



FLAMBOROUGH PARISH COUNCIL



MINUTES OF PARISH COUNCIL MEETING 3rd NOVEMBER 2014, 7.30 PM, WI HALL, FLAMBOROUGH

Present: Councillors I Woodhouse (in the Chair), Mrs L Bennett, J Crossland, A Grainger, V Leppington, Mrs M Sexton, M Smales, Mrs C Taylor, Ward Councillor C Matthews
Three members of the public
Clerk, Lynne Dennis, recorded the minutes

61/14 To receive apologies for absence:

Apologies of absence were received from Councillor P Couzens, S Emmerson, D Morton, R Sellick and F Villani

62/14 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:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.

(b) To note dispensations given to any member of the Council in respect of agenda items below:

None.

63/14 Public Participation Session (15 minutes):

PCSO Liz Smith

- Stated that there had been limited cover to the village due to several major incidents which had impacted on staff availability.
- Several incidents had occurred which had required police presence; theft from a vehicle, damage to a vehicle and a theft from an outbuilding.
- Reported that the lack of lighting to South Sea Mews was a concern as the area was very dark. A request had been made to install a light near the Woodcock Memorial Playing Fields.
- Commented on the lack of signage to the lighthouse which was causing confusion to visitors. Councillor Matthews confirmed that a sign had been ordered.
- Reported that a replacement bike for the PCSO had been delivered which should allow better access to the village.

Resident (regarding Flaen Road)

- Stated the current situation regarding the planning application for the development on Flaen Road. The original planning application had been withdrawn and amended plans had been submitted for approval, which addressed the concerns raised by residents at meeting of 1st September 2014 regarding the highway access to the site.

The Chairman proposed a change to the agenda to move item 9 to be discussed before item 4. All in favour.

64/14 To consider Planning Applications as listed below and subsequent plans received after the agenda is sent out (planning applications available for public inspection at 7.15 pm:

- (1) **14/03168/PLF** – Erection of first and second floor extensions to side including balcony area to second floor
At Beacon Farm Cottage, Church Street, Flamborough
For Mr and Mrs N Belt
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (2) **14/01649/PLF** – Erection of a dwelling on plot 1, detached garage and construction of road for the proposed housing development further to planning approval 13/01159/OUT (amended Plans)
At Land West of 2 Flaen Road, Flamborough
For Flintcross Limited
Application Type: Full Planning Permission

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (3) **14/02813/CLP** – Publicity on an Application for Cert of Lawful Development – Proposed Certificate of Lawfulness – Proposed erection of two storey extension to rear
At Anerley Cottage, North Marine Road, Flamborough
For Mr Andrew Barden
Application Type: Full Planning Permission

UNRESOLVED: Further information to be obtained as to the purpose of the application.

- (4) **Application Withdrawn**
14/001982/PLF – Erection of detached garage and utility with guest rooms above, following removal of existing metal store containers
At Anerley Cottage, North Marine Road, Flamborough
For Mr Andrew Barden
Application Type: Full Planning Permission

Planning Applications Granted by ERYC

- (1) **14/01261/STPLF** – Change of use of land to the siting of touring caravans and erection of an amenity building (Part Retrospective Applications)
Mill Hill Land, Bridlington Road, Flamborough
- (2) **14/02511/PLF** – Alterations to kerb to widen vehicular access
High Breame, Crofts Hill, Bridlington Road, Flamborough

65/14 To approve Minutes of Parish Council Meeting of 6th October 2014 and Extra Ordinary Meeting of 30th September 2014:

(All in favour) that the Minutes of this meeting be approved and signed as a true and correct record.

66/14 To receive the Clerk's Report and Action Log:

- **Allotment hedge** – cutting of the front hedge has been ordered with the contractor and the overgrown area adjoining the hedge has been cut by the ground works contractor.
- **Christmas tree** – has been ordered and is due for delivery on 3rd December 2014.
- **Allotment pest control** – East Coast Pest Control conducted site visit on 22nd October 2014, to provide a report and proposal on long term management of pest problems.
- **Toilet Cleaning** – Tom Benson was on sick leave for all of October 2014, Geoff Liddan covered for the month.
- **Clerk's hours** – 71 hours worked in October, no hours in lieu.

