

FLAMBOROUGH PARISH COUNCIL
MINUTES OF MEETING OF 4 December 2018
7.30 PM, VILLAGE HALL, FLAMBOROUGH

Present: Councillors B Maxwell (in the Chair),
A Grainger, V Leppington, J Crossland, J Canning, C Taylor, J McCully, P Toft, D Morton,
P Couzens, J Murphy, Ward Cllrs Harrap and Matthews,
Clerk, Gill Wilkinson recorded the minutes
Three members of the public

122/18 To receive apologies for absence:

Apologies were received from Cllrs Sexton, Sellick and Ward Cllr Milnes

123/18 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:**
- (b) **To note dispensations given to any member of the Council in respect of agenda items below:**

Cllr Maxwell and Cllr Couzens declared a pecuniary interest in item 9 Accounts.

124/18 Public Participation Session

The PCSO informed the meeting that there had been a problem with a vagrant in the parish but this had now been resolved. There had been three minor arson attacks in the village and she was checking CCTV to locate the culprits for this. A special sergeant should be doing ad hoc checks on speeding in the village in the near future and issuing fines.

The purple youth bus for years 6 and 7 was now visiting the village on Thursday nights.

There had been some minor anti-social behaviour reports and she was investigating this.

124/6 To approve Minutes of Parish Council Meeting of 5 November 2018:

These were agreed and signed by the Chairman.

125/18 Questions/Reports from Councillors and Committee Representatives:

Cllr Leppington stated that the layby near the Village Hall on South Sea road was again disintegrating and he asked if a letter could be sent to ERYC from the parish council.

AGREED Clerk to write to ERYC about this.

Also there was rubbish by the footpath from Stylefield Road to Lighthouse Road and the drain needed clearing. Cllr Couzens thought that this was the responsibility of the landowner.

Cllr Leppington asked if the siting of outlook post on Lighthouse Road which had recently received planning permission could be on the agenda for January as he thought it had been built in the wrong place.

AGREED to add this to January agenda.

Cllr Taylor stated that lamp number 54 on Woodcock Road was not working so needed reporting to ERYC.

Cllr Grainger asked if the toilets were going to be left open on New Year's Eve for the Fire Festival.

AGREED to leave these open and Cllr Maxwell would lock them up after midnight.

Cllr McCully stated that the Fire Festival were not happy about the way they had been treated by the Parish Council and that they had been criticised unfairly. She reminded the Council that the Fire Festival had given £350 each to three local charities. She also stated that the Festival was giving free tickets for the event to school children. The Council then questioned whether people were being charged to attend or if it was only donations. It was noted that the Council had given

permission for the Festival to use the village green if the event was free to members of the public. There was a general debate about this.

Cllr Canning gave an update on the meeting of the Health Forum that she attended. She noted there was a campaign to save Scarborough Hospital now.

Cllr Maxwell informed councillors that if they kept details of residents for their council work they needed to be registered with the Information Commissioner Office. He also stated that according to ERNLLCA advice every councillor should have a business email address.

AGREED Clerk to check the details of this with ERNLLCA.

126/18 Clerk's Report:

The Clerk informed the Council of the following issues:

Benches in the Parish

The Clerk has worked with ERYC to produce a map of the benches at North Landing and South Landing together with information about the ownership of each bench.

A copy of this information can be supplied to any councillor who wishes to have this.

The benches around the Village Green are owned by Flamborough Parish Council and details of all these benches are also available from the Clerk.

Cllr Crossland informed the Clerk that two benches around the Village Green had been supplied and were maintained by him. These were the benches for Derek Harvey and Pete Traves. This was noted by the Clerk.

Cllr Grainger asked the Clerk to send him the complete list of benches. **AGREED** Clerk to send this list.

Christmas Lighting

The Christmas lighting should be on from Saturday 8 December until Saturday 5 January. The anchor bolts have now been tested and all have passed.

VAT return

The Clerk has completed the half year return for VAT which should be £1067.88. This has been sent to HMRC for approval.

ERNLLCA conference

The Chairman and the Clerk attended the ERNLLCA annual conference on 23 November. There were very good presentations on the planning process and parking enforcement. There will be trials for volunteers to monitor the speed of traffic in parishes and Flamborough will be sent further information about this when it is available.

Flamborough Fire Festival

The organisers have sent their certificate of insurance for the Council to check. If the Council need further documentation this can be supplied by the committee.

Creative Play Maintenance report

Creative play carried out an inspection and did not find any immediate problems. However there were a number of low risk issues which needed considering such as repainting the rocking toys and securing the goal posts. **AGREED** the Council delegate to the Clerk the responsibility of checking the report and agreeing a plan of maintenance with the Small Works Contractor.

Steps at South Landing

The Countryside Access Officer replied to the Clerks enquiry about the condition of the steps at South Landing. Work for the repair of these steps has been ordered and he stated that he would chase this up.

Hours worked

Hours worked until 28 November 2018= 65 hours 45 mins

Hours contracted for per month = 69 hours 20 mins

Hours in lieu accumulated = 44 hours

127/18 Correspondence

Email re topics for Overview and Scrutiny – this was noted

Email from Yorkshire Water re attendance at meetings – this was noted

Planning application no 18/03761/PLF which was a late application was discussed as correspondence and **no objections** were raised to this application.

