

# Kilham Parish Council

Minutes of the Annual Meeting held at The Star Meeting room on Monday 11<sup>th</sup> May 2026, 7.10pm

## PRESENT:

Councillors: Christine Snowden (Chairman), Lucy Savile, David Tanner, Sam Nunns, Geoff Christie, Heather McIntyre and Glyn Goddard.

0 members of the public attended.

Clerk: C Boston

## **To elect the Chairman of the Council** **1628/26**

A resolution was passed to elect Cllr Snowden as Chairman, proposed by Cllr Savile and seconded by Cllr Christie, all in favour. The form was duly signed.

## **To receive and note any apologies for absence.** **1629/26**

Bryan Woodward, Liz Sellers, Gerry Horner and Ward Cllr Bibb  
All apologies were accepted.

## **To elect the Vice-Chairman of the Council** **1630/26**

A resolution was passed to elect Cllr Savile as Vice-Chairman, proposed by Cllr Christie and seconded by Cllr McIntyre, all in favour.

## **Declarations of Interest by Members in Items on the Agenda.** **1631/26**

None were declared.

## **Agreeing the Minutes of the Last Meetings.** **1632/26**

The minutes of the 13<sup>th</sup> April 2026 meeting were agreed to be a true record and duly signed by the Chairman. Proposed by Cllr Tanner and seconded by Cllr Savile, all in favour.

## **To fix the Dates and Times of Ordinary meetings of the Council for this Financial Year** **1633/26**

The dates and times were agreed as the second Monday of the month excluding August.

## **To appoint Members to serve on working parties and village representatives** **1634/26**

Members agreed the working parties and village representative.

## **To approve the Bank Signatories** **1635/26**

The bank signatories were agreed.

## **Public Forum** **1636/26**

No members of the public were present.

## **Planning** **1637/26**

26/01017/VAR – Removal of Condition 3 (Occupancy condition) on planning permission M.2939(A)

West Meadows West End Kilham East Yorkshire YO25 3RR

Applicant: S Hall. Application type: Variation of Condition(s)

No objections, all in favour.

## *The following planning applications were approved to be granted by ERYC* **1638/26**

26/00034/PLF – Erection of a free range egg laying unit including egg packing and storage building, feed silos and associated infrastructure with access from Scarborough Road.

Land South East of Togdale Farm Accommodation Road Langtoft East Yorkshire YO25 3TY

NAME: ..... DATE: ..... NUMBER: .....

26/00446/CLE – Certificate of Lawfulness for existing occupation of a dwelling without complying with an occupancy condition (Condition 3 of planning permission M2939(A))

West Meadows West End Kilham East Yorkshire YO25 4RR

26/00442/PLF – Erection of two storey extension to side, porch to front, and installation of roof light to rear, following demolition of existing conservatory.

Cherry Tree house 6 Chantry Meadows Kilham East Yorkshire YO25 4RB

26/00460/PLF – Erection of a two storey extension to side and single storey extension to rear (revised scheme of 24/01973/PLF)

East End Farm East Street Kilham East Yorkshire

**Finance** - To approve payments of invoices received, per payment schedule. **1639/26**

It was proposed by Cllr Snowden seconded by Cllr Savile, all in favour, that the following accounts were paid: Bank charge £7.00, HMRC £208.27, ERNLLCA £627.49, ICO £47.00, KPFA £7,500.00

Payments received:- Allotment £100.00, Precept £15,750.00

BACs payments were authorised by two councillors online and the bank reconciliation was checked and agreed by the Chairman.

### **Year End Accounts**

(a) To approve and agree the Year End Accounts **1640/26**

The year end accounts were approved, all in favour

(b) Annual Governance Statement

(Part 1) To carry out a review of the effectiveness of the system of internal control

A review was carried out

(Part 2) To answer all the questions on the Governance Statement

All questions were answered.

(Part 3) To approve the Governance Statement by resolution **1641/26**

A resolution was passed to approve the Governance Statement, proposed by Christie and seconded by Cllr Goddard, all in favour.

