

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING 4<sup>TH</sup> JUNE 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

*(Prior to the meeting a surgery was held with Councillor Leppington and Councillor Mrs Gilson)*

**Present:** Councillor I Woodhouse (in the Chair), J Crossland, S Crowther, S Emmerson, Mrs H Gilson, V Leppington, D Major, Mrs M Sexton, P Traves and F Villani.  
ERYC Ward Councillor C Matthews (Councillors R Harrap and J Wilkinson had sent apologies)  
PCSO Bev Feirn  
Nine members of the public  
Clerk, Libby Woodhouse, recorded the Minutes.

### 152/07 To accept apologies for absence:

**RESOLVED:** To accept apologies of absence from Councillors P Couzens, S Couzens and M Smales.

### 153/07 To receive a visit from Mr M Buckley (Head of Legal & Democratic Services) and Mr B Jackson (Democratic Services Manager), East Riding of Yorkshire Council:

Mr Jackson did not attend. Mr M Buckley stated he had attended the meeting as a result of a decision of the ERYC Standards Committee at recent case when the ERYC Standards Committee found Councillor Crossland had breached the Code of Conduct. His main points were:

- The Code of Conduct is not optional – Councillors have to comply with it.
- There are sanctions available to the Standards Committee and the Adjudication Panel ranging from suspension to disqualification for Councillors who have been found to have breached the Code.
- A new Code of Conduct is now in force and the Parish Council has adopted it.
- There are guides to the new Code available on the Standards Board and Adjudication Panel websites – the Clerk will arrange to get some.
- Personal and prejudicial interests with regard to the new Code are more relaxed – when Councillors have a prejudicial interest they may speak on the matter and then leave the room and it must be minuted when the member has left the room.

Mr Buckley took questions.

- Councillor Traves asked why it was so difficult to get costings of the cases under the Freedom of Information Act from ERYC. Mr Buckley stated it was not easy to evaluate officer time when wages are already paid but it was easier to identify Standards Committee expenses.
- The Clerk asked Mr Buckley to provide a definition of “close association” and also procedures for the public being present at the meetings in order to speak on matters on the agenda.

The Chairman thanked Mr Buckley for attending the meeting and he then left.

### 154/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 155/07 To receive an update from PCSO Beverley Feirn regarding the Youth Shelter proposals and to consider the enclosed report to include funding for the Shelter:

Councillor Mrs Sexton declared a personal interest as the site of the proposed youth shelter is on land next to the WI of which she is a member, remained in the meeting and took part in the discussion and voted.

PCSO Bev Feirn had submitted a written report which had been circulated to Councillors with the agenda. She reported that she had spoken to some residents in the vicinity of the proposed youth shelter which must be 30 m away from residential properties and there had been mixed response. There

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will be a meeting on 4<sup>th</sup> July at the School for people who would like to be involved and come forward to help the kids and the community and set up a Committee for the project. A Neighbourhood Watch is required and she will liaise with Bridwatch on this.

PCSO Bev Feirn had sent a letter asking the Parish Council to take responsibility for the maintenance of the shelter and to apply for planning permission. This will be discussed at the next meeting.

Funding of the shelter was discussed.

**RESOLVED:** (7 in favour, 3 against) that the Council indicates that it will be a willing supporter of a partnership, proposed Councillor Crossland, seconded the Chairman. Councillor Major wished to record that he is completely against the youth shelter proposals. PCSO Bev Feirn left the meeting.

#### **156/07 Acceptance of Minutes of Meetings:**

**Annual Parish Council Meeting, 14<sup>th</sup> May 2007:**

**RESOLVED:** that the Minutes of this meeting be received and signed as a true and correct record.

**Parish Council Meeting, 14<sup>th</sup> May 2007:**

**RESOLVED:** that the Minutes of this meeting be received and signed as a true and correct record.

#### **157/07 To receive the Clerk's Report (for information only, enclosed):**

**Humber Playing Fields Association** – Councillors Woodhouse, Villani and the Clerk attended Playground Inspection Training on 16<sup>th</sup> May. An informal check by a competent person should be made every day. A basic check by a competent person should be made every week (inspection sheet provided for our use) and a thorough inspection by a recognised qualified person (eg RoSPA) should be made annually. The Council felt happy with the current inspection arrangements and will use the new sheets.

**Grass Cutting** – Contractor had agreed to spray around the wooden play equipment and Camerons Gardens Fence instead of strimming to prevent damage to the wood as the cost will equal out. He also agreed to spray the Village Green fence as well to prevent damage by strimming.

**Councillor Woodhouse as Chairman** – Clerk asked ERNLLCA for advice as to whether this is in order – Alan Barker indicated that Councillor Woodhouse must declare the relevant interests but there should not be a conflict of interests for the Council.

**Toilets, NICEIC Certificate** – this was undertaken on Friday 18<sup>th</sup> May 2007. The Council is awaiting the paperwork and certificate.

**Toilets, extra work** – 1 hour extra cleaning on 17<sup>th</sup> May and 2 hours to unblock drains and gents toilets on 24<sup>th</sup> May were authorised under Clerk's delegated emergency powers.

**Stock in Churchyard** – reply received from PCC Secretary that they are aware of the situation and are sorry for the distress caused to villagers. They are taking steps to ensure their fence is secure as possible. Like the Parish Council, they are of the opinion that it is the duty of the stock owner to fence against the stock. If there are further developments, they will contact us again.

**New Litter Bins** – ERYC Chief Executive indicated on 17<sup>th</sup> May that a response by Assistant Manager (Development) will be made within 10 working days – no response yet.

**New Code of Conduct** –

- There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs.
- Meetings must be managed properly with regard to the public participation when Councillors declare prejudicial interests and wish to speak on the matter. Standing Orders will need to be revised and advice is awaited on this.

**East Yorkshire Town Councils Network** – This is a quarterly meeting of Town Councils and larger Parish Councils who provide a service centre function. As Flamborough received Quality Status, we have been invited to attend. The next meeting is 26<sup>th</sup> July 2007 – Chairman or Councillor Traves and the Clerk to attend.

**Clerk's Forum, 23<sup>rd</sup> May 2007** – attended by the Clerk. Presentations included:

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- Local Government Pension Scheme
- Affordable Housing – how to achieve affordable housing.
- Human Resources – employment briefing, employment matters, contract and national agreement.
- The Code of Conduct – basic advice regarding the new Code.

**Repairs** – Councillor Crossland reported a tile missing from North Landing bus shelter and guttering loose on Woodcock Road bus shelter – will be repaired by Councillor Woodhouse at no expense to the Council.

**Dangerous Streetlight** – reported by Councillor Crossland (3<sup>rd</sup> June) on North Marine Road opposite St David Lane end – the bracket had collapsed and the light was dangling on a wire over the footpath. The Clerk had arranged with ERYC to make the light safe immediately that day on an emergency basis. ERYC will provide a price to repair the light.

**External Audit** – public inspection of the accounts had taken place between 8<sup>th</sup> May and 4<sup>th</sup> June. The Annual Return (audit) was sent in and the audit date is 6<sup>th</sup> June.

**Toilet Cleaner** – will be taking some holiday in June and the Relief Cleaner will cover his absence.

**Police and Partners Community Forum** – this has replaced the Police Authority Neighbourhood Panel and it will meet on 21<sup>st</sup> June, Town Hall, Bridlington, 7pm. Councillor Crossland to attend.

**Tower Field** – reply from Ancient Monuments Society and acknowledgement from English Heritage.

**Seats** – work to replace 3 seats and repair others has been completed. The fourth seat erected was a donation and an invoice has been sent for this seat.

#### **Matters Ongoing**

**Land adjacent to plot 25b, allotments** – ongoing, no reply from Environment Agency yet – reminder sent on 19<sup>th</sup> March 2007.

**Replacement signs** – Village Green signs awaiting siting,

**Private Ditches, G Frisby, ERYC** – cleaning of ditches Water Lane to cliff top – no reply received.

**Proposed Cycle Route - Danes Dyke** – no reply received from G Cahill, Sustrans Connect 2 Project.

**Highways** – permission to work on Fishermans Gardens not yet received.

**Highways** – no reply yet to request for sign for Dog and Duck Square – no heavy goods vehicles.

**Highways** – No reply yet to request to define entrance to field at Crofts Hill.

**Highways** – broken sewer/water pipe at Crofts Hill reported, Dave England will report to Yorks Water

**Allotment work to internal bank side to protect the hedge** – awaiting work to be undertaken.

**Street Lighting** – work required to pole brackets as a result of inspection – awaiting prices.

**Affordable Housing** – ongoing.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing.

#### **158/07 To resolve to adjourn the meeting for 15 minutes for Questions by Electors:**

**RESOLVED:** that the meeting be adjourned for Questions by Electors and re-opened.

#### **159/07 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Crowther** – had received a request from Copperfields for a litter bin on Chapel Street between Copperfields and the Victoria Club – next agenda.

**Councillor Major** – reported that the public cannot walk round the cliff top near Thornwick Cottages as it has been fenced off. Councillor Crossland stated the footpath had been diverted. The Clerk was not aware of any correspondence to that effect.

**Councillor Crowther** – reported the ditch on St David Lane is blocked. This will be included in the Streetscene village visit.

**Councillor Mrs Sexton** – stated Mr Balderson already runs a Neighbourhood Watch in Flamborough.

**Chairman** – had received a document from Councillor Mrs Sexton on cold calling – next agenda.

**Councillor Emmerson** – had been asked by a member of the public to report the problem of the DIY van being parked on the little Green. It had recently been parked on the nearby hard standing however and Councillor Traves has “no parking” signs to be erected on the little Green.

**Councillor Emmerson** – reported that hedges are overgrowing the footpath between Danes Dyke and Bridlington – this will be included in the Streetscene village visit.

**Councillor Mrs Gilson** – had been asked by a member of the public to request that the Parish Council support Allison Lane being one-way to traffic – next agenda.

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**Councillor Mrs Gilson** – had been asked by a member of the public to request the Parish Council move Questions by Electors to later in the meeting – next agenda.

**Councillor Major** – asked whether the Parish Council could write to Bempton Parish Council as there are a lot of allotment tenants from Bempton to see if they would provide their own allotments – next agenda.

**160/07 Chairman's Report:** The Chairman had nothing to report.

**161/07 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):**

**07/03245** – Erection of Agricultural Building at land opposite Croft Farm, Flamborough.

Councillor Traves was concerned that the Parish Council had not been consulted. The Council felt that the Clerk should write to the Head of Planning and Development Control to ask for the status of this application and request that the Parish Council be consulted stating that the proposals are on the site of ancient fish ponds, it is believed to be a site of a nature conservation area and the proposals would be detrimental to the local character.

#### **Planning Applications Approved**

- (1) **DC/06/07668** – Erection of 7 No dwellings with associated parking and access following demolition of existing outbuildings (amended scheme of 05/07499) at High View, The Green, Flamborough.
- (2) **DC/0701623** – Erection of a single storey extension at side and conservatory at rear at Westscar, Woodcock Road, Flamborough.

**162/07 To note/deal with correspondence as listed below:**

**29-05-07 ERYC, Consultation on revised Supplementary Planning Guidance for the provision of Outdoor Playing Space on new residential developments.**

- Councillor Traves will look at this and submit a response.

May 07      Humbrella (Newsletter of Humber and Wolds Rural Community Council)  
May 07      The Playing Field (Newsletter of Humber Playing Fields Association)

**163/07 To approve payment of Accounts to 31<sup>st</sup> May 2007:**

Councillor Crossland left the meeting.

#### **Received**

£12.50 – Allotment Rent, plot 50b

#### **Accounts Paid**

02-05-07 – Chq 1402 - £282.00 (including £42.00 VAT) – Lloyd Dowson (Year end accounts 06/07)

**RESOLVED:** (All in favour) that the accounts as submitted should be paid, proposed Councillor Traves, seconded Councillor Villani.

Councillor Crossland returned to the meeting.

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Chq No	Creditor	Net Due	VAT	Total
1403	Brian Cloke, Internal Audit 06/07	150.20		150.20
1404	ERYC - Toilet Rates	59.00		59.00
1405	ERYC - Playground Insp 06/07 (RoSPA)	66.00	11.55	77.55
1406	St Oswald's Church - maintenance graveyard donation	200.00		200.00
1407	ERNLLCA - 2 Cllr attendance training 11/6/07	40.00		40.00
1408	Yorkshire Water - toilet rates	97.48		97.48
1409	Npower - additional electric streetlighting 06/07	339.45	59.40	398.85
1410	J Crossland - replace 3 seats and repairs to others	1,190.00	208.25	1,398.25
1411-3	PAYE	692.00		692.00
1414	Clerk Expenses (May)			
	Telephone (26/3/07-23/4/07)	6.56		6.56
	Broadband Connection	7.50		7.50
	Photocopying - meeting 14th May 07	34.45		34.45
	Photocopying - meeting 4th June 07 & allot rent inc letters	41.30		41.30
	Postage	10.16		10.16
	Stationery	13.91		13.91
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1415	MR&KM Couzens - grasscutting allotments (May)	100.25	17.54	117.79
	<b>Totals</b>	<b>3,070.26</b>	<b>296.74</b>	<b>3,367.00</b>

**164/07 To agree a date and time and to decide representatives for a presentation to Flamborough Library of the Picture and Book commemorating 200 years of the Lighthouse (within Library opening times as they would like Press present) (see enclosed correspondence):**

**RESOLVED:** (All in favour) that the Chairman and Vice Chairman will make the presentation, the Clerk to arrange the date with the Library and ask Ward Councillor Harrap to attend, proposed Councillor Traves, seconded Councillor Villani.

**165/07 To review the forthcoming Streetscene Visit:**

**RESOLVED:** (All in favour) with amendments to accept the list to put forward for the forthcoming visit, proposed Councillor Traves, seconded Councillor Villani. Any further additions to the list to be forwarded to the Clerk.

**166/07 To agree the June Newsletter, the Annual Report 2006/2007, printing (Designs by Debbie) and delivery (£200 in budget for Guides to deliver):**

**RESOLVED:** (All in favour) to approve the June Newsletter, the Annual Report 2006/2007, printing costs of £144 by Designs by Debbie (2p per copy) and £200 for the Guides to deliver them to all households in the village, proposed Councillor Traves, seconded Councillor Villani.

**167/07 To consider the East Riding & North Lincolnshire Local Councils Association Training Programme for 2007 (two places have been booked at Driffield, 11<sup>th</sup> June, Role of the Councillor):**

**RESOLVED:** (All in favour) that Councillors Traves and Emmerson attend the Role of the Councillor Training on 11<sup>th</sup> June (£40) and Councillor Woodhouse attend Chairmanship training on 24<sup>th</sup> September (£20), proposed councillor Traves, seconded Councillor Villani.

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**168/07 Allotments – to let vacant plots:**

An applicant had been let plot 44 but had written to request two adjacent plots instead (56 and 67).

**RESOLVED:** (7 in favour, 3 against) to let plots 56 and 67 to the applicant (Mr Wood), proposed the Chairman, seconded Councillor Villani.

Councillor Mrs Gilson requested that plot 47 is made into an additional car park – next agenda.

**169/07 To consider re-designing Camerons Gardens and Fishermans Gardens – Councillor P Traves:**

Councillor Traves reported that stoning Fishermans Gardens would cost £1200-£1300 and old items, grasses and large stones could be placed there and there was discussion regarding a fishing theme. The Clerk reported that Mr England, ERYC Highways will talk to the Council on the Streetscene Walkabout regarding permission to work on the highway but he would be unable to give permission for a boat to be put there due to health and safety implications.

**170/07 To consider the future of Parish Council footway lighting stock – Councillor Mrs M Sexton:**

There was debate on this issue. A proposal by Councillor Mrs Sexton, seconded by the Chairman for the Clerk to liaise with ERYC to look into the benefits and alternatives of going ahead with a programme and to investigate the costs involved of ERYC taking over the lighting stock was defeated (2 in favour, 8 against).

**171/07 To consider installing a “donations” box at the toilets – Councillor V Leppington:**

Councillor Leppington reported this had been successful in a village in the Yorkshire Dales where £600 had been collected in six months. There was discussion about risks involved with vandalism and the box being stolen and that it would need to be emptied regularly every day.

**RESOLVED:** (All in favour) that Councillor Leppington will look into it and find out the costs of a box, proposed Councillor Traves, seconded the Chairman.

**172/07 To re-site the Goal Posts on the Village Green:**

The Chairman reported that the goal posts needed removing and the goal mouths replaced with soil and re-seeded and the goal posts returned in September. Re-siting them to let the ground recover was discussed and Councillor Crossland will provide a price for the next meeting to dig out the concrete and make new sleeves for the posts.

**173/07 To consider undertaking a Parish Plan:**

This item was deferred. The Chairman will look into this matter.

**174/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

**175/07 To consider a working party to consider updating the Clerk's contract (both Toilet Cleaners already hold up to date contracts) and to consider implementing the National Agreement (see enclosed):**

The Chairman declared a prejudicial interest (married to Clerk), Councillor Villani declared a prejudicial interest (friend of the Clerk), Councillor Major declared a prejudicial interest (his wife is

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related to the Clerk) and Councillor Emmerson declared a prejudicial interest (friend of the Clerk). The Chairman, Councillors Villani, Major and Emmerson left the meeting for the duration of this item, took no part in discussion and did not vote. The Clerk also left the meeting. Six Councillors remained and the meeting remained quorate. The Vice Chairman, Councillor Leppington, took the Chair.

**RESOLVED:** (All in favour) that the Vice Chairman contact Mr Buckley at ERYC Democratic Services to ascertain whether a dispensation is needed to discuss the Clerk's contract and new pay scales as the Councillors know the Clerk, proposed Councillor Crossland, seconded Councillor Traves.

The Chairman, Councillors and the Clerk returned to the meeting.

**176/07 To receive an update regarding the right of way, rear of Post Office Street:**

ERYC's Chief Executive had responded on 17<sup>th</sup> May stating that a detailed response will be made within 10 working days (30<sup>th</sup> May). No response had yet been received.

**177/07 To receive an update regarding the Tower Street Bus Shelter:**

The Clerk reported that she had met with the Solicitor regarding further alterations to the contract and a fourth schedule had been agreed with the Brewery regarding rights granted to the Parish Council. Following a couple of amendments the contract will be sent to the Council for signing.

Signed as a true and correct record .....  ..... Date 2-7-07  
Councillor I Woodhouse, Chairman, Flamborough Parish Council

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING 2<sup>ND</sup> JULY 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, S Couzens, J Crossland, S Crowther, S Emmerson, Mrs H Gilson, V Leppington, Mrs M Sexton, M Smales, P Traves, F Villani.  
ERYC Ward Councillor J Wilkinson (Councillors R Harrap and C Matthews had sent apologies)  
4 members of the public.  
Clerk, Libby Woodhouse, recorded the Minutes.  
PCSO Bev Feirn had sent apologies.

### 178/07 To accept apologies for absence:

**RESOLVED:** To accept apologies of absence from Councillor D Major.

### 179/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 180/07 Acceptance of Minutes of Meeting – Parish Council Meeting, 4<sup>th</sup> June 2007:

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

### 181/07 To receive the Clerk's Report (for information only, enclosed):

**New Litter Bins** – reply received from ERYC apologising that the order had been overlooked and it will be 6-8 weeks before new bins will be received and then installed.

#### **New Code of Conduct –**

- There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs - ongoing.
- Alan Barker has indicated that paragraph 2(2) of the Code applies to meetings where the public are allowed to attend (the public are allowed to attend Parish Council meetings). Guidance indicates that the public cannot speak during a meeting of the Council but time can be reserved before or during the meeting to receive public comments (Questions by Electors) and this is sufficient to comply with the Code. The Chairman can also adjourn the meeting at any time to allow members of the public to address the meeting in relation to business under discussion – Standing Order 69. The public have no greater rights than previously and the only difference is that Councillors now have a right to speak having declared a prejudicial interest before leaving the meeting.

**Seat, North Landing** – Mrs Macfarlane sent £250 donation for the seat and has sent a letter stating how pleased she is with the seat.

