



FLAMBOROUGH PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING 16TH MAY 2011, FOLLOWING THE ANNUAL MEETING, METHODIST CHAPEL, FLAMBOROUGH

Present: Councillors I Woodhouse (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, Mrs K Johnson, V Leppington, Miss B Nettleship, R Sellick, Mrs M Sexton, M Smales, Mrs C Taylor, F Villani.
ERYC Ward Councillors R Harrap, C Matthews and J Wilkinson
3 members of the public
Clerk, Libby Woodhouse, recorded the Minutes.

110/11 To receive apologies for absence:

There were no apologies for absence.

111/11 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 – there were none.

112/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

PCSO Humphrey – reported there were 24 logs in April for Flamborough. 4 for anti-social behaviour and 6 reported crimes. A group of 9-13 year olds were stopped and fairway letters sent to their parents – there had been reports of them climbing on roofs, walls and trees. If anyone sees large groups of youths wandering in the village they should ring 0845 6060 222 to report it which will result in a patrol being sent up to deal with it. Any information can be reported to Andrea via her mobile (077795386902) however this number is NOT to report incidents. Incidents must be reported on the 0845 number so a log can be created and a patrol resourced. Andrea can be followed on twitter @PCSOAHumphrey – there will be regular updates on the jobs she has been dealing with and warnings given out to the public. Information can be passed to the public quickly this way. The Clerk will follow her on twitter. PCSO Humphrey left the meeting.

113/11 (a) To approve the Minutes of Parish Council Meetings of 4th April 2011:

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

(b) To note the Minutes of the Annual Parish Meeting of 4th April 2011:

RESOLVED: (All in favour) to note the Minutes of this meeting which will be approved at the next Annual Parish Meeting.

114/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):

Parish archive Minutes – Minutes have been bound by Hull Bindery and will be available to view at the meeting prior to being sent to archives at the Treasure House.

Quality Status – The Parish Council was re-accredited with Quality Status on 12th April; a press release was written by Alan Barker and printed in the Free Press. The Certificate has been received – there is no planned presentation as previously agreed.

Internal Audit – this took place on 14th April 2011 – the report is on the agenda for consideration.

External Audit – Notice of public inspection of accounts for year ended 31st March 2011 was given on 28th March 2011 (Notice on the Notice Board) that the public can inspect the accounts between 11th April 2011 and 15th May 2011. The audit date (and date for submission of the Annual Return) is 16th May 2011. These dates are set by the External Auditor (the Audit

Commission). The Audit will be submitted to the Audit Commission following the Council's agreement of the accounts and Annual Return at the meeting.

Flower Box planting – Councillor Mrs Sexton reported that this will be undertaken on 26th May by Outreach workers. An invoice will be submitted for the plants.

Deterioration of Properties, High Street – an anonymous letter has been received which is concerned with the bad state of repair of properties on High Street such as Jackie's Store, Kingstone Cottage and High Street Fisheries. Their name was not disclosed due to fear of any comeback. The Parish Council's policy is not to deal with anonymous correspondence.

Charlie's Gardens – Ongoing with the Solicitor. The Solicitor's letter has been signed and returned to agree to their terms and conditions. Councillors Leppington and Crossland will sign for the purchase of the property and these Councillors will need to complete a Money Laundering Form and provide evidence of identity (passport or photo driving licence) to the Solicitor as soon as possible, and be available during the day to attend to sign when required.

Conservation Area – ERYC has written confirming the appointment of Mr Ashton Hill of David Ashton Hill Architects to consider issues surrounding the potential extension of the Conservation Area as a result of the review in 2008. At the time, the Parish Council requested the Maitlands Field containing the ancient fishponds be included within the extension. There were reservations raised from other parties at the time. The consultant may contact the Parish Council.