Email re Fire Festival donation from Jane Emmerson – this was discussed and **AGREED** to add this as an item to the agenda in January.

Email re steps to Lifeboat station – this was noted

Email re Joint Local Access Forum – this was noted

128/18 To consider Planning Applications as listed below.

There were no planning applications.

The following approved Planning Applications were noted.

Proposal: External and internal alterations to storage building to allow use as 2 holiday lets with associated access and parking

Location: Store Manor House Tower Street Flamborough East Riding Of Yorkshire YO15 1PD

Applicant: Mr D Pinder

Proposal: Alterations and extensions to disused coastguard station to create single dwelling and increase of chimney height to 1A Coastguard Cottages, Lighthouse Road, Flamborough

Location: Coastguard Station Lighthouse Road Flamborough East Riding Of Yorkshire YO15 1AW

Applicant: Mr Zahid Iqbal

Proposal: Erection of first floor extension with balcony to front and side

Location: 2 Timoneer Drive South Sea Road Flamborough East Riding Of Yorkshire YO15 1AG

Applicant: Mrs J Sheard

129/18 To approve payment of accounts to 30 November 2018

The Council approved the following accounts:

Code	Cheque No	Description	Supplier	Net	VAT	Total
miscellaneous expenses	2976	Expenses	Scotts	105.00	0.00	105.00
s137	2977	Expenses	British Legion	18.00	0.00	18.00
water	2978	water supply	Yorkshire Water	38.98	0.00	38.98
maintenance		bench maintenance	A Grainger	233.50	0.00	233.50
grass cutting		grass cutting	MR and KM Couzens	262.00	52.40	314.40
wages		salary	staff	973.57	0.00	973.57
tel/broadband rental		Expenses	staff	27.00	0.00	27.00
mileage		Expenses	staff	61.40	0.00	61.40
wages		salary	staff	254.06	0.00	254.06
wages	2979	salary	staff	100.24	0.00	100.24
HMRC	2980	salary	HMRC	176.26	0.00	176.26
grass cutting/maintenance		keys	Dixons	12.00	2.40	14.40
maintenance		toilet maintenance	A Grainger	44.00	0.00	44.00
tel/broadband rental		mobile phone	EE T Mobile	13.86	2.77	16.63
water	2981	water supply	Yorkshire Water	38.98	0.00	38.98
water	2982	water supply	Yorkshire Water	137.78	0.00	137.78

office consumables	stationery	Post office	58.00	0.00	58.00
office consumables	stationery	Devil printers	64.73	12.95	77.68
TOTAL			2,619.36	70.52	2,689.88

130/18 Allotments:

The Clerk informed Council that the Clerk, Cllr Taylor and Cllr Toft worked on Saturday 10 November for the annual allotment rent collection. The amount collected so far was £2115.00. There were 77 plots on the allotment and 15.5 are these were currently vacant. In addition there are now 3 plot holders who have not paid their rent.

A second letter can be sent to these plot holders to remind them to pay.

The tenants who have recently taken over plot 41 would like to get 6 chickens for their plot and are seeking Council approval for this.

AGREED the tenants could have six chickens on their plot.

131/18 Fisherman's Gardens

Cllr Morton informed the meeting that he had produced a specification the work on Fisherman's Gardens. It was noted that the Council had already agreed in principle to spending money on improving these gardens and there was money in the budget so this design could go out to tender if agreed by the Council. The Council considered the specification proposed which was for 9 wooden planters of 6 x 2 metres on short legs that would sit on paving blocks. There would be three parts to the work which were:

- Clearing the existing plot of all shrubs and taking out first two inches of top soil (work to be carried out by the Small Works Contractor.)
- Putting planters in place with plants
- Adding gravel around the planters.

Cllr Crossland asked why the planters had to sit on paving blocks when the soil from the site could be completely removed and take the base to the concrete below. It was noted that this would increase the work to clear the plot and the amount of gravel needed would be significantly increased.

It was noted longer legs would be needed if the Council agreed to do this. This issue was debated by Council. Cllr Murphy stated that if longer legs were specified they could always be reduced if Council decided to only remove some of the topsoil,

RESOLVED Specification provided by Cllr Morton to be sent out for tender but with leg length increased.

132/18 Newsletter

Council agreed to the publication of December newsletter

133/18 Projects for 2019/20

The Clerk again asked Councillors for any suggestions for large projects for the 2019/20 financial year so that she could cost these out and add them to the budget. If there were none it would be difficult to carry out new projects in the future year.

134/18 Vacancy for Clerk/RFO

Council noted the resignation of current Clerk/RFO and that she would try to stay to allow a smooth transition to the new Clerk in the New Year.

As it was late in the evening the Chairman proposed that Councillors have an informal meeting in the next few days to agree to the following:

- Job Description and Person Specification
- Model Contract and Pay Scale

- Advertising
- Application Form

It was noted that Council had appointed Cllrs Morton, Taylor and Leppington to the Personnel Committee in May 2018. This committee had the responsibility for the selection and recruitment of parish council staff.

The meeting closed at 9.20 pm

Signed as a true and correct record by Chairman

_____ **Date** _____