

Kirk Ella and West Ella Parish Council

Minutes of the Parish Council Meeting held on Monday 14th September 2026 at 7.00pm

website: www.kirkella-westella-pc.gov.uk

Those Present:-

Councillors; J. Bailey, S. Horton (Vice Chairman), C. Milner (Chairman) and S. Milner
Mrs. A. Pickering – Clerk
PC Towers 2346 and PCSO Leng 7891 (Humberside Police)
Two members of public

3546 Public Speaking - None.

3547 Chairman's Opening Remarks - Nothing to report.

3548 Apologies for Absence - Cllrs. G. McMaster, N. McMaster, S. Richardson, Z. Saribal and E. Skipsey.

3549 Declaration of Pecuniary and Non-Pecuniary Interests (in respect of agenda items)

PECUNIARY - NONE
NON-PECUNIARY - NONE

3550 Law & Order - PC Towers and PCSO Leng attended the meeting to provide an update on crime and antisocial behaviour in the area. Members were asked to remain vigilant and monitor any antisocial activity at the demolished church site on South Ella Way. Police reported that a number of e-scooters had been confiscated, although youths using e-scooters continue to be an issue in the local area. The Police agreed to provide useful advice and information for inclusion on the Parish Council website, particularly to assist residents in staying safe during the darker evenings.

3551 Minutes of the Parish Council Meeting 20th July 2026 - The minutes of the Parish Council Meeting held on Monday 20th July 2026 were accepted as a true record of what took place and duly signed by the Chairman.

3552 Matters Arising from the Minutes

Minute 3540a - Kirk Ella Relief in Need Charity - Cllr. Horton to draft a letter for the Clerk to send to the Solicitor managing the land, requesting details of committee meetings, attendees etc.

Minute 3541a - The Clerk informed members that the feeder pillar had been installed and that the six uplighters for Haltemprice Roundabout had been delivered. Lighting & Signs Ltd had been asked to provide a quotation for installation of the uplighters. It was noted that the aim is to have the uplighters illuminated for the first time during the period of Remembrance in November. It is still hoped that low-voltage net lights will be sourced in time for the festive period.

Minute 3541b - The Clerk reported that the library and bench had now been installed on Church Lane, Kirk Ella. The library at West Ella is also now in place and is being well used. A generous resident had kindly 3D-printed a sign for the West Ella library and had offered to produce a similar sign for the Kirk Ella library. It was noted that one resident had suggested that the library on Church Lane could have been positioned slightly higher.

3553 Update from Ward Councillors - Nothing to report.

3554 Finance

a) Approval of Online Payments & Finance Report August & September 2026

0451	Dove Property Maintenance (Church Lane Library)	£435.25
0452	Mr. C. Jennings (Little Free Library West Ella)	£35.50
0453	L & K Warcup Construction Ltd (Bench base and works)	£588.00
0454	Office Costs	£750.00
0455	Staff Costs	£1284.58
0456	Stationery	£18.99

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0457	Mr. D. Hart (Plants and Compost Elveley Drive)	£79.88
0458	The Festive Lighting Company Ltd (Invoice 1 of 2)	£955.50
0459	Internet	£12.09
0460	Pension Contribution	£302.25
0461	Internet/Fuel	£112.09
0462	St Andrew's Church (Room Hire)	£154.00
0463	Staff Wages	£1284.58
0464	PKF Littlejohn LLP (AGAR)	£252.00
0465	Postage	£29.04
0466	Refreshments for First Aid Training	£25.48
0467	The Festive Lighting Company Ltd (Invoice 2 of 2)	£955.50
0468	Mrs. J. Harne (Plants and Compost West Ella Library)	£24.99
0469	L & K Warcup Ltd (Base for West Ella Library)	£150.00
0470	Stationery	£21.84
0471	Pension Contribution	£302.25

Payments into the Account

£80.00 Four refundable deposits for Christmas Event

£48.72 Bank Interest

- b) Completion of the Limited Assurance Review for the year ended 31st March 2026 - Members noted that the Limited Assurance Review had been completed. One matter was reported - Section 2, Box 9 for 2024/25 is incorrect due to a transcription error and should read £100,922 to agree to the 2024/25 approved AGAR. Completion notice to be displayed on the Parish Council website and noticeboards.
- c) Update to Parish Council Insurance (Zurich Municipal) - Members reviewed the Parish Council's insurance cover and confirmed that all assets are adequately included.

3555 Correspondence/Communication

- a) Annual Governance and Accountability Return (AGAR) Digital Portal - Smaller Authorities' Audit Appointments Ltd (SAAA) will be introducing a new Digital AGAR Portal, designed to make the submission and management of Annual Governance and Accountability Returns (AGARs) simpler, more secure and more efficient. The portal is expected to be available for the 2027 AGAR submissions. The Digital AGAR Portal will be voluntary for the 2027 AGAR submission, giving authorities an opportunity to become familiar with the new process and benefit from the enhanced functionality. SAAA intends for the portal to become the primary submission route and, subject to final arrangements, its use is expected to become mandatory for the 2029 AGAR submissions. To encourage early adoption, SAAA will also be introducing an incentive scheme during 2027 for authorities that register for and use the Digital AGAR Portal. Further details of this scheme will be announced later this year.
- b) Local Cycling and Walking Infrastructure Plan – Anlaby, Willerby & Kirk Ella - Members were informed that East Riding of Yorkshire Council is currently updating the 14 Local Cycling and Walking Infrastructure Plans (LCWIPs) under the Local Transport Plan. Suggestions for small or medium-sized projects to support walking and cycling were invited. It was agreed that Cllr. J. Bailey would submit a response on behalf of the Parish Council. The deadline for submitting new scheme ideas is 31st October 2026.
- c) Town and Parish Council Meet and Greet Driffield - The next event will take place on Tuesday 13th October 2026, 5-7pm at East Riding Leisure Driffield.
- d) Letter re. Solving Youth Anti-Social Behaviour in our Neighbourhood - A further letter had been received advising that, due to the lack of support, it would not be possible to progress the proposal for a youth outreach worker at this time. Anlaby with Anlaby Common Parish Council will continue to support the local policing team in their efforts to address the ongoing ASB issues affecting the area.