The Eaves (next to Whinbrae), South Sea Road – after the last meeting, enquiries were made to ERYC planning enforcement and highways with regard to potential land encroachment. The Enforcement Officer looked into this last year and the fence is not a planning issue but he passed the query to the ERYC Terrier Section who deals with Council land. If no action has been taken, it is presumed that this is not an issue. ERYC Highways Officer reports that the highway ends at the rear of the footpath and the plan of adoption seems to correspond with the ownership plan. The grounds maintenance team cut the verge however there is an area of different shading on the plan which he has forwarded to the property department for investigation.

Footways, Flamborough – a request was made for a copy of the survey of footways in Flamborough undertaken by a company for ERYC. ERYC respond that the data has not yet been received for Flamborough. When the data arrives, it will be in coded format which the officer will put into a format that is easier to understand. The Officer will update the Parish Council when this is received.

Saturday 9th April 5.15 pm – Toilet Cleaner reported the gents blocked. Councillor Woodhouse looked at the work and it was a bigger job than just rodding the drains. 10th April the gents' toilets were closed. 11th April – 1st Choice Drains called out who jetted and cleared the blockage.

Bus Shelter – is being regularly cleaned out and disinfected by the Toilet Cleaner – the Council will consider paying an extra hour per week for the Cleaner to undertake this work at the next meeting. The Cleaner has also mended one of the doors to the Toilets which came off its hinges in windy weather at the beginning of April.

David Morton, 12th April - painted the wood around the bus shelter at Tower Street and the parish store door. The Council will write to thank him for this and for his work as a Councillor prior to the elections. Mr Morton had telephoned to say he was disappointed at not being elected but if his services were needed in the future, he would be happy to help.

Allotment Gates – these were installed on 20th and 21st April. Councillor Grainger had submitted an account for £20.50 for wood to stop up the gaps between the hedge and the new gates.

RESOLVED: (All in favour) that the Council pay this account, proposed the Chairman, seconded Councillor Mrs Johnson.

Clerk's Hours – The Clerk had a fortnight's leave at the end of April/beginning of May. Hours worked April – 51 plus 13 hours leave = 64.

Operators Signs, Playground – the Clerk had ordered two signs (£40) which will be ready next week. The Clerk will contact Councillor Crossland to board and install them when ready. The Clerk will order a new sign for Camerons Gardens as this has disappeared.

Dog Control Order Sign, Playground – the Clerk had contacted the ERYC Officer but had not received a reply. Ward Councillor Matthews will take this up with the Officer.

Finials, Fishermans Memorial – Councillor Crossland will ask John Crossland Jnr for a price to install them at the Memorial railings.

Good Councillors Guide – two copies given to Councillors Grainger and Miss Nettleship (no email) and the rest to be sent by email.

One Way Sign, School Close – Councillor Smales reported that this had been installed.

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

Dog Sign – had been removed and found and taken to Councillor Emmersons. Councillor Smales had made the fence safe as screws were sticking out.

Holes, Playground – these had been filled and turfed by Councillors Villani and Sellick.

Bolts trim, fence, swings – this had been tightened and trimmed by Councillors Villani and Sellick.

Bushes – are worn through in places – Councillor Crossland will replace these.

Inspections – the Clerk had removed a large amount of cans and bottles when inspecting.

115/11 Questions/Reports from Councillors and Committee Representatives:

Councillor Mrs Johnson – reported concern about the animal welfare of the hens roaming free at Crofts Hill as well as this being a danger to traffic. Two hens had recently been killed. Councillor Couzens will have a word with the owners of the hens.

Councillor Mrs Sexton – had contacted planning enforcement with regard to Ozzy’s as it is not supposed to be a takeaway although some takeaway functions are permitted. Enforcement cannot do anything. The Council will monitor the area for litter.

Councillor Mrs Sexton – reported that she had been approached by residents who were concerned that too much weedkiller had been used on the Green. Councillor Couzens reported that it was in the contract to weed kill around hard items. The Council will have a look at the situation and report back to the next meeting.

