

# Hayton & Burnby Parish Council

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An Ordinary Meeting of Hayton & Burnby Parish Council was held on **Wednesday 8<sup>th</sup> April 2026** in the Village Hall, Hayton.

Present: Cllrs Ward (Vice-Chair), Thackray and Wagstaff  
Ward Cllrs Cary, Hammond and West  
The Clerk  
1 member of the public

The Minutes from this Meeting appear below.

## Minutes

The Meeting opened at 7:00pm.

### 2026.01 Chair's Welcome

In the absence of Cllr Ellis, Cllr Ward assumed the role of Chair and welcomed everyone to the Meeting.

### 2026.02 Apologies

*To receive and agree or note apologies for absence from the Meeting*

Apologies had been received from Cllrs Ellis, Nicholson, Sedcole and Stonehouse, which were noted

### 2026.03 Declarations of Interest

(a) *To receive Declarations of Pecuniary or Non-Pecuniary Interest in any Agenda item*

There were no Declarations of Interest

(b) *To note any Grants of Dispensation*

There were no Grants of Dispensation

### 2026.04 Public Participation

*To resolve that the Meeting is suspended for a period of up to 15 minutes to allow for public participation. Please note that discussion is not permitted during this session.*

There was no suspension of the Meeting as the member of the public did not wish to address the Parish Council under this item.

### 2026.05 Minutes

(a) *To adopt the Minutes of the Ordinary Meeting held on Wednesday 11<sup>th</sup> March 2026*

The Minutes of the Ordinary Meeting held on Wednesday 11<sup>th</sup> March 2026 were agreed to be a true and accurate record of that Meeting and were signed by Cllr Ward

(b) *To review each of the Action Points from the Minutes of the March Meeting*

- The Clerk has completed the payments due in respect of the two History Boards

- **ACTION:** Ward Cllr Hammond to liaise with ERYC regarding gravel under the bridge on the A1079

- **ACTION:** Ward Cllrs to arrange a site visit with a ERYC Highways Engineer to investigate the flooding on the forecourt at Hayton Service Station

Initials:



# Hayton & Burnby Parish Council

- **ACTION:** Ward Cllr Hammond to ask ERYC to review the cherry trees adjacent to the bus shelter as they are still obstructing the view from high-seated vehicles
- the pothole on Back Lane has been repaired
- **ACTION:** Ward Cllrs to report potholes in the layby at the exit of Hayton Village and outside The Vicarage in Hayton
- **ACTION:** size of perspex panel in the bus shelter to be measured and quotes sought
- The incorrect road markings should be rectified during the Summer months
- **ACTION:** Ward Cllr Hammond to speak with Karl Rourke regarding the other Action Points from the last Live Labs 2 update
- the Clerk has updated the Parish Council website with the revised and the new policies
- the Schedule of Meetings has been produced and added to noticeboards and website
- the [Clerk@HaytonBurnbyParishCouncil.gov.uk](mailto:Clerk@HaytonBurnbyParishCouncil.gov.uk) e-mail address is up and running, with the [HaytonBurnbyPC@gmail.com](mailto:HaytonBurnbyPC@gmail.com) address to be wound down over the coming months
- **ACTION:** Clerk to contact the people looking after the two defibrillators and confirm arrangements with them
- an item for the bus shelter perspex has been added to the Agenda for this Meeting

## 2026.06 Ward Councillors' Reports

*To receive a report from the Ward Councillor(s) present at the Meeting.*

Cllr Ward reported that a fibreoptic cable in the grass verge near Burnby had returned to the surface despite a previous repair. Ward Cllr West advised that cables should be set between 250mm and 350mm below the surface, and that ERYC would be testing the depth along that stretch through the use of boreholes.