**Lock, Parish Store** – On Sunday 17<sup>th</sup> June, the Relief Toilet Cleaner reported that the lock had broken on the Parish Store. Councillor Woodhouse tried to fix the lock but a new lock was fitted under Clerk's delegated emergency authority (£21.98) due to the need to make safe Christmas Lights and cleaning fluids. The only cost is for the lock only (no labour charge).

**Bus shelters, North Landing** – new roof tile fitted, Woodcock Rd – guttering repaired by Councillor Woodhouse (no charge to the Council).

**No Smoking signs** – ERYC advised (correspondence enclosed) that bus shelters must have no smoking signs with the correct wording fitted to them by 1<sup>st</sup> July – these have been ordered from ERYC – cost £12.10 plus VAT. From July 1<sup>st</sup> it will be against the law to smoke in virtually all enclosed and substantially enclosed (bus shelters) public spaces. Councillor Woodhouse had fitted them and also to the public toilets.

**Newsletters/Annual Reports** – these are currently in the process of being delivered by the Guides. A delay occurred whilst the Criminal Damage leaflets arrived from ERYC Safe Communities. The Post Office indicates that the property marking packs are going slowly.

**Village Meeting – Children & Parents** – PCSO Bev Feirn has arranged a meeting at Flamborough School on 4<sup>th</sup> July at 6.30 pm to form a funding committee.

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**Crime Statistics** – given by PCSO Feirn – in May and June 2007 there had been 11 crimes in Flamborough most of which were vehicle related – burglary and theft – the public should be vigilant.  
**Neighbourhood Watch meeting 28<sup>th</sup> June** – PCSO Feirn reported 30-50 people in attendance and three Watches set up – The Green, Castle Crescent and Tower Street with a possibility of East Scar.  
**ERYC Capital Footway Slurry Sealing 07/08** – will include Beech Grove.

**ERNLLCA May Newsletter** – had congratulated Flamborough for the Quality Status award.

**ERNLLCA June Newsletter** – article regarding the Code of Conduct was read out to the Council.

**ERNLLCA NE District Committee** – 17<sup>th</sup> July, 7 pm, Langtoft.

**Proposed double yellow lines, North Marine Rd** – correspondence received from ERYC informing the Parish Council, official consultation will be sent shortly.

**Footpath, Rotherhams** – this had been reported by a member of the public as being overgrown.

Councillor Couzens advised that ERYC will be cutting it shortly.

**Private Ditches, G Frisby, ERYC** – cleaning of ditches Water Lane to cliff top – no reply received.

Due to the heavy rain and flooding recently, an ERYC Drainage Engineer had visited Hartendale on 27<sup>th</sup> June. He will write to the landowners of the ditch from Water Lane to the cliff top to clear the ditches. There had been a landslide into part of the ditch which requires unblocking.

**ERYC Highways, permission to work on Fishermans Gardens** – at the Streetscene Walkabout, the ERYC Highways Officer looked at Fishermans Gardens and will look at permission when the Council has decided what to do. Plans should be sent to him prior to any work.

**Highways** – a sign has been ordered for Dog and Duck Square – not suitable for heavy goods vehicles.

**Highways** – request to define entrance to field at Crofts Hill – this is being looked into and the field owners may be undertaking this work.

#### **Matters Ongoing**

**Land adjacent to plot 25b, allotments** – ongoing, no reply from Environment Agency yet – reminder sent on 19<sup>th</sup> March 2007.

**Replacement signs** – Village Green signs awaiting siting,

**Proposed Cycle Route - Danes Dyke** – no reply received from G Cahill, Sustrans Connect 2 Project.

**Highways** – broken sewer/water pipe at Crofts Hill reported - awaiting repair.

**Allotment work to internal bank side to protect the hedge** – awaiting work to be undertaken.

**Street Lighting** – work required to pole brackets as a result of inspection and repair – awaiting prices.

**Affordable Housing** – ongoing.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing.

**Toilets, NICEIC Certificate** – this was undertaken on Friday 18<sup>th</sup> May 2007. Awaiting paperwork and certificate – this has still not been received.

**Tower Street Bus Shelter purchase** – ongoing, no further communication received yet.

**External Audit** – awaited.

**Parish Plan** – ongoing.

**Minutes binding and archiving** – work not started on this yet.

#### **182/07 To resolve to adjourn the meeting for 15 minutes for Questions by Electors:**

**RESOLVED:** That the meeting be adjourned for questions by electors and re-opened.

#### **183/07 Chairman's Report:**

The Chairman reported that he and the Vice Chairman had presented the book and picture commemorating the 200<sup>th</sup> anniversary of Flamborough Lighthouse to Flamborough Library staff and Ward Councillor R Harrap at a short presentation on 22<sup>nd</sup> June. After the presentation there were refreshments. The Council felt a letter of thanks should be sent to Councillor Harrap and to the library.

#### **184/07 Questions/Reports from Councillors and Committee Representatives:**

**Chairman** – advised that a member of the public had informed the Council in questions by electors of the blocked ditch from Water Lane to the cliff top in the ownership of Yorkshire Water that had contributed to the recent flooding.

**RESOLVED:** (All in favour) that the Council write to Yorkshire Water to request that they clear the blocked ditch, proposed the Chairman, seconded Councillor Villani.

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**Councillor Traves** – asked if anything had been received regarding the Tower Street bus shelter and the Clerk replied that nothing had yet been received otherwise it would have been with the agenda.

**Chairman** – reported on the recent meeting of the Sports Club Trust and pavilion work and the Gala.

**Councillor Traves** – requested information on the gate and access to the sports field. The Chairman replied that this was still ongoing and would be completed with the work to the multi games area.

**Councillor Traves** – asked if the Sports Club Trust would be issued with risk assessments the same as Christmas Lights group were. The Clerk replied the letter giving permission to the Trust to have the Gala on the field requested that the Trust completed risk assessments. The risk assessments given regarding the Christmas Lights switch on were for the Council's consideration in the event that the Council organised the switch on event, however, private individuals had organised the switching on of the Christmas Lights.

**Councillor Crossland** – indicated disappointment that only two Councillors had attended the recent Streetscene Village Walkabout.

**Councillor Crossland** – requested that a letter of condolence be sent to Mr R Cowton's family.

**Councillor Crossland** – reported on the new Police and Partners Community Forum on 21<sup>st</sup> June and that the Police had stated that most telephone calls were answered within 14 seconds, that Flamborough's vandalism had been mentioned and that there would be better patrols and everything resolved quickly.

**Chairman** – had received an anonymous letter. As resolved at the Parish Council meeting of 5<sup>th</sup> April 2004 (Minute 12), Flamborough Parish Council will not consider any anonymous communication.

**185/07 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):**

**Planning Applications Approved**

- (1) **DC/07/00124** – Outline – Erection of 4 terraced dwellings and 1 detached dwelling with associated garages (access, layout and scale to be considered) at land north of Chatterthro', Carter Lane, Flamborough.
- (2) **DC/07/01377** – Erection of external flue at 6 High Street, Flamborough.
- (3) **DC/07/02820** – Erection of single storey extension to rear following demolition of existing outbuildings at Hazelmere, Crofts Hill, Flamborough.
- (4) **STA 5293** – Notice to remove two beech trees, Carr Farm, West Street, Flamborough.
- (5) **DC/07/00452 and DC/07/00450** – Conversion of storage building into two dwellings at land south of Manor Close, 34 Tower Street, Flamborough.

**Planning Applications Refused**

- (1) **DC/07/01287** – Alterations to include part rebuilding of existing buildings to form 10 No holiday cottages, 1 No managers dwelling, car parking and sewage treatment plant at Home Farm, Danes Dyke, Flamborough.

Councillor Traves reported that he and Councillor Crossland had been to the Planning Committee as individuals and that J Crossland had spoke against the application.

- (2) **DC/07/02162** – Change of use from private stables to stud business and erection of stable block at land north of Crofts Hill, Flamborough.

**Planning Correspondence**

**DC/07/03246/agnot** – land opposite Croft Farm, Flamborough (see enclosed) – ERYC had indicated that prior approval for an agricultural building is not required.

**RESOLVED:** (All in favour) that the Parish Council should send a letter stating that there are inaccuracies in the application – there is no existing building there so it cannot be replaced, that the

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building does affect an ancient monument ( and send details of the fish ponds), that the area of the agricultural unit is in question as part has been sold and request that the relevant planning committee look at this application due to the sensitivity of the site and the history of the applicant.

**186/07 To note/deal with correspondence as listed below:**

- 19-06-07      Humberside Police Authority – regarding consultation (enclosed)**
  - **Police authority report given to Councillor Crossland.**
- 17-06-07      St Oswald's Church – letter of thanks for donation to Churchyard
- 15-06-07      ERYC – New Benefits and Money Advice Service – request to advertise the service in our next newsletter, display a poster and report that the nearest roadshow is 16<sup>th</sup> July at Bridlington Lending Library 2pm.
- 14-06-07      CE Electric UK – Unmetered supplies connection agreement requires signing (enclosed)**
  - **The Clerk to gain advice on this for the Council.**
- 12-06-07      East Riding of Yorkshire NHS Primary Care Trust – outcome of public consultation regarding hospital services (enclosed)**
  - **This was noted and the Council will wait for the Trust Board's decision later in the year to respond.**
- 12-06-07      Zurich Insurance renewal documents – forms to complete (enclosed)**
  - **The Clerk will complete the documents.**
- 12-06-07      Consumer Council for Water – meeting 26<sup>th</sup> June, Bridlington
- 07-06-07      Flamborough Methodist Church – letter of congratulations for attaining Quality Status.
- 05-06-07      ERYC – Bridlington & Driffield Area Forum – 1 vacancy – nominations by 25<sup>th</sup> July 2007 - not Flamborough as we already have a representative on the Area Forum, although Councillors will be able to vote on any nominations received by ERYC for that vacancy.
- 04-06-07      East Riding of Yorkshire & Hull Joint Local Access Forum – 13<sup>th</sup> June Brid.
- 04-06-07      Humber & Wolds Rural Community Council – AGM 12<sup>th</sup> September at Scawby Village Hall – nominations required to places on the Board.
- 01-06-07      ERYC – Appointment of Parish Council Representative on Standards Committee – because of the amount of parish business, an additional parish representative is required – nominations by 27<sup>th</sup> July 2007.
- 01-06-07      Standards Board for England – publications sent for all Councillors – “The Code of Conduct: Guide for Members” and “The Code of Conduct: Pocket Guide” (enclosed copies circulated to all Councillors).**
  - **This was noted.**
- June 07      ERYC, Draft Rights of Way Improvement Plan for comment by 31<sup>st</sup> August 07.**
  - **This was drawn to the Council's attention, however, the Council did not wish to comment.**
- June 07      Bridlington & District Civic Society – offering advice and support for any campaigns to maintain and improve the quality of life in the Bridlington area.
- June 07      Advertising material

**187/07 (a)      To approve payment of Accounts to 30<sup>th</sup> June 2007 (see attached sheet):**

**Received**

£250.00	Seat Donation (Mrs Macfarlane)
£1.75	Interest (War Bonds)
£50.00	Allotment Rent (plots 56,67 – Mr Wood)
£15.00	Humber Playing Fields Association (refund of half playground inspection training on attendance)

**RESOLVED:** (All in favour) that the accounts as submitted be paid, proposed Councillor Traves, seconded Councillor Villani.

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Chq No	Creditor	Net Due	VAT	Total
1416	ERNLLCA - Chairmanship training 24/09/07	20.00		20.00
1417	Npower - toilets electric 22/3/07-4/6/07	53.66	2.68	56.34
1418	Zurich Municipal - annual insurance premium	1,561.39		1,561.39
1419	Designs by Debbie - printing (March 07 & June 07)	164.00		164.00
1420	ERYC - toilet rates	59.00		59.00
1421	E Woodhouse - lock for door of parish store	21.98		21.98
1422	E Woodhouse - toilets supplies	21.03	3.33	24.36
1423-6	A Gray - toilet cleaning (June)	773.25		773.25
1427	Clerk Expenses (May)			
	Telephone (23/4/07-25/05/07)	8.99		8.99
	Broadband Connection	7.50		7.50
	Photocopying - meeting 2nd July	38.80		38.80
	Dell - inkjets	32.94	5.76	38.70
	Postage	4.50		4.50
	Stationery	5.40		5.40
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1428	1st Flamborough Guides - delivery Newsletter/A. Report	200.00		200.00
	<b>Totals</b>	<b>2,994.44</b>	<b>11.77</b>	<b>3,006.21</b>

(b) To note quarterly budget and bank reconciliation (see enclosed):

This was noted.

(c) To agree authority for the Clerk to pay the accounts at the end of July:

**RESOLVED:** (All in favour) that the Clerk is given authority to pay the accounts at the end of July, proposed Councillor Traves, seconded Councillor Villani.

**188/07 To report issues/schedule of work from the Streetscene Walkabout on 28<sup>th</sup> June and agree the ERYC schedule of work to village signs (enclosed):**

The Clerk reported that Councillor Crossland, Councillor Mrs Sexton, the Clerk, Ward Councillor Harrap and four ERYC Officers had attended. Councillors P Couzens and S Crowther had submitted apologies. Most items on the Parish Council's list and further items had been agreed on site and the schedule from ERYC would also be undertaken. The kerb edges would be sprayed and the streets swept and gullies cleaned. Mr England and the Clerk identified items at North Landing, South Landing and the Lighthouse separately. The Village Green fence would also be stained along with 29 parish seats. It was felt that the walkabout on this occasion had been productive. The Village Visit will take place at the end of July/beginning of August.

**189/07 Youth Shelter – to consider the enclosed correspondence from PCSO Bev Feirn:**

Councillor Mrs Sexton declared a personal interest (member of the WI) remained in the meeting, took part in discussion and voted. There was considerable discussion.

**RESOLVED:** (11 in favour, 1 against) that the Parish Council in principle will submit a Planning Application for the shelter subject to the PCSO providing plans for the Council to look at, proposed Councillor Traves, seconded Councillor Mrs Gilson.

**RESOLVED:** (11 in favour, 1 against) that the Parish Council in principle will help with the maintenance of the shelter, proposed Councillor Traves, seconded Councillor Smales.

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**RESOLVED:** (7 in favour, 5 against) that £1,000 is put into a budget account to help with the youth shelter project – to be transferred from the reserves seats budget, proposed Councillor Traves, seconded Councillor Crossland.

**190/07 To consider a request from electors to provide a litter bin on the Copperfields side of Chapel Street (enclosed):**

The Council felt that at present there was not much litter in that area. The situation will be monitored and a letter sent indicating this.

**191/07 To consider supporting a proposal from an elector that Allison Lane should be made one-way:**

**RESOLVED:** (All in favour) that the Parish Council supports leaving Allison Lane as it is, proposed Councillor Traves, seconded Councillor Villani.

**192/07 To consider supporting a proposal from an elector to move Questions by Electors to later in the meeting:**

The Chairman reported that there would be no point having questions from electors later in the meeting as the Council would already have made decisions on the agenda items, the decisions could not be reversed within six months and there would not be an opportunity for the Council to listen to the views of the electorate prior to making decisions on agenda items.

**RESOLVED:** (11 in favour, 1 against) to leave Questions by Electors as it is, proposed Councillor Traves, seconded Councillor Crossland.

**193/07 To consider supporting "No Cold Calling Zone" proposals in the village:**

Mr Balderson had supplied details of No Cold Calling Zones. The Council will put details in the next newsletter and any remaining stickers that Mr Balderson could not use would be placed in the Post Office, etc, for members of the public to pick up. The Chairman will liaise with Mr Balderson.

**194/07 To consider installing a "donations" box at the toilets – Councillor V Leppington:**

Councillor Leppington had priced a wall safe at £90 at West & Heaton and a slot would need to be made in the top. This would be placed on the outer wall with a notice "cash box emptied daily". The Clerk advised a daily collection would need to be made to minimise risk of theft and damage but the Council felt weekly would be enough. Councillors Leppington and Crossland will look further at prices and designs.

**195/07 To re-site the Goal Posts on the Village Green:**

Councillor Crossland will make the sleeves at no cost to the Council other than materials at £25. When these are ready, all will help to re-site the goal posts.

**196/07 Allotments:**

**(a) To consider a proposal that plot 47 should be a car park – Councillor Mrs Gilson:**

**RESOLVED:** (All in favour) that plot 47 should stay as it is, proposed Councillor Traves, seconded Councillor Villani.

**(b) To let plots and agree applications for sheds etc:**

There were none.

**(c) To give authority to the Clerk to let plots/agree applications for sheds etc in July/August:**

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**RESOLVED:** (All in favour) that if there are applications for plots during July/August the Clerk is authorised to let plots 41, 44 and 47 and to give permission for sheds etc within agreed sizes, etc, proposed Councillor Traves, seconded Councillor Emmerson.

**(d) To arrange a site visit:**

A Site visit was agreed to be held on Tuesday 10<sup>th</sup> July 2007 at 7 pm. Apologies were submitted from Councillors Smales and Emmerson.

**(e) To consider a proposal to write to Bempton Parish Council to request they provide allotments for their residents – Councillor D Major:** (Advice has been sought from ERNLLCA regarding this which is enclosed):

Councillor Traves queried why this was being discussed and the Clerk indicated that Councillor Major had requested this as an agenda item at the last meeting. The Council does not have any power to write to Bempton Parish Council in this regard. Flamborough Parish Council may let allotments to any person at whatever the best annual rent can be obtained if allotments cannot be let to persons within the parish (s27 Allotment Act 1908). The Parish Council must let allotments to persons within the parish desiring them (s23 Allotment Act 1908).

**RESOLVED:** (All in favour) that no action be taken, proposed Councillor Mrs Sexton, seconded the Chairman.

**197/07 To consider any response regarding Tower Field:**

Councillor Villani declared a prejudicial interest (his property backs onto Tower Field), left the meeting for the duration of this item, took no part in discussion and did not vote. There had been no response, however, it was possible that the vendor may be willing to sell the field separately to the property.

**RESOLVED:** (9 in favour, 2 against) to write to the District Valuer at ERYC Estates Department to ask for a ball-park valuation figure for the field, proposed Councillor Crossland, seconded Councillor Traves.

Councillor Villani returned to the meeting

**198/07 To update the engraving on the Chairman's Badge of Office and consider purchasing new bars:**

**RESOLVED:** (All in favour) that this should be updated and engraved and new bars purchased, the Clerk to get on and do it and liaise with Councillor Crossland proposed Councillor Traves, seconded Councillor Mrs Sexton.

**199/07 (a) To consider training for Councillors – Councillor S Emmerson:**

Councillor Emmerson reported his attendance at the ERNLLCA training seminar on Roles and Responsibilities of Councillors and stated it was excellent. He urged both new and old Councillors to undertake training. This will be deferred until September for the Finance and Employment training seminars and Councillor Woodhouse is undertaking Chairmanship training in September.

**(b) To consider attendance at the ERNLLCA (East Riding & Northern Lincolnshire Local Councils Association) joint conference (with Yorkshire Local Councils Association) on 28<sup>th</sup>-30<sup>th</sup> September at the Royal Hotel, Scarborough (day delegates £49.36 plus VAT):**

The Council felt that attendance at this conference was not necessary.

**200/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

IW

**RESOLVED:** (All in favour) that the public be excluded for the remainder of the meeting due to the confidential nature of the business to be transacted, proposed the Chairman, seconded Councillor Traves.

**201/07 To consider the enclosed correspondence from the Solicitor and Clerk's Report regarding the right of way, rear of Post Office Street:**

The Chairman gave a brief history of events regarding this issue for the benefit of the new Councillors and new Councillors had received with the agenda all documentation to date relating to this item. There was considerable discussion. Councillor Smales had to leave the meeting during the debate.

**RESOLVED:** (9 in favour, 1 against, 1 abstention) to authorise the Solicitor to request Mr Seymour to obtain documentation regarding a previous Court case at a cost of £100 plus his expenses (travel, photocopying) and then refer the matter back to the Council for a further decision, proposed Councillor Leppington, seconded Councillor Crowther.

**202/07 To receive an update from the Vice Chairman regarding dispensation to discuss the Clerk's contract and to consider updating the Clerk's contract (both Toilet Cleaners already hold up to date contracts) and to consider implementing the National Agreement (see enclosures from June's meeting and letter from SLCC Human Resources Advisor. The Council should gain advice from ERNLLCA via the Vice Chairman):**

The following Councillors declared a prejudicial interest, all left the meeting for the duration of this item, did not take part in discussion and did not vote – Councillor Woodhouse (married to the Clerk), Councillor Villani (friend of the Clerk) and Councillor Emmerson (friend of the Clerk). The Clerk also left the meeting.

