

FLAMBOROUGH PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING
4TH APRIL 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH**

Present: Councillor 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, Mrs C Taylor, I Woodhouse
Ward Councillor C Matthews
3 members of the public
Clerk, Libby Woodhouse, recorded the Minutes

75/11 To receive apologies for absence:

RESOLVED: To receive apologies of absence from Councillor Smales.

76/11 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.

77/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

Councillor Crossland – stated he was not declaring an interest in the planning application but he was not going to take part in discussion as he lives across the road. He stated that the plans were not right, they were out of date and some buildings had been demolished 30 years ago. There was not room for vehicular access.

78/11 To approve the Minutes of Parish Council Meetings of 7th March 2011:

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

79/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):

Parish archive Minutes – Minutes from 1998 to 2010 have been scanned to a memory stick. These were taken to Hull Bindery on 31st March to be bound into books and will be fetched back this week.

Quality Status – The application for re-accreditation was submitted on 31st March and will be considered by the panel on 12th April 2011. If Quality status is re-accredited the Council felt that a presentation was not necessary and that the Clerk should prepare a press release and also put it on the website.

Church Lane/West Street – residents reported a hole in the pavement to the Clerk who has reported this to ERYC – this has been mended.

Tower Street junction with Post Office Street – a letter has been received from Inspector Waddington informing us that ERYC's Mr Hiscott will be attending our next Parish Council meeting and hopes that this will resolve the issue – there has not been any contact from Mr Hiscott to attend.

Yorkshire Wildlife Trust – cannot attend the meeting on 4th April to discuss the fruit orchard at South Landing. They are now looking at a later date.

Yorkshire Wildlife Trust – Nature Tourism Seminar – this was attending by Councillor Crossland.

Clerk's Hours – 73 hours worked in February (extra due to work on the Risk Register and Standing Orders. 85 hours worked in March (extra due to elections, Quality status application). 18 hours of holiday hours 1st April 2010-31st March 2011 not taken as holiday – the Council felt this should be carried over.

Request for "No Horses" Sign at Crofts Hill – no response from Highways.

Internal Audit – will take place on 11th April 2011.

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).

Flamborough Relief in Need Charity – The term of office of Councillors Crossland and Mrs Sexton had expired. Two representatives will be needed for the next four year term after the elections.

CSV Action Earth Grants – this scheme has finished as the funders/sponsors (Morrison's) have pulled out of the scheme. There will not be any funding this year under this scheme to plant out the flower boxes. Councillor Mrs Sexton stated that she was looking at the planting being done by Outreach workers. The date for planting is to be 7th May between 2-4 pm. The Clerk will put it in the press.

Village Signs – Councillor Leppington reported Mr Tate had made the new sign to be re-fixed.

RESOLVED: (All in favour) that Councillors Leppington and Grainger could spend £30 on fixings for the signs to go back on the village entry planters.

War Memorial railings – work had started and was underway. Temporary fencing had been erected.

Allotment gates – Councillor Grainger reported this would be completed shortly

Logo – Flamborough School children had drawn Logos and these would be short listed by the School Council and Councillor Smales on 13th April. The finalists to be judged by the Council at the next meeting.

Flamborough School – Councillor Smales had asked the Clerk to report in his absence that the School had received an Ofsted inspection last week. The findings and report must remain confidential until after Easter however the School had reported that “the inspection had gone very well and the School was very happy”

ERNLLCA NE District Committee – 12th April at Hutton Cranswick – no-one was able to attend.

PCSO Humphrey – had emailed the logs – there had been 16 calls for service for Flamborough – one was for criminal damage and non for anti-social behaviour. PCSO Humphrey had placed consultancy papers in the Vic Club, Post Office and Co-op, Library, School and Rose & Crown asking what the people of Flamborough would like from their local officer. Her mobile number is 07795386902 but this is only a means of contacting her and NOT for reporting incidents.

Newsletter – March's newsletter had asked for forward planning ideas – there had only been one response.

Thanks – The Clerk thanked Councillor Villani for his help and support during his term as Chairman and the Council for the last four years.

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

This was noted.

80/11 Questions/Reports from Councillors and Committee Representatives:

Councillor Crossland – reported that he had attended the Yorkshire Wildlife Trust Seminar at Sewerby on 17th March and had found it a waste of time. YWT had ideas of how businesses are going to make money and planned to increase the footfall of green tourists by a factor of 3 however their ideas were stupid. The planned centre at South Landing would not have a café in it but only a coffee machine which is not as the planning application suggests.

Councillor Woodhouse – reported that he had been approached by residents about actions of the occupants of the new house built in the grounds of Whinbrae next to South Sea Way who had slowly removed the hedge which had been next to the property, filled in a ditch and over time had moved their fence over 2m outwards from their property. A lot of previously spare land had been incorporated into their garden.

RESOLVED: (All in favour) to write to ERYC Highways to ask where the extent of the highway is and ERYC Planning Enforcement to ask whether there has been a breach of planning.

Councillor Mrs Taylor – reported that there were bad potholes on Beech Avenue – the Clerk will report these to Highways.

81/11 Chairman's Report:

The Chairman had nothing to report.

