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The Annual Parish Meeting and the Annual Parish Council Meeting of Nunburnholme with Kilnwick Percy Parish Council were held on **Thursday 8<sup>th</sup> May 2025** in Nunburnholme Church.

Present: Cllrs Halkon, Phillips, Crabtree, Richardson, R. Bird and C. Bird  
The Clerk  
Ward Cllr West

The Minutes from each Meeting appear below.

## **Minutes – Annual Parish Meeting**

There were no members of the public present at the Meeting and the Open Forum was unused

### **2025.01 Signing of the Minutes of the 2024 Annual Parish Meeting**

The Minutes of the 2024 Annual Parish Meeting had been signed in June 2024.

### **2025.02 Chair's Report**

*All the Parish Councillors serving in May 2024 have continued in place, we have our full quota of seven. Our Clerk, Samantha O'Connor resigned in April 2025 after six years of serving the Parish Council and we welcome Andrew Buxton in her place.*


*Our annual audit did not raise any recommendations. We did not increase the Parish Council Precept, which has remained the same for several years. Ongoing expenses such as the insurance policy are checked by our Clerk as best value for money. The Parish Council continues to pay an annual fee to the Parochial Church Council for supporting Parish Council meetings at St James and providing our Emergency RV. It was decided that a half of our meetings should be held in each 'village' of our council and so St James' Nunburnholme would be our venue for May, July and September and Madhyamaka Kadampa Meditation Centre in November, January and March. The Parish Council use the most up to date versions of HR policies and updates are sent by East Riding & Northern Lincolnshire Local Councils Association. We continued to place maintaining rural status as central to all our decision making.*

#### **Planning and Consultations:**

*We considered three planning applications.*

*We submitted our statutory AGAR annual return and Audit, so the Parish Council is fully compliant with regulations. The Emergency Plan was updated.*

*The National Highways and Transport Public Satisfaction Survey and the Annual Snapshot of Rough Sleepers were completed. Salt bins were checked for salt in October.*

Initials: ,



**Community Issues:**

Last year I reported that the formal response of the ERYC made the reduction of the speed limit on the **B1246 at Fishponds Hill and the junction with Millington Lane from 60mph** an unlikely event. However, thanks to the persistence of Cllr Phillips, a site meeting with ERYC has resulted in bright signage and a 40mph advisory limit at the road junction. Clarification is needed for the rest of Fishpond Hill and the junction with Featherbed Lane. **Flooding** has continued to be an issue in Kilnwick Percy though again the persistence of Cllr Phillips has resulted in ERYC taking action with roadworks to build a low berm that directs flood water away from the most vulnerable properties. In Nunburnholme ERYC have cleared drains to reduce the build-up of floodwater in Town Street and enable it to clear more quickly. The Farm Manager for Warter Estate said that he would look into holding floodwater on the Estate by allowing water to flood the old meanders of the beck once action had been taken further downstream. The poor drainage of Nunburnholme Hill which causes long term road flooding has been reported to ERYC.

**Jubilee Wood** continues to be regularly monitored by the Parish Council with minor maintenance being carried out as required. A free consultation with 'The Conservation Volunteers' showed that no major work was needed. Nevertheless, a warning sign has been placed at the entrance.

**Potholes** reported to ERYC by the Parish Council are repaired quite quickly. Though the poor state of Back Lane towards Warter is still an issue. **Streetlight Number 2 on Butt Lane** was also repaired. The Parish Council responds to reports of **trees overhanging roads or pathways** and requests landowners to act.

At our request, **a road sign advising motorists of children on Butt Lane** where there is no verge has been erected.

Following a public consultation about **street lighting in Nunburnholme** and on the information given by our Ward Cllr Leo Hammond, the Parish Council recommended that street lights are turned off at 12 pm except on Butt Lane where there is no footpath or verge, and to review 4 months after the change.

Following the ERYC Village Task Force (Street Scene) visit in April 2023 it was agreed not to take up the offer to use the Community Payback Scheme to get **footpaths in Nunburnholme cleared of vegetation**. Nevertheless, under this scheme part of the footpath on Church Lane, from the Wolds Way to the church, was cleared and while several bags of grass sods were eventually removed the middle section of the path was left uncleared and debris was left as a trip hazard in the gateway to the Wolds Way, this was cleared by a resident and a councillor. Overall, walking along much of this footpath is improved.

We were happy to send a letter of support to assist with fundraising for restoring the courtyard at **Madhyamaka Kadampa Medication Centre**.

**Remembrance Sunday** was marked for the second time by the Parish Council with the laying of a wreath on a Commonwealth Grave in St James' Church.

My thanks for their great support go to our former Clerk, Sam O'Connor, and my fellow councillors, Tony Phillips, Andrew Richardson, Robert Bird, Chris Bird, Tom Danter and Mark Crabtree.

Initials:



**2025.03 Chair invites Members of the Parish to ask questions**

No members of the public were present, and nothing was discussed under this item

## **Minutes – Annual Parish Council Meeting**

**2025.04 Welcome and Apologies**

The Chair welcomed everyone to the Meeting

- Apologies had been received from Cllr Danter which were noted
- Apologies had also been received from Ward Cllrs Cary and Hammond

**2025.05 Declaration of Acceptance and Register of Interests Forms**

- There were no Declaration of Acceptance or Register of Interests Forms to be returned

**2025.06 Nominations for Chair**

- Cllr C. Bird proposed Cllr Halkon for Chair. Seconded by Cllr R. Bird. All in favour
- Cllr Halkon accepted the position and continued to Chair the Meeting

**2025.07 Declaration of Interest**


- There were no Declarations of Interest in any Agenda item
- There were no Grants of Dispensation

**2025.08 Minutes from Previous Meeting**

The Minutes of the Ordinary Meeting held on Thursday 6<sup>th</sup> March were agreed to be a true and accurate record of that Meeting and were signed by Cllr Halkon.