The Vice Chairman, Councillor Leppington, took the Chair and reported that a dispensation from the Standards Committee was not required to discuss the Clerk's contract. After discussion the following was agreed:

**RESOLVED:** (All in favour) that the Council does not accept the new Contract, proposed Councillor Traves, seconded Councillor Crowther.

**RESOLVED:** (All in favour) that the Council meets before the end of the current contract to discuss any amendment, proposed Councillor Crossland, seconded Councillor Mrs Gilson.

Meeting closed 10.15 pm.

Signed as a true and correct record ..... *I. Woodhouse* ..... Date *5-9-07* .....  
Councillor I Woodhouse, Chairman, Flamborough Parish Council

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF EXTRA ORDINARY MEETING 23<sup>RD</sup> JULY 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillors I Woodhouse (in the Chair), J Crossland, S Crowther, Mrs H Gilson, V Leppington, Mrs M Sexton, M Smales, P Traves and F Villani.  
ERYC Ward Councillors had sent apologies.  
One member of the public.  
Clerk, Libby Woodhouse, recorded the Minutes.

### 203/07 To accept apologies for absence:

**RESOLVED:** To accept apologies of absence from Councillors P Couzens, S Couzens, S Emmerson and D Major.

### 204/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 205/07 To consider planning applications as listed and subsequent plans that are received after this agenda has been sent out. Plans available for public inspection at 7.15 pm:

- (1) **DC/07/03898** – Erection of 5 dwellings following demolition of existing dwelling  
At White Bays, Tower Street, Flamborough.  
For Bryan Brown & Son  
Application Type: Approval of Reserved Matters.

Councillor Villani declared a prejudicial interest (his land adjoins site of application), left the meeting for the duration of this item, did not take part in discussion and did not vote.

The Clerk read a copy of a letter received from English Heritage who have recommended refusal to ERYC Planning Department and the Parish Council noted the contents.

**RESOLVED:** (All in favour) that the Parish Council (b) recommends that the application should be approved, proposed Councillor Crossland, seconded Councillor Traves.

Councillor Villani returned to the meeting.

- (2) **DC/07/00034** – Conversion of farm buildings to form 5 dwellings and erection of 1 dwelling with associated parking and access (resubmission of 06/04005/PLF) (AMENDED PLANS)  
At Grove Farm, Church Lane, Flamborough  
For Mr Robert Hall  
Amended Plans.

**RESOLVED:** (All in favour) that the Parish Council (b) recommends that the application should be approved, proposed Councillor Traves, seconded Councillor Mrs Sexton.

- (3) **DC/07/04084** – Erection of two storey building for use as a tack shop with living accommodation above following demolition of MOT centre  
At Monument Garage, Chapel Street, Flamborough  
For Mrs T Fletcher.  
Application Type: Full Planning Permission.

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Councillor Crowther declared a prejudicial interest (his land adjoins site of application), left the meeting for the duration of this item, did not take part in discussion and did not vote.

**RESOLVED:** (7 in favour, 1 abstention) that the Parish Council (d) recommends that the application be refused and (e) requests that it is referred to the appropriate Committee. The reasons are overdevelopment, dubious access for delivery vehicles (the plans for the adjacent DIY shop showed access for delivery) and that the proposed frontage is hardly indicative of historical Flamborough and not sympathetic to the streetscene. Proposed Councillor Traves, seconded Councillor Crossland.

Councillor Crowther returned to the meeting.

#### **Planning Permission Granted**

- (1) **DC/07/01945** – Erection of 2, 2-storey extensions and erection of a conservatory At North Moor Farm, St David Lane, Flamborough.

#### **Planning Correspondence**

05 July 07 ERYC, Planning for a sustainable Future – the Planning White Paper – comment to ERYC prior to 17<sup>th</sup> July. Comments to Dept of Communities and Local Govt by 17<sup>th</sup> August 07. Training will be available via Planning Liaison meetings, etc.

- **Given to Councillor Crossland.**

17 July 07 ERYC, reply re – Erection of an Agricultural Building at Land Opposite Croft Farm – that the site is not a scheduled ancient monument and due to the size of the proposed building, its position on the site and the size of agricultural holding, prior approval is not required.

**RESOLVED:** (All in favour) to reply that the Council requests assurances that this building is used for agricultural and not retail purposes and to point out that some of the land in the ownership of the applicant is up for sale, proposed Councillor Traves, seconded Councillor Smales.

- 206/07 To comment on Proposed No Waiting at Any Time Restrictions on North Marine Road, Flamborough** (enclosed correspondence and proposals).

Councillor Villani declared a prejudicial interest (family owns property on North Marine Road), left the meeting for the duration of this item did not take part in discussion and did not vote.

There was much discussion.

**RESOLVED:** (All in favour) that the Parish Council does not support the proposed “no waiting restrictions” and is against both schemes as indicated on the maps. The Council would like to stop accidents but feels the proposals will make the road faster and more dangerous – parked cars provide a better traffic calming measure. There would be nowhere to park for those who lose parking spaces outside their houses. At the North Star end, the new car park will alleviate the problem of parked cars on the road. Proposed Councillor Traves, seconded Councillor Leppington. The Clerk to inform ERYC Ward Councillor Harrap of the Parish Council’s objections.

- 207/07 To support Flamborough Pre-School Proposals for “School” signs on Church Street for safety reasons due to volume and speed of traffic passing the Pre-School.**

Councillor Villani declared a prejudicial interest (wife works at Pre-School) remained out of the meeting for the duration of this item, did not take part in discussion and did not vote.

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**RESOLVED:** (All in favour) to support the Pre-School and request ERYC Highway Department to provide "school" signs outside the pre-school because of the volume and speed of traffic, proposed Councillor Traves, seconded Councillor Smales.

Councillor Villani returned to the meeting.

- 208/07 To consider the CE Electric Unmetered Supplies Connection Agreement** (see enclosures from meeting of 2<sup>nd</sup> July 2007).

The Clerk had gained advice from ERYC and CE Electric. CE Electric confirmed that the agreement was for a paper record of what we have now, the contract would stay the same and nothing would change. The Council would have to keep them informed of any changes to lighting stock, etc.

**RESOLVED** (All in favour) to leave this in abeyance and do nothing, proposed Councillor Traves, seconded the Chairman.

- 209/07 To report Clerk's delegated emergency authority action in response to damaged playground equipment - £77.50 plus carriage plus VAT (Wicksteeds, cradle swing seat) and £26.50 plus carriage plus VAT (Creative Play, log walk footpad and bolts to secure chain).**

The Clerk reported on the damage to the playground. The seat had been replaced and the parts were awaited for the log walk.

**RESOLVED:** (All in favour) that the Clerk should purchase another cradle swing seat to have in stock, proposed Councillor Traves, seconded Councillor Villani.

It was reported that there are two holes in the ground at the playground. Councillor Woodhouse will fill these in.

- 210/07 To report Clerk's delegated emergency authority with regard to a leak at the toilets – J Richardson has ordered a part (safety valve).**

The Council noted this leak and that the part required was a safety valve for the pressurised system.

- 211/07 To report that the Remembrance Day Poppy Wreath has been ordered (£16.50) from the new Poppy Appeal Organiser, Helen Houldey and that there will be a Parade on Sunday 11<sup>th</sup> November 2007.**

The Council noted the new Poppy Appeal Organiser and that a wreath had been ordered.

**RESOLVED:** (All in favour) that the Chairman lay the wreath on behalf of the Council, proposed Councillor Smales, seconded Councillor Mrs Sexton.

- 212/07 Tower Field – To consider that ERYC Valuation & Estates Section would provide valuation advice and, if appropriate, assist in purchase negotiations – the cost would be £350.**

Councillor Villani declared a prejudicial interest (his land adjoins Tower Field) and left the meeting for the duration of this item, did not take part in discussion and did not vote.

The Council noted the valuation costs. A reply had been received from the Society for the Protection of Ancient Buildings.

**RESOLVED:** (6 in favour, 2 against) that the Council writes to Harris Bell, estate agents, and ask whether the vendor would be prepared to sell the field independently of the other property and what sort of valuation figure would be given. The Clerk to write to English Heritage with appreciation of the enthusiasm regarding nearby planning matters but requesting the same enthusiasm is given to preserving the actual monument and requesting a response to the original letter proposed Councillor Leppington, seconded Councillor Traves.

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Councillor Villani returned to the meeting.

## 213/07 Seats –

### (a) To consider a request to donate a seat at North Landing:

A request had been received to donate a seat. Councillor Crossland advised the landowner had given permission for seats to be placed on the car park side of North Landing along the line currently taken. The Clerk advised that these seats should be set back well away from the cliff edge.

**RESOLVED:** (All in favour) to accept the donation of the seat and the Clerk to instruct the contractor once agreement had been given to the price, proposed Councillor Traves, seconded Councillor Mrs Sexton.

### (b) To consider replacing missing seat at the Lighthouse – Councillor J Crossland:

The Chairman queried whether Councillor Crossland was taking advantage of the new paragraph 12.2 of the code of conduct which allows Councillors with an interest to speak. Councillor Crossland indicated he was but did not declare an interest remained in the meeting for the duration of this item, spoke on the matter but did not vote. The original seat had been broken and was missed off the recent review of seats.

**RESOLVED:** (7 in favour, 1 against, 1 abstention) to replace but and to budget for it next year, proposed the Chairman, seconded Councillor Mrs Sexton.

An amendment proposed by Councillor Traves, seconded by Councillor Mrs Gilson was defeated (2 in favour, 6 against, 1 abstention) to replace it immediately with funds from the £800 left on the Open Spaces budget for 06/07

## 214/07 Allotments - to consider the enclosed report from the site visit undertaken on 10<sup>th</sup> July 2007.

**RESOLVED:** (All in favour) proposed Councillor Traves, seconded the Chairman, that

- (a) Letter 1 be sent to tenants of plots 20 and 42 for non-cultivation of plots
- (b) A letter be sent to the owner of the trailer parked in the car park and request that it is removed
- (c) that a letter be sent to adjacent property owners who have placed struts on their fencing which encroach onto the allotment field and request that they are removed.
- (d) that a notice is put on the board and in the next newsletter stating that the allotment site is much better and in excellent condition now with thanks to the tenants.

## 215/07 Correspondence -

06 July 07 ERYC, Local Investigation of Complaint, Councillor J Crossland, Notice and Agenda of Standards Committee Hearing 31<sup>st</sup> July 2007.

07 July 07 Mr Barraclough, re hedge, Bempton Lane bordering Tower Field (enclosed)

**RESOLVED:** (All in favour) to write to ERYC Highways to request that the hedge is cut back and and lowered and ask regarding height restrictions. A response to be sent to Mr Barraclough that the Council is actioning his request, proposed the Chairman, seconded Councillor Traves.

10 July 07 ERYC, Flooding Information and request to review procedures.

**RESOLVED:** (All in favour) to respond to ERYC (copy to Councillor Harrap) using the flooding at Crofts Hill and Hartendale as an example that

- (a) Farmers/landowners should be more committed to clearing their gutters
- (b) That ERYC should be more proactive in enforcing the legislation requiring private landowners to clear their gutters
- (c) That gullies should be cleaned out regularly.

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**RESOLVED** (All in favour) to write to Highways with the problem of water on the road on Bridlington Road near the Car Boot sale and request that the gullies are cleaned out at the bottom of Danes Dyke.

**23 July 07      Bridlington Hospital, consultation by Mick Pilling.**

Councillor Villani declared a prejudicial interest (employee of the Hospital Trust and Trade Union Representative), spoke on the matter prior to leaving the meeting for the discussion (para 12.2 Code of Conduct).

It was reported that there was to be 600 redundancies and 3 ward closures across the Scarborough and NE Yorkshire NHS Trust which would impact detrimentally on Bridlington Hospital.

Councillor Villani left the meeting for the discussion and did not vote.

**RESOLVED:** (All in favour) that the Clerk should complete the consultation and write a strong letter of objection to Alan Johnson, MP & Secretary of State for Health, copied to Greg Knight, MP, ERYC NHS Overview and Scrutiny Committee and the Yorkshire & Humber NHS Trust, and a strong letter of objection with the Parish Council's outrage and disgust to the Scarborough & NE Yorkshire NHS Trust and copies to the same persons.

Councillor Villani returned to the meeting.

**216/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** (All in favour) that the public be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.

**217/07 To conclude the ratification of the Clerk's Contract:**

The Chairman Councillor Woodhouse (married to Clerk) and Councillor Villani (friend of Clerk) declared prejudicial interests and left the meeting for the duration of this item, did not take part in discussion and did not vote.

Councillor Leppington, the Vice-Chairman, took the Chair.

The Clerk remained in the meeting to inform the Council of advice received from Alan Barker, ERNLLCA, and to advise the Council to contact Alan Barker. The Clerk then left the meeting.

**RESOLVED:** (All in favour) to arrange a meeting with Alan Barker and those Councillors available to help make a decision and that the matter be sorted out at the earliest opportunity, proposed Councillor Leppington, seconded Councillor Traves.

Meeting closed 9.45 pm.

Signed as a true and correct record ..... *I Woodhouse* ..... Date *5-9-07* .....  
Councillor I Woodhouse, Chairman, Flamborough Parish Council

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF EXTRA ORDINARY MEETING 6<sup>TH</sup> AUGUST 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillors I Woodhouse (in the Chair), J Crossland, S Crowther, S Emmerson, Mrs H Gilson, V Leppington, D Major, Mrs M Sexton, M Smales and P Traves.

Ward Councillor Matthews had sent apologies.

No members of the public.

Clerk, Libby Woodhouse, recorded the Minutes.

### 218/07 To accept apologies for absence:

**RESOLVED:** (All in favour) to accept apologies of absence from Councillors P Couzens, S Couzens and F Villani.

### 219/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

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

Registration of gifts – there were none.

### 220/07 To consider planning applications as listed and subsequent plans that are received after this agenda has been sent out. Plans available for public inspection at 7.15 pm:

- (1) **DC/07/04468** – Conversion of domestic outbuildings to office and store  
At White Newk, West Street, Flamborough  
For Bryan Brown & Sons  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Parish Council has no observations to make on this application, proposed Councillor Mrs Sexton, seconded the Chairman.

- (2) **DC/07/04675** – Erection of 4 terraced dwellings and 1 detached dwelling with associated garages following approval of outline application 07/00124/OUT  
At land north of Chatterthorpe, Carter Lane, Flamborough  
For Springvale Homes (East Yorkshire) Ltd  
Application Type: Approval of Reserved Matters.

Councillor Leppington declared a personal interest (applicant is a member of the RNLI) and remained in the room, took part in the discussion but did not vote.

Councillor Major declared a personal interest (applicant is a member of the RNLI) and also a prejudicial interest (application backs onto his property) and withdrew from the room for the duration of this item, did not take part in discussion and did not vote.

**RESOLVED:** (8 in favour, 1 abstention) that the Parish Council (d) recommends refusal of this application and (e) refers it to the appropriate Committee. The Parish Council felt that this would be town development and not village development. The properties are too high and not in character with the streetscene. The Parish Council would prefer to see a more traditional village terrace in keeping with the surrounding traditional fisherman's cottages, proposed Councillor Traves, seconded Councillor Smales.

Councillor Major returned to the meeting.

T.W

**221/07 To accept ERYC's quote to replace the pole bracket for light number 68 (North Marine Road opposite St David Lane - this was removed in June as an emergency for health and safety reasons and requires replacing):**

ERYC had submitted two prices for replacing the bracket and lantern of this light. An up to date "Arc" lantern and bracket would cost £517.91 for YE to fit or a cheaper alternative lantern and bracket would cost £384.45 for YE to fit. ERYC advised the old lantern could not be repaired and re-used as it had been damaged beyond repair and advised a new lantern should be fitted as this would be more economical to run as the old mercury type was out of date and costly to run. Councillor Crossland advised that the bracket could be repaired cheaply using a tube that he would give the Clerk to give to ERYC to fit and that the old lantern should be repaired and re-used as this would be cheaper. The Clerk advised that ERYC did not retain old lantern to repair as it had been damaged and was uneconomical to repair.

**RESOLVED:** (6 in favour, 4 against) that the bracket should be repaired using the tube and the old lantern repaired and re-used, proposed Councillor Traves, seconded Councillor Emmerson.

An amendment was defeated (4 in favour, 5 against, 1 abstention) that the Parish Council should accept the lower quote from ERYC to have a new bracket and lantern, proposed the Chairman, seconded Councillor Mrs Sexton.

Meeting closed 8 pm.

Signed as a true and correct record .....  ..... Date 5-9-07  
Councillor I Woodhouse, Chairman, Flamborough Parish Council

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING MONDAY 3<sup>RD</sup> SEPTEMBER 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

*(Prior to the meeting a Surgery was held with Councillor Woodhouse).*

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, S Couzens, S Crowther, S Emmerson, Mrs H Gilson, V Leppington, D Major, Mrs M Sexton, M Smales, P Traves and F Villani.  
The Ward Councillors had sent apologies.  
PCSO Bev Feirn  
7 members of the public.  
Clerk, Libby Woodhouse, recorded the Minutes

### 222/07 To accept apologies for absence:

There were no apologies for absence.  
Councillor Crossland had been suspended for one calendar month from 1<sup>st</sup> September 2007 as a result of a decision of the ERYC Standards Committee

### 223/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of Gifts – there were none.

### 224/07 Acceptance of Minutes of Meetings:

#### Parish Council Meeting - 2<sup>nd</sup> July 2007:

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

#### Extra Ordinary Meeting - 23<sup>rd</sup> July 2007:

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

#### Extra Ordinary Meeting - 6<sup>th</sup> August 2007:

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

### 225/07 To receive the Clerk's Report (for information only, enclosed):

**Councillor J Crossland** – decision of ERYC Standards Committee in respect of two cases.

- SBE17043.06 – Councillor Crossland breached of paragraphs 8 and 10 of the Code of Conduct in that he failed to declare a prejudicial interest in a planning application relating to land to the south east of Greenside Cottage at a Parish Council meeting of 16<sup>th</sup> October 2006.
- SBE16239.06 – no breach found at the meeting of 3<sup>rd</sup> July 2006 but he breached paragraphs 8 and 10 of the Code of Conduct on 4<sup>th</sup> September 2006 by failure to declare a prejudicial interest with regard to the "right of way at the rear of the Ship Inn, Post Office Street, Flamborough".

The Standards Committee resolved that in view of Councillor Crossland's repeated unwillingness to comply with the Code of Conduct to which he had agreed to operate under, the sanction of a total suspension of one calendar month with effect from 1<sup>st</sup> September 2007 be imposed.

**NICEIC Certificate, Toilets** – paperwork received 30<sup>th</sup> July – overall assessment – satisfactory. There are no items adversely affecting electrical safety. Invoice received and paid.

**Mr Clark, ERYC Land Drainage** – 17<sup>th</sup> July – he had received a lot of complaints re flooding again at Hartendale Close and West Street (garages and gardens). Mr Clark had a meeting with residents on 7<sup>th</sup> August. Yorkshire Water have replied to indicate they will inspect their site and then report back to the Parish Council

1.0

**New Litter Bins** – these were situated and in place by mid July. The bin on Bempton Lane will be re-sited shortly (towards the allotment field) due to ERYC receiving a large amount of complaints from nearby residents about the siting of the bin.

**Playground** – cradle swing seat replaced, repairs undertaken to the log walk and holes in the ground filled in by Councillors Villani and Woodhouse.

**Swing Seat** – One extra cradle swing seat ordered and received as a spare.

**Seat, North Landing** – payment received and instruction given to contractor to go ahead with the seat from J Palmer in memory of Hazel and Ronald Sagar – now ongoing.

**Toilets** – J Richardson repaired leak at toilets on 1<sup>st</sup> August – invoice sent and paid.

**Tower Street Bus Shelter** –

- Swept out by Councillor Woodhouse on 19<sup>th</sup> August.
- Contract and Transfer of sale signed by Councillors Crossland, Traves and the Clerk and returned on 26<sup>th</sup> July – awaiting completion.