Councillor Emmerson – reported that the letter bin had been replaced at North Landing but this was at 30% less capacity so there was a lot of litter about. It was reported that no bins in Flamborough had been emptied over Easter weekend which had led to litter all over the place. The Clerk will write to ERYC to complain.

Councillor Emmerson – reported that there were 3 caravans to the rear of the DIY shop at Bempton Lane and all 3 were being lived in without planning permission. The Clerk will refer this to planning enforcement.

Councillor Smales – reported that the Village Hall had refurbishment work done – the walls had been painted and the floor sanded down.

Councillor Smales – reported that Flamborough School had received a “Good” Ofsted inspection – the school was very pleased.

Councillor Leppington – wished to place in the next newsletter the phone number of the help line for the digital switchover.

Councillor Villani – reported concern that ERYC had not responded with regard to temporary toilets at South Landing. The Clerk will write to the Chief Executive at ERYC.

Councillor Crossland – reported that the “No Horses” sign at the entrance to Danes Dyke had disappeared. The Clerk will write to ERYC to have it replaced.

Councillor Crossland – reported concern about the amount of tyres next to Monument Garage down an alleyway near Primrose Cottage. The Council will report this concern to the Fire Station.

Councillor Couzens – reported that ERYC quad bike teams had not undertaken weed killing in Flamborough – the Clerk will contact the Officer involved.

116/11 Chairman’s Report:

The Chairman had nothing to report but congratulated the Parish Councillors on their election and also the Ward Councillors for their election to ERYC.

117/11 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) 11/01451** – Installation of a manege to existing horse paddock
At land west of The Grange, Bempton Lane, Flamborough
For Mr & Mrs T P Houghton
Application Type: Full Planning Permission

Councillor Emmerson declared a personal interest (has had dinner with them), remained in the meeting, took part in discussion but did not vote.

RESOLVED: (12 in favour, 1 abstention) that the Council has no observations to make on this application, proposed Councillor Villani, seconded Councillor Couzens.

- (2) **11/01382** – Continued use of industrial unit as DIY centre for temporary period
At Flamborough Gas, Unit 11, Flamborough Rural Workshops, Bempton Lane, Flamborough
For Ms J Smith
Application Type: Full Planning Permission

RESOLVED: (12 in favour, 1 abstention) that the Council recommends that the application is refused and if the Officer is recommending a different decision, to refer it to the appropriate Committee. It was felt that the applicant has had three years which is a reasonable time to re-develop the other site at Chapel Street. There has not been any planning application to re-develop the other site. Proposed the Chairman, seconded Councillor Mrs Johnson.

- (3) **11/01832** – Erection of single storey extension to rear
At Lang Ness, South Sea Road, Flamborough
For Mr & Mrs R Leng
Application Type: Full Planning Permission

Councillor Leppington declared a personal and prejudicial interest (the applicant is neighbour and friend), 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 Council has no observations to make on this application, proposed Councillor Crossland, seconded Councillor Villani.

Councillor Leppington returned and resumed the meeting.

- (4) **11/01555** – Erection of a detached dwelling following demolition of existing dwelling and garage
At 36 North Moor Road, Flamborough
For TOC Holdings Ltd
Application Type: Full Planning Permission

RESOLVED: (All in favour) that the Council recommends refusal of this application as the proposals overfill the site and dwarf the other buildings in the area. It is overdevelopment and too large a footprint for the site. The brickwork gables are not in keeping with the existing streetscene. Proposed Councillor Councillor Crossland, seconded Councillor Smales.

