

**FLAMBOROUGH PARISH COUNCIL
MINUTES OF MEETING OF 8 January 2018
7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors B Maxwell (in the Chair), J Crossland, P Couzens, A Grainger, V Leppington, M Sexton, and C Taylor
Ward Councillor Matthews
Clerk, Gill Wilkinson recorded the minutes
Ten members of the public

- 115/17 To receive apologies for absence:**
Apologies were received from Councillor Morton, Ward Cllrs Harrap and Milne.
- 116/17 Code of Conduct:**
- (a) **To record Declarations of Pecuniary/non-Pecuniary Interests by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared:**
None recorded
- (b) **To note dispensations given to any member of the Council in respect of agenda items below:**
None
- 117/17 Public Participation Session**
The PCSO, Liz Smith informed the meeting that she did not have a great deal of new information to report. She had sent an email to ERYC asking for vans to help with speeding in the village and understood that Inspector Cocker had also requested a speed survey to be carried out by ERYC. She informed the meeting that she would be holding surgeries in the near future to warn vulnerable people about scams and would have some cards made with her details on.
She was asked about the quad bikes that were on the fields beyond Hartendale and stated that she had approached the owners and found out that the bikers had permission to be there. However it was noted that this land could only be used for a maximum number of days per year so she was keeping a log of the incidents. A member of the public stated that she would also keep a log.
- A resident, Mr Phil Yates spoke to the meeting on behalf of other residents of the village and explained about the residents' experiences on New Year's Eve when the Fire Festival was being held. He asked the following questions to the Council.
- i. Will the Parish Council recommend to East Riding Council that any future Fire Festivals have to provide free access to the village and also that at any collection points large prominent notices are displayed stating that contributions are voluntary and free access to the village, the Public Houses and shops are available without escort.

- ii. Why was Cameron Gardens Sealed off to the public?
- iii. As the Festival Organisers took over usage the bus shelter will the Parish provide a list of locations and sites agreed with the Festival Organisers that they can use and publish the same.
- iv. Monies Collected in open buckets. It appears this might not be legal. In the Street Trading and House Collection Policy Document from East Riding Council it states that "Monies must be collected in appropriate vessels only" and that if the sum collected exceeds £150 a summary of accounts are to be published in a newspaper circulating in the area. Will the Parish Check with East Riding Council if the above points this apply to the Fire Festival and have they been complied with.
- v. I understand that the Parish has been asked for a donation to the Fire Festival. Given the lack of accounts and other problems will the Parish Council refuse this.
- vi. Given that the Flamborough Fire Festival Organisers have failed to provide detailed accounts for previous year's Festival, have not disclosed whether any Management Fees have been charged on top of incurred expenses, whether the staff from London have been paid or received expenses and that last year it was indicated £500 being available for Charity did not materialise, will the Parish Council actively look for new organisers to take over the running of this event?

The Council listened to these questions and informed the meeting that in relation to questions the Council had not been made aware by the organisers that Cameron Gardens would be sealed off or that they would be using Parish Council property.

The Council stated that it would only consider requests for donations once it had audited accounts from the organisation applying.

Council discussed the other issues raised.

RESOLVED Clerk to contact ERYC with the concerns and questions raised by the residents.

Issues raised to be added to the agenda for the next meeting when a reply has been received from ERYC.

118/17

To approve Minutes of Parish Council Meeting of 4 December

These were approved. Cllr Matthews informed the meeting that planning application 17/03874/PLF construction of a new footpath by Bourne Leisure had been called in and would be decided by the Eastern Area Planning Committee at their next meeting.

119/17

Questions/Reports from Councillors and Committee Representatives:

Cllr Maxwell stated that he had nothing to report as there had not been a meeting of the Health Forum. Cllr Leppington informed Council that the potholes around the village were getting worse and asked that ERYC be contacted. There were particular problems on South Landing Road and Beech Avenue. Cllr Matthews stated the he would take this up with ERYC

RESOLVED the Clerk to write to ERYC about the problems on South Landing Road and Beech Avenue.

