

FLAMBOROUGH PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING
10TH JANUARY 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH
(Prior to the meeting a surgery was held with Councillor Woodhouse)**

Present: Councillors F Villani (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, R Sellick, Mrs M Sexton, M Smales, Mrs C Taylor and I Woodhouse
Ward Councillor C Matthews (Cllrs Harrap and Wilkinson had sent apologies)
One member of the public
Clerk, Libby Woodhouse, recorded the Minutes.

1/11 To receive apologies for absence:

There were no apologies for absence

2/11 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 – Councillor Smales reported being given a trip with School to the pantomime in Bridlington, however, this was under £25.

3/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

Councillor Crossland – reported that a relative had been stopped by traffic officers for failing to negotiate the roundabout outside the Post Office. He reported that the Parish Council has been informed on numerous occasions by ERYC Highways that the island is not a roundabout – there would not be stop signs or give way signs at a roundabout. The Parish Council will write to Chief Superintendent Davison at Beverley.

4/11 To approve the Minutes of Parish Council Meetings of 6th December 2011:

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

5/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):

Community Payback – cleared pavements of snow and ice in the village centre on the weekend of 11th/12th December as requested and again during the Christmas period.

Playground – Councillor Grainger cleared broken glass from the playground on Mon 13th December.

Flag Flying – in a response to our request, Westminster emailed on 7th December and gave the dates for flying flags taken from the website of the Department of Culture Media and Sport.

Grounds Maintenance Contract – out for tender.

Litter bin, South Landing – no response to our email of 7th December to repair the bin and lock others.

Previous Grounds Contractor – had sent a monthly invoice to pay. The Clerk will return this unpaid and request a final invoice again.

PCSO Feirn – sent a report as she was unable to attend the meeting.

- She is continuing with the speeding project on North Marine Road. One volunteer is monitoring traffic already.
- ASB logs from 1/10/201-30/10/2010 – 8 logs (9 logs for the same period in 2009).
From 1/11/2010-31/12/2010 – 9 logs (26 logs for the same period in 2009).
- The Prison Me No Way project has been delivered to years 5 and 6 at school. She is arranging for the children to visit the police station and the courts.

Bridlington & Driffeld Local Action Team Meeting – will take place on 14th January at Brid Town Hall.

Bridlington Coastguard Station – Councillor Emmerson had sent a consultation on the future of the Coastguard Station. It appears that there will be two centres at Aberdeen and on the south coast of England

and other Stations would be sub-centres (Bridlington). This would mean the loss of 24 hour opening and therefore jobs. The Clerk will circulate the consultation by email. Councillor Leppington will look into it.
Flamborough Head Management Group – winter newsletter – this was circulated to all Councillors.
FLAG (Fisheries Local Action Group) – a FLAG had been set up in this area and details and a newsletter were given to Councillor Leppington to look into.

Action Log

The Council reviewed the Action Log:

Land to the rear of Constable Road – The Clerk reported that another officer had been assigned to this and would be sending heads of terms.

Fishermans Memorial – Councillor Crossland reported that a mounting had been given to Alan Tate. Councillor Leppington will see Mr Tate.

Minutes Archiving – The Clerk had received a survey from ERYC wanting to know what documents the Parish Council holds. The Clerk will look into this with the help of Cllr Mrs Taylor. Cllr Sellick will look into prices for scanning Minutes.

Back hedge at allotments – Councillor Grainger had contacted a contractor and was waiting for a price.

(b) To consider action required from the Clerk's Exceptions Report (enclosed):

The Council is still waiting for the annual report from ERYC's inspectors for the playground which would give an up to date list of requirements. The toilets and playground had been inspected.

6/11 Questions/Reports from Councillors and Committee Representatives:

Councillor Mrs Johnson – reported that the area around the recycling bins was a mess with rubbish and broken glass. Councillor Leppington will ask the street cleaner to clean it up.

Councillor Mrs Johnson – reported a TV aerial had been installed at Maitlands. Cars were also there. It would appear that someone may be living there. The Clerk will contact the ERYC Enforcement Officer.

Councillor Mrs Sexton – reported that the light on Ogle Road had been repaired at last. The Clerk will report the light at Dog & Duck Square again which has an intermittent fault.

