

**Minutes of Brandesburton Parish Council meeting
held on Monday 10th November 2025 at 7:00pm
in the Methodist Chapel School Room**

Attendees:

Prof Keith Bardon (Chair)	Mr Chris Richardson
Mr Adrian Olsen (Vice Chair)	Mrs Sam Wardle
Mr Stephen Atkinson	Mrs Elizabeth Whitfield
Mr Aidan Clarke	Mrs Sharon Wright
Miss Sandra Coates	Mrs Victoria Chapman (Clerk/RFO)

24-25/70 Apologies received from Mrs Katherine Lakes, Mr John Stones, Ward Councillor Jonathan Bibb and Ward Councillor Jonathan Owen.

24-25/71 Declaration of interest both pecuniary and non-pecuniary

Adrian, Sharon and Aidan declared their interests in the Boardman Lane traffic proposal. Item 24-25/80 on the agenda.

Keith and Elizabeth declared their interests in Planning Matter 25/02488/CLE, Item 24-25/76 on the agenda.

24-25/72 Minutes of the last meeting

The Chair expressed his displeasure that the draft minutes of the October had not been sent to him for proofreading ahead of publication. He asked for minor amendments to be made to some of the wording which were agreed by the Parish Council as a true and accurate record of the October meeting.

24-25/73 Ward Councillors Q and A

The Ward Councillors were unable to attend the meeting.

24-25/74 Clerk's up-date report

An email had been received advising that a replacement "Brandesburton" sign has been ordered and is currently being manufactured by ERYC's Traffic Management in-house sign shop and will be installed as soon as possible. The email also stated that the Highways Maintenance team will arrange for some general sign cleaning and straightening to be undertaken in Brandesburton.

24-25/75 Assertion 10 – Digital and Data Compliance for Councils

Aidan informed the Parish Council that the IT Policy Sub Committee consisting of Adrian, Victoria and himself had a Zoom meeting with James Reilly of Easy Web Sites Ltd on 6th November which was useful and informative regarding the options available to the Parish Council in choosing a new generic email address for all Parish Councillors and making sure that the Parish Council website is compliant with new legislation and regulations. James outlined the upfront cost and ongoing support costs for the website and individual email domain addresses.

Easy Web Sites Ltd manage the websites and email domains for other Parish Councils who do in turn get a lot more traffic and views of their websites as those websites also offer local information such as doctor's surgery opening times, bus times etc.

James did advise that the Parish Councillors should all have named .gov.uk or org.uk email addresses which can either be managed by the provider or by someone in the Parish Council with sufficient IT knowledge.

A Teams call with Mark Tomkins from Aubergine Ltd has been arranged by the Clerk for the IT Policy Sub Committee members for 2.00pm on Thursday 27th November to go through their offering.

24-25/76 Planning Matters

25/02488/CLE

Proposal: Certificate of Lawfulness for erection/siting of external spray booth

Location: Neil Sellers Premier Paint Shop Unit 1 The Elms Workshops, Starcarr Lane
Brandesburton YO25 8RT

Applicant: Mr Neil Sellers

Application Type: Cert of Lawful Development – Existing

Decision: The Parish Council are of the opinion that the second spray booth still does not have planning permission and therefore a certificate of lawfulness needs to be preceded by planning approval. The Parish Council is further concerned about the residents who live near this amenity who haven't been consulted about the second spray booth.

25/03013/PLF

Proposal: Change of use from Post Office and Residential (Class E/C3) to Residential (Class C3) to form a single dwelling, erection of two single storey extensions to rear following demolition of existing conservatories, construction of first floor balcony with French doors to rear, installation of two windows to front, construction of vehicular access and carport with 1.5m high electric gates to side

Location: Former Brandesburton Post Office 50 Main Street Brandesburton YO25 8RL

Applicant: Mr Paul Raper

Application Type: Full Planning Permission

Decision: The application was supported by the Parish Council.

25/02718/PLF

Proposal: Change of use of restaurant (Class E) to mixed use as hot food take away with associated storage area (Sui Generis) and Barbers shop (Class E) and installation of new shop fronts and extraction flue to rear (retrospective)

Location: 59 - 61 Main Street Brandesburton East Riding of Yorkshire

Applicant: Mr Mustafa Aksahin

Application Type: Full Planning Permission

Decision: The application was supported by the Parish Council on the face of it, but feel it would have been better if the applicant had followed the proper procedure.

24-25/77 Monthly Accounts

The Chair informed the Parish Council that he had not seen sight of the financial reports until shortly before the meeting. The Clerk explained that the bank payments had been approved by Adrian and Stephen to verify that they both had the correct authorisation access for future payments following

the Chair's departure from the Parish Council at the end of this meeting.