**2025.09 Matters Arising (including outstanding actions not covered elsewhere on the Agenda)**

- Relocation of salt bin / purchase of additional salt bin.  
ACTION: Clerk to chase ERYC regarding the cost of moving the current salt bin  
ACTION: Ward Cllr West to contact ERYC Winter Services for costing of an additional bin
- Vegetation around The Beck  
Volunteers will be required to help with clearing vegetation around The Beck  
ACTION: Cllr Richardson to look at how much can be mowed
- Signage on Featherbed Lane  
ACTION: Cllrs Halkon and Richardson to meet and consider signage requirements  
ACTION: Ward Cllr West to chase ERYC Highways for update

Initials: 



#### 2025.10 Ward Councillors' Reports

- The Hull and East Yorkshire Mayoral Election has taken place, with Luke Campbell elected
- The "Do It For East Yorkshire" Grant will re-open at the end of May / beginning of June and has available funding of £300,000
- A number of potholes on the road to Burnby have been reported to ERYC Highways
- The poor road surface on Warter Road / Back Lane has been reported to ERYC Highways
- Cllrs C. Bird and R. Bird asked Ward Cllr West about Agenda item 2025.19 (*To discuss the temporary road closure and diversion at Woldgate*)  
ACTION: Ward Cllr West to discuss the matter with ERYC Highways
- Cllr Halkon asked Ward Cllr West whether it would be possible for Temporary Traffic Regulation Orders to be shared across neighbouring Parish Councils. Ward Cllr West advised that details of works should be available on the [Causeway one.network](#)
- Cllr Halkon asked Ward Cllr West when the drainage issues toward the bottom of Nunburnholme Hill would be resolved

#### 2025.11 Accounts

The Accounts, Bank Reconciliation and Schedule of Payments had been circulated prior to the Meeting and were signed by Cllrs Phillips and Richardson

The Clerk	Clerk's Salary (March)	(redacted)
HMRC	Clerk's Tax & National Insurance	(redacted)
The Clerk	Clerk's Expenses (March)	(redacted)
The Clerk	Clerk's Salary (April)	(redacted)
The Clerk	Clerk's Holiday Pay	(redacted)

#### 2025.12 Asset Register Review

This item was deferred until the Ordinary Meeting in June

#### 2025.13 Annual Return - approval & signing of AGAR 2024-25 Part 2 Certificate of Exemption

This item was deferred until the Ordinary Meeting in June

#### 2025.14 Annual Return - approval & signing of Section 1 Annual Governance Statements

This item was deferred until the Ordinary Meeting in June

#### 2025.15 Annual Return - approval & signing of Section 2 Accounting Statements

This item was deferred until the Ordinary Meeting in June

#### 2025.16 Planning Application

25/00370/PLB Listed Building Consent for removal of bell and wind vane due to water damage to clock tower structure

Location: Madhyamaka Kadampa Meditation Centre, Kilnwick Percy Hall, Millington Lane, Kilnwick Percy, East Riding Of Yorkshire YO42 1UF

RESOLVED: No objection to this application for Listed Building Consent

ACTION: Clerk to enter the following Consultee Comment onto the ERYC Planning Portal;  
"Nunburnholme with Kilnwick Percy Parish Council has no objection to this application for Listed Building Consent and adopts a Neutral position."

Initials: 



**2025.17 To approve two Letters of Thanks to East Riding of Yorkshire Council**

Both letters were approved by all of those present and will be sent by Cllr Phillips

**2025.18 To discuss 40mph Speed Limit signs at end of Kilnwick Hill / Featherbed Lane corner**

ACTION: Ward Cllr West to follow up on this matter with ERYC Highways

**2025.19 To discuss the temporary road closure and diversion at Woldgate**

This item had been raised earlier in Agenda item 2025.10 (*Ward Councillors' Reports*)

ACTION: Ward Cllr West to discuss the matter with ERYC Highways

**2025.20 To agree any action regarding the missing Nunburnholme name sign on Butt Lane**

ACTION: Cllr Halkon to investigate this further, Ward Cllr West to assist if required

**2025.21 To discuss the stone sarcophagus at St James' Church and its reburial**

A discussion was held regarding the decision by the Diocesan Advisory Committee to require that the stone sarcophagus discovered during the recent drainage works at the Church is reburied instead of being retained inside the Church for visitors to see.

ACTION: Cllr Halkon to draft a letter to the Diocese of York which will be sent by the Clerk on behalf of the Parish Council and residents of the Parish.

**2025.22 Community Issues**

- Village Walk (formerly Street Scene Walk)

ACTION: Cllrs Halkon and Richardson to arrange a Village Walk around the Parish

- Water quality in The Beck

Cllr Richardson noted the poor quality of water in The Beck, possibly due to discharge

ACTION: Cllr Richardson to look into having the water quality tested

**2025.23 Correspondence**

There was no correspondence to be discussed at this Meeting.

**2025.24 Date of Next Meeting**

RESOLVED: The next Ordinary Meeting will be on **Thursday 19<sup>th</sup> June at 7:00pm**

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

Date: Thursday 19<sup>th</sup> June 2025