Cllr Taylor reported that bits of rendering were falling off Smuggler's Cottage on Allison Lane into the highway and asked if this could be dealt with. Council discussed this.

RESOLVED Clerk to write to ERYC about this problem.

120/176

Clerk's Report:

The Clerk informed the Council of the following issues:

The ERYC satisfaction survey for village walkabout was received shortly before Christmas and will be completed by the Clerk this month. Councillors were asked to contact the Clerk if they had any comments. Council asked if the issue or who owned the land at the rear of the Dog and Duck car park had been resolved. The Clerk stated that she would chase this up again.

Tree maintenance

Planning permission had now been sought and ERYC had notified the Clerk that if there were no objections work could begin on the trees by 22 January at the latest.

Some of the trees were found to belong to ERYC so the original quote given by Advanced Trees had been reduced to reflect the reduction in the work required.

Broken fencing at the Village Green

The Council's insurers had now agreed to pay for the repair of the village green fencing, minus £250 which was the Council's excess. The fence would be repaired by Tony Cook and the work was scheduled to begin w/b 29 January. The cost for this work was currently estimated at £695 plus VAT. A cheque had been received from the insurers at the end of Dec ember for £445.00. This was the £695.00 estimate minus the council's excess of £250.00.

Council Printer

The Clerk had investigated the reason for the recent poor quality of printing and had discovered that the printer heads had probably been damaged at the start of the contract. After several long discussions with OKI who manufactured the printer used by the Council they had now sent a replacement toner and new printer heads free of charge. Councillors should therefore see an improvement in the print quality of Council documents.

Electrical Testing for public toilets

When checking the records it appeared that the electricity for the public toilets had not been tested since May 2016. Therefore the Clerk had contacted Maltbys who had carried out all previous testing and arranged for this to be done later in the year.

Holidays

The Clerk would be on annual leave from Monday 15 January to Friday 19 January 2018.

Hours worked

Hours worked in December period = 92.55

Hours in lieu accumulated = 25.57

121/17

Correspondence

Council considered the following items of correspondence:

REYTA email re competition for businesses – this was noted.

Find a Job centre email re adding on link to website – This was discussed by Council

RESOLVED: Council did not agree to add this link as this appeared to be a national company and currently the website had links only for local businesses or other public bodies.

Flamborough Fire Festival email re donation to the festival – This was discussed by Council

RESOLVED – Clerk to write to Festival organisers asking for audited accounts before this request could be considered.

Notification of external auditor appointment - this was noted.

Creative Play email re playground inspection - this was noted.

Response from Cllr Owen to closure of Waters Ward - this was noted.

Letter from ERYC re Chairman's Award - this was noted.

Letter from Thornwick Bay for permission to erect a banner in Flamborough. This was discussed by Council.

RESOLVED – A banner would not be allowed on the fence at Cameron Gardens. However job vacancies could be advertised on the Parish Notice Board. Clerk to write to Thornwick Bay to inform them of this decision.

Letter from Lichfields regarding the planning application 17/03874/PLF – this was noted.

Letter from resident objecting to planning application 17/03874/PLF – it was noted that the decision about this application had already been called in and would be decided at the Eastern Area Planning Committee. Clerk to inform resident about this.

Residents letter objecting to Council's comments regarding a planning application at Wold Farm – this was noted.

122/17

Allotments:

Council were informed of the following issues:

There were 77 plots of which 17 were currently vacant. Rent had been paid by all plot holders except for two. A letter was sent to all plot holders who did not pay in November and a second letter would now be sent to the final two giving them one month's notice that their tenancy will be terminated under the tenancy agreement conditions which stated that the tenancy can be terminated "by the council giving one month's previous notice in writing to the Tenant if the Rent or any part thereof shall be unpaid for forty days after becoming payable." – This was noted by Council.