Councillor Woodhouse – reported that the state of the burnt down café at South Landing is getting worse and it is now 18 months since it burnt down. It is a disgraceful eyesore and the fencing has been dismantled leaving it open.

RESOLVED: (All in favour) to write a strong letter of complaint to ERYC's Chief Executive (Cc Cllr Matthews) with photos to be taken by Councillor Smales along with a request for more temporary toilets, proposed Councillor Woodhouse, seconded Councillor Leppington)

Councillor Woodhouse – was concerned about a statement made by a member of the public at the last meeting with regard to the previous grass cutting contractor that the Village Green had looked good when cut by him. Councillor Woodhouse agreed that the Village Green does look good, however on Remembrance Day the War Memorial site had never looked so bad as the contractor missed doing the 17th cut prior to Remembrance Day and he felt this was a bad reflection on the Council and the village. There had also been other issues with the contractor.

Councillor Couzens – stated that Camerons Gardens did not look good. It was arranged for a working party to tidy up the Gardens and removal leaves, rubbish, glass and the crab apple tree on Saturday 15th January at 9.30 am.

7/11 Chairman's Report:

The Chairman had nothing to report.

8/11 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/10/05273** – Erection of an extension to existing toilet block
 At Toilet Block, Thornwick and Sea Farm Holiday Centre, North Marine Road, Flamborough

For Flamborough Holidays Ltd
Application Type: Full Planning Permission

Councillor Crossland declared a personal and prejudicial interest (owned land next to the site), left the meeting for the duration of this item, did not take part in discussion and did not vote.
Councillor Couzens declared a personal and prejudicial interest (he does work for Flamborough Holidays who is his landlord), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Councillor Leppington declared a personal and prejudicial interest (son works for Flamborough Holidays), left the meeting for the duration of this item, did not take part in discussion and did not vote.

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

Councillors Crossland, Couzens and Leppington returned and resumed the meeting.

Planning Permission Granted by ERYC

- (1) **DC/10/04214** – Erection of single storey extensions to side and rear following demolition of existing conservatory and garage at Seventh Haven, Church Lane, Flamborough
- (2) **DC/10/03897** – Variation of condition 10 (which relates to construction of footpath) on 09/02274 at land north of Flamborough Rural Workshops, Bempton Lane Industrial Estate, Flamborough.
- (3) **DC/10/04415** – Erection of 4 holiday cottages at The Viking Hotel, North Marine Road, Flamborough.
- (4) **DC/10/04425** – Erection of 2m high galvanised steel gates and gate posts to replace existing 1.2m high metal gates at Bempton Lane Allotments, Flamborough.
- (5) **10/50260/TCA** – Removal of sycamore and laburnum at 27 Tower Street, Flamborough.

Planning Permission Refused by ERYC

- (1) **DC/10/04472** – Erection of new dormer bungalow to replace existing bungalow at Lartle Hoose, North Marine Road, Flamborough.

9/11 To note/deal with correspondence as listed below:

| | |
|-------------|---|
| 23-Dec-10 | HART – letter of thanks for Parish Council donation. |
| 23-Dec-10 | ERYC, Housing Needs Survey and Market Assessment 2011. |
| 15-Dec-10 | ERYC, recharges to Town & Parish Councils for 2011 May elections. <ul style="list-style-type: none"> ▪ The Clerk had tried to work this out using the formula however it was not easy. |
| 03-Dec-10 | ERYC, Sports & Play Recognition Awards 2010, nominations by 1 st March 2011. |
| Dec 10 | ERNLLCA, NALC briefing on the Localism Bill |
| Dec 10 | ERYC, Chairmans Awards and Commendations, nominations by 31 st January |
| Newsletters | Allotment Regeneration Initiative, East Riding Parish News, NHS East Riding of Yorkshire |

10/11 (a) To approve payment of accounts to 31st December 2010 (See attached sheet):

Received

| | |
|--------|----------------------------------|
| £1.75 | Interest, War Bonds |
| £3.71 | 13-12-10 – Toilets Donations Box |
| £29.00 | Allotment Rent |