Total expenditure for October 2025 of £2,616.58.

Total expenditure for November 2025 predicted as £3,049.35 was approved by the Parish Council.

Items of note: CCTV SLA Invoice £1,800.00 and the purchase of a dedicated Parish Council pay as you go mobile phone £69.00.

24-25/78 Donation to the Parish Hall Fundraising Initiative

Elizabeth (a member of the Parish Hall Committee) was pleased to report that the Parish Hall have received a donation of a 6-ring range cooker which runs on bottled gas. The range cooker will be safety checked and fully installed ahead of the planned Caleigh, pie and peas event on 31st January 2026. The Parish Hall Committee have therefore decided to change their grant application to raise funds for stage lights instead to encourage performing small bands at events. The Parish Council agreed to donate £200 towards the Parish Hall fundraising for stage lights.

24-25/79 Correspondence

The Clerk informed the Parish Council that the following items of correspondence had been received:

A letter dated 27th October 2025 from the Secretary of the Brandesburton Parish Hall Trust confirming that "the Parish Council will not incur any costs regarding taking over the trusteeship of Brandesburton Parish Hall. Any costs occurring from the transfer of the hall will be covered by Mr Mewburn."

An email concerning dog fouling in the Community Orchard on Mill Lane and requesting a no dog fouling sign. The Parish Council are content with the sign that is currently in place and the dog waste bin.

A top up request letter from East Riding of Yorkshire Council asking for suggestions to be added to the Street Name Bank. The developer of the new houses being built on land southwest of Gowan Bank, New Road has chosen the name "Honeysuckle Drive" from the street name bank. The Parish Council requested that the Clerk put forward the name "Saddlers" as Brandesburton has a history of saddle makers in the village in the past.

The estimated rough sleepers survey request for Thursday 6 November into the morning of Friday 7 November 2025 was advised as a nil return.

24-25/80 Boardman Lane Traffic Proposal

Adrian thanked the Parish Councillors for their help delivering and collecting the responses from the residents who were consulted on the Boardman Lane traffic proposal. 58 properties were consulted, and the Parish Council received 32 responses, with 68% in favour of the proposal. Adrian is compiling a response to ERYC Traffic Management with all the results and comments the Parish Council received, for consideration and next steps. Adrian has also agreed to liaise with Leanne Darbinson, Senior Engineer Traffic Management at ERYC, to discuss various road safety concerns in Brandesburton, including speeding, traffic monitoring, HGV usage, and the crossing point on the A165 to the Parish Hall.

24-25/81 Village issues

Aidan had received an email regarding the amount of litter and mud on Catwick Road. The Parish Council are of the opinion that the mud on the road is due to tippers exiting Sandsfield landfill without

using the on-site wheel wash. It is believed that Taylors is one company importing landfill waste without the appropriate netting to contain the waste, which is spilling out onto the by-pass and Catwick Lane. Adrian thought that the mud on the road was due to soil being brought onto the site to begin the process of covering the landfill cells, however Chris clarified that they are not allowed to import soil onto that site from elsewhere. Adrian advised that ERYC had recently out a social media post re trialling AI cameras to monitor fly-tipping and the Parish Council asked the Clerk to report this matter to ERYC and ask if cameras can be installed on the by-pass.

An enquiry had been made regarding streetlighting on Plantation Drive. It is unclear whether this is a private road or bridleway. Aidan committed to take a look at the lighting situation there and report back to the Clerk who will in turn ask ERYC to confirm what the status of that area is.

Adrian confirmed that the village walkabout has been arranged for Thursday 20th November, with Terry Weaver, Area Engineer - Highways, Wayne Bemrose - Streetscene, and Councillor Bibb. Adrian has created a report to support with the Walkabout, which will include photographs of areas of concern in the village. The Walkabout is to focus on Starcarr lane footways, including the possibility of a shared cycle lane between Leven and Brandesburton, and the footway at the entrance of Hainsworth Park Golf Club. The Walkabout will also focus on Church Drive, which is in an appalling state of repair, New Road footway, amongst other foot and highways in the village requiring maintenance. Following the meeting, the Parish Council were informed that Walkabouts have been scrapped for rural areas. Following the cancellation of the Village Walkabout, Adrian shared the Highways and Streetscene report with the Senior Leadership team at East Riding of Yorkshire Council and our Ward Councillors, asking for careful consideration of the contents before responding. The report can be viewed on the Brandesburton Parish Council website.

24-25/82 Thanks to the outgoing Chair and Parish Councillor were expressed by the Parish Council.

24-25/83 Date of the next meeting: 7.00pm on Monday 8th December 2025

Meeting closed at: 20:22

**Accepted as a true record
Signed by**

Chair of Brandesburton Parish Council