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- e) Resident-funded Village Clock Proposal - The Clerk advised members that the Avon 1 clock, which the resident had expressed an interest in purchasing, was no longer manufactured. Smith of Derby could provide a quotation for a clock of a similar design if requested. An image showing commemorative wording incorporated into the clock face was shared with the resident, who considered this to be a suitable alternative to a commemorative plaque. With the Chairman's permission, the resident addressed the meeting. It was clarified that the original proposal, whereby the resident would purchase the clock, fund all associated installation works and meet the ongoing maintenance costs for a period of 20 years, was no longer being offered. The resident would now purchase the clock and was seeking the Parish Council's agreement to meet the costs of the associated works and other related expenses.

Cllr. S. Milner joined the meeting, 8.00pm

3556 Events/Community

- a) Christmas Event 2026 - Members were provided with an update on the arrangements and progress to date for the 2026 Christmas event. It was agreed to hire gazebos, with the hire arrangement to include installation and removal on the day. A meeting of the Events Working Group is scheduled for Thursday 1st October at 6pm. Cllr. C. Milner to collect the Christmas poster entries from the school on Monday 5th October, Clerk to arrange for prizes to be presented by Cllr. C. Milner at the assembly on Friday 16th October.
- b) Defibrillator/First Aid Training Kirk Ella - Members were informed that places for the two free training sessions had filled well. The sessions are scheduled to take place at St Andrew's Church Memorial Hall on Tuesday 22nd September, from 6.00pm to 9.00pm, and Wednesday 30th September, from 1.00pm to 4.00pm.

3557 Planning

- a) Planning Applications 14th September 2026
- 26/01661/PLB - Listed Building Consent for conversion of existing integral double garage to additional living accommodation with associated external and internal works including replacement doors and windows, internal layout alterations and insulation - The Old Vicarage, 8 Church Lane, Kirk Ella - **We agree with the comments of the Conservation Officer and therefore object to the application.**
 - 26/01791/TPO - TPO – SLIGHTS PLANTATION, VALLEY DRIVE, KIRK ELLA 1986 (REF 223) W1 – Crown lift 1 no. Ash tree by removing 4 no. branches as illustrated growing towards the house to allow for basic maintenance can take place around the roof, guttering and windows - 7 The Paddocks, Kirk Ella - **No objections.**
 - 26/01701/PLF - Erection of a conservatory to the rear - 21 Bessie Avenue, Kirk Ella - **Noted - no comment.**
 - 26/01731/PLF - Change of use of land to domestic garden - The Old Chapel, Chapel Lane, West Ella - **We would like clarification from the E.R.Y.C. as to who owns the Right of Way and should it be open to the general public as it was originally? In our opinion, this clarification is needed for this application to proceed.**
 - 26/01937/PLF - Erection of single and two storey extensions to front - 56 Mill Lane, Kirk Ella - **Recommend refusal of the proposed two-storey element, as its scale and appearance are not in keeping with the existing street scene.**
 - 26/02014/PLF - Erection of a single storey rear extension following demolition of existing sun lounge, with new flat roof over new utility room - 6 Ripplingham Road, Kirk Ella - **Noted – no comment.**

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Due to an administrative error, the Parish Council had not received a consultation letter in respect of Planning Application 26/01364/TPO, relating to the proposed felling of a tree subject to a Tree Preservation Order at 21 The Paddocks, Kirk Ella. The Clerk had responded to E.R.Y.C., advising that the Parish Council was content for the application to be dealt with by the Tree Officer.

b) Planning Decisions 16th July to 8th September 2026

- 26/01037/PLF - Erection of 2.0m high gates with 2.2m high piers to front - 246A West Ella Road, West Ella - **Granted** (PC response no comment).
- 26/01701/PLF - Erection of a conservatory to rear - 21 Bessie Avenue, Kirk Ella - **Granted** (PC response noted – no comment).
- 26/01456/PLF - Conversion of existing integral double garage to additional living accommodation with associated alterations - The Old Vicarage, 8 Church Lane, Kirk Ella - **Granted** (PC response no comment).
- 26/01661/PLB - Listed Building Consent for conversion of existing integral double garage to additional living accommodation with associated external and internal works including replacement doors and windows, internal layout alterations and insulation - The Old Vicarage, 8 Church Lane, Kirk Ella - **Granted** (PC response we agree with the comments of the Conservation Officer and therefore object to the application).
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- 26/01731/PLF - Change of use of land to domestic garden - The Old Chapel, Chapel Lane, West Ella - **Granted** (PC response we would like clarification from the E.R.Y.C. as to who owns the Right of Way and should it be open to the general public as it was originally? In our opinion, this clarification is needed for this application to proceed).

3558 Highways - Nothing to report.

3559 Environment/Streetscene - Nothing to report.

3560 Date and Time of Next Meeting - Monday 12th October 2026, 7.00pm, St Andrews Church Memorial Hall, Beverley Road, Kirk Ella.

Chairman's Signature

Meeting closed at 8.35pm