Accounts Paid

| | | |
|----------|------------------|--|
| Chq 1943 | £72.83 (inc VAT) | Johnston Publishing, Grounds Maintenance Tender Advert |
| Chq 1944 | £48.67 | Mrs S Treadwell, plants for village planters |
| Chq 1945 | £50.00 | HART, donation to community minibus |
| Chq 1946 | £50.00 | Flamborough School, donation re transport. |
| Chq 1947 | £75.88 (inc VAT) | Npower, electric, toilets |

RESOLVED: (All in favour) to pay the accounts as submitted and £120 to C Ford for plumbing to the toilets, proposed Councillor Smales, seconded Councillor Mrs Taylor

| Chq No | Creditor | Net Due | VAT | Total |
|---------|--|-----------------|--------------|-----------------|
| 1948 | Mrs E Woodhouse, toilets supplies | 23.56 | 4.13 | 27.69 |
| 1949 | Groundtech, Grounds Maintenance (Nov) 2 cuts | 138.75 | 24.28 | 163.03 |
| 1950 | Society of Local Council Clerks, Clerk's Annual Membership | 118.00 | | 118.00 |
| 1951-53 | PAYE (Dec) | 1,324.98 | | 1,324.98 |
| 1954 | Clerk Expenses (Dec) | | | |
| | Telephone | 8.00 | | 8.00 |
| | Broadband connection | 7.50 | | 7.50 |
| | Expenses for working from home | 12.00 | | 12.00 |
| | Postage | 15.01 | | 15.01 |
| | Stationery | 13.65 | | 13.65 |
| | Dell, Inkjets and ink refill kits | 46.14 | 5.80 | 51.94 |
| | Car Allowance | 20.00 | | 20.00 |
| | Deliveries | 2.00 | | 2.00 |
| | Totals | 1,729.59 | 34.21 | 1,763.80 |

(b) To note quarterly budget monitor to 31st December 2010 (enclosed):

RESOLVED: (All in favour) that the budget monitor is noted, proposed Councillor Mrs Sexton, seconded Councillor Mrs Johnson.

11/11 To note enclosed Clerk's Report re the use of emergency powers to repair the toilets following water damage and burst pipes due to the severe weather:

The Clerk reported using emergency powers to authorise repair work to the toilets as a result damage sustained by burst pipes due to the severe weather and had submitted a report to Councillors with the agenda. Plumbing (repair of five bursts and a replacement tap) had cost £120. Electrical work as a result of water damage (work undertaken by Maltby's) had cost £450 (installation of a new fuseboard, 3 new light fittings, 2 new motion sensors, 2 new switched fuse spurs for hand-dryers/replace faulty units and a NICEIC Certificate for safety). Maltby's had recommended a trace heating system is installed which would be at a cost of £450 approx.

RESOLVED: (All in favour) that although it had been exceptional weather, trace heating should be installed at a cost of approximately £450, proposed Councillor Couzens, seconded Councillor Mrs Johnson.

12/11 To note that the "Flamborough" sign from the trough on Bempton Lane has been stolen and to approve replacement of the sign – deferred from last meeting:

Councillor Mrs Sexton reported that Mrs Treadwell had not had time to look for the contractor's details.

RESOLVED: (All in favour) to replace the sign with fibre glass instead and Councillor Leppington will ask Alan Tate if a mould can be taken from the other village sign and make some, proposed Councillor Leppington, seconded Councillor Smales.

13/11 To consider the ERYC grant to assist Town/Parish Councils during the current severe weather and Clerk's Report (enclosed):

RESOLVED: (All in favour) to apply for a grant for the purchase of rock salt and a contractor to grit village roads and footpaths when needed, proposed Councillor Grainger, seconded Councillor Sellick.

14/11 Review of Christmas Lighting:**(a) To consider the Christmas Tree and provision for next year:**

RESOLVED: (12 in favour, 1 abstention) that as the one planted is dying, to provide a tree every year, prices to be obtained later in the year, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

(b) To consider the enclosed from ERYC re the Co-op electric supply and consider the supply for next year (I believe the Co-op's electricians sorted the fault this year):

RESOLVED: (12 in favour, 1 against) to write to the Co-op thanking them for sorting out the problem in an emergency and ask if they will permanently sort out the problem, proposed Councillor Grainger, seconded Councillor Sellick.

