

**Draft Minutes of Brandesburton Parish Council meeting
held on Monday 11th May 2026 at 7:00pm
in the Methodist Chapel School Room**

Attendees

Mr Adrian Olsen (Chair)	Mrs Katherine Lakes
Mr Aidan Clarke (Vice Chair)	Mr Chris Richardson
Mrs Victoria Chapman (Clerk & RFO)	Mr John Stones
Mr Stephen Atkinson	Mrs Sam Wardle
Mr Bob Clarke	Mrs Sharon Wright
Mrs Sandra Coates	

26-27/13 Apologies

Received from Mrs Elizabeth Whitfield and Cllr Jonathan Owen

26-27/14 Election of Officers

Chair: John proposed that Adrian continue as Chair, Aidan seconded.
All voted in favour of the proposal.

Vice-chair: Sharon proposed that Aidan continue as Vice Chair, Stephen seconded.
All voted in favour of the proposal.

Parish Hall Representative: (Subject to acceptance) Sandra proposed Elizabeth, Aidan seconded. All voted in favour of the proposal.

Brandesburton Allotments Representative: Stephen proposed that Chris continue as the representative for the allotments. Bob seconded. All voted in favour of the proposal.

26-27/15 Declaration of interest both pecuniary and non-pecuniary

Sam declared a non-pecuniary interest in the Elmfield Drive Planning Application to be considered as part of this meeting.

26-27/16 Acceptance of the Minutes of the last meeting

Accepted as a true and accurate record.

26-27/17 Issues raised by members of the public

None present.

26-27/18 Ward Councillors Q and A

None present.

26-27/19 Clerk's update report

The Clerk informed the Parish Council that a resident of Long Riston has enquired about one of the vacant allotment plots in Brandesburton. The Parish Council were in favour of allowing members of the public from the surrounding area to become allotment tenants rather than have empty allotment plots. Advertisements have been placed in the Noticeboard and on Facebook for the available allotments and there is now only one vacant

quarter plot. The Lock box for Water Tap 3 is rotten and has broken so is no longer secure. The Clerk was asked to contact Beaver Borders to see whether this is a job they could undertake and approximate cost of repair/replacement.

Concern was raised about the increasing amount of mud and litter on Catwick Lane. The Clerk was asked to contact ERYC Highways Maintenance Department to chase up complaint reference number 2356394.

To comply with Assertion 10 of the 2025/2026 AGAR all the new .gov.uk email domain names have been set up by Adrian and have been issued to all the Parish Councillors and to the Clerk. The Clerk has moved to the new .gov.uk email in Outlook for future email correspondence, and a forward rule has been set-up on the old Gmail account. The Clerk will review where the previous email is being used and update to the new .gov.uk email. The new Parish Council website designed by Aubergine262 will Go Live in June and the Clerk is booked onto the Aubergine website introduction training course on 3rd June 2026.

In the Playpark, Bob has found and retrieved the missing piece of the goal board from the field next to the Play Park. Bob and Adrian will look to reinstate with tamper-proof bolts. The Clerk will ask Beaver Borders to look at the gate spring on the entrance to the Play Park and advise whether it can be fixed and if so the approximate cost of the repair.

The Clerk advised the Parish Council that Wicksteed have offered an alternative to expediting the annual Play Park inspection and incurring extra charges, which is for their Area Sales Manager to visit the Play Park and advise on possible options for replacement play equipment for those items which have been damaged or are no longer serviceable. The Parish Council voted in favour of arranging such a visit and Adrian, Aidan and Bob volunteered to meet with the Area Sales Manager from Wicksteed at the Play Park at a convenient date and time to be arranged.

26-27/20 Planning Matters

26/00805/PLF

Proposal: Installation of ground mounted solar panels
Location: Land North of Rasher House Catfoss Lane Brandesburton YO25 8EJ
Applicant: Newlay Asphalt (East) Ltd
Application Type: Full Planning Permission
Decision: Proposed by Stephen, seconded by Katherine.
All voted in favour of supporting this planning application.

26/00790/CLE

Proposal: Certificate of Lawfulness to determine that a lawful start has been made to approved application reference 22/02692/PLF
Location: Land South of 11 Park Avenue Brandesburton YO25 8QR
Applicant: Mr Andrew Rivis
Application Type: Cert of Lawful Development – Existing
Decision: Proposed by John, seconded by Bob.
All voted in favour of supporting this planning application.

26/00915/TCA

Proposal: Crown reduce 1no. Variegated Maple tree by 3m to return the tree to its ideal form and shape
Location: The Old School House 76 Main Street Brandesburton YO25 8RG
Applicant: Mr Phil White
Application Type: Tree Works in Conservation Areas
Decision: The Parish Council defer to the decision of the Tree Officer.