82/11 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) 11/01212** – Construction of new vehicular access and dropped kerb
At Green Stacks, Carter Lane, Flamborough
For Mr Simon Tory
Application Type: Full Planning Permission

RESOLVED: (11 in favour, 1 abstention) to recommend that this application is refused. The Parish Council objects strongly to extra private parking on what is public land. The plans are out of date and not representative of what is on the ground. Proposed Councillor Woodhouse, seconded Councillor Sellick.

Planning Applications Refused by ERYC

DC/11/00304 – Erection of two storey extension to side and installation of 2 no. roof lights to rear at April Cottage, 5 Flaen Close.

83/11 To note/deal with correspondence as listed below:

- 23-March-11 Rollits Solicitors, offer of specialist planning services for Localism Bill – free seminar 29th or 31st March (am) in York.
- 16-March-11 NALC (National Association of Local Councils), Conference, 19th July, Sheffield, £97.50 + VAT, Communities in Action (localism bill).
- 15-March-11 CE Electric, New Ofgem Guaranteed Service Standards & Changes to Reporting Supply Fault Procedures in YEDL.
- 14-March-11 CE Electric, Consultation Event to help shape the future of electricity distribution across the region, 1st April, Leeds
- 11-March-11 Notes from Local Action Team Meeting, 11th March 2011 at Flamborough Village Hall
- March 11 Newsletters – ERNLLCA (enclosed), ERYC Parish News, The Clerk (see enclosed section on the Equality Act 2010).

84/11 Payment of Accounts:

(a) **To approve payment of accounts to 31st March 2011 (See attached sheet):**

Received

£3,498.06 VAT Refund

Chq No	Creditor	Net Due	VAT	Total
1977	Mr D Morton, paint for bus shelter	63.56		63.56
1978	ERYC, erection & part dismantle xmas lights & catenaries	1,602.38	320.48	1,922.86
1979	Npower, electric, toilets (estimated)	90.66	4.53	95.19
1980-83	PAYE (Mar)	1,314.48		1,314.48
1984	Clerk Expenses (Mar)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	11.52		11.52
	Stationery	15.00		15.00
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1985	NALC, Quality Status re-accreditation application	50.00	10.00	60.00
	Totals	3,197.10	335.01	3,532.11

Councillor Couzens declared a personal interest (has submitted and account for payment) remained in the meeting but did not vote.

Extra Accounts

Chq 1986 £220.00 Alan Tate, replacement village entry sign.
 Chq 1987 £435.00 Alan Tate, replacement finials, Fishermans Memorial
 Chq 1988 £190.00 Binding of Parish Council Minutes 1998-2010
 Chq 1989 £247.00 + VAT MR & KM Couzens, Grounds Maintenance Contract, Cut 1

RESOLVED: (12 in favour, 1 abstention) to pay the accounts including the extra submitted, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

The Clerk submitted the latest Budget Monitor which gave year end figures and the Council noted the document. Year end accounts would be submitted for approval at the next meeting. Councillor Leppington wished to place on the agenda for the next meeting how the Council would finance Charlie's Gardens.

- (b) **To give the Clerk delegated authority to pay the accounts at the end of April (due to the elections and the next meeting not being until 16th May):**

RESOLVED: (All in favour) to give the Clerk authority pay the accounts at the end of April, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

85/11 To adopt new model NALC Standing Orders following review at the last meeting:

“To adopt the new Standing Orders with amendments (1j – a person should raise a hand when requesting to speak, 1z - length of meetings shall be at the Chairman's discretion, take out 5axvii, 3bxiii - legal deeds to be signed by 2 Councillors, 11a – a rescission notice shall bear the names of 4 Councillors, 26 – keep in the Council and the Committee, 27b – should read the Chairman of the Council and not the Committee, and 30b – the value to be £10,000)”. Proposed by Councillor Mrs Taylor and seconded by Councillor Mrs Sexton.

RESOLVED: (All in favour) to adopt the new model Standing Orders as detailed above, proposed Councillor Mrs Taylor, seconded Councillor Mrs Sexton

86/11 To note correspondence from ERYC with regard to Charlie's Gardens. Terms been signed and returned to ERYC as previously agreed. ERYC Council approval has been received. The matter has now been passed to our Solicitor and ERYC Legal Section:

Terms had been signed and sent back as these did not vary materially to those the Council had previously agreed when agreement was made to pursue the purchase. The Clerk will update Councillors with the progress of the matter. It would be decided by the new Council who should sign at the Solicitors when it was known who had been elected. Councillor Mrs Sexton wished to record that she was strongly opposed to the purchase.

87/11 Playground:

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

The Clerk had received a quote from Creative Play to replace the matting under the gate – this was £950 (the same had cost £95 in 2006). Councillor Leppington will get the old rubber tiles from Danny Major's instead.

- Councillors Leppington, Grainger and Crossland will lay the rubber tiles
- Councillor Crossland will do the bushes at the swings
- Councillors Villani, Morton, Sellick, Grainger and Emmerson will do the bolts and holes and anything else at the working party one evening next week.

