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An Ordinary Meeting of Millington-cum-Givendale Parish Council was held on **Tuesday 3<sup>rd</sup> March 2026** in the Village Hall, Millington.

Present: Cllrs Cawood (Chair), Morgan (Vice-Chair), Khreibani, Middleton and Smith  
The Clerk  
Ward Cllr West  
One member of the public

The Minutes from this Meeting appear below.

## Minutes

The Meeting opened at 7:15pm.

### 2025.204 **Chair's Welcome**

Cllr Cawood welcomed everyone to the Meeting.

### 2025.205 **Apologies**

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

- apologies had been received from Cllrs Burley and Swanborough, which were noted
- apologies had also been received from Ward Cllrs Cary and Hammond

### 2025.206 **Declarations of Interest**

- To receive Declarations of Pecuniary or Non-Pecuniary Interest in any Agenda item*  
There were no Declarations of Interest
- To note any Grants of Dispensation*  
There were no Grants of Dispensation

### 2025.207 **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.

### 2025.208 **Minutes**

- To adopt the Minutes of the Ordinary Meeting held on Tuesday 3<sup>rd</sup> February 2026*  
The Minutes of the Ordinary Meeting held on Tuesday 3<sup>rd</sup> February 2026 were agreed to be a true and accurate record of that Meeting and were signed by Cllr Middleton
- To review each of the Action Points from the Minutes of the February Meeting*  
- Cllr Middleton had given his Register of Interests form to the Clerk

Initials:



- Provided that events are free to enter and on a not-for-profit basis there should be no fee payable for a temporary road closure during the event. An amount of £20,000 has been allocated in the 2026-27 ERYC Budget in respect of those fees  
**ACTION:** Ward Cllr West to confirm the revised application process
- Cllr Morgan advised that one of the manhole covers on The Balk had been repaired, but the cover approximately one third of the way up The Balk was still damaged  
**ACTION:** Ward Cllr West to follow up regarding the remaining broken manhole cover
- **ACTION:** Ward Cllr West to liaise with Ward Cllr Hammond with regards to the request for “bend ahead” road signs to be installed on Main Street near to The Manor
- **ACTION:** Ward Cllrs to confirm whether the Wolds Explorer bus will return for 2026 (a decision is expected in March – this action point to be revisited at the April Meeting)
- Letters are due to be sent to local residents in the next 10 days giving further information on the roadworks along The Mile. Members of the Parish Council stressed the need for these letters to be sent as soon as possible, especially as other areas had already received letters. They should include details of the works and their anticipated timescale, together with road closure information and expected impact  
Ward Cllr Hammond has also requested extra signage to be deployed to reduce the traffic impact on Millington Lane  
“No HGV” signs are to be placed at each end of Kilnwick Road  
Two areas along Millington Lane have been earmarked for verge hardening, and other passing places are to be improved to aid traffic flow during the planned works  
**ACTION:** Ward Cllrs to provide a further update at the April Meeting
- the Clerk had received the rest of the copy for the February edition of Parish Matters. Thank you to Adrian Roberts for producing and printing the magazine and to members for hand-delivering it to every household
- the Clerk’s Appraisal form has been returned by Cllrs Burley and Swanborough  
**ACTION:** Clerk to add his comments to the Appraisal form before the April Meeting

#### 2025.209 Ward Councillors’ Reports

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

Ward Cllr West provided the following updates;

- ERYC have approved their [Budget](#) with a 4.99% increase in Council Tax  
[East Riding budget agreed for 2026/27](#)
- 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](#)  
**ACTION:** Ward Cllr West to liaise with ERYC regarding the continuing issue of dirt on the road near to the Fenstone quarry site.  
**ACTION:** Ward Cllr West to send a letter template to the Clerk in relation to overgrown hedges and other localised issues so they can initially be addressed by the Parish Council.  
**ACTION:** Ward Cllr West to follow up with the Enforcement Team regarding the overhanging trees on Swineridge Lane, which require further pruning.

#### 2025.210 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 Khreibani and Morgan

Initials:



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

The Schedule of Payments was reviewed and approved by Cllrs Khreibani and Morgan

Clerk	Clerk's Salary (Feb)	(redacted)
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(c) *To review and approve the Budget for the 2026-27 Council year*

RESOLVED: The Budget was reviewed and approved by Cllr Cawood

**2025.211 Schedule of Meetings**

*To agree the Schedule of Meetings for the 2026-27 Council year.*

RESOLVED: The Schedule of Meetings, which had been circulated to members prior to the Meeting, was approved.

