

# Hayton & Burnby Parish Council

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An Ordinary Meeting of Hayton & Burnby Parish Council was held on **Wednesday 14<sup>th</sup> January 2026** in the Village Hall, Hayton.

Present: Cllrs Ellis (Chair), Ward (Vice-Chair), Nicholson, Stonehouse and Thackray  
The Clerk  
1 member of the public

The Minutes from this Meeting appear below.

## Minutes

The Meeting opened at 7:00pm.

### 2025.121 **Chair's Welcome**

Cllr Ellis welcomed everyone to the Meeting.

### 2025.122 **Apologies**

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

- Apologies had been received from Cllrs Sedcole and Wagstaff, which were noted
- Apologies had also been received from Ward Cllrs Cary, Hammond and West

### 2025.123 **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

### 2025.124 **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.

### 2025.125 **Minutes**

(a) *To adopt the Minutes of the Ordinary Meeting held on Wednesday 10<sup>th</sup> December*  
(Proposed by Cllr Stonehouse, seconded by Cllr Nicholson, all in favour)

The Minutes of the Ordinary Meeting held on Wednesday 10<sup>th</sup> December 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 December Meeting*

The Clerk read out the Action Points from the Minutes of the December Meeting, all of which had been completed, were on the Agenda for this Meeting, or were with the Ward Cllrs for progressing

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## 2025.126 Live Labs 2

*To receive a further update on the Live Labs 2 project from Karl Rourke of ERYC.*

There was no further update as Karl Rourke was unable to attend the Meeting.

**ACTION:** Clerk to invite Karl Rourke to the February Meeting.

## 2025.127 Ward Councillors' Reports

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

There were no updates as the Ward Cllrs were unable to attend the Meeting.

**ACTION:** Clerk to liaise with the Ward Cllrs regarding ongoing and newly-raised issues.

## 2025.128 Finance

### (a) *To review and approve the Accounts, Bank Statement and Bank Reconciliation*

The Accounts, Bank Statement and Bank Reconciliation were reviewed and approved by Cllrs Nicholson and Stonehouse

### (b) *To review and approve the Schedule of Payments*

The Schedule of Payments was reviewed and approved by Cllrs Nicholson and Stonehouse

The Clerk  
Unity

Clerk's Salary (Dec)  
Service Charge (Nov)

(redacted)  
£6.00

### (c) *To agree and sign the Precept Demand for 2026-27*

In accordance with the resolution made at the December Meeting, the Precept Demand was signed by Cllr Ellis and by the Clerk.

The Precept will increase from £4,930 in 2025-26 to £5,250 in 2026-27

**ACTION:** Clerk to submit the Precept Demand Form to ERYC before 16<sup>th</sup> January

## 2025.129 "Do it For East Yorkshire" Grant Application

### (a) *To receive progress updates on the various elements of the two village history boards and on the "Do it For East Yorkshire" grant*

The Clerk provided the following updates;

- The Grant Agreement had been signed and the first instalment had been received
- A payment had been created on Unity for the M4UK invoice
- When that payment has been authorised the designs for each board can be uploaded to M4UK when ready
- Transport may be needed to bring the boards from M4UK to each village

### (b) *To agree payment of the M4UK invoice for manufacturing the two history boards, together with payment to Hattie Dornan for the graphic design of the Burnby board* RESOLVED: Each of the above payments was approved for actioning by the Clerk

**ACTION:** Payment to M4UK to be authorised on Unity by two Cllrs

**ACTION:** Clerk to notify M4UK that the invoice has been paid

**ACTION:** Clerk to liaise with Hattie Dornan regarding payment for the Burnby design

## 2025.130 Hayton Flood Wardens

*To receive any updates on the recruitment of volunteer Flood Wardens for Hayton to join the Flood Warden scheme overseen by East Riding of Yorkshire Council.*

There had been no expressions of interest, but the posters will remain in place to see whether anyone comes forward.

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## 2025.131 Planning

*To receive the Notification of Decision on the below Planning Application;*

### **25/02881/TPO**

*St Martins Churchyard, Town Street, Hayton, East Riding Of Yorkshire YO42 1RR*

*TPO - ST MARTIN'S CHURCH YARD, HAYTON - 1979 (REF 342) T1, T2 & T8 - Crown reduce 2 no. Yew trees (G1) by 5 metres in height and reduce by 4 metres at either side to maintain clearance to overhead wires and re-shape to improve the shape in accordance to the height of the wires; Crown reduce 1 no. Sycamore tree (T8) to 5-6 metres in height due to dieback and to see if the crown will re-sprout*

The Clerk noted the Notification of Decision to grant this Planning Application.

## 2025.132 Annual Grants

*To consider a further round of grants in 2026 and to agree an application process for interested organisations.*

RESOLVED: A further round of grants will be considered and applications are invited from interested organisations.

**ACTION:** Clerk to review and update the application form used in 2025.

## 2025.133 Bus Shelter

*To agree the replacement of perspex panels in the bus shelter to improve visibility together with the pruning of nearby trees.*

Discussion about the replacement of perspex was deferred until the February Meeting

**ACTION:** Clerk to liaise with Ward Cllrs to request pruning of cherry trees adjacent to the bus shelter before they come into blossom.

## 2025.134 Councillors' Reports

*To receive updates from Councillors on any urgent issues which have arisen since the Agenda was published. **Please note that no decisions can be made during this item.***

- Cllr Ward had reported to the Ward Cllrs that the lighting at Pocklington Household Waste Recycling Site had been on throughout the night for several nights
- Cllr Ward had also reported a pothole on Nunburnholme Lane
- Cllr Ward had received a request from Hayton Service Station to report the reoccurrence of flooding on the forecourt
- Cllr Nicholson noted that the collapsed culvert on Londesborough Road was still awaiting repair, and that a pothole had formed nearby where water was pooling on the road surface
- Cllr Thackray reported that the area under the bridge on the A1079 had refilled with silt and gravel following the recent poor weather and will need to be cleared again
- Cllr Thackray also noted that a pothole has appeared near to the old roundabout in Hayton
- Cllr Ellis advised that the owners of The Vicarage on Town Street had confirmed that they would endeavour to keep the hedge trimmed to avoid overhanging the pavement

**ACTION:** Clerk to liaise with the Ward Cllrs and ERYC regarding the above reports

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## 2025.135 **Date of next Meeting**

(a) *To resolve that the next Ordinary Meeting will be held on Wednesday 11<sup>th</sup> February*  
RESOLVED: The next Ordinary Meeting will be held on **Wednesday 11<sup>th</sup> February**  
at **7:00pm** in the Village Hall, Hayton

(b) *To note any items for inclusion on the Agenda for the next Meeting*

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

- Bus Shelter perspex

## 2025.136 **Exclusion of the Press & Public**

*To consider the exclusion of the press and public from an Agenda item to discuss a confidential staffing matter.*

RESOLVED: The member of the public was asked to leave the room so that a confidential staffing matter could be discussed.

## 2025.137 **Confidential Item – Staffing Updates**

*To discuss a change to the Clerk's Terms of Employment.*

RESOLVED: Following successful completion of the probationary period, the Clerk was awarded a single Scale Point salary increase in salary with effect from 6 months of service.

**ACTION:** Clerk to make the necessary adjustments from the next payroll.

The Meeting closed at 8:00pm.

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

Date: Wednesday 11<sup>th</sup> February 2026

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Cllr Simon Ellis, Chair of Hayton & Burnby Parish Council