



**FLAMBOROUGH PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
11th AUGUST 2016, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors D Morton (in the Chair), J Crossland, V Leppington, Mrs M Sexton, Mrs C Taylor
Clerk, Lynne Dennis, recorded the minutes
0 members of the public

141/16 To receive apologies for absence:

Apologies were received from Councillors Couzens, Grainger, Maxwell, Sellick and Ward Councillors Harrap, Matthews and Milns.

142/16 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

143/16 Public Participation Session (15 minutes):

None

144/16 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) **16/01994/PLF** – Change of use of part of garage to Shell Fish Shop
Edge Newk, Woodcock Road, Flamborough
Mr Leigh Hales
Full Planning Permission

RESOLVED: (All in favour) no objections raised, directly replacing a similar shop that has recently closed.

- (2) **16/02433/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 (re-submission of 16/01481/PLF)
Seacliffe, Selwick Drive, Flamborough
Mr Gary Fletcher
Full Planning Permission

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

145/16 To approve documents for Clerk post:

RESOLVED: (All in favour) that the following be approved:

- **Job Description and Person Specification**
To amend essential criteria (education & training) to:
“Possession of, or willingness to work toward obtaining the Introductory Certificate in Local Council Administration.”
- **Model Contract and Pay Scale**
To accept as presented.
Councillor Crossland asked for ERNLLCA clarification on which contract terms are statutory and which, if any, could be omitted.
- **Advertising**
To be advertised on ERNLLCA and YLCA websites, Indeed online jobsite with a maximum budget of £75, parish council website and notice board and other notice boards around Flamborough, Free Press if possible (Village News) and ERYC if possible.
- **Application Form**
To accept as presented.
- **Appoint a panel to interview and to give said panel delegated authority to appoint a suitable candidate**
Councillors Morton, Taylor and Crossland to make up the interview panel and be given delegated authority to approve an appointment. Councillor Sexton to be standby interviewer.
- **Freelance Clerk/RFO to cover period of recruitment/appointment**
Lynne Dennis to be retained on a freelance basis to fulfil statutory role of RFO and additional clerk duties up to a maximum of 8 hours per week, to be paid at a rate of £14 per hour.

Signed as a true and correct record Date 5th September 2016

Chairman, Councillor D Morton