



**FLAMBOROUGH PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
6th JUNE 2016, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors D Morton (in the Chair), P. Couzens, A. Grainger, V Leppington, B. Maxwell, Mrs M Sexton, Mrs C Taylor and Ward Councillor Matthews
Clerk, Lynne Dennis, recorded the minutes
3 members of the public

106/16 To receive apologies for absence:

Apologies were received from Councillors Crossland, Sellick and Ward Councillors Harrap and Milns.

107/16 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

108/16 Public Participation Session (15 minutes):

PCSO Liz Smith

- Issue with parking with vans parking in bays on Chapel Street which are parked incorrectly and obstructing the highway. A meeting with ERYC Highways has been scheduled.
- 2 x ASB with incidents at Danes Dyke involving groups of youths setting fires and causing damage to trees.
- 1 x assault with a family on Danes Dyke beach hit by pebbles thrown by a group of youths.

109/16 (a) To approve Minutes of Annual Parish Council Meeting of 9th May 2016:

(b) To approve Minutes of Ordinary Parish Meeting of 9th May 2016:

RESOLVED: (All in favour) that all Minutes of these meetings be approved and signed as a true and correct record.

110/16 To receive the Clerk's Report:

- **Flamborough Head Maritime Forum** – Councillor Matthews has confirmed that the Forum is no longer in existence. Heather Davison – ERYC Flamborough Project Officer noted that "... the Maritime Forum has been inactive for quite some time - the most recent meeting minutes I have access to are from early 2012. Since then, the Management Scheme (who used to facilitate the Forum) has responded to reductions in funding and officer capacity by focusing efforts on the legal obligations of conserving and managing the European Marine Site. We try and have a presence at local events where we can and we regularly work with user groups to discuss specific issues,

however we no longer hold a general meeting for the wider community to attend. Nevertheless, I'd be happy for the Parish Council, or individuals, to contact me directly if there is anything about the European Marine Site that they would like to discuss."

- **North Wolds Lions Donation** – The Clerk received a confirmation phone call from Keith Harris that our request for £200 for a memorial bench to Mary Sunley has been approved and to go ahead with purchase. A cheque will be issued for the amount after 14 June 2016 when the treasurer is back from holiday.
- **Citizen Link** – Councillor Grainger reported an incident on 25 May when ERYC replaced the padlock on the door following an attempt to gain access to the building. The Clerk spoke to Glen Rawding (ERYC Assistant Principal Engineer) who had been tasked to decommission the kiosk across the East Riding and was not informed that the parish council had taken on the lease for Flamborough. As a result he gained access to read the electric meter and replaced the broken padlock. As a result of this conversation, he has undertaken to try and obtain a replacement door free of charge, with a working locking mechanism from one of the kiosks that will be decommissioned. The Clerk has submitted a request in writing to this effect.
- **Street Lighting** – A further complaint was received from the resident of the adjacent property to object to light filtering into her house and anticipated problems caused by dogs fouling near the lamppost and they requested a meeting to discuss these objections. The Clerk invited her to the June meeting but this offer was declined and she is now making reference to legal advice. The Clerk has referred the matter to ERNLLCA for advice.
- **Pre-School Fence** - Fence has now been erected. Pre-School have asked for clarification on where responsibility for the grass cutting of the fenced area lies. This has not been specified in the licence as this dealt with the fence specification only.
- **Village Planters** – A complaint has been raised by Sharon Treadwell over the flower planter boxes and troughs around the village are looking uncared for and neglected. Mrs Treadwell has offered her assistance to look after the plants once they have been reinstated. Councillor Morton has spoken to Mrs Treadwell to discuss further.
- **Toilets** – Annual NICEIC Certificate this has been received. The installation is deemed to be in a satisfactory condition and suitable for its intended usage with no items adversely affecting electrical safety.
- **Clerk's hours** – 64 hours worked in May.

111/16 To receive the Ward Councillors report:

- Noted that numerous objections had been received from Flamborough residents with regards the proposed closure of Bridlington North Library as detailed in ERYC's Library Consultation.

112/16 Questions/Reports from Councillors and Committee Representatives:

Councillor Taylor

- Noted that it had been reported that there was a bar of the village green playground fence sticking out at a dangerous angle.

Councillor Sexton

- Noted complaints received from residents on Bempton Lane regarding the cutting of the grass verge outside their properties, the residents generally maintain this area and the cut was quite severe in appearance.
- Noted that the cutting of grass verges was not of the same standard as in previous years with less actual grass being cut and hedgerows/trees left to grow and overhang.

113/16 Chairman's Report:

None.

114/16 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) **16/01481/PLF** – Erection of two storey extension to front, single storey extension to rear, construction of dormer window to rear, installation of rooflights to front and side and external alterations
Seacliffe, Selwick Drive, Flamborough
Mr Gary Fletcher
Full Planning Permission

RESOLVED: (All in favour) that there were no observations to be raised.

- (2) **16/01516/PLF** – Erection of single storey extension to rear following demolition of sun lounge and kitchen
25 North Moor Road, Flamborough
Mrs Sue Hall
Full Planning Permission

RESOLVED: (All in favour) that there were no observations to be raised.

- (3) **16/01700/VAR** – Variation of condition 2 (opening hours) of planning approval 14/00053/PLF
The Coffee Hutch, 8 High Street, Flamborough
Mrs Diane Hutcheson
Variation of Condition(s)

RESOLVED: (All in favour) that there were no observations to be raised.