(c) Accounting Statement:-

(Part 1) To review and agree the figures on the Accounting Statement **1642/26**

The figures were agreed.

(Part 2) To approve the Accounting Statement by resolution **1643/26**

A resolution was passed to approve the Accounting Statement, proposed by Cllr Tanner and seconded by Cllr Christie, all in favour.

**Highways** - To raise any issues **1644/26**

Following a lengthy discussion it was agreed to ask for a site visit with ERYC regarding the junction at The Bay Horse.

Records indicate that the path between Middle Street and North Back Lane was established as part of the planning application for the KPFA. It was agreed that the Parish Council would install the wooden signage, which we already have, at both entrances to promote the route as a safer access point to the KPFA (signs to be left at Cllr Nunns house to be fitted). It was agreed to obtain a quote from Mr Sykes for the removal and disposing of the ivy, which was removed from the church wall, all in favour.

**ANPR update and to discuss the signage** - Cllr Nunns **1645/26**

The ANPR has been ordered and will be delivered to Cllr Nunns.

**Dog Fouling Stickers** – To receive an update from the dog warden and decide whether to place the stickers on parish council owned assets. **1646/26**

ERYC have delivered a number of no dog fouling stickers, it was agreed for Cllr Nunns to place the stickers on parish council assets only.

NAME: ..... DATE: ..... NUMBER: .....

A resident has been in communication with the dog warden regarding dog fouling around the village, the dog warden did attend the village but at that point in time no offences were committed. To place an article in the newsletter.

**Cemetery Bench** – To discuss the purchase of a bench and decide thereon **1647/26**  
A resolution was passed to purchase a three seater Cyan bench, it was agreed for the new bench to be placed at the junction of Mill Side and move the one currently on Mill Side junction, into the cemetery shelter, all in favour. The bench to be delivered to The Old Star.

**Playground Report** – To report any issues **1648/26**  
A resolution was passed to ask the handyman if he could clean the play equipment every week, due to the on-going problem of bird droppings covering the equipment, all in favour. Also for the handyman to tidy Jubilee corner, all in favour.

**Bridlington Hospital Ward Closure** – Cllr Woodward, to discuss and decide any further actions. **1649/26**  
A resolution was agreed for the Clerk to write a letter, expressing concerns to the ward closure, all in favour.

**Revised Planning Enforcement Plan 2026, Public Consultation** – To receive the correspondence **1650/26**  
Correspondence received.

**Emergency Services Updates** – Cllr Nunns, to receive any updates relating to Kilham. **1651/26**  
Humberside police are advertising for young cadets, 15/16 year olds.  
The PCSO visited the village with the SID and two drivers were issued with a warning.  
Police have launched policing's first AI virtual assistant called Bobbi.  
The PROW officer has given me new right of way discs for the village.  
Two maps are needed as part of my role as Emergency Officer, it was agreed for Cllr Nunns to be given delegated powers to purchase the maps and to be reimbursed by the parish council, all in favour.

**Correspondence** **1652/26**  
Town and Parish Council communication survey

**Clerk Report** **1653/26**  
Cllr Sellers and I have booked onto the Planning Enforcement and Appeals training  
I have written to ERYC to ask if there are any by-laws active on the verges in the village.  
The independent internal auditor will be carried out next week.

**Councillors Reports** **1654/26**  
Cllr Snowden – We have not received an invoice for the newsletter for a number of years, following a discussion it was recommended that one is forwarded to the parish council to settle the account.  
Cllr Goddard and myself attended the meeting for the proposed celebrations in relation to it being 800 year since Kilham was granted a market charter. Various ideas were discussed but nothing has been agreed at this stage and a committee needs to be established.  
Cllr McIntyre – I will chase the installation of the new defibrillator.

The date of the next Parish Council meeting will be on Monday 08<sup>th</sup> June 2026 at 7pm, at The Old Star meeting room.  
There being no further business to discuss the Chairman closed the meeting at 8.30pm.

NAME: ..... DATE: ..... NUMBER: .....