

**Draft Minutes of Brandesburton Parish Council meeting  
held on Monday 12<sup>th</sup> January 2026 at 7:00pm  
in the Methodist Chapel School Room**

**Attendees:**

Mr Adrian Olsen (Chairman)  
Mr Aidan Clarke (Vice Chair)  
Mr Stephen Atkinson  
Mr Bob Clarke  
Miss Sandra Coates  
Mrs Victoria Chapman (Clerk/RFO)

Mrs Sam Wardle  
Mr Chris Richardson  
Mr John Stones  
Mrs Elizabeth Whitfield  
Mrs Sharon Wright

**24-25/100 Apologies**

Received from Mrs Katherine Lakes, Ward Councillor Jonathan Owen and Ward Councillor Jonathan Bibb.

**24-25/101 Declaration of interest both pecuniary and non-pecuniary**

Stephen declared his interest in planning application reference number 25/03374/PLF as Secretary of Brandesburton Tennis Club.

**24-25/102 Minutes of the last meeting**

Accepted as a true and accurate record.

**24-25/103 Issues raised by members of the public**

None.

**24-25/104 Ward Councillors Q and A**

No Ward Councillors were present.

**24-25/105 Clerk's up-date report**

Adrian informed the Parish Council that one of the Clerk's objectives for 2026 (agreed during her annual appraisal in December 2025) is the implementation of a 3-month review of all open tasks on the report, where there has been no update for 3 months. A review will be undertaken at the monthly Parish Council meetings, where next steps will be proposed and agreed to keep things moving forward.

The Clerk undertook to ask Councillor Bibb if he can chase ERYC regarding grass cutting on Cross Hill (reference number is 3310688).

The Clerk was also asked to contact Councillor Bibb to find out if he knows how the Bus Shelter Flexigrant application, which was submitted in October 2025, is progressing.

The Parish Council agreed that allotment plots 7a and 9b, which have recently been relinquished, should first be offered to those on the waiting list for an allotment. If the plots are unsuitable or those on the list have made other arrangements, plot 9b will be offered to Mr Tony Cammidge, who has expressed an interest in taking over the plot.

The Clerk reported that the Deep Blue Fish Shop Area Manager has not responded to her recent emails or phone calls regarding sweeping the gravel off of the pavement outside the shop and is unclear if the Area Manager is still in post. It was agreed that the Parish Council will continue to monitor the gravel on the pavement and to escalate to ERYC where necessary.

Streetscene Enforcement have issued a reference number 2356394 for the Parish Council report of mud on the carriageway of Catwick Lane. They have advised that the AI camera trial has now ended and would not have been suitable for the type of issue.

At the beginning of January, it was reported that one of the bottom panels of the larger bus shelter on New Road had been smashed. A quote for replacement has been obtained from Shelter Solutions as follows:

To supply the polycarbonate sheet only (with new fixings for the angle pieces to be put back in place): £210.00 + VAT

To supply & us to install the sheet: £655.00 + VAT

The Parish Council agreed that a new polycarbonate sheet does need to be installed but that the fitting costs quoted by Shelter Solutions are expensive. Nigel from Beaver Borders, who has agreed to undertake handyman tasks around the village, is willing to fit the new polycarbonate sheet when it has been delivered and the Clerk is awaiting his estimate for that work. The Clerk will order the new polycarbonate sheet and have it delivered to Adrian's house as soon as possible.

#### **24-25/106 Assertion 10 – Digital and Data Compliance for Councils**

Following meetings with service providers and having reviewed the offerings and associated costings for the required upgrade to the Parish Council IT Policy, the Assertion 10 Sub-committee are looking favourably at asking Aubergine 262 Ltd to build the new website and to ensure compliance with the required .gov.uk email domain names ahead of the 2025/26 AGAR submission at the end of this financial year on 31<sup>st</sup> March 2026.

#### **24-25/107 Planning Matters**

25/03374/PLF

Proposal: Construction of padel court with glass/mesh enclosure, pickle ball court and relocation and resurfacing of existing tennis courts

Location: Bowling Green and Clubhouse New Road Brandesburton YO25 8RX

Applicant: Brandesburton Tennis Club

Application Type: Full Planning Permission

Decision: Chris proposed, Aidan seconded and all voted in favour of supporting this planning application. Consultee comments uploaded on 14<sup>th</sup> January 2026.

25/03576/PLF

Proposal: Erection of two storey extension to rear following demolition of existing

Location: Moortown Cottage Farm Bridlington Road Brandesburton YO25 8EP

Applicant: Warley Cross

Application Type: Full Planning Permission

Decision: Stephen proposed, Sandra seconded and all voted in favour of supporting this planning application. Consultee comments uploaded on 14<sup>th</sup> January 2026.

Elizabeth informed the Parish Council that on 7<sup>th</sup> January 2026, that she and her husband were approached by Mr Mark Mewburn from Dacre Lakeside Park and advised them that he was going to widen the road outside their property (The Nook) which leads to Dacre Lakeside Park, as well as the

cricket field and tennis courts. He also advised that he would bring the Land Registry deeds as proof of ownership of the road. On production of the Land Registry deeds for The Nook and not the road in question, a compromise was reached to take a small piece of land outside of the Nook, to use for road widening. Elizabeth expressed her concern that planning permission may not have been sought for this road widening. The Parish Council agreed that the Clerk should log their concern with East Riding of Yorkshire Council Planning Enforcement, asking them to investigate whether planning permission is required and to confirm who owns the road leading off Starcarr Lane leading down to Dacre Lakeside Park. It was suggested that it may be owned by Yorkshire Water in view of the water treatment plant, however clarification is needed. The Clerk has logged this enquiry with ERYC Planning Enforcement Request ID RUD786253854.

