



Bilton Parish Council

Clerk: Miss Carris Mallinson

Email: clerk@biltonparishcouncil.org Tel:01482 811234

Minutes of a meeting of Bilton Parish Council held on Tuesday, 9th December 2025, in the Village Hall, Bilton

Councillors present: Lynsay Shuttleworth, Ann Etherington, Brian Gill, Carl Mallinson, Lee Sims

Ward Councillors: Cllr Christon-Whyte

Members of the Public: 2

Clerk: Carris Mallinson

Apologies: Elizabeth Fairbank, Jannine Clayton, Sally Griffin-Smart

Declarations of Interest: None

74/2026

Councillor Vacancies:

Mr Brooke briefly explained why he would like to become a Council member. Cllr Shuttleworth proposed Mr Brooke becoming a Council member, with Cllr Etherington seconding. Resolved that Mr Brooke be elected as a Councillor by co-option. The declaration of acceptance was signed by both Mr Brooke and the Clerk, and the declaration of interest form was also completed. Cllr Brooke remained for the rest of the meeting as a councillor.

75/2026

Public Participation:

The Chair moved public participation to this point to allow the public to state any comments that may already be on the agenda.

A member of the public reported an issue with a suspected planning breach on Ganstead Lane with a hard-tack path allegedly being built on agricultural land and as a result, grass verges had been damaged with track marks and debris left on the road causing a danger to motorists. The member of the public was concerned about what was being built and photos were shown of the works and the heavy machinery being used to conduct such works. The possible planning breach in Ganstead Lane was already placed on this meeting's agenda to discuss within the planning section due to other residential complaints.

76/2026

Minutes:

Minutes for the meeting held on 14th October 2025 were approved by Full Council and signed by Chair. The meeting scheduled to take place on 11th November 2025 was unable to take place.

77/2026

Chair's Report:

Cllr Mallinson sadly reported that he would be intending to tender his resignation as Chair and as a Councillor sometime in the New Year due to a happy move overseas. He encouraged the other Council members to think about if they would like the position of Chair and stated that there are multiple training videos online if anyone is interested. He also thanked the Council and Clerk for their work over the last 12 months and Cllr Sims for putting up the Christmas lights on the village Christmas tree.

78/2026

Clerk's Report:

The Clerk reported that a damaged manhole cover was causing a noise disturbance and had been reported as a possible hazard.

79/2026

Financial Budget:

The financial budget report was presented to Council with Clerk's recommendations regarding budgetary spending and possible precept amounts.

Issues of concern included:

- Burial Income is considerably lower than previous years.
- Precept had not been increased in previous years according to inflation and price increases.
- Increasing costs of burial ground maintenance, national insurance and general administration fees.
- The possible future cost of repairing the Church wall and Lych Gate, which current monetary reserves were allocated for.
- High cost of electricity for burial ground gates due to no longer being in contract.

The Council agreed further thought was needed for the new financial budget and a financial working group would be needed.

Action(s):

- Clerk to investigate ownership of closed church yard and the ability to hand it over to ERYC.
- Clerk to organise working group for discussion of financial budget for the 6th January at 7:00pm above the Parish Office.
- Clerk to obtain quotes for burial ground electric gates.

80/2026

Planning:

Full Council reviewed photographs provided by a member of the public of the alleged planning breach on agricultural land in Ganstead Lane. It was agreed that it would be best to forward photos to EYRC Planning to make them aware of the possibility of a planning breach.

Action(s): Clerk to inform ERYC of alleged breach and forward photographs.

81/2026

Burial Ground:

Full Council agreed a tender deadline date of the 2nd February 2026 for a new burial ground maintenance contract. A contract estimated amount of £8,000 was selected to provide within the tender documentation.

It was reported that the cemetery bin did not appear to be being emptied by the waste collection and that this issue needed to be reported. It was also reported that some glassware had been removed by Councillors from plots on the cemetery due to the safety issues around glassware.

Action(s):

Clerk to query waste team about cemetery bin.

82/2026

Highways:

A resident had reported that the bus shelter at the top of Church Lane had developed an unpleasant odour and needed to be cleaned.

Cllr Brooke stated that as a resident, he had sent an official complaint to ERYC regarding ongoing flooding on Lime Tree Lane and that a road sweeper had not attended the area for several months, with the drains becoming blocked. It was also reported that grass verge had been damaged on Maulson Drive and now looked unsightly.

Action(s):

Cllr Mallinson to look at bus shelter to see extent of cleaning needed.

Cllr Brooke to keep the Council updated on complaint.

83/2026

Neighbourhood Watch

Crime report was read out to Council.

84/2026

Finance

St. Peter's Church had requested a donation towards new doors within the Church. The Council were unable to allocate funds at this time but stated that they would provide Clerk support to help the Church apply for grants for the new doors needed for the Church.

Bank Reconciliations

October

HSBC Business Money Manager: **£10,588.01**

HSBC Current Account: **£10,868.07**

November

HSBC Business Money Manager: **£10,588.01**

HSBC Current Account: **£7,876.28**

Payments Schedule(s):

November – Paid out of meeting due to no meeting in November.

Company/Person(s)	Reason	Amount
Carris Mallinson	Clerk's Salary	£1,034.88
NEST Pensions	November Pension Payment	£76.32
HMRC	Clerk's PAYE	£112.77
City of Hull Pipe Band	Pipe Band Playing Armistice Service	£250.00
SSE Energy Solutions	Electricity for Burial Gates	£111.66
The One Point	Website	£52.85
KCOM	Internet/Broadband	£71.98
Grasslands LTD	Burial Ground Maintenance	£1,020.00
Total:		£2,730.46

Credits

Type	Amount
GOR 291 Placement of Kerb	£50.00
GRV279 Placement of Headstone	£120.00
Total: £170.00	

December

Company/Person(s)	Reason	Amount
Autela Payroll Services	Payroll Services for Aug, Sept, Oct, Nov	£142.32
Grasslands LTD	Grounds Maintenance for Cemetery	£1,020.00
KCOM	Broadband & Phone Line	£71.98
SSE Energy Solutions	Electricity for Cemetery Gates	£115.05
HMRC	December PAYE	£112.77
NEST Pensions	Dec Pension Payment	£76.32
Carris Mallinson	Clerk's Salary	£1,034.88
Amazon	Paper for Printer	£35.98
Payment into Petty Cash	For Cash Float	£120.00
Total:		£2,729.30

Credits

Type	Amount
GOR267 Interment Fee	£120.00
Total:	£120.00

85/2026

Any Other Business:

No matters arising.

86/2026

Confidential Item

Employment Contract Change:

Cllr Mallinson stated that this was an item of pecuniary interest due to family relationship so took no part in the discussion or vote.

The contract was approved and signed by Clerk and Cllr Gill

End of Meeting: 9:30pm

Next Meeting: Tuesday 13th January 2026