**Street Lights** – 10 street lights reported faulty on 21<sup>st</sup> August by Councillor Couzens – these have been reported to ERYC.

**Water Bill, allotments** – high water account (July) queried by Clerk. Due to estimated readings, the tenant had rung in a sub-meter reading which was confirmed by a Yorkshire Water Inspector. The Clerk also rang in a reading which reduced the bill considerably. A second account read by Yorkshire Water has also been paid.

**Parish Matters** – correspondence received from ERYC Highways regarding various issues (enclosed)

- Central Island, Tower Street – existing signs to be renewed with finger posts.
- Fishermans Gardens – cabinet inspected and repaired. Items placed or planted there should be 450 mm from the kerb.
- Bempton Lane drainage – drainage system replaced.
- Loose kerbs, Constable Close – repaired.
- Lighthouse Road verge – request Parish Council's view on topsoil and seeding area of damage.
  - Clerk to reply to ERYC Highways to request this work is undertaken.
- Crofts Hill – foul sewer has been reported to Yorkshire Water to repair.
- Entrance to Crofts Hill field – co-users of field intend to tidy up the access and place posts either side to ensure the grass is not damaged.
- Dog & Duck Sq – “unsuitable for HGVs” sign has been ordered.
- Lighthouse Road – drainage work to be undertaken.
- Surface dressing programme – Greenside not undertaken due to statutory undertaker installation work.

**Tree Stump, Little Village Green** – reported by Councillor Mrs Sexton prior to Street Market in August – this is a trip hazard and requires work to prevent accidents.

- Councillor P Couzens will remove the tree stump and make good the area.

**ERNLLCA** – advice received on Standing Orders and para 12(2) of the Code of Conduct

- Agenda item for the next meeting

**WD Watersports, beach clean, Thornwick Bay, 9<sup>th</sup> September** – had requested whether the Parish Council had any objection.

- The Council did not have an objection but advised them to liaise with the Coastguards.

**Bridlington Hospital** – Reply received from Greg Knight, MP, and ERYC NHS Overview & Scrutiny Committee re public meeting dates for meetings re issues surrounding Bridlington Hospital. It was noted that the Parish Council had not received a reply from Alan Johnson, MP. Councillor Villani declared a prejudicial interest (employee of the Trust and Union Rep) but stayed in the meeting to update the Council on recent developments.

- The Clerk to send another letter to Alan Johnson, MP.

**Photocopying** – The Post Office had agreed to send monthly accounts for photocopying.

### Matters Ongoing

**Land adjacent to plot 25b, allotments** – ongoing, no reply from Environment Agency yet – reminder sent on 19<sup>th</sup> March 2007 – land appears to be dry at the moment.

**Replacement signs** – Village Green signs awaiting siting.

**Allotment work to internal bank side to protect the hedge** – awaiting work to be undertaken.

**Street Lighting** – work required to pole brackets as a result of inspection and repair – awaiting report.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing.

W

**New Code of Conduct** – There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs - ongoing.

**Chairman's Badge of Office** – 12<sup>th</sup> July given to Councillor Crossland for engraving – ongoing.

**Proposed No Waiting Restrictions, North Marine Road** – ongoing – no response.

**Tower Field** – no reply from Harris Bell Estate Agents, reply from English Heritage that Mr Miller is on leave until 6<sup>th</sup> August but he will respond to our enquiry as soon as possible on his return.

**ERYC Highways** –

- “School” Signs, Church Street for Flamborough Pre School – ongoing.
- Tower Field Hedge, Bempton Lane – ongoing.
- Bridlington Road – standing water near Car Boot – resolved.
- Danes Dyke gully clearance – ongoing.

**Re-site goal posts** – ongoing.

**Affordable Housing** – ongoing.

**Parish Plan** – ongoing.

**Minutes binding and archiving** – work not started on this yet.

**226/07 To resolve to adjourn the meeting for 15 minutes for Questions by Electors:**

**RESOLVED:** To adjourn the meeting for Questions by Electors and re-open the meeting.

**227/07 Questions/Reports from Councillors and Committee Representatives:**

**Chairman** – a member of the public had complained regarding kerbs being overgrown with grass opposite Wauds Builders and opposite Jack Agars Farm and that there was drift soil at Danes Dyke.

**RESOLVED:** (All in favour) that the Clerk write to Highways regarding these issues, proposed the Chairman, seconded Councillor Traves.

**Councillor Traves** – the ERYC Streetscene Village Visit had made a vast improvement to the streetscene including the painting of the fence on the Village Green, etc.

**RESOLVED:** (All in favour) to write a letter of thanks to ERYC and ask that a copy is sent to those who worked on the streets, proposed Councillor Leppington, seconded Councillor Traves.

**Councillor Smales** – youngsters had been lifting gully drain lids on Ogle Road – the PCSO was aware, however, the Clerk will include it in the letter to ERYC Highways to make them aware of the problem.

**Councillor P Couzens** – reported that vegetation is obscuring various street lights in the village – Councillor Couzens will provide a list for the Clerk to add to the letter to ERYC Highways.

**Chairman** – a member of the public had complained regarding the hedge outside Red House, Lily Lane which is overhanging the highway again and is causing nuisance – the Clerk will add this to the letter to ERYC Highways.

**Chairman** – a member of the public had complained that a small chain fence had been placed across the footpath/highway at Chalk Farm House on Church Street – the Clerk will add this to the letter to ERYC Highways.

**Chairman** – reported that the Sports Club Trust Gala had raised just short of £5,000 and thanked everyone for their support. A lot of effort had gone in to it.

**228/07 Chairman's Report:**

The Chairman had nothing to report.

**229/07 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) **DC/07/04550** – Erection of two dwellings on plots 14 and 15 (resubmission of 07/00336)  
At land west of South Sea Mews, Flamborough  
For Messrs Bryan Brown & Son  
Application Type: Full Planning Permission

1.10

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Traves, seconded the Chairman.

- (2) **DC/07/04882** – Display of externally illuminated fascia signs  
At Flamborough Pharmacy, High Street, Flamborough  
For AAH PLC  
Application Type: Consent to Display an Advertisement.

**RESOLVED:** (All in favour) to (c) recommend that if approved the following conditions should be imposed: that the illuminated sign is switched off at night to prevent nuisance identified to nearby properties, proposed Councillor Traves, seconded Councillor Leppington.

- (3) **STA 5496** – Application to fell a Tree within the Flamborough Conservation Area  
At the Old Coal Yard, Greenside, Flamborough.  
For Mr & Mrs D Harvey.

Councillor Smales declared a prejudicial interest (related to applicant) and left the meeting for the duration of this item, took no part in the discussion and did not vote.

**RESOLVED:** (All in favour) that the Council has no objection to felling the tree, proposed the Chairman, seconded Councillor Traves.

**RESOLVED:** (9 in favour, 2 against) that the Council will accept the offer from the applicant to replace three existing dead trees on the Village Green in consultation with the Parish Council, proposed Councillor Traves, seconded Councillor Mrs Gilson.

Councillor Smales returned and resumed the meeting.

- (4) **DC/07/05043** – Erection of a conservatory to rear (resubmission of 07/00009)  
At 7 Craikewells, Flamborough  
For Mr J Newton  
Application Type: Full Planning Permission

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Leppington, seconded Councillor Traves.

#### **Planning Appeal**

- (1) **DC/07/01287** – Home Farm, Danes Dyke, Flamborough – Alteration to include part rebuilding to form 10 holiday cottages, 1 managers dwelling, car parking and sewage treatment plant, for Palmer Builders.

**RESOLVED:** (7 in favour, 3 against, 2 abstentions) to write to the Planning Inspectorate reiterating the previous Parish Council view and to support ERYC's refusal of the planning application. The Clerk to let Ward Councillor Matthews know of this course of action, proposed Councillor Traves, seconded Councillor Mrs Gilson.

**RESOLVED:** (10 in favour, 2 against) to write to ERYC Planning Enforcement to ask what the situation is with regard to the Enforcement Notice served on 3 Tower Street, Flamborough, proposed Councillor Traves, seconded the Chairman.

#### **Planning Applications Approved**

- (1) **DC/07/00034** – Conversion of farm buildings to form 5 dwellings and erection of 1 new dwelling with associated parking and access (resubmission of 06/04005) (amended plans) at Grove Farm, Church Lane, Flamborough.

1.10

### Planning Correspondence

**07/03246** – Erection of an agricultural building, land opposite Croft Farm, Flamborough – the building is permitted development as an agricultural notification under the Town & Country Planning General Permitted Development Order 1995. Should the building be used for anything other than agricultural purposes, planning permission will be required. Applicant has confirmed ownership of over 5 hectares of land.

#### **230/07 To note/deal with correspondence as listed below:**

- |            |  |
|------------|--|
| 20-Aug-07  | Humberside Police, Bridlington Police & Partners Community Forum – 20 <sup>th</sup> September 2007, 7 pm, Town Hall, Bridlington.  |
| 17-Aug-07  | ERYC, Local Development Framework, Housing Site Assessment Methodology   |
| 13-Aug-07  | ERYC, Election of Christopher J Hughes (Hutton Cranswick Parish Council to Bridlington & Driffield Area Forum.   |
| 10-Aug-07  | NPower, revised charges to unmetered electricity supply – streetlighting.  |
| 10-Aug-07  | NPower, revised charges to unmetered electricity supply – Christmas Lighting.  |
| 07-Aug-07  | ERYC, East Riding Flood Relief Activity Pass Scheme.   |
| 06-Aug-07  | Humber & Wolds Rural Community Council – “Event to promote partnership working across North & East Yorkshire Wolds to improve quality of life for local residents” – Saturday 15 <sup>th</sup> September 10 am to 3 pm, Wetwang Village Hall, lunch provided free. |
| 01-Aug-07  | ERNLLCA, Invitation for Resolutions to the 2007 Annual General Meeting.  |
| 30-July-07 | Yorkshire Forward, LEADER Introduction Event, 21 <sup>st</sup> August, Hessle, 5.30pm-7 pm   |
| 30-July-07 | Older Workers Employment Network – project poster.   |
| 27-July-07 | Hull City Council, Hull Development Framework, Submission Draft Statement of Community Involvement – response by 11 <sup>th</sup> September 2007.  |
| 24-July-07 | Flamborough Head Management Plan, Flamborough Head Voluntary Code of Conduct and Flamborough Head Maritime Forum at Flam WI Hall, 31 <sup>st</sup> October 2007, 7pm (enclosed)  |
| 16-July-07 | ERYC, Notice of Standards Committee, 24 <sup>th</sup> July 2007.   |
| Aug 07     | Humber & Wolds Rural Community Council – AGM 12 <sup>th</sup> September, Scawby Village Hall, North Lincs, 6.15 pm and election of Board of Directors.   |
| Aug 07     | Flamborough 1 <sup>st</sup> Guides, thanks for donation for delivering Newsletters.  |
| July 07    | Chairman of ERYC, Invitation for Chairman to attend Celebration of Yorkshire Day, 1 <sup>st</sup> August 2007, East Riding Treasure House – Chairman and Vice Chairman both unable to attend – apologies sent.   |
| July 07    | HUMBRELLA, Newsletter of Humber & Wolds Community Council – includes invitation to “An Introduction to Community Consultation for Parish Plans”, 18 <sup>th</sup> September 2007, 7 pm – 9 pm, Barton upon Humber, £10 per person which is refunded on attendance. |
| July 07    | Allotment & Leisure Gardener, ERVAS Newsletter, ERYC Flood Recovery News.  |

#### **231/07 To note payment of accounts to 31<sup>st</sup> July 2007 and approve payment of accounts to 31<sup>st</sup> August 2007 to include budget transfers (see attached sheet):**

##### Received

£25.00	Allotment rent – plot 44.
£250.00	Seat donation, J Palmer
£66.92	YE Wayleaves
£1,228.72	VAT Refund
£25.00	Allotment rent – plot 41

##### Budget Transfers requested

£350 from Repairs budget to Elections – May 07.

£836 from Seats Reserve budget and £40 from Allotment Work reserves budget to Right of Way.

110

**Accounts paid – to 31<sup>st</sup> July 2007**

Chq No	Creditor	Net Due	VAT	Total
1429	ERYC Supplies - No Smoking signs	12.10	2.12	14.22
1430	ERYC - Toilets Rates	59.00		59.00
1431	nPower - Electric Streetlighting 1/4/07-30/6/07	1,276.49	223.39	1,499.88
1432	Wicksteed Leisure - one cradle swing	88.50	15.49	103.99
1433	Yorkshire Water - Allotments Water Rates (read)	82.30		82.30
1434	Flamborough Methodist Church - EO Meeting 23/7/07	18.00		18.00
1435	MG Maltby Ltd - Annual NICEIC Cert - Toilets	119.50	20.91	140.41
1436	E Woodhouse - Supplies (Toilets)	37.62	6.58	44.20
1437/38/39	PAYE	673.25		673.25
1440	Clerk Expenses (July)			
	Telephone (26/5/07-24/7/07 - 2 months)	22.36		22.36
	Broadband connection	7.50		7.50
	Photocopying	15.75		15.75
	Postage	14.30		14.30
	Stationery	26.01		26.01
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1441	Wicksteed Leisure - one cradle swing	88.50	15.49	103.99
1442	ERYC - Recharge of Election Costs May 2007	2,348.89		2,348.89
	<b>Totals</b>	<b>4,912.07</b>	<b>283.98</b>	<b>5,196.05</b>

**Accounts for Payment – to 31<sup>st</sup> August 2007**

Chq No	Creditor	Net Due	VAT	Total
1443	Audit Commission - External Audit fee 06/07	285.00	49.88	334.88
1444	Yorkshire Water - Toilet Rates	90.03		90.03
1445	Colin Seymour via Solicitor - info re Rear Post Office St	130.00		130.00
1446	Flamborough Methodist Church - EO Meeting 6/8/07	6.00		6.00
1447	E Woodhouse - toilets supplies (Brid Cash & Carry)	12.50	2.19	14.69
1448/49/50	PAYE	679.50		679.50
1451	Jon Richardson Ltd - repair to leak at toilets	75.00		75.00
1452	Yorkshire Water - Allotments Rates 2nd qtr (4/7-15/8) read	25.02		25.02
1453	Creative Play - parts for Log Walk	32.00	5.60	37.60
1454	Clerk Expenses (August)			
	Telephone			
	Broadband Connection	7.50		7.50
	Photocopying	38.80		38.80
	Postage	9.12		9.12
	Stationery	3.14		3.14
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	<b>Totals</b>	<b>1,415.61</b>	<b>57.67</b>	<b>1,473.28</b>

1.11

**RESOLVED:** (All in favour) to note the payment of accounts as at 31<sup>st</sup> July 2007, and to pay the accounts as at 31<sup>st</sup> August 2007 and agree the budget transfers, proposed Councillor Traves, seconded Councillor P Couzens.

- 232/07 To consider a Special Resolution (Standing Order 36) signed by four Councillors that "the decision to repair light number 68 (opposite St David Lane end) be reversed following advice and a site visit by ERYC that the repairs cannot be undertaken, and that a new bracket and lantern be fitted" – cost £252.24 – ERYC can fit this without YE involvement which has brought the original price down:**

Following the decision at the last meeting, a site visit had been undertaken with ERYC who had indicated that the bracket could not be repaired using a tube and recommended a new bracket and lantern. A special resolution had been put forward signed by four Councillors (Woodhouse, Leppington, Villani and Emmerson) to reverse the original decision to take into account the advice given by the Contractor. Councillors Mrs Gilson and Traves indicated that the Parish Council owned parts and these should be used, however, the Clerk was unaware of these and this was not part of the contract.

**RESOLVED:** (10 in favour, 2 against) that ERYC fit a new bracket and lantern to the cost of £252.24, proposed Councillor Mrs Sexton, seconded Councillor Emmerson.

An amendment proposed by Councillor Mrs Gilson, seconded Councillor Traves was defeated (3 in favour, 8 against, 1 abstention) that the previous and current Contractors (J Crossland and ERYC) liaise to use parts that the Parish Council own.

The Clerk will ascertain with J Crossland what items the Parish Council own in order that they can be added to the Asset Register.

- 233/07 ERNLLCA Training (deferred from last meeting) – £20 per attendee -**  
 (a) Local Council Finance, 16<sup>th</sup> October 2007, 7 pm, Driffild Community Centre; and  
 (b) The Employment Maze, 26<sup>th</sup> November 2007, 7 pm, Driffild Community Centre:

**RESOLVED:** (All in favour) that the Chairman and Councillor Leppington attend the Employment Maze on 26<sup>th</sup> November, cost £40, proposed Councillor Traves, seconded Councillor Villani.

**234/07 Sports Club Trust Queries – Councillor P Traves:**

Councillor Major declared a prejudicial interest (wife is Trustee), left the meeting for the duration of this item, did not take part in discussion and did not vote. Councillor Woodhouse declared a prejudicial interest (member of Trust), made representations and then left the meeting for this item, did not take part in discussion and did not vote.

Councillor Woodhouse indicated that the Minutes of the AGM had been signed as a true record at the Sports Club Trust Summer Meeting in August and then were passed to the Parish Council along with the unaudited accounts. He had reported on the gateway at nearly every Parish Council meeting and that the Trust were hoping to complete it after the Multi Games area because of damage to it by heavy lorries during the work, however, now they will have to do the access first. Councillor Woodhouse left the meeting. The Vice Chairman took the Chair

**(a) Balance Sheet/accounts and Minutes of AGM:**

The Minutes and accounts had been passed to the Parish Council and circulated with the agenda. Councillor Traves indicated that these should have been sent to the Parish Council earlier, that they had only been sent as a result of him wanting this agenda item and that the accounts should have been audited by the AGM. However, these had now been received.

**(b) Gateway entrance to Cricket Field and disabled access to Club House – these were part of planning detail – when will the Trust be putting this in hand?**

W

Councillor Traves indicated the entrance and disabled access were part of planning consent and should be undertaken by the Trust as a necessity. The gateway should be secure to prevent dogs, travellers, etc

**RESOLVED:** (All in favour) to accept the Minutes, request a copy of the audited accounts and accept the Chairman's representations that the access will be completed, proposed Councillor Traves, seconded Councillor Emmerson.

Councillors Woodhouse and Major returned and resumed the meeting.

**235/07 To receive an update on the Donations Box at the toilets – Councillor V Leppington:**

Councillor Leppington had priced up a box at West BS and J Crossland Jnr will put a hole in the top.

**RESOLVED:** (All in favour) that Councillor Leppington should get the box and Councillor Traves arrange for a sign to go with it. £150 to be budgeted for out of the toilets budget. Proposed Councillor Leppington, seconded Councillor Traves.

**236/07 To consider Christmas Lighting in Flamborough for 2007:**

**RESOLVED:** (All in favour) that the Clerk ask ERYC whether they want to put up the Christmas Lights as it is in the contract. If not, the Clerk to put the work out to tender and advertise on the Notice Board and in the Free Press (Flam Corresp), proposed the Chairman, seconded Councillor Mrs Sexton.

**237/07 To consider Audit Issues –**

- (a) **External Audit – to receive an unqualified opinion for 2006/2007 (no matters for concern) and to consider that the Council may prepare the accounts on a receipts and payments basis which would remove the need for income and expenditure accounts to be prepared annually by Lloyd Dowson Accountants:**

The Clerk reported that the external audit for 2006/2007 showed no matters for concern. The Auditor indicated that the Council need not prepare accounts on an income and expenditure basis.

**RESOLVED:** (All in favour) to write to Lloyd Dowson Accountants with thanks for their service however due to this change, their assistance is no longer needed, proposed Councillor Traves, seconded Councillor Mrs Sexton.

- (b) **Internal Audit – to consider a replacement Internal Auditor following resignation of Mr B Cloke:**

**RESOLVED:** (All in favour) that the Clerk writes to Mr Walker who had been recommended, and ask ERNLLCA if they know of anyone else, proposed Councillor Traves, seconded Councillor Smales. Clerk to thank Mr Cloke for his work.

**238/07 To consider the possibility of recycling facilities in Flamborough – Councillor F Villani:**

There had previously been facilities behind the Library in Flamborough however this was removed.