**ACTION:** Schedule of Meetings to be added to the website and the two noticeboards.

**2025.212 Allotments**

*To consider any changes to the allotment rents for the 2027-28 Council year.*

RESOLVED: There will be no change to the allotment rents for the 2027-28 Council year.

**ACTION:** Clerk to send out invoices for the 2026-27 Council year together with the advance notices of rents due in the 2027-28 Council year.

**2025.213 Events Working Group**

(a) *To review and confirm the following proposals from the Events Working Group;*

(1) *to hold an Easter Egg Hunt over the Easter Weekend in early April*

(2) *to hold a Plant Sale during May*

(3) *to hold a Yorkshire Day celebration on Sunday 2<sup>nd</sup> August*

(4) *to hold the Bonfire Party on Saturday 7<sup>th</sup> November*

(5) *to hold the Parish Christmas Meal on Friday 4<sup>th</sup> December*

RESOLVED: each of the above proposed events was approved.

(b) *To set a budget in respect of prizes for the Easter Egg Hunt*

RESOLVED: a budget of £20 was approved as a contingency if enough donations of prizes for the Easter Egg Hunt are not received

**2025.214 Commemorative Tree**

*To consider the wording for the accompanying plaque and to agree a date for the event.*

RESOLVED: the wording suggested by Cllr Cawood was approved by all those present.

**ACTION:** Cllr Cawood to arrange purchase and inscription of the plaque using the previously-agreed budget of £96.00 (the tree has been kindly donated by a local resident). Cllr Cawood to also look into the cost of a metal tree guard. Cllrs Smith, Middleton and Khreibani to arrange for the tree to be planted before the end of March.

NOTE: A separate event to dedicate the tree and plaque will be announced in due course.

**2025.215 Beacon**

*To resolve whether or not to move forward with the purchase of a tall beacon for the Swineridge View site.*

RESOLVED: It was agreed not to move forward with the purchase of a tall beacon as there isn't a clear need for one at this time, and the present arrangements are sufficient.

Initials:



**2025.216 Defibrillator**

*To resolve whether or not to move forward with the purchase of paediatric pads for the defibrillator.*

The Clerk advised that no responses were received to the Facebook and website posts.  
**RESOLVED:** It was agreed not to purchase paediatric defibrillator pads at this time.

**2025.217 Clerk's Report**

(a) *To receive any updates from the Clerk*

The Clerk had requested the addition of Item 2025.220 to review and adopt a small number of policies ahead of the Annual Governance & Accountability Return (AGAR)  
The addition was approved by Cllr Cawood

(b) *To collect a completed Register of Interests document from Cllr Middleton*

Cllr Middleton had given his Register of Interests form to the Clerk prior to the Meeting

(c) *To finalise the Clerk's annual appraisal documentation*

Cllr Morgan had handed the appraisal form to the Clerk prior to the Meeting

**ACTION:** Clerk to review the form and add comments ahead of the April Meeting

**2025.218 Councillors' Reports**

*To receive reports 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.***

This item had been covered under Item 2025.209 (Ward Councillors' Reports).

**2025.219 Date of next Meeting**

(a) *To confirm the date of the Annual Parish Meeting and Ordinary Meeting in April*

**RESOLVED:** The Annual Parish Meeting and the next Ordinary Meeting will be held on **Tuesday 7<sup>th</sup> April** in the Village Hall, Millington, with the Annual Parish Meeting commencing at **7:15pm** and being followed by the Ordinary Meeting

(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

- Commemorative tree

- Asset Register

**2025.220 Policy Updates**

*To review and adopt revisions to two policies and to review and adopt two new policies;*

(a) *Standing Orders*

(b) *Financial Regulations (including the discontinuation of "Financial Standing Orders")*

(c) *IT Policy*

(d) *Data Protection Policy*

**RESOLVED:** Each of the four policies were adopted, and the discontinuation was approved

**ACTION:** Clerk to update the Parish Council website to reflect the above changes

The Meeting closed at 8:40pm.

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

Date: Tuesday 7<sup>th</sup> April 2026

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Cllr Sharon Cawood, Chair of Millington-cum-Givendale Parish Council