

## FLAMBOROUGH PARISH COUNCIL

### MINUTES OF A MEETING OF THE PARISH COUNCIL ON 20 OCTOBER 2020

At 7.30 PM, VILLAGE HALL, FLAMBOROUGH

**Present:** Councillors S Crossland (in the Chair), J Crossland, D Major, V Leppington, A Hanson, C Taylor, T Traves  
Clerk, Ruth Lilley, recorded the minutes

No members of the public were present

#### **11/20 To receive apologies for absence:**

Apologies were received from Councillors Holt and Sexton and Ward Councillors Matthews, Chadwick and Heslop- Mullins

**RESOLVED:** that the apologies from Councillors Sexton and Holt be accepted

#### **12/20 Code of Conduct:**

- (a) **To record Declarations of Pecuniary/non-Pecuniary Interests by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared:**

There were no declarations of interest

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

There were no dispensations

#### **13/20 Public Participation Session (15 minutes):**

There were no members of the public present

#### **14/20 To approve minutes of Parish Council Meeting of 3 August 2020 (attached)**

**RESOLVED:** that the minutes of the Parish Council meeting on 3 August 2020 be approved and signed as a true and correct record

#### **15/20 To note Clerk's Report (attached):**

The Clerk's Report was noted; the Clerk was asked to thank the circus held in Flamborough in September for their donation; and to congratulate them on a successful event.

#### **16/20 Questions/Reports from Councillors and Committee Representatives:**

The signpost at the Bempton Lane/Carter Lane junction needed attention; this had already been reported to ERYC.

Concerns were raised regarding double parking outside the flats in the old Co-Op in Dog and Duck Square. Resident(s) were also using a cone to prevent others parking. Clerk has contacted the local PCSO and a reply is awaited.

In line with guidance issued by the government and the British Legion there would be an on-line Remembrance Day service this year. A wreath would be laid by the Parish Council. A two minute silence will be held on Sunday 8 November at 11.00 am; Clerk to investigate and publicise any further initiatives.

It was noted that a new Union flag had been purchased; however the lanyard had snapped in high winds and would be repaired before Remembrance Day.

A dead tree was reported near Danes Dyke; Clerk to notify ERYC

**17/20 To note and consider Correspondence:**

- **Humberside Police** – Bridlington area update for October 2020 (forwarded)
- **Jane Emmerson** - Fire Festival email/press release (forwarded)
- **Yorkshire Water** – repairs Lighthouse Road/Church Lane area (forwarded)

The correspondence was noted

Flamborough Sports Club Trust had thanked the Parish Council for their help and support with the new gates and tree work.

**18/20 To review and approve the Parish Council's:**

- a) Updated Standing Orders
- b) Updated Risk Register
- c) Updated Financial Regulations
- d) Annual Insurance Policy
- e) Updated Asset Register
- f) Banking arrangements
- g) Appointment of Internal Auditor (all attached)

**RESOLVED:** to approve all of the above, including the appointment of Public Sector Audit as the Internal Auditor. No further signatories were required for bank/savings accounts.

**19/20 To agree dates of future meetings and continuation of delegated authority arrangements should meetings not be able to be held (dates attached)**

**RESOLVED:** to approve the dates of future meetings subject to any restrictions imposed due to Covid-19; and, if meetings cannot be held, to the continuation of delegated authority arrangements previously agreed.

**20/20 To consider Planning Applications as listed below (from 1 October 2020):**

- (a) 20/02995/PLF Change of use of garage and workshop to provide 2 holiday cottages  
Manor Cottage, Church Street, Flamborough  
For Mr Bramley  
Application type – Full Planning Permission

**RESOLVED:** that as stated at previous meetings the Council has concerns about the increasing amount of holiday homes and the removal of another family home from the village. Access/egress from the cottages on to Lighthouse Road is thought to be potentially dangerous given the increasing amount of traffic.