- (b) **To install lighting at the playground – Councillor R Sellick:**

Councillor Sellick reported that he had to pick up broken bottles and rubbish as a result of young people congregating in the playground after dark. The Clerk had gained approximate prices from ERYC to install a light (£2,000 approx to install a cable from the nearest light, £4,000 approx for a proper solar column). This subject was debated in details by the Council.

RESOLVED: (7 in favour, 5 against) to shelve the proposal, proposed Councillor Mrs Sexton, seconded Councillor Crossland. The Council will monitor the situation.

- (c) **To replace the Operator's signs:**

Councillor Crossland thought previously purchased signs were in the store.

RESOLVED: (All in favour) that if they could not be found to budget £100 for Barry Dixon to replace them, proposed the Chairman, seconded Councillor Mrs Taylor.

(d) To repair the base of the litter bin:

It was thought this did not need repairing, however, the working party would check it out.

88/11 To consider a request from PCSO Andrea Humphrey for £10 per month funding for a moped (along with Bempton and Boynton) to enable her to be more visible and patrol Flamborough and the villages easily and respond more quickly to issues (see enclosed):

The Clerk had gained legal advice from ERNLLCA as to whether the Parish Council has the power to undertake this. ERNLLCA had replied that if it was to enable the PCSO to carry out her duties involving travelling between Parishes the power the Parish Council could come from the Local Government and Rating Act 1997, Section 31(b) and (c), however it was borderline. There is no power for the Parish Council to use to pay for the PCSO's transport to get to and from work.

RESOLVED: (All in favour) that the Council is unable to go down this route and cannot provide funding, proposed Councillor Crossland, seconded Councillor Woodhouse.

89/11 To receive a report from the ERYC Parish Council Liaison Meeting, 17th March 2001 – Councillors Villani and Crossland:

The Councillors reported on the meeting.

- ERYC are trying to move from hard copies of planning applications to an electronic format however it could not be forced onto Parish Councils. There was no funding for laptops or screens available either. The larger parishes are trying the system.
- ERYC are no further ahead with where Flamborough lies in the Local Development Framework – this will be looked at in September time.
- The future of the Localism Bill for Parish Councils included being given the power to create Neighbourhood Development Orders which would create an involvement in planning for the locality however these would cost between £17,000 and £63,000 to undertake.

90/11 To review and confirm specifications for work to Fishermans Gardens:

Councillors Leppington and Couzens will get the anchor out of the sea and measure it so it would then be known how much space there would be for a planter. This will be considered on the next agenda.

91/11 To request a copy of ERYC's survey of Flamborough's footpaths (see enclosed from Nov 2010):

The Clerk will write to ERYC and request a copy of the survey.

92/11 To consider a gate/drop post for the entrance to the Village Green:

Councillors Couzens and Crossland will gain prices for this. It was considered that preventing damage being done to the Village Green and the potential harm for users of the Green by vehicles being driven round the Green outweighed the likelihood of needing to get an ambulance to the playground.

93/11 To consider the Emergency Plan – Councillor R Sellick:

Councillor Sellick had looked at the plan in detail and the Council thanked him for the work. Councillor Sellick will continue to keep working at the rolling document and the questionnaire to residents will go out with June's newsletter.

94/11 To consider refurbishing the Tower Street bus shelter/parish store – Councillor R Sellick:

Refurbishment had been discussed to extend the store for the Xmas Lights and cleaning stuff. This will be deferred to the next agenda for the new Council.

95/11 To consider an office for the Clerk – Councillor R Sellick:

Councillor Sellick had visited the Clerk's home to look at the requirements. Space was needed and also access for the public to the Clerk without encroaching on home life. The Clerk will find out how many Clerk's of a Council this size have an office. It was thought that all options should be considered – ideas to be brought forward for the next meeting.

96/11 To adopt the enclosed Press/Media Policy:

RESOLVED: (All in favour) to adopt the policy, proposed Councillor Leppington, seconded Councillor Couzens.

97/11 Allotments:

- (a) **To report on the Council's site visit (28th March) and consider action re management matters;**

The Council had undertaken a site visit on 28th March

Letter 2 will be sent to the tenant of plot 59 for non-cultivation.

The allotments were in a good condition and the Council was pleased.

Boundary markers for plots could do with renewing as these had largely been removed.

The Council was concerned about the state of the front hedge and that the track left for hedge cutting equipment had been eroded by plots and allotment rubbish being dumped in the hedge.

RESOLVED: (All in favour) to write to the Association stating that the Council is pleased with the condition of the allotments and to thank their Members, but to give the Association chance to endeavour to clear the bottom of the protected hedge prior to the Council getting a contractor to do the work which will be reflected in the rents and ask the Association to remind tenants not to encroach onto the track. Proposed Councillor Leppington, seconded Councillor Emmerson.

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

There is currently five applicants on the waiting list.

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

None

98/11 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) to exclude the press and public.

99/11 To consider any developments with regard to the stabling of horses on the allotments:

It had been noted on the site visit that the horses had gone. The Council will monitor the situation in the event that any further action is required.

Signed as a true and correct record
Chairman, Flamborough Parish Council

I. Woodhouse

..... Date ...16th May 2011.....