118/11 To note/deal with correspondence as listed below:

05-May-11	ERYC, The East Riding of Yorkshire Council (On Street Parking Places and Revocation) (Civil Enforcement) Order 2011 (enclosed).
19-Apr-11	ERYC, Surface Dressing 2011-2012 – Lighthouse Rd, Flamborough.
14-Apr-11	Came & Co, Parish Council Insurance – change renewal date and 16 months cover for the price of 12 in exchange for a 3 year long term agreement.
13-Apr-11	Zurich Insurance, invitation to the Annual Local Council Advisory Service Seminar 11.
12-Apr-11	ERYC, Coastal Change Pathfinder Small Grants Fund
08-Apr-11	ERYC, Notes, Bridlington & Driffield Local Action Team Meeting, North Frodingham
07-Apr-11	ERYC, information regarding Bridlington Park & Ride Scheme 2011
07-Apr-11	Humberside Police Authority, Newsletter
07-Apr-11	ERYC, Salt Bin Audit1
06-Apr-11	ERYC, information on rough sleeper Outreach Service

05-Apr-11	Flamborough Head Project Officer, invitation to Storyboard Launch, 20 th April 2011, 2 pm North Landing and Spring 2011 Newsletter (enclosed)
01-Apr-11	ERYC, next Flood Liaison Group, 24 th June 2011, 1 pm. County Hall, Beverley
29-Mar-11	ERYC, Changes to consultations on applications for tree works.
April 2011	National Society of Allotment & Leisure Gardeners, call for response re government review of duties, including those with regard to allotments, & Newsletter.
Newsletters	ERNLLCA (April enclosed), Humber & Wolds Rural Community Council, East Riding Parish News.

119/11 Payment of Accounts:

(a) **To note payment of accounts to 30th April 2011 (See attached sheet):**

Councillor Couzens declared a personal and prejudicial interest (has account for payment) but remained in the meeting, took part in discussion but did not vote.

Councillor Crossland declared a personal and prejudicial interest (son has account for payment) but remained in the meeting, took part in discussion but did not vote.

Received

£433.38	HM Revenue & Customs	VAT Refund to 31 st March 2011
£17,250.00	Precept	
£11.65	18/04/2011	Toilets Donations Box
£7.18	05/05/2011	Toilets Donations Box

Chq No	Creditor	Net Due	VAT	Total
1990	ERYC, Toilets Rates 2011/2012	226.32		226.32
1991	ERYC, Annual Playground Inspection	66.67	13.33	80.00
1992	Mr D Walker, Internal Audit to 31st March 2011	91.00		91.00
1993	ERNLLCA, Annual Membership Renewal - to pay after AGM	579.19		579.19
1994	Npower, electric, street lighting 1/1/11-31/3/11	1,460.78	291.07	1,751.85
1995	H F Cowton, supply/install new allotment gates	1,378.63	275.73	1,654.36
1996	1st Choice Drains Ltd, jet blocked drains at toilets, 11/4/11	60.00	12.00	72.00
1997	KM & MR Couzens, Grounds Maintenance, cuts 2 & 3	494.00	98.80	592.80
1998	Shaw & Sons Ltd, Toilets supplies - washroom cleaner	50.93	10.19	61.12
1999-2001	Mr T Benson, Toilet Cleaning (April)	1,148.04		1,148.04
2002	Clerk Expenses (Apr)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	2.64		2.64
	Stationery	15.00		15.00
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Toll, Humber Bridge (hand in Q/S Appn to Alan Barker)	5.40		5.40
	Dell, Inkjets	49.97	9.99	59.96
	Toilets supplies, Brid Cash & Carry	32.93	6.60	39.53
2003	Garton Heritage Forge, work to War Memorial Railings	2,822.50		2,822.50
	Totals	8,533.50	717.71	9,251.21

RESOLVED: (11 in favour, 2 abstentions) to note the accounts as paid and agree payment of the following extra accounts.

Extra accounts for payment

Chq 2004	£81.93	Yorkshire Water, allotment water rates
Chq 2005	£166.86 inc VAT	ERYC street lighting maintenance 1/1/11-31/3/11
Chq 2006	£296.40 inc VAT	MR & KM Couzens, grounds maintenance cut 4
Chq 2007	£20.50	A Grainger, supply of timber for allotment gates

(b) To note budget for 2011-2012 and quarterly monitoring report (enclosed):

The Council noted the budget and report.

