

**Draft Minutes of Brandesburton Parish Council meeting  
held on Monday 9<sup>th</sup> March 2026  
at 7:00pm in the Methodist Chapel School Room**

**Attendees:**

Mr Adrian Olsen (Chairman)	Mrs Katherine Lakes
Mrs Victoria Chapman (Clerk/RFO)	Mr John Stones
Mr Bob Clarke	Mrs Sam Wardle
Miss Sandra Coates	Mrs Elizabeth Whitfield
Ward Councillor Jonathan Owen	

**24-25/128 Apologies**

Received from Mr Stephen Atkinson, Mr Chris Richardson, Mr Aidan Clarke (Vice Chair), Mrs Sharon Wright, Ward Councillor Jonathan Bibb.

**25-26/129 Declaration of interest both pecuniary and non-pecuniary**

None

**25-26/130 Minutes of the last meeting**

Accepted as a true and accurate record.

**25-26/131 Issues raised by members of the public**

None in attendance.

**25-26/132 Ward Councillors Q and A**

Councillor Owen informed the Parish Council that the funding East Riding of Yorkshire Council receive from central Government for the new financial year, has been reduced by £30m from the previous year. This will undoubtedly put additional pressure on services; however, Cllr Owen advised that the Parish Council shouldn't see any significant reduction in the services the village receives. East Riding of Yorkshire Council has a 3-year financial plan to ensure that essential services are maintained.

Cllr Owen confirmed that Local elections for ERYC will be held in May 2027.

Cllr Owen was questioned about the new Combined Mayoral Authority and if the additional funding expected via the new mayoral office, will help to make up that shortfall. Funding coming from central Government to the new mayoral office, has been slow as the office is not fully operational; however, recruitment for senior roles is in progress.

Councillor Owen was asked by Elizabeth about the issue of Social Care and then informed The Parish Council that the recent Care Quality Commission inspection for social care in the East Riding, was rated inadequate. The population of retired residents in the East Riding is higher than anywhere else in the UK, and this is expected to continue increasing. There is also a high level of residential home occupancy in the East Riding. Cllr Owen confirmed that work is progressing to address the issues identified in the inspection and to make overall improvements to social care in the East Riding.

John was pleased to report that the potholes on Church Drive have been filled in and it is much improved. However, the Parish Council maintain that this is only a short-term fix and a more suitable long-term solution needs to be identified.

### **25-26/133 Clerk's up-date report**

Adrian has sent the results of the Boardman Lane traffic proposal resident's survey to Lianne Darbinson, Traffic Management at ERYC, and has extended an invitation to attend a future Parish Council meeting to agree how we proceed. Adrian has also asked Lianne to update the Parish Council with any progress since her last attendance in April 2024.

The Clerk informed the meeting that the Allotment rent review letters with the agreed 5% increase, are ready to be sent out mid-March. In view of the number of plot swaps and retiring plots, it was agreed that an extra paragraph will be added to the letters of those tenants leaving/moving plots asking them to leave their previous plot in good, cleared condition for the incoming tenant.

Concerns have been raised about the use of Glyphosate at the allotments, with local councils and allotments around the UK limiting or completely banning its use. It was agreed that the Parish Council need to investigate this further and Bob volunteered to research the harmful impacts of Glyphosate usage and report back to the Parish Council. In addition, the Clerk volunteered to ask the Clerk's network whether other Parish Councils have added a clause into their allotment tenancy agreements, banning the use of glyphosate on their allotments and report back. Cllr Owen offered to investigate ERYCs widespread usage of Glyphosate.

It was agreed that the Parish Council need to find a long-term solution to the water logging at the allotment parking area. Adrian volunteered to ask his contact for possible options/fixes and the costs involved and report back to the Parish Council in due course.

The Parish Council would also like to see a permanent fix to "Church Drive", which has recently had some deep potholes repaired. Whilst this is a welcome solution in the short-term, a long-term solution is required. Newlay (Asphalt suppliers) did contact the Parish Council last year, with an offer of becoming more involved with the community and the Parish Council suggested at the time, for Newlay to set-up a grant scheme. However, Adrian suggested that another option would be to ask Newlay to help with the issue of Church Drive. It is understood that Newlay have recently resurfaced the cemetery footpath in Kilham. The Clerk undertook to send an email to Cllr Owen regarding the offer from Newlay, and Cllr Owen will raise this with ERYC to understand if the suggestion of Newlay resurfacing Church Drive, could be progressed.

The Clerk has returned the signed indemnity and agreement forms to the Head of Transportation at ERYC and has provided a copy of the Parish Council's public liability insurance as requested, to support with the grant that the Parish Council has been awarded for two new bus shelters.