**RESOLVED:** (All in favour) to write to ERYC and request a bottle bank in Flamborough, proposed Councillor Villani, seconded Councillor Traves.

**239/07 To consider seats at North Landing – Councillor Mrs M Sexton:**

Councillor Emmerson declared a prejudicial interest (owns the land adjoining) and left the meeting for the duration of this item, did not take part in discussion and did not vote.

The Chairman read out a letter from Councillor Mrs Sexton that indicated her concern that the seats work (dealing with the donations and maintenance thereafter) at North Landing or on private land

W

should be the responsibility of the landowner. There could then be more seats at the side of the highways. The seats should be further back from the cliff edge for health and safety reasons.

**RESOLVED:** (10 in favour, 1 against) to leave the situation as it is, proposed Councillor Traves, seconded Councillor Leppington.

Councillor Mrs Sexton reported she had never heard of a "seats" contractor and asked when this was last priced. The Chairman replied that new seats were priced for four years ago.

Councillor Emmerson returned and resumed the meeting.

**240/07 To consider the ERYC Town and Parish Flood Grant of £5,000 (see enclosed):**

**RESOLVED:** (All in favour) to apply to spend the grant on clearing Hartendale ditch and if there is money left over, clearance of the School ditch or to help the re-instatement of the footpath on the cliff top at Hartendale that was washed away. Clerk to ask how this can be actioned. Proposed Councillor Traves, seconded Councillor Leppington.

**241/07 To agree September's Newsletter and distribution (enclosed):**

**RESOLVED:** (All in favour) that September's newsletter be agreed and to copy 200 and put them in the Notice Board, Library, Post Office, Newsagents, Doctor's Surgery, proposed Councillor Traves, seconded Councillor Major.

**242/07 To receive a report re the ERYC Streetscene Village Visit (enclosed report of works)**

The report from ERYC regarding the work done was noted.

- (a) To note that the shrubs could not be planted on central sign o/s Post Office due to the shallow depth of electrical wires - the 25 shrubs have been given to the Parish Council and a decision is required re siting and planting elsewhere:

**RESOLVED:** (All in favour) to ask the Flamborough Community Environmental Action Group if they would like the shrubs as part of their work, proposed Councillor Leppington, seconded Councillor Villani.

- (b) To note that two seats were removed whilst being painted by ERYC Streetscene contractors as they were deemed unsafe:

The seats had been removed from the Village Green and Crofts Hill and were not repairable.

**RESOLVED:** (All in favour) to budget to replace these two seats next year, proposed Councillor Traves, seconded Councillor P Couzens.

**243/07 To receive comments from members of the public regarding the proposed Youth Shelter and to receive minutes of the Youth Funding Committee meeting of 4<sup>th</sup> July (enclosed):**

PCSO Bev Feirn reported on a meeting that took place with the WI and neighbouring residents which had been very negative but she had taken on board their comments that they were not in favour of the shelter on the Little Green. The next step is to find another location and to carry on with the funding committee and a meeting is to be arranged. The Council had received letters from residents in the area who were against the siting of a shelter on the Little Green. The Chairman adjourned the meeting to invite comment from members of the public who wished to make representations and then re-opened the meeting. The Council noted these comments and will wait for further action from the PCSO.

PCSO Feirn also reported on crime figures from the end of July to the present. There had been 8 offences of which one was criminal damage.

W

**244/07 Allotments –**

- (a) **To note that plots 41 and 44 have been let, and permission granted for a shed and greenhouse on plot 50b:**

The Council noted this.

- (b) **To let vacant plots:**

There were no applicants. It was noted that the tenant of plot 19 would like plot 20 however this is still tenanted and the Council will review this if the tenancy ends.

- (c) **To note the tenant of plot 62 will not be renewing the tenancy from November 07:**

The Council noted this.

- (d) **To report on matters from the previous site visit and meeting of 23<sup>rd</sup> July 2007:**

- **Strutts from fencing** – ongoing – the Chairman will look to see who to send letters to.
- **Plot 42** – Tenant has telephoned on 10<sup>th</sup> August to say he had cleared this plot – the Clerk had checked prior to the meeting and this appeared to be correct.
- **Plot 20** – There had been no contact from the tenant. The Clerk had checked the plot prior to the meeting and no attempt had been made to clear it.

**RESOLVED:** (All in favour) that letter 2 be sent, proposed Councillor Traves, seconded the Chairman.

- **Trailer left on car park** – The Clerk had checked prior to the meeting and it had not been removed.

**RESOLVED:** (11 in favour, 1 against) that a seven day notice be put on the trailer, proposed Councillor Traves, seconded Councillor Mrs Gilson. Councillors will remove it if it is still there after that time.

**245/07 To consider the enclosed request from children for them to paint the play equipment as part of their Lifestyle Project:**

The Clerk had spoken to the mother of one of the children who was organising the event and the children would be supervised at all times by herself and a painter and decorator. They would wear appropriate clothing, gloves, and goggles, use appropriate signage and not climb ladders. They would use lead free paint, (not black) and would not paint the wooden trim trail or the fencing. This will be carried out on a forthcoming weekend in September.

**RESOLVED:** (All in favour) to support the children and supply them with all the equipment and paint they need (Councillor Crowther will supply this at cost price) and £150 to be used from the Open Spaces budget for this, proposed the Chairman, seconded Councillor Traves.

**246/07 To consider having an August meeting – Councillor Mrs M Sexton:**

Councillor Mrs Sexton reported that there should be an August meeting because of the amount of business now and because September's meeting was always very busy. The Clerk could now take holidays at any time. Councillor Mrs Sexton proposed, seconded by Councillor Smales, that there should be a meeting in August. This was defeated (3 in favour, 9 against).

1.11

**247/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

**248/07 To consider correspondence from Mr March, Solicitor re the Rear of Post Office Street (enc):**

The Solicitor had corresponded with evidence supplied from Colin Seymour. There was considerable debate during which Councillor Traves asked Councillor Mrs Sexton whether she had an interest in the matter as the Flamborough Community Environmental Action Group meet at the Ship Hotel once a month free of charge. Councillor Mrs Sexton responded that she had resigned from the Action Group. The Clerk advised that she amend her Register of Interests.

**RESOLVED:** (10 in favour, 2 against) to go back to ERYC with this evidence rather than seek a barrister's opinion at this stage in an effort to save money, proposed Councillor Traves, seconded Councillor Mrs Gilson.

**249/07 To report on progress regarding the Clerk's contract following the decision to meet with Mr Alan Barker and consider correspondence from the Clerk (enclosed):**

Councillors Woodhouse (married to Clerk), Major (friend of Clerk), Villani (friend of Clerk) and Emmerson (friend of Clerk) declared prejudicial interests, left the meeting for the duration of this item, did not take part in discussion and did not vote.

Vice Chairman, Councillor Leppington, took the Chair.

Following the decision at the meeting of 23<sup>rd</sup> July to arrange a meeting with Alan Barker (ERNLLCA) to help make a decision and that the matter be sorted out at the earliest opportunity, the Clerk had arranged a meeting for 2<sup>nd</sup> August with Mr Barker at Barton with available Councillors. However, due to a lack of Councillors to attend, this had to be cancelled on 1<sup>st</sup> August. Mr Barker had requested information in readiness for this meeting and the Clerk had sent information required to assess a Clerk's salary (form sent by Alan Barker) and other details of the position. Following cancellation of the meeting, Mr Barker had sent correspondence and this was given to the Council at the Parish Council meeting. As this was not received in time to be sent with the agenda, the Council will consider it at the next meeting.

The Clerk had written to the Council to make formal application to the Council to have the Terms, Conditions and Salary of the post reviewed and any salary increase back-dated to June's meeting when the matter was first considered. The Council noted this letter and requested that the Clerk arrange a meeting for Mr Barker to attend at Flamborough.

On the next agenda, the Council to consider the Clerk's hours of contact with members of the public.

Meeting closed 10 pm.

Signed as a true and correct record ..... *I. Woodhouse* ..... Date *1-10-07* .....  
**Councillor I Woodhouse, Chairman, Flamborough Parish Council**

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING MONDAY 1<sup>ST</sup> OCTOBER 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillor I Woodhouse (in the Chair), J Crossland, S Emmerson, Mrs H Gilson, V Leppington, D Major, Mrs M Sexton, M Smales, P Traves, F Villani.  
Councillor P Couzens would be arriving late.  
6 Members of the public.  
Ward Councillor Matthews  
Clerk, Libby Woodhouse, recorded the Minutes.

### 250/07 To accept apologies for absence:

**RESOLVED:** To accept apologies for absence from Councillors S Crowther and S Couzens.

### 251/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 252/07 Acceptance of Minutes of Meetings:

**Parish Council Meeting, 3<sup>rd</sup> September 2007:**

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

### 253/07 To receive the Clerk's Report (for information only, enclosed):

**Bridlington Hospital** – a standard reply was received from the Department of Health.

- Agenda for the next meeting for an update on the situation.

**Playground Painting** – Councillor Crowther obtained equipment and paint. So far, the girls undertaking the Lifestyle Project have undercoated the equipment (the slide is finished) and they will finish the rest shortly.

**Glass Recycling Facilities** – reply received from ERYC Waste Recycling Officer that there is glass recycling facilities in Flamborough at Flamborough Golf Club. Please would the Parish Council mention this information in the next newsletter.

**RESOLVED** (All in favour) to write back and ask whether they could provide facilities that are more centralised within the village, proposed Councillor Villani, seconded Councillor Traves.

**Beach Clean, Thornwick** – was undertaken by WD Watersports on 9<sup>th</sup> September – 14 bags of rubbish weighing 110 lbs were collected.

**Light No 68, opposite St David Lane end** – new bracket and lantern fitted by ERYC on 15<sup>th</sup> September. Clerk received rude and offensive phone calls from a resident of St David Lane prior to this work being completed complaining about the length of time taken to fix this light, etc.

**RESOLVED:** (9 in favour, 1 against) to write to the resident regarding the phone calls and that this was not acceptable, proposed Councillor Traves, seconded Councillor Crossland. The Chairman apologised to the Council stating he should probably have declared an interest. The Clerk advised that the Council did not have the power to do this.

**Street Lighting Contract/Grounds Maintenance Contract** – were not sent (in error) to new Councillors after the elections – for information, new Councillors have received a copy of both contracts with this agenda to enable the understanding of what is included and required.

**Shrubs, Streetscene** – have been given to the FCEAG as they can make use of them.

**Sagar/Palmer Seat** – donation at North Landing completed by Contractor. Already paid for by donor.

1.10

**Clerk's Forum** – attended by the Clerk on 19<sup>th</sup> September – presentations included representatives from the Yorkshire & Humber Regional Assembly, Yorkshire & Humber Rural Affairs Forum and from Mr Buckley and Mr Jackson (ERYC) regarding the Revised Code of Conduct.

**Tower Field** – no reply from Harris Bell Estate Agents or English Heritage. The CPRE telephoned to offer support, however no funding can be given but they would be prepared to write to English Heritage to voice concerns regarding the field in order to help the Parish Council.

**RESOLVED:** (8 in favour, 1 against, 1 abstention) to write to the CPRE and ask them to write to English Heritage, proposed Councillor Traves, seconded Councillor Mrs Gilson.

**CETIS, Mr Mollett** – telephoned to let the Parish Council know that CETIS has an agreement to sell electric to Centrica (British Gas trading) and is looking for small wind turbine sites. Mr Mollett was contacted by Mr Cowton before his death to look at his land and he proposes to undertake a study on the area to see what the constraints are and then will write to us if there should be any potential there.

**Rear of the Ship Inn** – Mr March sent confirmation that he will be referring the matter back to ERYC.  
**Flamborough Head Maritime Forum** – 31<sup>st</sup> October 2007, WI Hall, 7 pm – Councillors Major and Leppington to attend.

**November's Surgery** – Councillors Woodhouse and Villani.

**ERYC, Budget Conference** – 26<sup>th</sup> November, 10am to 1 pm, Bridlington North Library.

**Area Forum** – 4<sup>th</sup> October, Driffild Sports Centre – Councillor Traves will attend as representative.

**ERYC Local Development Framework consultation event** – 5<sup>th</sup> November, Beverley Leisure Centre, 10am or 2pm.

**ERYC, RoSPA playground inspection Nov/Dec** – Clerk to confirm annual play inspection is required

#### **Matters Ongoing**

**Replacement signs** – Village Green signs awaiting siting.

**Allotment work to internal bank side to protect the hedge** – awaiting work to be undertaken.

**Street Lighting** – work required to pole brackets as a result of inspection and repair – awaiting report.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing.

**New Code of Conduct** – There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs - ongoing.

**Chairman's Badge of Office** – 12<sup>th</sup> July given to Councillor Crossland for engraving – ongoing.

**Proposed No Waiting Restrictions, North Marine Road** – ongoing – no response.

#### **ERYC Highways –**

- “School” Signs, Church Street for Flamborough Pre School – ongoing.
- Tower Field Hedge, Bempton Lane – ongoing.
- Entrance to Crofts Hill field – co-users of field intend to place posts either side - ongoing.
- Dog & Duck Sq – “unsuitable for HGVs” sign has been ordered.
- Chain fence – Chalk Farm House, Church Street.
- Overgrown kerbs – opposite Allison Lane end and opposite Daneswood Farm, Bridlington Road.

**Re-site goal posts** – ongoing – awaiting new sleeves to be made.

**Tree Stump, Little Village Green** – awaiting removal.

**Obscured Street Lights** – awaiting list of obscured lights to send to ERYC Highways Dept.

**Donations Box, Toilets** – has been purchased by Councillor Leppington, awaiting slot to be cut.

**Tower Street Bus Shelter** – Contract and Transfer of sale signed - awaiting completion.

**Sports Club Trust** – awaiting audited accounts.

**Home Farm, Danes Dyke** – awaiting Planning Appeal to Planning Inspectorate.

**Affordable Housing** – ongoing.

**Parish Plan** – ongoing.

**Minutes binding and archiving** – work not started on this yet.

**254/07 To resolve to adjourn the meeting for 15 minutes for Questions by Electors:**

**RESOLVED:** To adjourn the meeting for questions by electors and then re-open the meeting.

**RESOLVED:** (All in favour) that in view of public comments regarding the flooding of Hartendale Gutter agenda item 18 should be considered next, proposed Chairman, seconded Councillor Mrs Sexton

1.0

**255/07 To consider the £5,000 Parish Council Flood Grant (enclosed):**

The Parish Council had requested the grant (limited to bringing relief to communities affected by the floods) at September's meeting and had resolved firstly to spend it on clearance of Hartendale ditch and should there be money left over to clear the school ditch or help reinstate the footpath washed away at Hartendale cliff top. The Parish Council had been allocated a £5,000 grant subject to conditions outlined in ERYC's letter of approval. The Clerk reported that Mr Clark (ERYC's Land Drainage Engineer) had confirmed that a specific point requiring clearing out was the bridge next to the broiler house and that the landowner would have no objection to the Council targeting that specific location to help with the clearance of the ditch.

At this point, Councillor Woodhouse declared a prejudicial interest (the bridge and part of the land in question is owned by a cousin) and left the room for the duration of this item, took no part in discussion and did not vote. Councillor Leppington took the Chair.

There was discussion and some Councillors felt this ditch was ERYC's problem and that they should make the landowners clear the ditch. Ward Councillor Matthews was invited to explain the provisions of the Land Drainage Act 1991 which gave powers to ERYC (not duties) to serve notice on the riparian owner of a watercourse to clear it although these were difficult to enforce and there was no obligation on landowners to widen and improve ditches to take surface run off from more properties.

**RESOLVED:** (All in favour) to arrange a site meeting with ERYC's Mr Clark, Ward Councillor Matthews, Councillors Leppington, Emmerson, Crossland, Mrs Sexton and the Clerk on Friday 5<sup>th</sup> October, proposed Councillor Mrs Sexton, seconded Councillor Villani.

The Chairman returned and resumed the meeting.

**256/07 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Traves** -- stated that litter bins were overflowing, especially the new one on Bempton Lane -- Ward Councillor Matthews will take this up.

**Councillor Smales** -- reported that the steps down to the beach at Silex Bay are rotten, rusty and dangerous. Councillor Leppington will bring this up at the next Martime Forum on 31<sup>st</sup> October.

**Chairman** -- The Sports Club Trust had met with contractors regarding the entrance to the field and as a result, one price to do the work had been received. They are waiting for more prices.

**Councillor Villani** -- queried when the flashing speed signs would be completed. Ward Councillor Wilkinson is dealing with this and it is in the budget for 2008.

**Councillor Leppington** -- the honesty box for the toilets had been purchased and Councillor Traves had provided signs. John Crossland Jnr was thanked for cutting a slot in the box at no cost to the Council. The Chairman and Councillor Leppington will fit the box.

**Councillor Mrs Gilson** -- and the Clerk had attended two Neighbourhood Action Team meetings on 23<sup>rd</sup> July and 26<sup>th</sup> September. The NAT group had merged with Advance Bridlington whose area does not encompass outlying areas however the NAT part of it still does and funding is still available. A criminal damage audit it being undertaken and the Clerk had been asked to send photos of damage in Flamborough.

Councillor P Couzens arrived at the meeting.

**257/07 Chairman's Report:**

The Chairman reported that he had undertaken the ERNLLCA training on Chairmanship on 24<sup>th</sup> September which he had found very useful.

**258/07 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) **DC/07/05396** -- Display of 2 non-illuminated fascia signs, 2 externally illuminated projecting signs and 1 non-illuminated menu board

1.11

At Co-op Food Store, Dog & Duck Square, Flamborough  
For CWS Retail Financial Services  
Application Type: Consent to Display an Advertisement.

**RESOLVED:** (9 in favour, 2 against) to (c) recommend that, if approved, the following conditions should be imposed – that the illuminated sign is switched off at midnight each night, proposed Councillor Traves, seconded Councillor Mrs Gilson.

#### Planning Applications Approved

- (1) **STA.5496** – Consent to remove a tree at the Old Coal Yard, Greenside subject to replacing with suitable trees on the Village Green in discussion with applicant and Parish Council.

#### Planning Applications Withdrawn

- (1) **DC/06/02636** – Construction of disabled access at St Oswald's Church Hall, Flamborough.  
(2) **DC/07/04675** – Erection of 4 terraced dwellings and 1 detached dwelling with associated garages following outline approval at land north of Chatterthro, Carter Lane, Flamborough.

#### Planning Correspondence

- (1) **EN/03/00636 - 3 Tower Street, Flamborough** – ERYC Enforcement Officer reply that a prosecution file has been put together regarding a failure to comply with a Planning Enforcement Notice. This file will be passed to the Head of Planning & Development Control for initial authorisation to prosecute in due course.

Councillor Traves commented that this is taking a long time and queried why.

#### **259/07 To note/deal with correspondence as listed below:**

- 19-Sept-07 **ERNLLCA, Notice of AGM, 20<sup>th</sup> October, Healing Village Hall – Conference at 10 am, AGM at 1.30.**  
  - It was noted that the Clerk had been asked to do a presentation at the Conference. The Chairman and Clerk to attend the AGM
17-Sept-07 **ERYC, Streetscene Village Visit – questionnaire for completion.**  
  - The Clerk will complete the questionnaire that the Council is very satisfied with the work completed. There are one or two items that had not been completed.
07-Sept-07 ERYC, Standards Committee Special Meeting, 18<sup>th</sup> September 2007.  
05-Sept-07 North Yorkshire & Cleveland Coastal Forum, 26<sup>th</sup> September 2007, 10 am, Whitby.  
02-Sep-07 Bubwith Parish Council and Beverley Town Council – copies of letters to ERYC contesting election charges.  
Sept 07 Newsletters, advertising material  
Aug 07 ERNLLCA Newsletter – Code of Conduct (enclosed) – a report from the NALC Training Seminar regarding the new Code.