A resident of Bridlington would like to take on one of the plots. He has asked to take on plot 52A and 52B but this would need work to clear the site. It is recommended that he was offered either plot 58 or plot 57 which are both flat and clear at present. He has also asked for permission to grow some fruit trees on this plot.

Council discussed this issue

RESOLVED: The prospective tenant to be offered plots 57, 58 or 70 as these three were relatively clear. The prospective tenant would be allowed to grow trees but these must be cleared by him, at his own expense if the tenancy was terminated.

The plot holders on plot 22 have asked if they can erect a small wooden shed (6' x 4') for gardening tools etc., and a glass/metal greenhouse (6' x 6') for growing tomatoes, and tender plants.

Council discussed this issue

RESOLVED: The tenants would be allowed to erect the shed and green house but these must be cleared by them, at their own expense if the tenancy was terminated.

The inside of the allotment hedge would be cut by the grass cutting contractor in the next few weeks, weather permitting. This was noted by Council.

Cllr Taylor and the Clerk inspected the allotments on 3 January 2018. They found that most of the leased plots were acceptable. There was only one major issue which was with one particular tenant.

This tenant had breached his tenancy agreement in the following ways:

Straw bales had been left in the car park by the tenant, which blocked many of the spaces.

The tenant was using plots vacant 28 and 29 to store his tractor which the council did not agree he could rent.

The tenant has been driving across other allotment plots and causing a nuisance to neighbouring tenants.

These breaches were in contravention of clause 2.13

The tenancy agreement stated that the Council can terminate the agreement by giving one month's previous notice in writing to the Tenant if the tenant breaches any part of their agreement.

Council discussed this issue.

RESOLVED: Clerk to write to the tenant giving him one month's notice that his tenancy would be terminated if the breaches continued.

123/17

To consider Planning Applications as listed below.

17/03933/PLF

Proposal: Erection of a dwelling

Location: Land West Of Danes Lodge Crofts Hill Bridlington Road
Flamborough East Riding Of Yorkshire YO15 1JT
Applicant: Flintcross Limited
Application type: Full Planning Permission

RESOLVED that the Council had no objections to make on this application as there did not appear to be any material considerations which were contrary to planning policy.

To note planning applications approved by ERYC

17/03666/PLF

Proposal: Erection of dormer window to front and installation of roof light to side

Location: Beech Croft 1 Beech Avenue Flamborough East Riding Of Yorkshire YO15 1LN

For: Mr Nick Goacher

The decision was noted by the Council.

17/00785/PLF

Proposal: Retention of dwelling as built and continued use of agricultural land as domestic curtilage

Location: Rainbows End Mereside Flamborough East Riding Of Yorkshire YO15 1LA

For: Mr David Sharp

The decision was noted by the Council.

17/03400/PLF

Proposal: Erection of a single storey extension to store and installation of roller shutters to shop front

Location: Headlands Cafe Lighthouse Road Flamborough East Riding Of Yorkshire YO15 1AR

Applicant: Headland Restaurant

The decision was noted by the Council.

17/02068/PLF

Proposal: Erection of replacement dwelling, following demolition of existing dwelling

Location: Edge Lea Lighthouse Road Flamborough East Riding Of Yorkshire YO15 1AJ

For: Mr & Mrs John Wallis

The decision was noted by the Council.

124/17 **Planning Consultation**

To consider the Sustainability Appraisal report (circulated to Councillors by email) and the following questions

- Have the appropriate plans, programmes and policies been reviewed and have their sustainability objectives been accurately reflected? If no, what changes should be made?
- Does the baseline information accurately reflect the economic, social and environmental characteristics of the East Riding? If no, what information should/should not be included?
- Do the key issues and problems accurately reflect the key issues and problems in the East Riding taking into account the objectives of other plans, programmes and policies and the baseline situation? If no, how should they be amended?
- Do the objectives and indicators provide an appropriate framework for assessing options for the Local Plan Review, taking into account the key issues and problems and the SEA topics identified in Annex I (f) of the SEA Directive? If no, how should the indicators and objectives be amended?

