



Nunburnholme with Kilnwick Percy Parish Council

59 Eastfield Road, Driffield, East Yorkshire YO25 5EZ

Telephone: **07832 688032**

e-mail: Clerk@NunburnholmeKPParishCouncil.gov.uk

Website: <https://nunburnholmewithkilnwickpercyparishcouncil.eastriding.gov.uk>

The Annual Parish Council Meeting of Nunburnholme with Kilnwick Percy Parish Council was held on **Thursday 7th May 2026** in St James' Church, Nunburnholme.

Present: Cllrs Halkon (Chair), C. Bird, R. Bird, Crabtree, Danter, Philips and Richardson
Ward Cllrs Cary and Hammond
The Clerk

The Minutes from this Meeting appear below.

Minutes

The Meeting opened at 7:15pm, following the conclusion of the Annual Parish Meeting.

2026.05 **Nominations for Chair**

To receive nominations for Chair.

RESOLVED: Cllr Danter nominated Cllr Halkon for Chair. Seconded by Cllr Richardson.
All in favour. Cllr Halkon accepted the position of Chair.

2026.06 **Chair's Declaration of Acceptance of Office**

To record the Chair's Declaration of Acceptance of Office.

The Chair's Declaration of Acceptance of Office was signed by Cllr Halkon and the Clerk.

2026.07 **Chair's Welcome**

Cllr Halkon welcomed everyone to the Meeting.

2026.08 **Apologies**

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

Apologies had been received from Ward Cllr West.

2026.09 **Nominations for Vice-Chair**

To receive nominations for Vice-Chair.

RESOLVED: A Vice-Chair isn't considered necessary at this time, but if the situation changes this item will be recalled to the Agenda of a subsequent Meeting.

2026.10 **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

Initials:



2026.11 **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 no members of the public were in attendance.

2026.12 **Minutes**

(a) *To adopt the Minutes of the Ordinary Meeting held on Thursday 5th March 2026*

The Minutes of the Ordinary Meeting held on Thursday 5th March 2026 were agreed to be a true and accurate record of that Meeting and were signed by Cllr Halkon

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

ACTION: Ward Cllr Hammond to liaise with Ward Cllr West regarding the below matters from previous Meetings;

- two missing "Passing Place" signs on Featherbed Lane
- a broken "fingerpost" sign on Nunburnholme Hill
- a request to clear/widen the footpath between The Gatehouse and the triangle
- an invoice for room hire at the Meditation Centre has been received and paid
- Cllr Halkon had brought and invoice for room hire at St James' Church, Nunburnholme

ACTION: Clerk to pay the invoice as soon as possible

ACTION: Ward Cllr Hammond to liaise with Ward Cllr West and ERYC regarding the below matters;

- a "Passing Place" sign which is in the hedgerow on Back Lane
- measures to rectify the repeated flooding at the bottom of Nunburnholme Hill
- problems have continued with missed collections of brown bins under the new weekly collection arrangement

ACTION: Ward Cllrs to monitor the situation and to escalate any further issues

- the Clerk had processed a transfer of £2,000 from current account to savings account
- the Clerk had updated the website to reflect the updated policies and the new policies

ACTION: Clerk to curate Councillor training information within a new page on the website

- the Clerk had completed the set-up for the new e-mail address, which is now

Clerk@NunburnholmeKPParishCouncil.gov.uk

- the Clerk had produced a Schedule of Meetings for the 2026-27 Council year, and this has been added to the two noticeboards and to the website
- Cllr Halkon had checked the streetlights in Nunburnholme and had made reports to ERYC for a streetlight on Butt Lane that was on constantly and for a streetlight near Manor Farm that may not be working at all. The light on Butt Lane has already been repaired, and the one near Manor Farm will be checked again in due course.
- items had been added to the Agenda for this Meeting regarding signing of the AGAR

2026.13 **Ward Councillors' Reports**

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

Ward Cllrs Cary and Hammond provided the following updates;

- the resurfacing and road repairs to Nunburnholme Hill and Back Lane should be finished by 28th May
- potholes have been filled on Butt Lane

Initials:



Cllr Halkon revisited the issues of the condition of footpaths and access to driveways on Town Street and the deteriorating concrete around a drain on Church Lane.

ACTION: Ward Cllr Hammond to raise these issues again with ERYC Highways.

2026.14 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 Phillips and Richardson

(b) To approve the Schedule of Payments

The Schedule of Payments was reviewed and approved by Cllrs Phillips and Richardson

ERYC	Street Lighting 2025-26	£581.06
ERYC	Grass Cutting 2025-26	£253.00
Clerk	Clerk's Expenses (March Meeting)	£9.90
Madhyamaka KMC	Room Hire 2025-26	£100.00
Clerk	Clerk's Salary (March)	(Redacted)
Clerk	Clerk's WFH Allowance (April)	£17.00
Clerk	Clerk's Salary (April)	(Redacted)

(c) To review the balances of the current and savings accounts and to agree whether a transfer would be prudent following receipt of the Precept

RESOLVED: A transfer of £2,000 from the Current Account to the Savings Account was proposed by Cllr C. Bird and seconded by Cllr R. Bird with all in favour

ACTION: Clerk to process the transfer as soon as possible

2026.15 Annual Governance & Accountability Return (AGAR)

To review and sign the Certificate of Exemption for the 2025-26 AGAR.

RESOLVED: The Certificate of Exemption was signed by Cllr Halkon and the Clerk.

2026.16 Annual Governance & Accountability Return (AGAR)

To approve and sign Section 1 Annual Governance Statement from the 2025-26 AGAR.

RESOLVED: The Annual Governance Statement was signed by Cllr Halkon and the Clerk.

2026.17 Annual Governance & Accountability Return (AGAR)

To approve and sign Section 2 Accounting Statements from the 2025-26 AGAR.

RESOLVED: The Accounting Statements were reviewed by those present and were signed by Cllr Halkon and the Clerk.

2026.18 Planning

To receive the decisions on the below Planning Applications;

26/00131/PLF

Garforth Farm, Warter Road, Nunburnholme, East Riding Of Yorkshire YO42 1QZ

Construction of single storey stable block to rear for private equestrian use only, single storey outbuilding to rear following demolition of outbuilding and single storey extension to side of farmhouse (retrospective); installation of replacement windows and doors to farmhouse and outbuilding; replacement cast iron rainwater goods to outbuilding; re-roofing of stable block

Initials:



26/00132/PLB

Garforth Farm Warter Road Nunburnholme East Riding Of Yorkshire YO42 1QZ

Listed Building Consent for the construction of single storey stable block to rear, single storey outbuilding to rear following demolition of outbuilding and single storey extension to side of farmhouse (retrospective); installation of replacement windows and doors to farmhouse and outbuilding; replacement cast iron rainwater goods to outbuilding

The Clerk noted the Notifications of Decision granting permission for the two applications.

2026.19 Date of next Meeting

(a) *To agree that the next Ordinary Meeting will be held on Thursday 2nd July 2026*

RESOLVED: The next Ordinary Meeting will be held on **Thursday 2nd July 2026** at **7:00pm** in **St James' Church, Nunburnholme**.

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

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

- Review of Emergency Plan

- Review of Asset Register

The Meeting closed at 8:30pm.

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

Date: Thursday 2nd July 2026

Cllr Helen Halkon, Chair of Nunburnholme with Kilnwick Percy Parish Council