#### **260/07 To approve payment of Accounts to 30<sup>th</sup> September 2007 (see attached sheet) and to note budget monitor to end of September (enclosed):**

#### Paid

Chq 1455	£302.16 (inc £45.00 VAT)	PHS Group (sanitary bins disposal, toilets)
Chq 1456	£40.00	ERNLLCA Training (Employment)
Chq 1457	£121.61 (inc £18.11 VAT)	West BS Ltd (brick safe box for toilets)

**RESOLVED:** (9 in favour, 2 abstentions) to pay the accounts, proposed Councillor Traves, seconded the Chairman. The Council noted the budget monitor. The Clerk explained that donated seats had been removed from the budget as these were not budgeted for which left an amount for one more seat this year – next agenda. Councillor P Couzens declared a personal interest as he had an account for payment and abstained from voting.

1.4.

Chq No	Creditor	Net Due	VAT	Total
1458	MR & KM Couzens (grass cutting allotments Aug)	96.00	16.80	112.80
1459	Flamborough Gas & DIY (paint & equipt for playground)	82.82	14.49	97.31
1460	npower (electric toilets)	59.19	2.96	62.15
1461	Denison Till (Solicitor - Right of Way) Interim Account	890.00	155.75	1,045.75
1462/3/4/5	PAYE	801.61		801.61
1466	Clerk Expenses (Sept)			
	Telephone (25/7/07-24/8/07)	10.74		10.74
	Broadband connection	7.50		7.50
	Postage	11.72		11.72
	Stationery	4.73		4.73
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1467	Flamborough Post Office (Photocopying)	21.45	3.75	25.20
1468	Mrs E Woodhouse - Toilet supplies (Brid Cash & Carry)	18.44	3.22	21.66
1469	PHS Group - Sanitary bins Duty of Care Waste Transfer Note	44.97	7.87	52.84
1470	J Crossland & Sons - seat North Landing for J Palmer	250.00	43.75	293.75
	<b>Totals</b>	<b>2,321.17</b>	<b>248.59</b>	<b>2,569.76</b>

**261/07 To consider public participation in light of provisions contained in the Local Authorities (Model Code of Conduct) Order 2007 (SI 2007/1159) – see enclosed ERNLLCA Briefing Note and to amend Standing Orders as advised (please read Flamborough Parish Council's Standing Order 69 instead of 70 where mentioned in the briefing).**

ERNLLCA had issued a legal briefing on the implications of paragraph 12(2) on public participation at Parish Council meetings – Standing Orders 58 and 69 would be replaced by new 69A and 69B and NALC had given a recommended order of business.

Councillor Traves proposed, seconded by Councillor Villani that the Council consider amending Standing Orders at the next meeting (in accordance with Standing Order 79 to stand adjourned without discussion) the following:

The Council -

- (a) accepts the new Standing Orders 69A and 69B,
- (b) to allocate 15 minutes for public participation with three minutes per person to make representations, answer questions or give evidence with discretion for the Chairman to grant an extension and that the Council hear equally from members of the public and councillors with a prejudicial interest.
- (c) to accept the recommended order of business.

**262/07 To consider Flamborough Parish Council's Street Lighting assets (copy letter enclosed sent to the previous contractor sent after the last meeting of 3<sup>rd</sup> September 2007):**

At previous meetings, Councillors had indicated that the Parish Council owned street lighting parts and the Clerk had written to the previous contractor, J Crossland, to ascertain what is owned. Councillor Crossland verbally indicated in the meeting that he had a pile of second hand components but could not list them, could not tell the age of them or guess the value or condition.

**RESOLVED:** (9 in favour, 2 against) to write to the current contractors, ERYC, to see if they would be interested in using the second hand parts, proposed Councillor Traves, seconded Councillor Smales.

**263/07 To consider Christmas Lighting 2007:**

Councillors Traves and Crossland declared prejudicial interests however did not indicate the nature of the interest, left the room for the duration of the item, did not take part in discussion and did not vote.

(U)

Following the decision at the last meeting, the Clerk had asked ERYC if they wanted to undertake the Christmas Lighting this year as it is part of their current contract with the Parish Council. ERYC had indicated that they wished to undertake the Christmas Lighting and a site meeting was held on 20<sup>th</sup> September with Councillors Leppington and Major, the Clerk and two Officers from ERYC to ascertain equipment, siting and costs. The area looked at was all light strings over the highway. Camerons Gardens was not included as Councillor Crossland provides the tree and Councillor Traves undertakes the Nativity Scene. The Christmas trees and stars on street lights were not included on the advice of a Councillor and other areas in the Village (Victoria Club and the Church) had been done on a private arrangement with J Crossland and were not included. ERYC had submitted their costs for installation and removal of the lighting strings across the highway which was £1000.00 and this included a £200 contingency which may or may not be used.

**RESOLVED:** (All in favour) to accept ERYC's costs for them to undertake the Lighting over the highway, proposed Councillor Woodhouse, seconded Councillor Villani.

The Council considered the switch on/off dates will be the same as last year and electrical sources were discussed. Switch on event – next agenda.

**RESOLVED:** (8 for, 1 abstention) to talk to John Crossland to see if he would put up the string of lights round Camerons Gardens for £200 (this would bring the costs to the same as last year) as he would be undertaking the tree in Camerons Gardens, proposed Councillor Woodhouse, seconded Councillor Leppington.

Councillors Crossland and Traves returned to the meeting. The Council asked Councillor Crossland if he would undertake the string around Camerons Gardens however he declined and stated that he did not have the required public liability insurance to undertake work adjacent to the highway. Councillor Crossland indicated that the Council could access Headlands House for electricity if the power was on.

**264/07 To consider the Internal Auditor:**

On the advice of the retiring Internal Auditor, the Clerk had asked Mr D Walker if he would be willing to provide a price to do the work. The Clerk had also asked ERNLLCA for names of internal auditors and they had recommended Mr Walker. Mr Walker would be willing to undertake the internal audit for a minimum sum of £65 plus mileage. If there was a need to increase this fee, this would be discussed at the time.

**RESOLVED:** (All in favour) to accept Mr Walker's fee to undertake future Internal Audit work, proposed Councillor Traves, seconded Councillor Villani.

**265/07 To consider the non-receipt of a Waste Transfer Notice for the recent Allotment Clearance Work and to write to the Contractor to request this:**

The Clerk had noted that a Waste Transfer Note had not been received for the recent work as had been quoted for by the Contractor. Unfortunately, the account had already been paid. Due to the Council's Duty of Care, the Chairman had contacted the contractor to verbally request the Note prior to the agenda being put together for this meeting. The Chairman asked Councillor Crossland (the Contractor) if he would provide the Note and Councillor Crossland stated it wasn't a problem and it was on its way.

**266/07 To receive a report from Councillor Crowther regarding the "Off the Street Funding Committee" – Youth Funding Meeting held on 18<sup>th</sup> September 2007:**

This item was withdrawn as Councillor Crowther was not present.

**267/07 To consider pruning the apple tree in Camerons Gardens (Conservation Consent required):**

PCSO Fiern had been concerned regarding youths throwing apples at properties. Councillor Crossland indicated that only crown lifting would be permitted and this would not cure the problem. He was not convinced that the apples were the issue and that the tree precedes the bungalows on Castle Crescent.

1.0

**RESOLVED:** (10 in favour, 1 abstention) to leave the tree as it is, proposed Councillor Crossland, seconded Councillor Traves.

**268/07 To consider retaining a stockpile of sandbags (see ERYC correspondence enclosed), flooding review and emergency planning:**

**RESOLVED:** (All in favour) that as there was no suitable storage area, not to take up the offer of sandbags, proposed Councillor Traves, seconded Councillor Mrs Gilson.

The Clerk indicated that ERYC were still undertaking the flooding review should the Council wish to comment further and that there were a series of flood review meetings being scheduled. ERYC had sent a template parish emergency plan should the Council be interested however no interest was shown.

**269/07 Playground gate – to consider repair (no longer self closing), and to note an accident:**

The Clerk reported that an accident had occurred when a child ran in to the edge of the gate as it stops at 90 degrees. The Clerk had indicated that the gate is self-closing and therefore does not open further back as it would not be able to close. The self-closing mechanism is broken and requires repair

**RESOLVED:** (10 for, 1 abstention) to ask John Crossland Jnr who had originally supplied the gate to provide advice and a quote for a more robust closing system, proposed Councillor Traves, seconded Councillor Villani.

**270/07 Allotments:**

**(a) To grant permission for a greenhouse on plot 45:**

**RESOLVED:** (All in favour) to grant permission subject to the usual conditions, proposed the Chairman, seconded Councillor Traves.

**(b) To consider plot 20:**

The Clerk reported that having visited the plot on 30<sup>th</sup> September, nothing had been done.

**RESOLVED:** (All in favour) that a Notice to Quit should be served, proposed Councillor Traves, seconded Councillor Mrs Gilson.

**(c) To note that the trailer parked on the car park was removed on 10<sup>th</sup> September 2007:**

A seven day notice had been placed on the trailer on 5<sup>th</sup> September and replaced at least three times as it kept being removed. It was noted that the trailer was removed on 10<sup>th</sup> September.

**(d) To let vacant plots to applicants:**

**RESOLVED:** (All in favour) that the tenants of plot 19 could be allocated plot 20 in November when the NTQ expires and that other plots would be let in November as the Council was aware that some well-worked plots would be relinquished and would be good plots to let to applicants rather than any of the remaining four which had not been worked for many years, proposed the Chairman, seconded Councillor Crossland.

**(d) To consider fencing struts on the allotment field – Councillor I Woodhouse:**

Councillor Woodhouse had taken pictures of the fences of two properties adjoining the allotment field where fencing encroached onto the field. Mrs Sexton indicated a personal interest (owners of one property were members of the Church) and abstained from voting.

**RESOLVED:** (10 in favour, 1 abstention) to send letters to both properties asking for the encroachments to be removed, proposed Councillor Traves, seconded Councillor Villani.

11W

- (f) **To note rent collection day of 27<sup>th</sup> October in the Village Hall has been booked (one Councillor required to help) and to send annual letter regarding Rent Collection:**

The Council noted the above and Councillor Mrs Sexton will help on the day.  
The Clerk to thank tenants for keeping plots clear and that the site is much better.  
The Clerk to notify the Council with the next agenda if a site visit is necessary after rent collection and prior to the next meeting.

**271/07 To consider Parish Council photocopying – Councillor V Leppington:**

Councillor Leppington indicated that a lot of money is spent photocopying when the Council could buy or lease a copier. Councillor Emmerson indicated that charges are high for buying or leasing. Councillor Mrs Sexton stated support for the Post Office where copying is done however the Clerk used to have a photocopier. Following discussion, Councillor Leppington withdrew the item.

**272/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** (All in favour) that due to the confidential nature of business to be transacted, the public be excluded from the meeting.

**273/07 Clerk's Contract:**

Councillors Woodhouse (married to Clerk), Villani (friend of Clerk), Emmerson (friend of Clerk), Major (his wife is related to the Clerk) declared prejudicial interests, left the room for the duration of the item, took no part in discussion and did not vote.

- (a) **To consider the letter of advice from ERNLLCA (enclosed):**

Councillor Leppington indicated that this should be discussed with Mr Barker at the meeting.

- (b) **To consider arranging a meeting with Mr A Barker, ERNLLCA, as agreed on 23<sup>rd</sup> July and 3<sup>rd</sup> September (see enclosed):**

Mr Barker had given available dates for visiting Flamborough (during the day) to talk to Councillors. The Clerk will arrange 11<sup>th</sup> October at 2 pm in the back kitchen at the Village Hall. Councillors available would be Councillors Traves, Crossland, Smales (would be late arriving due to work), Mrs Gilson, Crowther and Leppington.

- (c) **To consider the Clerk's contact with members of the public:**

The Council did not discuss this item.

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

*I. Woodhouse*

Date *8-Nov-07*

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING

**MONDAY 5<sup>TH</sup> NOVEMBER 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH**

*(Prior to the meeting a Surgery was held with Councillors Woodhouse and Villani)*

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, S Couzens, J Crossland, S Crowther, S Emmerson D Major, Mrs M Sexton, M Smales, F Villani.

Ward Councillors Harrap and C Matthews had sent their apologies.

Six members of the public

Clerk, Libby Woodhouse, recorded the Minutes.

### 274/07 To accept apologies for absence:

**RESOLVED:** (All in favour) to accept apologies of absence from Councillors Leppington, Traves and Mrs Gilson.

### 275/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 276/07 To amend Standing Orders in light of ERNLLCA Briefing Note (see last meeting), that the Council -

- (a) accepts the new Standing Orders 69A and 69B (to replace 58 and 69),
- (b) allocates 15 minutes for public participation with three minutes per person to make representations, answer questions or give evidence with discretion for the Chairman to grant an extension and that the Council hear equally from members of the public and councillors with a prejudicial interest.
- (c) accepts the recommended order of business.

**RESOLVED:** (9 in favour, 1 against) to accept the amendments as detailed above in full, proposed the Chairman, seconded Councillor Mrs Sexton. Councillor Crossland wished to record that he felt this would reduce the capacity of the public to speak.

### 277/07 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

In order to manage the meeting effectively, the Chairman asked how many members of the public and Councillors with prejudicial interests wished to speak. There were three.

**Councillor Villani** – declared a prejudicial interest in agenda item 16 (Bridlington Hospital) as he is an employee of the Trust and Union Rep. He indicated that an NHS Overview & Scrutiny Committee meeting had been held on 18<sup>th</sup> October when the Parish Council's recent letter had been read out and noted however no questions had been directly answered. The hospital is still going to be closed to acute medical admissions and asked the Council to consider this.

**Councillor Woodhouse** - declared a prejudicial interest in agenda item 13 (flood grant and Hartendale Ditch) as he is related to a landowner. He stated this money should be spent on the flood victims and reminded the Council that a resolution had already been made to this effect. He asked that the Council consider putting this back to ERYC to manage as they had knowledge of the ditch and had already completed surveys.

**Richard Stiles** – indicated that the ditch is prepared to be cleaned out as vegetation had been removed. Work needs to be completed before winter and approximately 2 ft needs to be taken out and the second bridge cleared.

### 278/07 Acceptance of Minutes of Meetings – Parish Council Meeting, 1<sup>st</sup> October 2007:

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

11.11

**279/07 To receive the Clerk's Report (for information only, enclosed):**

**Sagar/Palmer Seat** – donation at North Landing – donor has written indicating that the name Sagar has been incorrectly spelt as Sager (Sagar is the correct spelling) – On 5<sup>th</sup> October contractor requested to correct the error as soon as possible – this is still ongoing.

**Chairman's Badge of Office** – returned 2<sup>nd</sup> October – engraving completed – awaiting invoice to pay.

**Playground Inspection** – ERYC have confirmed that this will be undertaken in due course.

**Tower Street Bus Shelter** – the Brewery's Solicitors have written to our Solicitor indicating that they are seeking a Deed of Surrender of Part from their client and the reason for the delay is that there has been a change of tenant at the property which has slowed the matter down. They will revert to us as soon as possible on receipt of this.

**Playground damage** – following a routine inspection on 24<sup>th</sup> October a cradle swing was found to be damaged (not the recent new one). There was a spare swing in stock and this was replaced by Councillor Woodhouse the same day.

**Dog & Duck Sq – "unsuitable for HGVs" sign** – now in place.

**Good Councillors Guide** – obtained from ERNLLCA AGM on 20<sup>th</sup> October – copy given to all Councillors with the agenda.

**ERNLLCA AGM** – 20<sup>th</sup> October 2007, Clerk gave presentation on "Challenges of Working with Councillors"

**Litter Bins** – Ward Councillor Matthews had queried this and had no response as yet.

**PCSO** – had reported that from 1<sup>st</sup> September to 30<sup>th</sup> October there was no recorded crime. Councillor Crossland disputed these figures as he had taken youngsters to the Police Station who had been causing damage. The PCSO had reported four young people were to be offered anti social behaviour contracts which if breached could lead to ASBOs.

**Toilets** – the Toilet Cleaner will be having an operation in mid November, the Relief Cleaner is away and there may be a few days when the toilets will have to be closed.

**Swings** – the Clerk received a phone message on Sunday 4<sup>th</sup> November that both cradle swings had sick on them. The Toilet Cleaner will clean them off.

**Notice Board** – glass had been broken – Councillor Woodhouse will mend.

**Village Green Sign** – has been taken out of the ground – Councillor Woodhouse will re-site it.

#### **Matters Ongoing**

**Replacement signs** – Village Green signs awaiting siting – Councillor Traves,

**Allotment work to internal bank side to protect the hedge** – awaiting work – Councillor Crossland.

**Street Lighting** – work required to pole brackets as a result of inspection and repair – awaiting report - Clerk.

**Street Lighting Assets** – ongoing - Clerk.

**Repair to playground gate self closing mechanism** – ongoing - Clerk.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing - Clerk.

**New Code of Conduct** – There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs – ongoing - Clerk.

**Proposed No Waiting Restrictions, North Marine Road** – ongoing – no response.

**ERYC Highways** –

- "School" Signs, Church Street for Flamborough Pre School – ongoing.
- Tower Field Hedge, Bempton Lane – ongoing.
- Entrance to Crofts Hill field – co-users of field intend to place posts either side - ongoing.
- Chain fence – Chalk Farm House, Church Street.
- Overgrown kerbs – opposite Allison Lane end and opposite Daneswood Farm, Bridlington Road.

**Re-site goal posts** – ongoing – awaiting new sleeves to be made – Councillor Crossland.

**Tree Stump, Little Village Green** – awaiting removal – Councillor P Couzens.

**Obscured Street Lights** – awaiting list of obscured lights to send to ERYC Highways Dept – Councillor P Couzens.

**Donations Box, Toilets** – awaiting siting - Councillor Woodhouse and Councillor Leppington.

**Sports Club Trust** – awaiting audited accounts.

**Rear of Ship Inn** – ongoing.

**Home Farm, Danes Dyke** – awaiting Planning Appeal to Planning Inspectorate.

**Affordable Housing** – ongoing.

**Parish Plan** – ongoing.

**Minutes binding and archiving** – work not started on this yet – Clerk

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**280/07 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Smales** – reported that the path up Crofts Hill is cracked and the white posts are leaning towards the road. He showed pictures to the meeting. The Clerk will write to ERYC Highways.

**Councillor Smales** – the footpaths on Constable Road and Stylefield are in a terrible condition – the Clerk will add this to the letter to ERYC Highways.

**Councillor Villani** – reported on the Sports Club Trust meeting of 14<sup>th</sup> October. The Gala raised £4723, the tennis courts resurfacing is underway and prices are being sought for the entrance gateway.

**Councillor Mrs Sexton** – reported that a lot of tree felling was occurring near Bempton Dykes at Bempton Road and queried whether this was necessary. The Clerk will write to ERYC.

**Councillor P Couzens** – reported that work was starting to reinstate the steps at Hartendale.

**Councillor Major** – The Flamborough Head Maritime Forum on 31<sup>st</sup> October had been cancelled.

**Chairman** – G Pockley had queried whether there was a right of way to Dyke ends from the waterworks up Wold Farm Road. It was indicated that the right of way finished at the waterworks.

**Chairman** – reported that the Council had heard nothing regarding the chain across the highway at Chalk Farm House, Church Street. The Clerk will add this to the letter to ERYC Highways.

**Chairman** – ERNLLCA NE District Committee meeting on 9<sup>th</sup> October was not attended due to illness.

**Chairman** – the Chairman and Clerk had attended the ERNLLCA AGM on 20<sup>th</sup> October. The Clerk had done a presentation on the Challenges of Working with Councillors and was congratulated on this.

**281/07 Chairman's Report:**

The Chairman had nothing to report.

**282/07 Planning Matters:**

(a) **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) **DC/07/05794** – Erection of single storey extension to rear  
At Lifeboat House, South Sea Road, Flamborough  
For Royal National Lifeboat Institution  
Application Type: Full Planning Permission.

Councillor Major declared a prejudicial interest (member of RNLI) left the meeting for the duration of this planning application, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed the Chairman, seconded Councillor Villani.

Councillor Major returned and resumed the meeting.

- (2) **DC/07/06042** – Erection of single storey extension to side following demolition of existing garage  
At Fleur Baix, North Marine Road, Flamborough  
For Mr and Mrs C Maskill  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Smales, seconded Councillor Mrs Sexton.

- (3) **DC/07/06125** – Erection of conservatory to rear  
At 12 Craikewells, Flamborough  
For Miss Lockwood  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor S Couzens, seconded Councillor Smales.