#### **24-25/108 Monthly Accounts**

Total expenditure for December 2025 of £1,805.85.

Total expenditure for January 2026 predicted as £1008.36 was approved by the Parish Council.

Items of note: £599 for Insurance renewal. Due to another annual 20% increase quotation from Clear Councils Insurance the Clerk has changed the insurance provider to Zurich Municipal for 2026.

The Parish Council agreed to approve the Clerk's request to become a member of the Society of Local Council Clerks (SLCC) which provide updates on legislative requirements and training courses available as well as advice and support for Local Council Clerks. The annual membership fee is £150 and it was agreed that the membership will be reviewed in December 2026 to ensure that the Parish Council and the Clerk are receiving value for money and what support has been provided compared to what is currently provided by the East Riding and North Lincolnshire Local Councils Association (ERNLCA).

#### **24-25/109 2026/27 Parish Precept**

Adrian took the Parish Council through the new budget setting spreadsheet and highlighted the changes to the list of categories, which now encompass items as follows:

1. Parish Council Expenses (stationery, mobile phone, Chairs expenses)
2. Community Expenses (winter maintenance, defib spares, community orchard, village signs, festive lighting)
3. Parish Council Assets Maintenance (Playpark, benches, salt bins maintenance, bus shelters maintenance)

Bob queried that one of the costs has increased by 45% and asked why this has increased more than the predicted 10%. The Clerk confirmed that the previous budget was lower than actual costs and the new figure was a better representation of future costs.

Predicted budget spending for 2026/27 is £23,240. It was therefore proposed that a 10% increase be applied to the Precept for 2026/27 raising the request to £22,000. A 10% increase in the Precept was proposed by Sharon, seconded by Elizabeth and all voted in favour. The Precept request form was signed by the Chair and the Clerk and was submitted and acknowledge by ERYC on 13<sup>th</sup> January 2026.

#### **24-25/110 Correspondence**

16 <sup>th</sup> December 2025	ERYC Winter Services	Salt bin maintenance requirements
17 <sup>th</sup> December 2025	Humberside PCC	Notice of expansion of Speed Indicator Device Fund to also cover AutoSpeed Watch and AutoHGV Watch.
9 <sup>th</sup> January 2026	ERYC	Newsletter

15 <sup>th</sup> January 2026	NALC	Chief Executive's Bulletin
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Correspondence received from Mrs Linda Lawson and Mr Tony Cammidge was discussed under item 24-25/105 Clerk's up-date report.

#### **24-25/111 Village issues**

Concern has been raised by Andrew Taylor of Wold Top Developments about dog fouling being dumped on the new housing development site on New Road. It was agreed that a Facebook post is needed to highlight the dog fouling problem and the fact that dog poo bags can be placed in any litter bin of which there are plenty around the village. A post was added to Facebook on 13<sup>th</sup> January.

Adrian agreed to contact Andrew Taylor of Wold Top Developments regarding the current closure of Butts, which is understood to be due to the necessary drainage works for the site. The Parish Council were not aware of this closure and therefore unable to advise residents, particularly those using this route to use the local bus service. There are concerns that the resident in Butts Villa has effectively been blocked in as both entrances have been fenced off.

John raised his concern about the terrible smell around the village, which seems to be worse when temperatures are cold and there is little to no wind, causing the smells to linger. Stephen encouraged Parish Councillors and residents to contact the Environment Agency to log their concerns, as the more people who do so, the more likely the EA will take action. It was agreed that a Facebook post will be uploaded asking residents to report the smell to EA and giving their telephone number 0800 807060.

John raised his concerns about the new front door, which has been installed on a property on Main Street known as The Old Post Office. Concerns were raised that the new owner may replace the existing white, sash windows, with black or anthracite frames, which would not be in keeping with the village conservation status. Adrian advised that provided the windows are replaced like-for-like, a planning application would not be required as this would be considered permitted development, however, the Parish Council cannot second-guess what the new owner may do. A review of the planning application, which was approved in 2025, made no reference to changing the colour or style of the window frames. New window frames are being installed and are in keeping with the existing colour and style.

The Parish Council are aware of a recent incident where an elderly person tripped/fell as a direct result of the number of potholes on Church Drive. Adrian undertook to contact ERYC about this matter, along with the other issues raised in the recent Brandesburton Highways and Streetscene report, which was drawn up at the end of 2025 to replace the Village Walkabout, which ERYC has abandoned for rural areas. Adrian also recommended that the resident who tripped/fell, should contact ERYC to make them aware.

#### **24-25/112 Date of the next meeting: 7.00pm on Monday 9<sup>th</sup> February 2026**

Meeting closed at: 8.02pm

**Accepted as a true record**

**Signed by**

**Adrian Olsen**  
**Chair of Brandesburton Parish Council**