- (b) 20/03122/PLF Erection of replacement dwelling following demolition of exiting building  
24 Marine Valley Flamborough  
For Mr Clarke  
Application type – Full Planning Permission

**RESOLVED:** that the Council has no objections to this application given that it is on a 'like for like' basis

**To note Planning Applications Granted Permission by ERYC since 1 October 2020:**

None

**To note Planning Applications Refused by ERYC since 1 October 2020:**

None

**21/20 Accounts:**

- (a) To note schedules of accounts for payment for April to September 2020 (attached)**

The schedules of accounts paid were noted

- (b) To approve bank reconciliation to 30 September 2020**

**RESOLVED:** that the bank reconciliation to 30 September be approved

**22/20 Allotments**

- (a) To receive verbal report on the allotments**

It was noted that two allotments were in a poor state. The Clerk was in contact with both tenants regarding improvements to be made and would report back. The tenant of a third plot had been sent two letters requesting that the plot be tidied but no action had been taken.

**RESOLVED:** that the tenant of the latter plot be sent a final letter regarding clearance/tidying before Notice to Quit issued.

A vacant allotment had been used as a dumping ground and as such was currently not lettable. Clerk to make enquiries regarding clearance.

**(b) To agree annual rent for allotments with effect from November 2021 and approve arrangements for annual rent collection on 14 November**

**RESOLVED:** that the rent of a full plot be increased to £40 p.a. and a half plot £20 p.a. with effect from 1 November 2021; the arrangements for the rent collection 2020 be approved

**23/20 To approve donation of £20 for Remembrance Day wreath (s137 Local Government Act 1972) and to note cancellation of parades or services due to Covid 19 restrictions**

**RESOLVED:** the Council approved expenditure on purchase of a wreath as being of benefit to the public under s137. Councillor J Crossland will lay the wreath

**24/20 To consider donation (s137 Local Government Act 1972) to Flamborough Halloween Pumpkin Hunt (attached)**

**RESOLVED:** the Council approved expenditure on a donation of £25 being of benefit to the public under s137

**25/20 To agree erection of nativity scene and tree lights by volunteer on/around 7 December**

**RESOLVED:** to approve the erection of the nativity scene and tree lights. Clerk to thank Peter Couzens for his assistance and request that he provides costings for a replacement shelter for inclusion in next year's budget.

**26/20 To approve expenditure of £259.82 + VAT for checking and fitting festive lighting**

**RESOLVED:** that the expenditure be approved

**27/20 To agree action on street lighting within the village (attached)**

To be deferred to future meeting

**28/20 To approve the replacement of light 71 on Marine Drive at cost of £1061.49 + VAT**

**RESOLVED:** that light 71 be replaced

**29/20 Charlie's Gardens**

**a) to consider alternative uses and agree further action (attached)**

To be deferred to future meeting

**b) to consider request from resident for tree to be felled/pollarded**

**RESOLVED:** that the resident be given permission to reduce the height of the tree by up to 2m at their own expense; and that the request to remove the tree would be considered when the future of Charlie's Gardens was agreed.

**30/20 To consider request for support for safe cycle path from Flamborough to Bridlington (attached)**

A request had been made for the support of the Parish Council. The Council were concerned that no information had been received from ERYC on this matter.

**RESOLVED:** that, subject to more information being provided from ERYC, the Council would support widening of the existing path only and not the construction of a new cycle way.

**31/20 To review Draft Town and Parish Charter and agree response (attached)**

**RESOLVED:** that the Chair would collate responses

**32/20 To consider and agree response to request to site a clothing/textile bank in the village (attached)**

**RESOLVED:** that the request be refused; there were already existing banks and no further sites in the village

**33/20 To agree further action on War Memorial**

It was agreed that the War Memorial should not undergo repair but that a plaque reproducing the names on the War Memorial be considered. Cllr Crossland to discuss with Mr Mooney and report back

**34/20 To approve repair to flashing on roof of Parish store**

**RESOLVED:** that the flashing be repaired at a cost of £260

**35/20 To exclude the press and the public from the meeting on the grounds of the confidential nature of personnel business to be transacted (Public Bodies Admission to Meetings Act 1960):**

There were no press or public present

**36/20 a) To note increase in Clerk's salary due to annual review of NJC pay scales with effect from 1 April 2020**

The increase was noted

**b) To agree rate of home working allowance**

**RESOLVED:** to follow HMRC guidance on Home Working Allowances. The rate of £18 pcm from 1 April 2019 would be applied, and £26 pcm from 1 April 2020.

**c) To agree rate of pay for toilet cleaner and relief toilet cleaner**

**RESOLVED:** that the toilet cleaner and relief be placed on Band 1 of the NJC pay scale with effect from 1 April 2020.

The meeting closed at 8.50 pm