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- (4) **DC/07/06216** – Erection of 2 no. detached bungalows (Amendments to previously approved Application Ref 02/00917/PLF)  
At land south of Wentworth Cottage, South Sea Road, Flamborough  
For Mr D Concannon  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed the Chairman, seconded Councillor Smales.

- (5) **DC/0706099** – Erection of a dwelling (amended scheme of 05/02325/PLF) incorporating revised curtilage and outbuilding  
At land north east of Highlands, Mereside, Flamborough  
For Mr and Mrs D Sharp  
Application Type: Full Planning Permission.

Councillor Smales declared a prejudicial interest (related to neighbour adjoining applicant) and left the meeting for the duration of this planning application, did not take part in discussion and did not vote.

The Chairman read out a letter from the resident of neighbouring “Rosas” who objected to the planning application.

**RESOLVED:** (All in favour) to (d) recommend that the application be refused and (e) refer it to the appropriate committee for the following reasons – the proposals are bigger, more intrusive and overdeveloped with a lack of light and privacy for neighbouring “Rosas”. There is a lack of parking where previously there was a garage. Where previously there was a garage, these plans indicate two windows that overlook “Rosas”. The ancillary building is a stable block which had to be removed as a condition of the previous plans. There has been no planning permission to convert this to anything else. Proposed Councillor Crossland, seconded Councillor Villani.

Councillor Smales returned and resumed the meeting.

- (6) **DC/07/05363** – Construction of a dropped kerb for existing vehicular access  
At The Cameron Court Hotel, North Marine road, Flamborough  
For Mr and Mrs P Lawson  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed the Chairman, seconded Councillor P Couzens.

- (7) **DC/07/06036** – Change of use from beef unit to caravan recycling facility  
At Livestock Housing, Lighthouse Road, Flamborough  
For Mr M Couzens  
Application Type: Full Planning Permission.

Councillors P Couzens and S Couzens declared a prejudicial interest (applicants) and left the meeting for the duration of this planning application, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) that as there would be no outside work, the Council has no observations to make on this application, proposed the Chairman, seconded Councillor Smales.

Councillors P Couzens and S Couzens returned and resumed the meeting.

#### **Planning Applications Approved by ERYC**

- (1) **DC/07/04084** – Erection of two storey building for use as a tack shop with living accommodation above following demolition of MOT centre at Monument Garage, Chapel Street, Flamborough.

1.11

- (2) **DC/07/04882** – Display of externally illuminated fascia signs at Flamborough Pharmacy, High Street, Flamborough (external lighting shall be switched off when the premises are not open to customers).
- (3) **DC/07/05043** – Erection of conservatory to rear (resubmission of 07/00009) at 7 Craikewells.
- (4) **DC/07/05396** – Display of 2 non-illuminated fascia signs, 2 externally illuminated projecting signs and 1 non-illuminated menu board at Co op Food Store, Dog and Duck Square, Flamborough (signs only illuminated when the premises are open to customers)

#### **Planning Applications Refused by ERYC**

- (1) **DC/07/03898** – Erection of 5 dwellings following demolition of existing dwelling at White Bays, Tower Street, Flamborough.

#### **Planning Correspondence**

Councillor Crossland was called away and left the meeting.

**ERYC, Street Naming** – development at - conversion of farm buildings to form 5 dwellings and erection of 1 new dwelling with associated parking and access at Grove Farm, Church Lane, Flamborough – comments on proposed street name “Hall Close”

**RESOLVED:** (All in favour) that the Council has no objections to this naming, proposed Councillor Smales, seconded Councillor Mrs Sexton.

- (b) **To consider the enclosed ERYC training programme for the planning process:**

ERYC had provided support to Parish Council in commenting on planning applications in the form of an internet based training programme. Councillors Emmerson, Woodhouse, P Couzens and the Clerk were interested in undertaking this which is free and it can be done at home/library at their leisure.

#### **283/07 To note/deal with correspondence as listed below:**

29-Oct-07	ERYC, Expression of Interest to Yorkshire Forward for a LEADER Programme 2007-2013 is being submitted.
26-Oct-07	ERYC, Local Development Framework - Consultation re Bridlington Town Centre Area Action Plan Preferred Options - response by 10 <sup>th</sup> December 2007.
25-Oct-07	ERYC, Sport & Active Recreation Strategy, information requested on all sports and activities operating in the Parish.
24-Oct-07	ERYC, Standards Committee, 1 <sup>st</sup> November 2007, 2 pm, County Hall, Beverley.
16-Oct-07	<b>ERYC, Parish Precept 2008/09.</b>
	• <b>A budget meeting was arranged for 19<sup>th</sup> November 2007, 7.30 pm.</b>
15-Oct-07	Bubwith PC, contesting level of election charges requesting justification and debate at full Council ERYC to lobby for change for 2011.
11-Oct-07	ERYC, Area Forum Minutes (copy enclosed) – apologies submitted by Cllr Traves.
10-Oct-07	ERYC, Flood Review Panel – Dates of Meetings and Timeframe of Review Panel.
02-Oct-07	ERYC, Overview & Scrutiny Annual Report 2006/07
Oct 07	Chairmans Awards for Enhancing the East Riding of Yorkshire and Chairmans Commendation for Excellent Service – nominations by 31 <sup>st</sup> January 2008.
Oct 07	Wolds Expo, 8 <sup>th</sup> November 2007, 10.30am-5pm, Leisure World, Bridlington.
Oct 07	Defra, Ways to Tackle Climate Change – advice on how Parish Councils can play a role in promoting behaviour change to combat climate change – Climate Change and Sustainable Energy Act 2006 – powers to support local energy saving measures.
Oct 07	Newsletters - ERNLLCA , Assembly Digest (Yorkshire & Humber Rural Assembly), Greg Knight's E-Newsletter.
Sept 07	Town & Parish Standard (Standards Board for England)

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**284/07 To approve payment of Accounts to 31<sup>st</sup> October 2007 (see attached sheet):**

**Received**

28 <sup>th</sup> Sept 07	Precept	£17,250.00
29 <sup>th</sup> Oct 07	Allotment Rents	£1,469.00

**RESOLVED:** (All in favour) that the accounts as submitted should be paid.

Chq No	Creditor	Net Due	VAT	Total
1471	Designs by Debbie - Newsletter print (Sept)	16.00		16.00
1472	Npower (electric street lighting 1/7/07-30/9/07)	1,286.00	225.06	1,511.06
1473	ERYC (Lights maint 1/4/07-30/6/07 inc call out light 68)	208.06	36.41	244.47
1474	Shaw & Sons Ltd (allotment receipt books - rent collection)	33.97	5.94	39.91
1475	Flamborough PO (photocopying)	18.55	3.25	21.80
1476/77/78	PAYE October	673.25		673.25
1479	Clerk Expenses (Oct)			
	Telephone (25/8/07-24/9/07)	13.29		13.29
	Broadband connection	7.50		7.50
	Postage	6.66		6.66
	Stationery	3.01		3.01
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1480	Royal British Legion Poppy Appeal	16.50		16.50
	<b>Totals</b>	<b>2,304.79</b>	<b>270.66</b>	<b>2,575.45</b>

**285/07 To report on the "Off the Street Funding Committee" meetings and note receipt of enclosed letter re proposed Shelter on the Village Green:**

The PCSO had updated the Clerk on the Committee which was formed in September. A second meeting took place on 9<sup>th</sup> October and another one is due for 14<sup>th</sup> November. The Committee are looking at a number of schemes to include a Community Shelter on the main Village Green (near the old pump) which is the second area of choice in the original Parish Council resolution. The Council noted a letter of objection to this from a nearby resident. The Committee will write with further details. The PCSO had also reported success of £1,470 inclusion fund grant towards setting up various projects and a Halloween disco had been held which raised £40 for their funds. Next agenda.

**286/07 To report from the site visit on 5<sup>th</sup> October regarding the £5,000 flood grant to be spent on Hartendale Gutter and to consider how to proceed:**

Councillors Woodhouse (related to landowner), P Couzens (rents land from a landowner) and S Couzens (rents land from a landowner) declared prejudicial interests, left the meeting for the duration of this item, did not take part in discussion and did not vote.

In the absence of the Chairman and Vice Chairman, it was agreed that Councillor Emmerson take the Chair. The Clerk reported on the site visit attended by Martin Clarke (ERYC Land Drainage Engineer), Councillors Crossland, Leppington and Emmerson, the Clerk and two members of the public (Ward Councillor Matthews had sent apologies due to illness). There had been mixed views about the work required and the involvement of the Parish Council.

**RESOLVED:** (All in favour) that, as the Parish Council does not have the in-house technical expertise to undertake this project and as ERYC had already undertaken a survey of levels on the ditch, to refer the matter back to ERYC to manage the grant on behalf of the Parish Council and that ERYC contractors undertake work required using the £5,000 grant money to clear this ditch but with no ongoing consequences for the Parish Council, proposed Councillor Villani, seconded Councillor Smales.

1.W

Councillors P Couzens, S Couzens and Woodhouse returned and resumed the meeting, Councillor Woodhouse in the Chair.

**287/07 To consider a letter received from Councillor Crossland regarding the allotment clearance work which was undertaken by him as a contractor to the Council:**

The Chairman read out a letter from John Crossland & Sons absolving the Parish Council of any liability for the clearance of three plots in April 2007. The Clerk had gained advice from ERNLLCA which was read out to the Council and which provided information on the risks to the Council and guidance. John Crossland is not in a position absolve the Parish Council of its duties and the letter is clearly not a Waste Transfer Note. The contractor's quote provided for WTNs to be provided as evidence that the waste had been dealt with in a proper manner, however, despite a number of requests, these had not been provided. There is potentially a breach of legislation with serious consequences to the Parish Council or the possibility of the Parish Council being fined if it is found to be liable. ERNLLCA had suggested options to the Council.

Councillor Crossland arrived back to resume the meeting. The Chairman advised on the agenda item under discussion and Councillor Crossland declared a prejudicial interest (as the contractor) and left the meeting, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) to give John Crossland and Sons seven days to provide legitimate Waste Transfer Notes, after which time should these not be received to refer the matter to the relevant authorities as the Council recognises its responsibilities. The Contractor to be removed from the list of contractors until this is resolved. Proposed Councillor Major, seconded Councillor Crowther.

Councillor Crossland did not return to the meeting.

**288/07 Christmas Lighting – to receive an update and to consider a switch-on event:**

The Clerk reported that the Christmas Lighting as indicated in previous Minutes would be erected on Wednesday 7<sup>th</sup> November. There had been no indication regarding Camerons Gardens other than Councillor Crossland would provide the tree and Councillor Traves usually does the Nativity.

**RESOLVED:** (All in favour) that the lights be switched on on 1<sup>st</sup> December. As usual, the Parish Council would not be organising a switch on event.

**289/07 Bridlington Hospital – to receive an update:**

Councillor Villani declared a prejudicial interest (employee of the Trust and Union Representative), left the meeting for the duration of this item, did not take part in discussion and did not vote.

It was felt that the Parish Council should continue supporting the hospital.

**RESOLVED:** (All in favour) to write to the Trust again, proposed the Chairman, seconded Councillor P Couzens.

Councillor Villani returned and resumed the meeting.

**290/07 Toilets – to agree to purchase new PPE for the Toilet Cleaner:**

**RESOLVED:** (All in favour) that new PPE should be purchased, cost around £100, proposed Councillor Villani, seconded Councillor P Couzens.

**291/07 Recycling – to consider enclosed correspondence and possible sites for recycling banks:**

**RESOLVED:** (All in favour) to reply to ERYC with the possible site of the rear of the Library and that a site meeting would be beneficial if this was suitable, proposed Councillor Villani, seconded Councillor Mrs Sexton.

**292/07 Tower Field – to consider enclosed correspondence from English Heritage:**

Councillor Villani declared a prejudicial interest (his land adjoins Tower Field) and left the meeting for the duration of this item, did not take part in discussion and did not vote.

It was felt that this should be left until the next meeting to see if the site had been sold as informal tenders were due today as the Parish Council could not go any further without this knowledge.

Councillor Villani returned and resumed the meeting.

**293/07 Proposed Safety Projects in Bridlington – to consider enclosed correspondence:**

**RESOLVED:** (All in favour) that the Parish Council does not have any observations to make, proposed Councillor P Couzens, seconded Councillor Smales.

**294/07 Playground – to consider the painting project at the playground – the equipment was undercoated on 15<sup>th</sup> September and has not yet been completed:**

**RESOLVED:** (All in favour) to write to enquire what is happening with this project, proposed the Chairman, seconded Councillor Mrs Sexton.

**295/07 To consider a replacement seat (one remaining in this year's budget) – there are three locations – the Lighthouse, the Village Green and half way up Crofts Hill:**

**RESOLVED:** (All in favour) that the seat to be replaced within this year's budget is the one at the Lighthouse but this is to be held over whilst current investigations are ongoing, proposed Councillor Mrs Sexton, seconded Councillor Villani.

**296/07 Allotments:**

**(a) To consider a report from the rent collection day and any site visit undertaken:**

**RESOLVED:** (All in favour) that letter 1 for non payment of rent be sent to the tenant of plot 50b, that plot 13 be re-measured as plot 11 was relinquished, to agree permission for a shed on plot 67 with the usual conditions and to note that plots 11, 50a, 56 and 62 had been relinquished, proposed the Chairman, seconded Councillor Villani. Insurance to be considered next agenda.

**(e) To consider correspondence from the tenant of plots 7 and 8:**

A request had been received from the tenant of plots 7 and 8 to transfer the tenancies to Mr Hall who had been helping the tenant for a number of years. Mr Hall had written to request the plots. Councillor P Couzens and Councillor S Couzens (both related to Mr Hall) declared prejudicial interests, left the meeting for this item, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) to transfer the tenancies of plots 7 and 8 to Mr Hall, proposed the Chairman, seconded Councillor Smales.

Councillors P and S Couzens returned and resumed the meeting.

**(f) To let vacant plots:**

**RESOLVED:** (All in favour) to let vacant plots 62 to Mr Folds and 61 to C Heald and D Holbrook, plot 47 to be left in the event of a disabled applicant, proposed Councillor Villani, seconded Councillor Smales. Plot 20 had been let to the tenants of plot 19 as previously agreed.

**(g) Fencing encroachments to allotment field:**

The Council had written to ask the neighbouring property owners to remove the encroachments. No reply had been received. When plot 13 is measured (Chairman and Clerk to re-measure it), a check will be made to see if they have been removed.

W

- (h) To note that AE Smith (usual contractor) will cut the allotment hedge during the week of 29<sup>th</sup> October as they are in the area.

The Council noted this.

**297/07 To consider correspondence from St Oswald's Church re financial assistance for the maintenance of Flamborough Churchyard in the next financial year from April 08:**

Councillor Mrs Sexton declared a personal interest (member of St Oswald's Church), remained in the meeting, took part in discussion and voted.

**RESOLVED:** (6 in favour, 2 against) that £500 given to help with the maintenance of the Churchyard and to be put in the budget for 2008-2009, proposed the Chairman, seconded Councillor P Couzens. An amendment of £300 was defeated (3 in favour, 5 against).

**298/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** That the public be excluded for the remainder of the meeting due to the confidential nature of the business to be transacted.

**299/07 Clerk's Contract:**

Councillors Woodhouse (married to Clerk), Emmerson (friend of Clerk), Villani (friend of Clerk), and Major (wife is related to Clerk) declared prejudicial interests and left the meeting for the duration of this item, did not take part in discussion and did not vote.

**(a) To consider the meeting with ERNLLCA on 11<sup>th</sup> October and letter from ERNLLCA:**

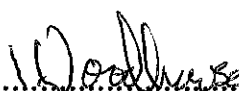
Due to the absence of the Chairman and Vice Chairman, it was agreed that Councillor Crowther take the Chair.

The briefing meeting on 11<sup>th</sup> November had been attended by Mr A Barker from ERNLLCA, Councillors Crossland, Leppington, Emmerson, Woodhouse, Mrs Sexton and Crowther and the Clerk. Councillor Crowther reported on the meeting that the model contract did not pose a problem but the pay scales had caused objection. ERNLLCA had evaluated the salary for Flamborough Parish Council to be within the scale LC2 and fixed between SCPs 29-33 dependent on qualifications etc. The post is currently paid at SCP 19. It was apparent that the post had never been evaluated before. It had been suggested that the pay scales were implemented over a period of time with the agreement of the Clerk to minimise the effect on the budget but to bring the post up to date. There was discussion with the Clerk and then the Clerk left the meeting.

**RESOLVED:** (4 in favour, 1 against) to implement the National Salary Scales (National Agreement) for local authority Clerks as follows – an immediate increase (1<sup>st</sup> November) to SCP 23, increase to SCP 26 in April 2008, SCP 29 in April 2009 and SCP 32 in April 2010, proposed Councillor Crowther, seconded Councillor S Couzens. This would take two and a half years to put into place.

**(b) To consider the Clerk's contact with members of the public:**

This was not discussed.

Signed as a true and correct record .....  ..... Date 3-12-07  
Councillor I Woodhouse, Chairman.

# FLAMBOROUGH PARISH COUNCIL

## MINUTES, EXTRA ORDINARY MEETING 19<sup>TH</sup> NOVEMBER 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, S Crowther, Mrs H Gilson, V Leppington, Mrs M Sexton, M Smales and F Villani.

Ward Councillor C Matthews (Ward Councillor Harrap had sent apologies)

No members of the public.

Clerk, Libby Woodhouse, recorded the Minutes.

### 300/07 To accept apologies for absence:

**RESOLVED:** (All in favour) to accept apologies for absence from Councillors Crossland, S Couzens, S Emmerson, D Major and P Traves

### 301/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 302/07 To consider planning applications as listed and subsequent plans that are received after this agenda has been sent out. Plans available for public inspection at 7.15 pm:

- (1) **DC/07/06042** – Erection of single storey extension to side following demolition of existing garage – amended plans  
At Fleur Baix, North Marine Road, Flamborough  
For Mr and Mrs C Maskill

**RESOLVED :** (All in favour) that the Council has no observations to make on this application, proposed Councillor Villani, seconded Councillor Mrs Sexton.

### 303/07 To consider repairs required to the playground as a result of recent damage and to consider insurance quotes:

There had been two arson attacks to the playground. On 5<sup>th</sup> November, a blue wheelie bin had been set on fire and had melted into the wetpour safety surfacing. On 12<sup>th</sup> November the litter bin had been set on fire but this had not resulted in much damage and the bin could still be used. The Clerk showed the Council pictures of the damage. Wicksteeds had quoted £1000 to repair the damage to the wetpour.

**RESOLVED:** (All in favour) to accept the price and get on with the repair to the wetpour, proposed the Chairman, seconded Councillor Smales.

As the playground equipment had never been insured before as there had never been any damage, the Clerk had got a quote from the Parish Council's insurers for all risk cover to the playground equipment including wetpour. This had been broken down per item of equipment however the Council felt that all items should be covered (except the chainwalk, tyre ring and spinning disk). The total cost is £418.86 per year.

**RESOLVED:** (All in favour) to insure all items for all risk cover totalling £418.86, proposed Councillor Mrs Sexton, seconded Councillor Crowther.

The goal posts were discussed and it was felt that they should be removed due to dangerous items sticking up in the goal mouths as the grass had been worn away. The Council felt it may be time to look at new goals and let the grass recover in the goal mouths. Clerk to get prices for new goal posts.

(W)

**304/07 To consider the budget for 2008/2009 and precept request (see enclosed documents):**

The Clerk had looked at work yet to be undertaken in 2007/2008.

**RESOLVED:** (All in favour) to transfer amounts between budget headings as submitted by the Clerk to account for work not yet completed in 2007/2008, proposed the Chairman, seconded Councillor Villani.

The Council discussed the revenue budget (running costs) prepared by the Clerk for 2008/2009. The Council will also include an amount for the new flashing speed signs, for play equipment and to increase the administration budget due to increased insurance costs. No figures were available from ERYC regarding the tax base and Band D rating yet.

**RESOLVED** (All in favour) to precept for £34,500 for 2008/2009 (no increase from 2007/2008), proposed Councillor Villani, seconded Councillor Mrs Sexton.

**305/07 To resolve that due to the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** that the public is excluded from the meeting due to the confidential nature of the business to be transacted.