120/11 Year End Accounts:

(a) To approve the Year End Accounts to 31st March 2011 prepared by the Clerk (enclosed):

RESOLVED: (All in favour) to approve the year end accounts, proposed Councillor Smales, seconded Councillor Emmerson.

(b) To approve the updated Asset Register (enclosed):

RESOLVED: (All in favour) to approve the Asset Register, proposed Councillor Villani, seconded Councillor Mrs Taylor.

(c) To approve the Annual Return for External Audit – Section 1 Statement of Accounts and Section 2 Annual Governance Statement (enclosed):

RESOLVED: (All in favour) to approve the Annual Return, Section 1 Statement of Accounts and Section 2 Annual Governance Statement, proposed Councillor Mrs Sexton, seconded Councillor Smales.

(d) To receive the Internal Auditor’s Report for 2010-2011 (enclosed):

RESOLVED: (All in favour) to receive and approve the Internal Auditor’s report, proposed Councillor Mrs Taylor, seconded Councillor Smales.

121/11 To adopt a logo for Flamborough Parish Council from four finalists as judged by Flamborough School Council and Councillor Smales:

Four potential logos had been chosen by the School Council and Councillor Smales – one from each class. There was a gannet, cliffs with birds and sea, a wise owl and a lighthouse.

RESOLVED: (12 in favour) that the lighthouse design best represents Flamborough and would be the winning logo. Councillor Smales and the Clerk will present a certificate and book token at a School Assembly to the winner who was Danni Stork.

122/11 ERNLLCA

(a) To attend ERNLLCA training events (enclosed):

RESOLVED: (All in favour) that Councillor Miss Nettleship and the Clerk attend the “Role of the Councillor” Training at cost of £60, proposed Councillor Villani, seconded Councillor Emmerson.

(b) To consider attendance at the Spring Conference 10th June 2011, £50 per delegate (enc)

RESOLVED: (All in favour) that the Clerk attend at a cost of £50, proposed Councillor Sellick, seconded Councillor Mrs C Taylor.

123/11 To consider the enclosed request for the Parish Council to site a salt bin at Flaen Road, Flam, (the Parish can support a location that does not meet ERYC's criteria, guidance/cost enclosed):

RESOLVED: (All in favour) to respond that the Parish Council is not able to undertake this as it cannot put a salt bin on an un-adopted road as this is private property, proposed Councillor Leppington, seconded Councillor Villani.

124/11 To consider the enclosed request for a seat donation at North Landing:

Councillor Crossland reported that Mr Oxley Waud had this in hand and that Flamborough Holidays will undertake it. The Clerk to respond that Mr Waud will contact the person in question directly.

125/11 To approve permission for the Sports Club Trust's Gala at the Cricket Field on 14th August 2011: To note an application for approval was made by the Trust for the Car Boot Sale on 25th April – this was given subject to the usual conditions:

Councillor Woodhouse declared a prejudicial interest (Chairman of the Sports Club Trust), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Vice Chairman, Councillor Smales, took the Chair.

RESOLVED: (All in favour) that permission is granted to the Trust subject to the usual conditions that risk assessments and health and safety procedures are undertaken and observed and that the Trust takes complete liability for the event, proposed Councillor Mrs Johnson, seconded Councillor Villani.

Councillor Woodhouse returned and resumed the meeting in the Chair.

126/11 To note use of the Clerk's delegated emergency powers for drain clearance at the toilets on 11th April 2011 at a cost of £60.

The Council noted the use of emergency powers as detailed.

127/11 Playground –

(a) To replace or repair the matting under the gate:

The Clerk had obtained a second price and this was also £900. Councillor Leppington will undertake to replace it with a large rubber tile which it was thought would be the same size.

