

FLAMBOROUGH PARISH COUNCIL

**MINUTES OF A MEETING OF THE PARISH COUNCIL
ON 26 JUNE 2023 at 7.30 PM IN THE WI HALL**

Present: Councillors A Hanson (in the Chair), J Crossland, D Major, V Leppington, F Holt, S Crossland, C Taylor

Ward Councillors Phoenix and Robson

3 members of the public attended

Clerk, Ruth Lilley, recorded the minutes

37/23 To receive apologies for absence:

Apologies were received from Councillor Traves

38/23 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:**

None

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

There were no dispensations

39/23 Public Participation Session (15 minutes):

A request to have the grass cut at the allotments was made

40/23 To approve minutes of Parish Council Meeting of 12 June 2023 (attached)

RESOLVED: that the minutes of the Parish Council meeting on 12 June 2023 be approved and signed as a correct record

41/23 To note Clerk's Report (attached):

The Clerk's Report was noted.

Councillor P Couzens joined the meeting

42/23 Questions/Reports from Councillors and Committee Representatives:

The query regarding the moving of a bench at North Landing had been resolved

Council were advised that ERYC would be weed spraying around the village by the end of the month

The fence along the footpath to the rear of Woodcock Road was to be repaired shortly

It was noted that trees were overhanging the pavement outside the Vicarage and cemetery. Clerk to contact ERYC.

43/23 To note and consider Correspondence:

The correspondence was noted.

Councillors Holt and Hanson would attend the Town and Parish Council Planning Liaison meeting

Councillors Hanson and J Crossland would attend the ASB surgeries – Clerk to ascertain timings

The information re D-Day80 was noted and will be considered at future meetings. Clerk to book Village Hall for 6 June 2024

The Council considered two items of correspondence that had arrived too late to add to the agenda:

The request to use Cameron Gardens for a community art project by Flamborough Girlguiding was approved.

The Council welcomed the appointment of an East Riding Councillor as Town and Parish Liaison.

44/23 Planning:

To note Planning applications granted permission by ERYC

a) 23/000902/PLF Installation of two external condenser units for air to air heating system in timber slatted housing at ground level to south elevation

Location: White Bays, Tower Street, Flamborough

Applicant: Mr Jim Southeran

The approved planning application was noted

45/23 Accounts

(a) To approve schedule of accounts for June 2023

Councillor Couzens did not take part in this item

Flamborough Parish Council							
Invoices June 2023							
Inv Ref	Date	Supplier	Description	Paym Ref	NET	VAT	Total
37	29-May	EE Ltd	Mobile phone	DD	14.58	2.92	17.50
38	05-Jun	Valda Energy	Electricity to loos	DD	457.14	44.53	501.67
39	31-May	A Grainger	Collect & install puffin	BACS	68.00		68.00
40	12-Jun	Public Sector Audit	Internal audit	BACS	655.00		655.00
41	23-May	F Holt	Bedding plans/compost	BACS	60.00		60.00
42	14-Jun	R Lilley	Clerks expenses	BACS	251.70	1.38	253.08
43	15-Jun	Flamborough WI	Hire of hall	BACS	28.50		28.50
44	09-Jun	BHIB	Insurance 23-24	BACS	949.22		949.22
45	15-Jun	Cloudy IT	Data and email provision	BACS	598.75	119.75	718.50
46	18-Jun	MR & KM Couzens	Grass cut 5 & spray allts	BACS	356.84	71.36	428.20
47	20-Jun	R lilley	Clerks expenses	BACS	83.83	0.16	83.99
48 & 49	30-Jun	Salaries	staff salaries x 2	BACS	1440.31		1440.31
50	30-Jun	R Lilley	Home working all	BACS	26.00		26.00
51	30-Jun	HMRC	NIC & PAYE	BACS	164.99		164.99
52	11-Jun	Valda Energy	Electricity to kiosk	DD	30.60	1.53	32.13
			TOTAL		5185.46	241.63	5427.09
			Receipts				
			Toilet box donations		27.36		
			Cost of puffin installation		68.00		

RESOLVED: that the schedule of accounts be approved

46/23 To approve the Internal Auditor's Report for year ended 31st March 2023 and note the required actions (attached):

RESOLVED: that the Internal Auditor's Report be approved

47/23 To consider year end accounts to 31st March 2023:

- (a) To approve the year end accounts to 31st March 2023 (attached):
- (b) To approve the Annual Return for External Audit Section 1 – Annual Governance Statement 22/23 (attached):
- (c) To approve the Annual Return for External Audit Section 2 – Accounting Statements 22/23 (attached)

RESOLVED: that all the above be approved

48/23 Allotments

a) To review tenancy agreement for allotments (attached)

Clerk to obtain a copy of a model tenancy agreement from the National Allotment Society

49/23 To approve the amended Council Asset Register June 2023 (attached)

RESOLVED: that the Asset Register be approved

50/23 To approve 15 hours' time off in lieu for Clerk extra hours worked

RESOLVED: that the time off in lieu be approved

51/23 To exclude the press and the public from the meeting on the grounds of the confidential business to be transacted under item 19 (Public Bodies Admission to Meetings Act 1960):

RESOLVED: that the press and public be excluded from the meeting

52/23 To discuss and agree matters appertaining to council land

RESOLVED: Clerk to action agreed matters

The meeting closed at 8.50 pm