Council noted this report and had no comments.

125/17 **Accounts**

(a) To approve payment of accounts to 31st December 2017

(b) To note the budget monitoring report

RESOLVED Council approved the following accounts:

Payment to	Method	Reason	Net	VAT	Gross
SLCC	BACS	SLCC membership	-147.00	0.00	-147.00
ALCC	BACS	ALCC membership	-30.00	0.00	-30.00
			-		-
G Wilkinson	BACS	Clerks wages	1,054.05	0.00	1,054.05
G Wilkinson	BACS	Clerks expenses	-57.99	0.00	-57.99
G Liddan	BACS	Cleaners wages	-244.37	0.00	-244.37
HMRC	2,925	income tax	-219.28	0.00	-219.28
Flamborough Village Hall	2,926	Hall hire for allotment rent	-12.00	0.00	-12.00
Yorkshire Water	2,927	Water for toilets	-106.70	0.00	-106.70
Haven	DD	street lighting	-0.72	0.00	-0.72
TOTAL			1872.11	0.00	1872.11

Receipts

Allotment Rent	2/1/18	35.00
Cheque from Insurers	2/1/18	445.00

TOTAL

480.00

126/17 To approve the budget and precept request 2018-2019

Cllr Sexton stated that she had asked for the payment to St Oswald's Church for grass cutting be added as an actual budget item and not as part of the donations account. Council discussed this and noted that the amount suggested for donations had been doubled in the 2018-19 proposed budget. Cllr Crossland asked advice could be sought on this as this could set a precedent and may not be allowed. Cllr Crossland proposed and this was seconded that the Clerk approach ERNNLCA for advice on this issue.

RESOLVED:

- Council accept the budget and approve the precept request of £41360 as set out in the budget documents provided by the Clerk.
- Clerk to contact ERNLLCA for advice on whether the Parish Council could include a payment to another organisation in its budget or whether this would have to be as a donation.

127/17 Standing Orders

To agree minor changes to Standing Orders.

RESOLVED Standing orders section 3 Proper Officer to be amended to allow delegation of planning decisions to the Clerk.

128/17 Annual Inspection of playground equipment

To consider paying for a second playground inspection in February 2018. Council were informed that although the playground was to be inspected by Creative Play in January free of charge, this may not be as in depth an inspection as Council required. It was noted that last year Council had paid for a second inspection as Creative Play only looked at the equipment they had specifically supplied.

This was discussed by Council

RESOLVED: Clerk to bring report from Creative Play to Council meeting so Councillors could decide then if a second report would be needed.

129/17 Co-option of Councillors

Council were informed that so far four people had expressed an interest in being co-opted onto the Council. The Council asked if a closing date had been set and were informed that at the last meeting the vacancies had been publicised to see if there would be any interest in them so no date had been fixed for any potential interviews.

Cllr Leppington stated that if there were only four candidates there would not be a need to hold interviews as the candidates, if eligible could be co-opted on at a future Council meeting.

RESOLVED Clerk to give official closing date as Wednesday 31 January 2018 and to bring all co-optees' forms to next meeting for a decision.

130/17

Donation to St Oswald's Church for grass cutting

Clerk informed the Council that it had received a letter asking for a donation from St Oswald's for grass cutting and they had also sent in a copy of their accounts. It was noted that the Council had not yet donated any funds to St Oswald's in the financial year 2017/18 and there was currently £500 available in this budget.

Cllr Sexton proposed that a donation of £500 be given.

RESOLVED: The Council to donate £500 to St Oswald's Church to assist with the costs of grass cutting.

Signed as a true and correct record
Chairman

Date.....