(b) At the request of a resident, to consider vehicles speed around the Village Green and consider signs to alert drivers to the playground/children playing:

It was considered that there was nothing that could be done other than refer the speeding issue to PCSO Humphrey and that signs detailing the playground were already in situ on street lights in the area.

(c) At the request of a resident, to consider re-siting the goal posts on the main Green because of annoyance being caused by football games to residents near the Little Green:

RESOLVED: (All in favour) to erect one set of goal posts and use the new sockets. This will be done by Councillors Grainger and Couzens. Proposed the Chairman, seconded Councillor Smales.

128/11 To review and confirm specifications for work to Fishermans Gardens:

The Council is still waiting for the anchor. Councillor Leppington had tried to get it out of the sea but it was stuck. He will have another attempt.

129/11 To consider a gate/drop post for the entrance to the Village Green – prices to be received from Councillors Couzens and Crossland:

Councillor Couzens reported he could get one for £75 plus installation but it would not be as strong as Councillor Crossland's who had priced one for £175 plus VAT installed.

RESOLVED: (All in favour) that Councillor Crossland arrange for the post to be installed at a cost of £175 plus VAT. Councillor Couzens will dig a hole. Proposed Councillor Mrs Taylor, seconded Councillor Sellick.

130/11 To consider refurbishing the Tower Street bus shelter/parish store:

The Chairman reported that any work to the shelter/store would require a building notice. Councillor Crossland felt this should be deferred to the future.

131/11 To consider an office for the Clerk:

It was felt that although the Clerk needs somewhere and it is not fair to keep Parish Council items at home and receive members of the public at home, the Council could not justify the huge expenditure that this would cost and there was currently nowhere to consider using as an office.

RESOLVED: (12 in favour, 1 against) that the Council leaves it as it is until an alternative can be discussed, proposed Councillor Villani, seconded Councillor Mrs Sexton.

132/11 To consider finance for Charlie's Gardens – Councillor V Leppington:

This will be deferred until July or until the purchase goes through.

133/11 Allotments:

(a) To review front hedge issue with regard to rubbish and whether this needs clearing:

On a recent site visit, the hedge was grown up with weeds, etc. This will be left until autumn.

(b) To review allotment rent (see enclosed allotment accounts analysis):

The Clerk had enclosed an allotment accounts analysis.

A proposal to raise rents by £1.50 per plot per year was defeated (6 in favour, 7 against).

RESOLVED: (10 in favour, 3 against) to raise rents by £1 per plot per year to £30, proposed Councillor Leppington, seconded Councillor Villani.

Councillor Mrs Sexton requested a recorded vote:

Councillor Woodhouse voted in favour of the proposal

Councillor Emmerson voted in favour of the proposal

Councillor Mrs Johnson voted in favour of the proposal

Councillor Grainger voted in favour of the proposal

Councillor Leppington voted in favour of the proposal

Councillor Villani voted in favour of the proposal

Councillor Crossland voted in favour of the proposal

Councillor Sellick voted in favour of the proposal

Councillor Mrs Taylor voted in favour of the proposal

Councillor Mrs Sexton voted against the proposal

Councillor Miss Nettleship voted against the proposal

Councillor Smales voted against the proposal.

(c) To report on the Clerk's monthly site visit and consider action re management:

Councillor Smales and the Clerk had undertaken a site visit on 11th May and reported that the site looked very good.

RESOLVED: (All in favour) that a Notice to Quit is served on the tenant of plot 59 due to non-cultivation. The plot had not been cultivated for some time. Proposed the Chairman, seconded Councillor Emmerson. The plot would need clearing – agenda for June's meeting.

(d) To let vacant plots:

Currently, non vacant. Five on the waiting list.

(e) To consider granting permission for sheds, greenhouses, etc:

There were no requests.

Signed

I. Woodhouse

..... Date ...6th June 2011.....

Councillor I Woodhouse

Chairman, Flamborough Parish Council