(c) To approve a fourth socket and timer box (this will make two for Dog & Duck Sq and two for Camerons Gardens which will make plugging in the lights much easier):

RESOLVED: (11 in favour, 1 against, 1 abstention) that a fourth socket and timer box is agreed, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

(d) To consider leaving the Christmas Lights up all year to save money and time each year:

ERYC had already removed Christmas Lighting from Camerons Gardens however this was needed so that the crab apple tree could be removed.

A proposal to erect and dismantle the Christmas Lighting each year was defeated. An amendment to install and dismantle the lights each year and leave the catenary wires up was defeated. The lights will remain up.

15/11 To note planning permission has been granted to replace the allotment gates (see enclosed) and to approve purchasing new gates (specifications as planning application):

The Clerk had copied the notice of planning approval which specified that the gates had to be as the submitted drawing and specifications of the new gates. Councillor Crossland reported that these would not be substantial enough as there would be too much weight. Councillor Crossland will ask John Crossland junior to do a plan for the gates for the next meeting.

16/11 To receive details for a contractor/prices for cutting the back hedge at the allotments – Councillor A Grainger:

Councillor Grainger reported that he had contacted John Robinson with regard to cutting the back hedge and was waiting for him to contact him with a price. This should be for the next meeting. He had also looked at the hedge to the side of the allotments which had been cut by the resident to the right of the site who should have requested permission to cut the hedge. This had originally been laid by the Parish Council.

17/11 To consider refurbishing Fishermans Gardens – to receive Specifications for tender for the work – Councillor I Woodhouse:

Councillor Woodhouse had done specifications to flag the site which were discussed.

RESOLVED: (12 agreed, 1 abstention) that Councillor Woodhouse draw up specifications to include a brick planter on flags and then go out to tender, proposed Councillor Crossland, seconded Councillor Smales. The Clerk will ask for donations for plants in June's newsletter.

18/11 War Memorial:

Councillor Mrs Johnson declared a prejudicial interest (owns land adjacent to the site), left the meeting for the duration of this item, did not take part in discussion and did not vote.

- (a) **To receive and consider Specifications for tender for work (repair and painting) of the railings surrounding the site – Councillors A Grainger and J Crossland:**

Councillors Grainger and Crossland had spoken to John Crossland Jnr with regard to what was needed to be done and Councillor Grainger had written/drawn specifications which included sections of the fencing that needed replacing and angle iron fixings to be replaced.

RESOLVED: (12 in favour, 1 abstention) to put all the work out for tender but split the work and ask for pricing to be done separately in case the Council could not do all the work at once, proposed Councillor Grainger, seconded Councillor Sellick.

- (b) **To receive an update/specifications for repair work to the brick steps – Councillor I Woodhouse:**

Councillor Woodhouse will undertake the repair free of charge when the weather improves.

Councillor Mrs Johnson returned and resumed the meeting.

19/11 Tower Street Bus Shelter -

- (a) **To consider repairs, cleaning and painting of Tower Street Bus Shelter (at the request of a member of the public at the last meeting):**
 (b) **Proposals by Councillor Crossland:**

This was deferred to the next meeting.

20/11 To resolve the creation of a Personnel Committee to accommodate the statutory duties on Flamborough Parish Council in respect of employment matters (terms of reference enclosed from ERNLLCA):

This was deferred to the next meeting.

21/11 To consider attendance at a playground inspection course, £45 per attendee (enclosed):

Nobody wished to attend.

22/11 Allotments:

- (a) **To report on the Clerk's monthly site visit and consider action re management matters**

A visit had not been undertaken due to the severe bad weather.

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

All plots are let.

- (d) **To consider granting permission for sheds, greenhouses, etc:**

There were no outstanding permissions.

23/11 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):

RESOLVED: (All in favour) that the public is excluded from the meeting.

24/11 To consider prices received for tree work at Camerons Gardens and Crofts Hill:

One price had been received.

RESOLVED: (All in favour) to accept the price from Paul Wilson (Advanced Trees and Grounds) in the sum of £500 to undertake the tree work, proposed the Chairman, seconded Councillor Couzens.

Signed as a true and correct record  Date ...08/02/11.....
Councillor F Villani, Chairman
Flamborough Parish Council

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