat rooflight
Location: 6 Garden Mews Brandesburton East Riding of Yorkshire YO25 8UG
Applicant: Mrs Francean Gray
Application Type: Full Planning Permission
Decision: PC agreed to support this application.

25/02488/CLE

Proposal: Certificate of Lawfulness for continued use of existing buildings for offices for Premier Paint Shop Industrial Buildings and for business activity of spray painting large vehicles including lorries and commercial vans and retention of existing dwelling
Location: Neil Sellers Premier Paint Shop Unit 1 The Elms Workshops Starcarr Lane Brandesburton East Riding Of Yorkshire YO25 8RT
Applicant: Mr Neil Sellers
Application Type: Cert of Lawful Development - Existing
Decision: PC questions the accuracy and completeness of the information submitted and requests that a site visit is arranged to verify that the drawings and plans submitted are accurate. PC is concerned that there is a second spray booth operating without planning permission and that hours of operation have been omitted.

24-25/55 Monthly Accounts

Total expenditure for August 2025 of £2,592.21 was approved by the Parish Council.

Receipt from ERYC VE VJ Day 80 Community Grant of £394.70 received on 22nd August 2025.
Receipt from Unity Trust Bank of £50 refund of fee as processing of Multipay card application had taken such a long time. The Clerk is now in receipt of the Multipay card for Parish Council expenses.

Total expenditure for September 2025 predicted as £1,346.85 was approved by the Parish Council.

Item of note:

Annual external audit fee £252.00.

Clerk's salary increases from 1st April 2025 in line with the Local Government Services Pay Agreement 2025/26 announced 23rd July 2025.

24-25/56 Correspondence

Adrian circulated copies of the consultation document he has put together on proposed traffic flow changes to Boardman Lane and Cross Hill. This document outlines the reasons for the suggested changes, and it was agreed that Adrian, Aidan and Sharon will now hand deliver copies of this document to the residents of Boardman Lane expressing the importance of them completing the form with their responses in favour or not and returning the form to the box provided in the village shop.

24-25/57 Village issues

Aidan reported to the Parish Council that the Speed Awareness team has run two more sessions and there were no speeding violations to report. Previously 26% of drivers were clocked over the speed limit and residents have been informed of the speed limits in the village and this appears to be having a positive impact.

Aidan is looking into the costs associated with VAS speed indicator signs and has also asked the PCC about the costs involved. The Parish Council agreed that purchase of VAS signs could be perhaps be the subject of an application to Lissett Wind Farm Fund.

Keith raised again the question of whether a pedestrian crossing could be put on the A165 roundabout so that residents can safely cross to and from the facilities on the other side of the road. When Lianne Darbinson attended a Parish Council meeting in 2024 she said that traffic lights would not be placed so close to a roundabout, however ERYC has only recently seen fit to have traffic lights installed on the A1035 at the Killingwoldgraves roundabout in Beverley. The PC requests that ERYC provides a similar installation on the A165.

Actions reported to the Clerk by John:

- Brandesburton road sign at Starcarr Hill has been bent, Clerk to ask Streetscene to fix.
- No cycling sign on Butts Lane has been taken down and needs to be reinstalled.
- Clerk asked to contact Deep Blue about sweeping the gravel off of the pavement outside the shop.
- Clerk asked to contact Shelter Solutions re a replacement bus shelter timetable holder as the existing one has been smashed.

24-25/58 Date of the next meeting: 7.00pm on Monday 13th October 2025

Meeting closed at: 8.52pm

Accepted as a true record

Signed by Keith Bardon, Chair of Brandesburton Parish Council