67/14 To receive the Ward Councillor's report:

- Dunscroft – request to remove tarmac and re-instate grass verge to prevent lorries using the area as a layby
- Drainage blockage at Castle View, ERYC gully emptier attended the site to assess the problem. Yorkshire Water contacted to resolve the issue.
- Drains also checked outside the Post Office as requested, all seemed to be in order.
- School ditch checked as requested, no overgrown vegetation observed and silt level found to be at the correct level. Situation to be monitored.

68/14 Questions/Reports from Councillors and Committee Representatives:

Councillor Sexton

- Requested that the Council respond to the proposed closure of 8 beds on the Johnson Ward at Bridlington Hospital due to lack of use.
All in favour of a letter to be sent.

Councillor Grainger

- Reported that the cradle swing seat was in need of repair.

Councillor Woodhouse

- Reported that a post from the stepping stones play equipment was missing.

69/14 Chairman's Report:

- The Chairman thanked Councillor Smales for assisting in the allotment rent collection on 1st November 2014.
- The Chairman thanked Councillor Crossland for organising the clear up of Charlie's Gardens.

70/14 To note/deal with correspondence as listed below:

Oct 14	ERYC Parish News – emailed 07/10/14
14-Oct-14	East Riding of Yorkshire & Kingston Upon Hull Local Access Forum: The Importance of Verges in Your Community – emailed 14/10/14
Oct 14	ERYC – Update for Parish Council ‘Broadband East Riding Project’ – emailed 16/10/14
22-Oct-14	ERYC, Rough Sleeper estimate day 19 th November - emailed to 22/10/14
22-Oct-14	ERYC Crime and Community Safety Survey – emailed 22/10/14
22-Oct-14	Judith Macklin East Yorkshire Local Councils – emailed 22/10/14
28-Oct-14	ERYC “The Future of Humberside Police” – emailed 29/10/14

- Councillor Woodhouse informed the Council that Councillor Sellick would be attending the public meeting to discuss the change programme for the future of Humberside Police on 26th November 2014.
- Councillor Sexton asked for an agenda item to discuss the importance of verges in your community issued by the East Riding of Yorkshire and Kingston Upon Hull Local Access Forum.

71/14 Accounts:

(a) To note payment of accounts to 31st October 2014, approve payment of accounts to end of November and December’s wages (enclosed):

Councillor Grainger declared pecuniary interests and left the meeting for the duration of this item, did not take part in discussion and did not vote.

Received

Precept:	£19336.60
Toilet Donation :	£21.69
Total:	£19358.29

Schedule of Accounts for Payment 31st October 2014

Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2471	ERYC, Street Lighting (Grant) – c/f from September	2000.00	-	2000.00
2476	Miss L Dennis (Oct)	868.92	-	868.92
2474	Mr T Benson, Toilet Cleaning (Oct)	263.63	-	263.63
2475	Mr G Liddan, Relief Toilet Cleaning (Oct)	230.03	-	230.03
2477	HMRC Tax/NI	141.57	-	141.57
2478	Clerk expenses (Sep) – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20; toilet cleaning supplies £13.19, stationery and postage £124.41; keys cutting £11.46	196.56	-	196.56
2479	AB Grainger, Small Work Contract October	12.00	-	12.00
2480	PKF Littlejohn, External Audit	200.00	40.00	240.00
2481	Shaw & Sons, Allotment Rent Receipt Book	19.85	3.97	23.82
2482	Royal British Legion, Remembrance Day Wreath	17.00	-	17.00

2483	NPower, Street Lighting 01/04-30/06	110.21	22.04	132.25
2484	NPower, Street Lighting 01/07-30/09	111.45	22.29	133.74
2485	MR&KM Couzens, Ground Works Contract, Cut 14	247.00	49.40	296.40
	Totals	2418.22	137.70	2555.92

November wages £1,361 (projected)

RESOLVED: (All in favour) to accept the accounts as presented.

(b) To note the budget monitor to 31st October 2014:

Noted.