**306/07 To review pay and conditions of service of existing employees (Standing Order 14) – Clerks' pay was resolved at the meeting of 5<sup>th</sup> November and contract to be reviewed shortly. Toilet Cleaners pay and conditions require reviewing:**

**RESOLVED:** (All in favour) to increase toilet cleaning pay to £6.50 per hour, proposed Councillor Leppington, seconded Councillor Villani. It was felt that the toilet cleaners do an excellent job.

Signed as a true and correct record ..... *I. Woodhouse* ..... Date ..... *3-12-07* .....  
Councillor I Woodhouse, Chairman

# FLAMBOROUGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING 3<sup>RD</sup> DECEMBER 2007, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillor I Woodhouse (in the Chair), P Couzens, J Crossland, S Crowther, S Emmerson, Mrs H Gilson, V Leppington, Mrs M Sexton, M Smales, P Traves, F Villani.

Ward Councillors C Matthews and R Harrap.

6 members of the public

Clerk, Libby Woodhouse, recorded the Minutes

### 307/07 To accept apologies for absence:

**RESOLVED:** To accept apologies of absence from Councillors S Couzens and D Major.

### 308/07 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

### 309/07 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

In order to manage the meeting effectively, the Chairman asked how many members of the public and Councillors with prejudicial interests wished to speak. There were none.

### 310/07 Acceptance of Minutes of Meetings:

**Parish Council Meeting 5<sup>th</sup> November 2007:**

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

**Extra-Ordinary Meeting 19<sup>th</sup> November 2007:**

**RESOLVED:** That the Minutes of this meeting be approved and signed as a true and correct record.

### 311/07 To receive the Clerk's Report (for information only, enclosed):

**Repair to playground gate self closing mechanism** – 14<sup>th</sup> November, J Crossland Jnr asked for advice re self closing mechanism or a price for repair – reply received – to consider in agenda item.

**Goal Posts** – removed 25<sup>th</sup> November by Councillors Couzens and Woodhouse due to dangerous goal mouths. Pricing of new posts ongoing.

**Donations Box** – fitted at toilets by Councillor Woodhouse. £3.26 had been donated so far.

**Christmas Lights** – erected and tested on 7<sup>th</sup> and 12<sup>th</sup> November. Alternative sources of electric had to be found due to withdrawal of electric from Mrs Lockwood (Holme Farm Court, High Street) and Headlands House (Post Office Street). ERYC will return on 7<sup>th</sup> December to connect up to switch-on. Switch-on cannot be the 1<sup>st</sup> to be fair to those donating electric as discussed on site with donors.

**Lifestyle Project, Playground Painting** – verbal assurance from organiser that they will continue – the decorator who helps them has hurt his back and when he is fit, they will resume.

**Hartendale Gutter, Flood Grant** – ERYC has agreed to undertake the work for the Parish Council to clear out the ditch and ERYC's Engineer Martin Clarke has sent for tenders from ERYC contractors, quotes had been returned and work should start shortly.

**Litter Bin Emptying** – reply from Councillor Matthews regarding information from ERYC's Carnaby Depot on litter bin emptying rotas – the reply was read out at the meeting..

**Toilet Cleaning** – toilets currently being cleaned by Relief Cleaner due to absence of Toilet Cleaner. PPE was bought for Toilet Cleaner on 21<sup>st</sup> November (awaiting invoice).

**Crofts Hill Path** – appears to have been repaired prior to letter being sent to Highways.

*L.W*

**Standards Board for England** – SBE 18814.07 – investigation into Councillor Crossland's conduct has been completed and the finding is that there is no evidence of any failure to comply with the Code of Conduct. A summary will be posted on the website [www.standardsboard.co.uk](http://www.standardsboard.co.uk) and sent to the Clerk.

**Neighbourhood Action Team** – Clerk attended on 28<sup>th</sup> November. The cold calling zones were launched and the possibility of funding for a detached Youth Worker in Flamborough discussed. The Clerk had been asked to send photos to ERYC Safe Communities team of criminal damage and as a result a sub-group will be formed in the New Year with a view to cleaning up Flamborough.

#### **Matters Ongoing**

**Recycling facilities** – a meeting had been arranged with ERYC Recycling Officer regarding the rear of the Library however was cancelled due to illness and will be re-arranged on his return to work.

**Letter to Bridlington Hospital Trust** – ongoing.

**Tree felling, Bampton Dykes** – reply received from ERYC that selective thinning of some trees had been undertaken but there are no plans to carry out any further work.

**Playground Inspection** – ERYC have confirmed that this will be undertaken in due course.

**Sagar/Palmer Seat** – donation at North Landing – donor has written indicating that the name Sagar has been incorrectly spelt as Sager (Sagar is the correct spelling) – On 5<sup>th</sup> October the contractor was requested to correct the error as soon as possible – this is still ongoing.

**Tower Street Bus Shelter** – purchase ongoing.

**Replacement signs** – Village Green signs awaiting siting – Councillor Traves,

**Allotment work to internal bank side to protect the hedge** – awaiting work – Councillor Crossland.

**Street Lighting** – work required to pole brackets as a result of inspection and repair – Clerk.

**Street Lighting Assets** – ongoing - Clerk.

**Toilets** – bulk toilet tissue dispenser – still unable to obtain – ongoing - Clerk.

**New Code of Conduct** – There must be a notice placed in the Press regarding the adoption of the new Code. It is suggested that some Parishes get together to share costs – ongoing - Clerk.

**Proposed No Waiting Restrictions, North Marine Road** – ongoing – no response.

#### **ERYC Highways**

- “School” Signs, Church Street for Flamborough Pre School – ongoing.
- Tower Field Hedge, Bampton Lane – ongoing.
- Entrance to Crofts Hill field – co-users of field intend to place posts either side - ongoing.
- Chain fence – Chalk Farm House, Church Street.
- Footpaths – Constable Road, Stylefield Road

**Tree Stump, Little Village Green** – awaiting removal – Councillor P Couzens.

**Obscured Street Lights** – awaiting list of obscured lights to send to ERYC Highways Dept – Councillor P Couzens.

**Sports Club Trust** – awaiting audited accounts.

**Rear of Ship Inn** – ongoing.

**Home Farm, Danes Dyke** – awaiting Planning Appeal to Planning Inspectorate.

**Parish Plan** – ongoing.

**Minutes binding and archiving** – work not started on this yet - Clerk

#### **312/07 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Crowther** – the ditch at St David Lane has not been cleaned out. He is waiting for Councillor P Couzens to advise as to the landowner.

**Councillor Crowther** – the path between North Landing and the Lighthouse has not yet been repaired.

**RESOLVED:** (All in favour) to write to Yorkshire Wildlife Trust to ask when this will be done.

**Councillor Crowther** – asked that the Council support Marine Valley estate Residents Association to write in support of having the roads adopted. The Association has £17,000 in the bank towards upgrading the roads to bring them up to standard. Ward Councillor Harrap indicated that this has been looked at previously but would be extremely costly as the standards now required are much higher. There were objections as it was felt it was out of the Council's remit and that there were other private areas in the village which would also require this.

**RESOLVED:** (7 in favour, 3 against) to write a letter in support of this to ERYC, proposed Councillor Crowther, seconded Councillor Mrs Sexton.

1.W

**Councillor Crowther** – can the grass verge on Carter Lane opposite the school be turned into parking places as it is a terrible mess. This has been looked into previously and the cost is too high and accidents may happen with children running across the road. Councillor Harrap indicated that 20mph signs are being undertaken on a rolling programme but the school must have completed its travel plan. The Clerk will enquire at School.

Councillor Couzens arrived at the meeting.

**Councillor Smales** – posts had been put up at the entrance of Crofts Hill field. These are inadequate and too wide apart. The Council was concerned as it had offered to put up posts but a letter from ERYC Highways had said the field owners would do it.

**RESOLVED:** (All in favour) to write to ERYC Highways that the posts are inadequate and too far apart, proposed Councillor Smales, seconded Councillor Traves.

**Councillor Villani** – was concerned at the amount of matters ongoing that ERYC Highways were not dealing with, for example the gullies at Danes Dyke had still not been cleaned and issues were not being resolved. The Clerk will send Ward Councillor Harrap copies of letters for him to deal with this.

**Councillor Mrs Sexton** – asked Councillor Traves what his intentions are regarding his membership of the Council as he lives nearly 300 miles away and he is not financially contributing to the rates. Councillor Traves responded that he was not prepared to divulge his personal intentions, that he does a lot for the village and that he was staying with his daughter whilst her husband was serving in Afghanistan. He had now given the Clerk his contact details for public information. The Chairman had to intervene to keep the meeting in order.

**Councillor Traves** – stated that he had been reported twice to the Standards Board and on both occasions it had been found that he had no case to answer. The Chairman indicated this was getting too personal, there was a lot of legitimate business to get through and this was preventing the running of the Council.

**Councillor Leppington** – stated that he and the Chairman had undertaken Employment Training by ERNLLCA and had found it useful. They felt that it had been aimed at Town Councils however recognised that employment law relates to all Councils.

**Chairman** – stated nothing had been done by ERYC Highways regarding the chain across the highway at Chalk Farm House, Church Street – Ward Councillor Harrap will also look at this issue.

### 313/07 Chairman's Report:

**Remembrance Sunday** – he had represented the Council and had laid the wreath at the War Memorial on Remembrance Day and stated it was an honour to do so.

**ERNLLCA** – had sent a letter indicating that Councils should use the formal method of gaining advice by using the desktop service rather than at Committee meetings or training events as it was becoming increasingly difficult to give appropriate advice on those occasions.

### 314/07 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) **DC/07/06961** – Erecting of 4 detached dwellings with associated garages following approval of outline application 07/00124/OUT (all matters to be considered) (resubmission of 07/04675/REM)

At land north of Chatterthro', Carter Lane, Flamborough  
For Springvale Homes (East Yorkshire) Ltd  
Application Type: Approval of Reserved Matters.

Councillor Leppington declared a personal interest (applicant is a connected to Flamborough Lifeboat), remained in the room but abstained from voting.

**RESOLVED:** (10 in favour, 1 abstention) that the Council has no observations to make on this application, proposed Councillor Traves, seconded Councillor Crossland. An amendment proposed by the Chairman, seconded by Councillor Villani to recommend that the application be approved was defeated (4 in favour, 6 against, 1 abstention).

11

### Planning Applications Approved by ERYC

**DC/07/05794** – Erection of single storey extension to rear at Lifeboat House, South Sea Road, Flamborough.

### Planning Applications Refused by ERYC

**DC/07/04468** – Conversion of domestic outbuildings to office and store at White Newk, West Street, Flamborough.

#### **315/07 To note/deal with correspondence as listed below:**

- 26-Nov-07 ERYC, re Yorkshire Forward & Rural Development Programme for England
- 22-Nov-07 ERYC, thanks for input re flooding and forthcoming Flood Review Panel meeting venues and dates.
- 22-Nov-07 ERYC, Festive Lighting Permit for 2007 season.
- 16-Nov-07 YEDL, Unmetered Supply Certificate for festive lighting.
- 15-Nov-07 Humber Emergency Planning Service, Community Emergency Plans workshops.
- 09-Nov-07 Greg Knight MP, with support for campaign to retain services at Bridlington Hospital
- 08-Nov-07 ERYC, Introduction of the National Standard Planning Application Form (1APP).
- 07-Nov-07 Bridlington Police and Partners Community Forum, 6<sup>th</sup> December, 7pm, Town Hall.
- 07-Nov-07 **ERYC, Code of Conduct Training for Town & Parish Councils for Clerk and up to two representatives from our Council (enclosed).**
  - **The Clerk and Councillor Emmerson will attend.**
- Nov 07 Newsletters – ERNLLCA, Humber Playing Fields Assn, Humber & Wolds Rural Community Council, East Riding Voluntary Action Services, National Society of Allotment & Leisure Gardeners.

#### **316/07 To approve payment of Accounts to 30<sup>th</sup> November 2007 (see attached sheet):**

Chq No	Creditor	Net Due	VAT	Total
1481	AE Smith (Kilham) Ltd - allotment hedge cut 06	47.00		47.00
1482	AE Smith (Kilham) Ltd - allotment hedge cut 07	45.00	7.88	52.88
1483	Yorkshire Water - toilets rates (3rd qtr) estimated	87.87		87.87
1484	Npower - toilets electric (read)	60.59	3.03	63.62
1485	National Society Allotment & Leisure Gardeners Affiliation	50.00	8.75	58.75
1486	Advanced Trees & Grounds - Grounds Maint. Contract 07	3,985.00		3,985.00
1487	Flam. Village Hall - hire hall 11/10 (meeting) & 27/10 (rent)	12.00		12.00
1488	Mrs E Woodhouse - toilets supplies inc first aid box	38.43	6.72	45.15
1489	Flam. Methodist Chapel - Annual Rent & EO meeting 19/11	112.00		112.00
1490	Flamborough Post Office - photocopying	16.25	2.84	19.09
1491/92/93	PAYE	768.76		768.76
1494	Clerk Expenses (Nov)			
	Telephone (25/9/07-25/10/07)	9.72		9.72
	Broadband connection	7.50		7.50
	Postage	8.58		8.58
	Stationery	11.60		11.60
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	<b>Totals</b>	<b>5,282.30</b>	<b>29.22</b>	<b>5,311.52</b>

1.6

**Received**

£104.00	16-11-07	Allotment Rents.
30p	10-11-07	Toilets Honesty Box.

As it would be a further six weeks before the next Council meeting, the Clerk requested further accounts be added to the list above for payment:

Chq 1495	£91.14 inc VAT	Keyline Builders Merchants, Toilet Cleaner's PPE.
Chq 1496	£345.24	ERYC, Lights Maintenance Contract 107/07-30/9/07 plus replacement of bracket and lamp number 68 at St David Lane.
Chq 1497	£21.45	Yorkshire Water, allotments (read)
Chq 1498	£91.00	SLCC, Clerk's membership.
Chq 1499	£43.01 inc VAT	Mrs E Woodhouse, Dell, inkjets

**RESOLVED:** (10 in favour, 1 abstention) that the accounts should be paid, proposed Councillor Traves, seconded Councillor Villani.

**317/07 To consider a further letter received from John Crossland regarding a Waste Transfer Note for the allotment clearance work which was undertaken by him (see enclosed):**

Councillor Crossland left the meeting. When queried by the Chairman as to whether he was declaring an interest, he stated he was not.

At the last meeting, the contractor had been given seven days to produce Waste Transfer documents for the disposal of rubbish from the allotment site in April as a result of the clearance of three plots. John Crossland had sent a letter explaining that the only material causing concern was asbestos and that small amounts of asbestos were difficult to dispose of. He had provided a Waste Transfer Note dated 12<sup>th</sup> November 2007 for asbestos removed from the allotment site in April. There was no Waste Transfer Note for the other 80 tons of rubble taken from the site in April despite promises from the contractor and the Council still did not know where this had been taken. The Chairman indicated that guidance had been given at the last meeting and that the Council could be in trouble but as indicated in the letter a WTN had been received for the hazardous waste which was asbestos. There was opposing discussion including the fact that it is the Council's duty to make sure the work done properly and the work was shoddy and also that this has been taken too far, the work was done well and that no further action should be taken.

Councillor Mrs Sexton proposed that as the Council did not know where the remaining items went, the matter should be referred to the Environment Agency however, there was no seconder and no vote taken. It was felt that in future that work should not be paid for until relevant paperwork had been received.

Councillor Crossland returned to the meeting.

**318/07 Playground damage**

**(a) to consider an update following the recent arson attacks:**

The Clerk reported that there had been another arson attack on 21<sup>st</sup> November and another wheelie bin had been set on fire causing damage to the safety surfacing at the playground again. This now totalled three arson attacks. The PCSO had recommended the involvement of the press to try to gain information and ask for witnesses and led to an item in the Free Press. Two young people had admitted causing the fires and had been dealt with by the Police. The Clerk had to make a statement to the Police. Wicksteeds had revised their quote for the damage and the insurance would cover the third attack. There was an option of a private prosecution.

**RESOLVED:** (All in favour) that the Council should write via the PCSO to the young people involved and their parents stating that the Council has decided not to take out private prosecutions at this point and to make them aware of the costs involved. If these attacks continue the Council will be obliged to prosecute and remove the playground equipment, proposed Councillor Traves, seconded Councillor Smales.

1.11

Work to the playground gate was discussed and Councillor Crossland left the meeting.

**RESOLVED:** (All in favour) to take the advice from John Crossland Jnr who fitted the playground gate originally that due to vandalism a new self-closing mechanism was required and to accept his quote of £185.00, proposed Councillor Traves, seconded Councillor Villani.

Councillor Crossland returned to the meeting.

- (b) **To consider that the playground equipment should be removed in light of damage caused by the arson attacks – Councillor P Couzens:**

Councillor Couzens indicated concern regarding the attacks and that his comment had been to provoke public reaction to stop these attacks. It was felt that the playground equipment should not be removed because of the actions of vandals. The item was withdrawn.

- (c) **To consider lighting the playground:**

The PCSO had asked the Council to consider this to try to prevent vandalism however, the Council thought it would be too costly, that the lighting may get vandalised and that young people should not be there in the dark. The playground was for use by children under 14.

**RESOLVED:** (All in favour) not to provide lighting for the playground, proposed Councillor Traves, seconded Councillor Villani.

**319/07 To consider a letter from PCSO Bev Feirn regarding a Community/Youth Shelter (enclosed):**

The PCSO had written requesting the Council look into planning permission and lighting for the Youth Shelter and after consultation the best place would be on the main Village Green in the area of the pump. There was objection by some Councillors to this location. It was considered that the structure should be moveable. The Clerk will write to the PCSO and ask for designs for approval and to submit for planning permission if needed. Lighting was not discussed at this stage.

**RESOLVED:** (8 in favour, 2 against, 1 abstention) that the Council write to the Planning Department and ask whether planning permission is required or whether a licence would be sufficient and ask what processes the Council must go through, proposed Councillor Traves, seconded Councillor Crowther.

**320/07 To agree December's newsletter, copying and distribution (enclosed):**

**RESOLVED:** (9 in favour, 2 against) to remove from the Christmas Lights item the sentence "Last year the Council paid John Crossland £1200 to erect the lights and this year ERYC £1000". Councillor Traves' contact details to be included. Copying and distribution to be the same as usual. Proposed Councillor Smales, seconded Councillor Traves. The Clerk to write letters of thanks to those donating electric for the Christmas Lights.

**321/07 To consider Affordable Housing in Flamborough – Councillor P Traves:**

**RESOLVED:** (8 in favour, 3 against) to write to Mr R Jones, Rural Housing Enabler, to see if there are any developments and what the current situation is, proposed Councillor Crossland, seconded Councillor P Couzens.

**322/07 War Memorial -**

- (a) **To consider the lettering:**

Councillor Smales offered to clean the lettering to remove any algae growth to see if this helps.

- (b) **To consider the provision of a rail to hold the Wreaths:**

Councillor Leppington will try to source a small removable rail to hold wreaths.

V.W

**323/07 To receive an update on Tower Field:**

It was thought that an offer had been made and that the field had been sold.

**324/07 Allotments –**

- (a) **To consider a request for a shed and fruit trees on plot 20:**

**RESOLVED:** (All in favour) to grant permission subject to the usual conditions.

- (b) **To let vacant plots:**

**RESOLVED:** (All in favour) to let plot 50a to the current tenant of plot 50b (who had now paid overdue rent). Councillor Traves declared a personal interest as the tenant is his niece.

- (c) **To consider that tenants should have public liability insurance:**

It was recognised that tenants should have this insurance and that most had provided evidence at the same time as paying rent. It was thought that the Flamborough Allotments and Gardens Association may provide a list of tenants who were members as this would indicate who was insured through their organisation but as yet this had not been received.

**RESOLVED:** (All in favour) to write to 13 tenants who had no insurance or who had only verbally indicated that they had insurance to provide evidence or membership of the Flamborough Allotments and Gardens Association, proposed Councillor Traves, seconded Councillor Emmerson.

- (d) **Fencing encroachments:**

The Clerk had looked and the encroachments had been removed.

**325/07 To note available grant funding (enclosed):**

The Council noted this.

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

*I Woodhouse*

Date *14-1-08*