The replacement pane in the damaged bus shelter on New Road, has been fitted by Beaver Borders and Adrian is pursuing recompense via Northern Power from the contractors undertaking the Streetworks on New Road, at the end of 2025.

### **25-26/134 ERYC Flexigrant Bus Shelter Application Update**

The Clerk reported that the signed indemnity agreement and a copy of the Parish Councils Insurance Certificate for Public Liability had been forwarded to ERYC as requested.

### **25-26/135 Assertion 10 Sub-committee**

Adrian reported that Aubergine have been appointed and would like all the Parish Councillors to provide a "pen portrait" about themselves to help increase the Parish Council's profile in the village. Adrian also

suggested (optional) photographs of each councillor, which would be uploaded onto the new website. Adrian had a chat with Jay Turner who has some really good drone footage of the village and whether Jay would be happy for this to be added to the home page of the new website. Jay has shared his YouTube page with Adrian and would be happy for his footage to appear on there. Adrian undertook to ensure Jay was credited with the footage when the site goes live (early H2 this year).

The Clerk attended a Teams meeting with Mark from Aubergine on 5<sup>th</sup> March and the following actions/next steps were agreed:

1. The Aubergine basic email package for our new email domain: @brandesburtonparishcouncil.gov.uk is now ready to use. The master control panel for Adrian to set up new email addresses has also been set up. The Clerk's .gov.uk email address has been set up and log in details have been provided to the Clerk.
2. The Clerk agreed to update the sitemap for the new website, taking out suggestions which were deemed to be too much like Tourist information and return to Mark as soon as possible.
3. The Clerk has been asked to send a few photographic images of the village to Aubergine for uploading. The Clerk will contact Timothy Tomkins re rights to the images he took for the village signs.
4. Aubergine will begin building the new website in a few weeks time and aim for a go live date in June 2026. The Clerk agreed to book herself onto the Aubergine website training course in May 2026.

## **25-26/136 Planning Matters**

### **26/00362/PLF**

Proposal:                   Erection of single storey extension to rear  
 Location:                   26 St Quintin Park Brandesburton East Riding of Yorkshire YO25 8SE  
 Applicant:                   Mr Lee Hughes  
 Application Type:        Full Planning Permission  
 Decision:                   Proposed Elizabeth, Seconded Bob, All in favour

## **25-26/137 Monthly Accounts**

Total expenditure for February 2026 was £1,071.94

Total predicted expenditure for March 2026 as £2,195.31 was approved by the Parish Council.

Items of note: £252 for replacement pane for the bus shelter, £706.80 to Aubergine for new email domain and website set up, £215 SLCC membership fee.

A letter has been received from H.A.R.T Medibus asking for a donation. In March 2023 the Parish Council made a donation of £150 but did not make a donation in 2024 or 2025. A donation of £150 was proposed by Sam, seconded by Katherine and all in voted favour. RFO to action.

## **25-26/138 Correspondence**

11 <sup>th</sup> February	ERYC	Town and Parish Councillors Bulletin
18 <sup>th</sup> February	ERYC	Notification of Decision on App Ref 25/03576/PLF
2 <sup>nd</sup> March	ERYC	Notification of Decision on App Ref 25/03548 /PLF

3 <sup>rd</sup> March	Allotment tenant	Enquiry about a white van blocking the entrance to the allotments parking area
3 <sup>rd</sup> March	Charlie Dewhirst MP	Response from Alison McGovern MP re local government funding
3 <sup>rd</sup> March	Resident	Enquiry re possible removal of wall post box on Main Street. Resident was directed to Planning Enforcement. Parish Council agreed to wait and see.

### **25-26/139 Village issues**

Elizabeth informed the Parish Council that she had received a complaint from a resident about the terrible smell, which is thought to be coming from the landfill site outside of the village. The resident has written to Sandsfield directly to complain and request action. Mark Newburn has provided a list of reasons about why the smell is particularly bad at this time of year, including the damp weather conditions, heavy rainfall etc., however, the Parish Council would like a long-term permanent solution to prevent the acrid smells emanating from the landfill site, in the future. At the February meeting. Cllr Bibb had undertaken to speak to Mark Grimes of the ERYC Environmental Team and report back, nothing received yet.

John raised an issue with the footpath on St Quintin Park, where 2 utility covers have dropped and are creating a trip hazard. John agreed to take photos of the utility covers to send to Adrian for reporting to ERYC.

Elizabeth provided an update following the previous Parish Hall committee meeting. Some actions were agreed and there will be a further meeting on 31<sup>st</sup> March to discuss what needs to be done to repair the hole in the roof of the Parish Hall.

### **25-26/140 Date of the next meeting will be Monday 13<sup>th</sup> April 2026**

Meeting closed at: 8.30pm

**Accepted as a true record**

**Signed by**

**Adrian Olsen**

**Chair of Brandesburton Parish Council**