- potholes have been filled on Back Lane in Burnby and on the A1079 at Hayton
- the Ward Cllrs are liaising with ERYC to have further repairs carried out to Back Lane given the poor condition of the road surface and to the A1079 on the approach to Hayton from the Pocklington direction
- (reminder) all 72 ERYC bin lorries have been fitted with defibrillators. Training in CPR and defibrillator use will be provided to crews and it is hoped that Yorkshire Ambulance Service will use the bin lorry tracking system to dispatch a nearby crew should an emergency arise  
[Life-saving defibrillators fitted to all East Riding bin lorries in UK first](#)

Cllr Thackray reported the issue of flooding along Everingham Lane and also the need for "Passing Place" signs to be installed due to cars parking in the passing places at the exit of Hayton village

**ACTION:** Ward Cllr Hammond to liaise with ERYC on both of these matters

## 2026.07 Finance

- To review and approve the Accounts, Bank Statement and Bank Reconciliation*  
The Accounts, Bank Statement and Bank Reconciliation were reviewed and approved by Cllrs Thackray and Wagstaff
- To review and approve the Schedule of Payments*  
The Schedule of Payments was reviewed and approved by Cllrs Thackray and Wagstaff

Wilson Services	Installation of 2 x History Boards	£600.00
The Clerk	Clerk's Salary (March)	(redacted)
Unity	Service Charge (February)	£7.00

- To consider two grant applications received since the March Meeting*

**RESOLVED:** This item was deferred until the May Meeting in the interests of having a fair debate and vote when a greater proportion of Members are in attendance

Initials:

# Hayton & Burnby Parish Council

## 2026.08 History Boards

To receive an update from the Clerk following the installation of the two village history boards, including the latest information regarding the "Do It For East Yorkshire" grant. The Clerk advised that both of the History Boards have been installed by Wilson Services, and that the End of Grant Report has been returned to the "Do It For East Yorkshire" Team accompanied by 17 User Surveys. A response is awaited from them, hopefully along with confirmation that the remainder of the grant monies will be paid.

NOTE: This item will be added to the Agenda of the May Meeting for a further update

## 2026.09 Bus Shelter

To receive any updates on the replacement of perspex panels in the bus shelter to improve visibility and the request for pruning of nearby trees.

(from Minute 2026.05 above)

**ACTION:** size of perspex panel in the bus shelter to be measured and quotes sought

**ACTION:** Ward Cllr Hammond to ask ERYC to review the cherry trees adjacent to the bus shelter as they are still obstructing the view from high-seated vehicles

NOTE: This item will be added to the Agenda of the May Meeting for consideration

## 2026.10 Internal Audit

To confirm the arrangements for the Internal Audit element of the 2025-26 AGAR (Annual Governance & Accountability Review).

RESOLVED: The Internal Audit will once again be carried out by Elkerlodge Services.

## 2026.11 Date of next Meeting

(a) To agree that the Annual Parish Meeting, the Annual Parish Council Meeting and the next Ordinary Meeting will all be held on Wednesday 13th May 2026, with the Annual Parish Meeting commencing at 6:30pm, the Annual Parish Council Meeting at 7:00pm and the Ordinary Meeting at 7:30pm

RESOLVED: The Annual Parish Meeting, the Annual Parish Council Meeting and the next Ordinary Meeting will all be held on **Wednesday 13<sup>th</sup> May 2026** in the Village Hall, Hayton, with the timings as above.

(b) To note any items for inclusion on the Agenda for the above Meetings

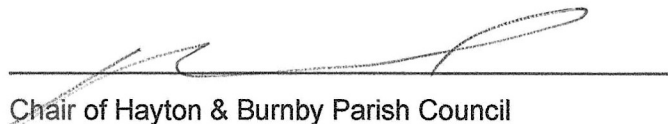
**ACTION:** Clerk to receive items for inclusion and add them to the relevant Agenda

- "Do It For East Yorkshire" grant application

- bus shelter perspex

The Meeting closed at 8:45pm.

Signed to confirm the above Minutes are a true and accurate record of the Meeting:

  
Chair of Hayton & Burnby Parish Council

Date: Wednesday 13<sup>th</sup> May 2026