Planning Applications Granted by ERYC

- (1) **15/00013/OUT** – Erection of 6 dwellings following outline planning permission
Land East of 1 Crofts Hill, Bridlington Road, Flamborough



Flintcross Limited

- (2) **16/00929/PLF** – Erection of a single storey extension to rear to form two additional letting bedrooms and erection of a first floor extension to rear to form one additional letting bedroom
North Star Hotel, North Marine Road, Flamborough
Mr Michael Johnson
- (3) **15/03820/PLF** – Use of land for the provision of 48 general purpose camping grass pitches (for touring caravans/motorhomes or tents) and the siting of 6 wooden camping pods and access improvements (to replace 20 existing caravan and 20 tent pitches)
Wold Farm, Bampton Lane, Flamborough
Mr & Mrs S & P Southwell

Planning Applications Withdrawn

- (1) **DC/15/01388/OUT/EASTNN/SWOOD** – Outline – Residential development (all matters reserved)
Land South of Church House, West Street, Flamborough
Mr & Mrs K Edeson

115/16 To note/respond to correspondence as listed below:

May 16	ERNLLCA Newsletter – emailed 25/05/16
May 16	ERYC Library Consultation – emailed 30/05/16

It was agreed that the parish council would respond to the library consultation to voice opposition to the closure of the Bridlington North Library on behalf of Flamborough residents who had indicated that they opposed the measure.

116/16 Accounts:

- (a) **To approve payment of accounts to 1st June 2016:**
(b) **To receive the Internal Audit report:**
(c) **To consider matters arising from the Internal Audit report:**
(d) **To approve the Annual Return for External Audit – Section 1 Statement of Accounts and Section 2 Annual Governance Statement:**

Accounts for Payment

Received

Toilet Donations: £14.54

Total: £14.54

Schedule of Accounts for Payment 6th June 2016



Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2702	Miss L Dennis: Clerk (May)	885.14	-	885.14
2703	Mr G Liddan: Toilet Cleaning (May)	235.07	-	235.07
2704	HMRC: Tax/NI (May)	159.55	-	159.55
2705	Clerk Expenses (May): – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20	47.50	-	47.50
2706	Npower: Christmas Lights	232.08	46.42	278.50
2707	AB Grainger: Small Works Contract – works to gents toilets	30.00	-	30.00
2708	AB Grainger: Small Works Contract Insurance	125.00	-	125.00
2709	Viking: Stationery	95.98	8.20	104.18
2710	Npower: Festive Lighting	96.65	4.83	101.48
2711	MR & KM Couzens: Grasscut 3	247.00	49.40	296.40
2712	MR & KM Couzens: Grasscut 4	247.00	49.40	296.40
2713	AB Grainger: Work to allotment plot 20	50.00	-	50.00
2714	Viking: Stationery	23.84	4.77	28.61
2715	R Dixon: Internal Audit 2015-16	340.00	-	340.00
2716	MG Maltby: Toilet Inspection/Testing	160.00	32.00	192.00
DD	EE: Mobile Phone Bill	10.11	2.02	12.13
	Totals	2,984.92	197.04	3,016.96

June wages £1,200 (projected)

Councillors Couzens and Grainger declared a pecuniary interest in so far as they had an account for payment, did not take part in discussion and did not vote.

RESOLVED: (All in favour) to approve the accounts for payment as presented and to approve the Annual Return for External Audit – Section 1 Statement of Accounts and Section 2 Annual Governance Statement:

117/16 To note the 1% pay award for 2016-17 and additional 1% increase for 2017-18 in accordance with the National Joint Council (NJC) for Local Government Services agreement and employment contract effective from 1 April 2016:

Noted.

118/16 To approve schedule of meetings for 2016-17:

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

119/16 To review and approve the Parish Council's Risk Register 2016:

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

120/16 To consider the issue of agendas and papers electronically under Standing Order 3(b)(i):

Consensus of feeling was to continue with printed agendas. Clerk to obtain quotes for a new photocopier to speed up the process of producing the printed agendas and supporting papers.

121/16 To approve repairs to parish council notice board:

Clerk to obtain costs for a replacement notice board for next meeting rather than continue to repair the existing notice board.

121/16 To approve purchase of a roller shutter door for Citizen Link Kiosk:

Quotes were noted and it was agreed to obtain further quotes for consideration at the next meeting.

122/16 To approve temporary removal and relocation of memorial benches at North Landing:

RESOLVED: (All in favour) to liaise with Councillor Crossland as seating contractor to discuss the removal of the bench nearest the edge of the cliff fall as a health & safety issue as a matter of urgency.

123/16 To approve purchase of plants for village planters (£70):

RESOLVED: (All in favour) to approve purchase of plants up to £70.

124/16 To approve style and inscription of memorial bench dedicated to Mary Sunley:

RESOLVED: (All in favour) to appoint the seating contractor to provide a seat. Inscription to be agreed in consultation with Mrs Sunley's family.

125/16 To respond to ERYC Consultation – Proposed Diversion of Flamborough Footpath Nos. 1 and 2:

RESOLVED: (All in favour) to respond in support of the consultation.


126/16 To approve June newsletter:

RESOLVED: (All in favour) to approve the newsletter as presented.

127/16 Allotments:

- (a) To report on the Council's site visit and approve action for management of the site (enclosed):
- (b) To let plots and approve permissions

RESOLVED: (All in favour) to approve the cutting and spraying of vacant plots by the ground works contractor.

Signed as a true and correct record  Date 4th July 2016
Chairman, Councillor D Morton