(c) To note the external audit for year ended 31st March 2014 has been completed and that there are no matters giving cause for concern. Notice of Conclusion of Audit and Right to Inspect the Annual Return will be posted on the Notice Board for 14 days along with the Annual Return:

Noted.

72/14 To consider proposal to repair Crofts Hill Pump by East Riding College:

Councillor Woodhouse, on behalf of Councillor Sellick, stated that ERC have agreed to undertake the work required to repair the pump. Costs to be supplied pending inspection by ERC and all works to be assessed on an ongoing basis. Additional fencing required to secure the site, Councillor Woodhouse to organise.

73/14 To consider purchase of flag pole for the War Memorial (Councillor Smales):

Councillor Smales presented costs to purchase a flag pole, ranging from £254.04 +Vat to £361.10 +VAT dependant upon style of flag pole. An additional cost would be incurred to install a concrete base for the flag pole. Information to be obtained as to whether planning permission would be required and whether any works would have to be approved by the War Memorials Trust.

Council voted 6 in favour and 1 against for the purchase of a flagpole subject to relevant permissions being granted.

74/14 To consider action for tree management at the Woodcock Memorial Playing Field in response to concerns raised by ERYC on behalf of residents (enclosed):

A quote obtained from an approved tree surgeon of approximate costs to prune the trees as requested was presented to the Council. The Council owns the land which is currently leased to Flamborough Sports Club Trust. Councillor Woodhouse to approach the Sports Club Trust to discuss the issue. It was proposed that a Tree Officer from ERYC be asked to attend the site to obtain further advice.

75/14 To approve arrangements for Remembrance Day (9th November) in terms of laying the wreath, trimming shrubbery, railings and hand rails:

Councillor Woodhouse to lay the wreath.

Councillor Grainger to ensure hand rails are in place around the war memorial.

76/14 St Oswald's Church

- **To donate £350 to the maintenance of St Oswald's graveyard as budgeted:**

RESOLVED (All in favour) to donate amount as agreed on 2014-15 budget.

- **To approve amount for 2015 donation (enclosed):**

Councillor Leppington stated that he would prefer a limit of £500 per year to be budgeted for donations with applications to be considered on an individual basis.

RESOLVED: (All in favour) to budget £500 for all donations and invite applications to be considered.

- **To consider request for donation towards cemetery wall repairs (enclosed)**

It was stated that as the amount needed for repairs was quite considerable the Council did not feel that an effective contribution could be made.

RESOLVED (All in favour) that the Council could not approve a donation towards the repairs.

77/14 To approve replacement Internal Auditor due to retirement of current IA (enclosed):

Details of a replacement internal auditor were presented to Council. It was proposed that the position should be advertised to ensure transparency in the process.

RESOLVED (All in favour) that the position be advertised.

78/14 Training

- **To approve Clerk's attendance at SLCC Elections Training Day on Tuesday 9th December 2014 at South Cave (£20):**

RESOLVED (All in favour) of Clerk's attendance at SLCC Elections training day.

- **To approve purchase of NALC's Local Councils Explained book (£49.99 enclosed):**

RESOLVED (All in favour) of purchase of book.

79/14 Allotments:

- (a) **To report on the Council's site visit and approve action for management of the site:**

The area of land adjoining the hedge has now been cut back by the Ground Works Contractor. The hedge is due to be cut during November. The site appeared to be in improved ordered.

(b) To let plots and approve permissions:

One application received for plot 14. A letter was presented to Council from the applicant who had previously received Notice to Quit. Due to the decision being taken at meeting of 1st September 2014 Minute 60/14b that the NtQ must stand, this cannot be rescinded until 6 months have passed since the decision was taken, equally a decision to re-let the plot cannot be made until 6 months duration from the decision to issue the NtQ.

(c) To note that Rent Collection took place on 1st November 2014:

£1740.00 was collected during the morning, with a further 9 plots still to be paid. It was noted that due to the receipt of rent for one plot in small change, tenants would be informed for future rent collections that amounts should be paid in denominations of not less than £1.

Signed as a true and correct record
Chairman, Councillor I. Woodhouse

I. Woodhouse

Date 1st December 2014