26/01045/PLF

Proposal: Erection of two storey and first floor extension to side, single storey extension to rear, construction of bay window and new roof/roof canopy to front

Location: 20 Elmfield Drive Brandesburton East Riding Of Yorkshire YO25 8RR

Applicant: Mr And Mrs Stevenson

Application Type: Full Planning Permission

Decision: Proposed by Sharon, seconded by Sandra.
All voted in favour of supporting this planning application.

26-27/21 Monthly Accounts

Total expenditure for April 2026 = £2,446.15
Total receipts for April 2026 = £28,360.58 which included:
Precept £11,000.00 and Flexigant for two new bus shelters = £17,028.00
Predicted expenditure for May = £2,499.30 was approved by the Parish Council.
Items of note were: £100 Internal Audit Fee

26-27/22 Annual Internal Report 2025/2026

The Annual Internal Audit Report 2025/26 was presented by the Clerk at the meeting. Stephen proposed approval. Sandra seconded, and all were in favour of the report being approved as a true record.

26-27/23 Annual Governance Statement 2025/2026

The Annual Governance Statement 2025/26 was presented by the Clerk at the meeting. Aidan proposed approval, Bob seconded, and all were in favour of the statement being approved and signed by the Chair as a true record.

26-27/24 Accounting Statement 2025/2026

The Annual Accounting Statement 2025/26 was presented at the meeting. Katherine proposed approval, John 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 Wednesday 3rd June 2026 to Monday 15th July 2026. The notice will be placed on the Parish Council noticeboard and will be added to the Parish Council website.

26-27/25 Correspondence

16 th April 2026	ERYC Parish Open Door	2026 Town and Parish Council Communication Survey
24 th April 2026	Dogger Bank D	Project Update
24 th April 2026	ERYC Planning	Notification of Decision on App Ref 26/00362/PLF
7 th May 2026	ERYC Planning	Notification of Decision on App Ref 26/00307/PLF

26-27/26 Village issues

John reported that the Parish Council that the potholes on St Quintin Park had been repaired.

Katherine reported that the flooding on Little Burton had been attended to and the drains had been cleaned. Katherine will monitor its effectiveness when there is heavy rainfall and report back to the Parish Council. Previous flooding problems on Charters Lane have also been investigated and resolved.

John reported that the hedge belonging to 11 Main Street is overhanging the pavement and the Clerk was requested to ask ERYC to send an enforcement offer to attend and, if necessary, issue a 28-day action letter.

John raised his concern that the corner of Main Street near the shops is potentially very dangerous due to irresponsible parking behaviours. As part of the correspondence to Traffic Management, Adrian has asked Lianne Darbinson, if she can influence Streetscene to provide more regular Parking Enforcement Officers in Brandesburton. There was a further discussion about the parking bays outside of the shop to have a 20-minute time limit applied to them to reduce the bay from being used by residents rather than shop customers. Adrian suggested that the yellow lines on the kerbs to indicate the No Loading No Waiting restrictions, have faded to such an extent that they are no longer visible. A line refresh request has been raised with ERYC and the work is scheduled this year. The Parish Council discussed a Traffic Regulation Order to address the parking issues on Main Street, particularly at the junction of Boardman Lane and a number of other areas where suggested. Adrian will consider these suggestions and bring an illustration to the June Parish Council meeting for further discussion and consideration.

Katherine reported that a 2-wheeled motor vehicle is using the footpath connecting Little Burton and St Quintins and is causing distress to the residents of the nearby bungalows. Aidan advised that it is illegal to use a motor vehicle on a pathway and residents should report such incidents to Humberside Police who can take action. Residents can also use Operation Snap to upload video footage of such anti-social behaviour. Katherine offered to monitor the situation and would report the anti-social behaviour to the Police if or when the situation arises again.

Katherine raised her disappointment at the tardiness of grass cutting being undertaken by ERYC. After the last round of cuts cars were left covered in grass clippings and it didn't appear as if any sweeping up of grass cuttings had been done which meant that the areas look very messy. Katherine will send photographs to the Clerk in order that the Clerk can raise a complaint with ERYC grass cutting maintenance department.

Sandra reported that the cigarette box outside the shop which was purchased by the Parish Council is obviously not being emptied regularly as it has caught fire a couple of times. Nobody seems to know if and where there is a key so it was agreed that access will be attempted by force to empty it.

26-27/27 Date of next meeting: Monday 8th June 2026

Meeting closed at 20.21pm

Accepted as a true record

Signed by Adrian Olsen, Chair of Brandesburton Parish Council