



FLAMBOROUGH PARISH COUNCIL



1008

MINUTES OF PARISH COUNCIL MEETING 2ND SEPTEMBER 2013, 7.30 PM, WI HALL, FLAMBOROUGH

(Prior to the meeting a Surgery was held with Councillor Woodhouse & Councillor Morton)

Present: Councillors R Sellick (in the Chair), S Emmerson, A Grainger, V Leppington, D Morton, Mrs M Sexton, and I Woodhouse
Ward Councillor C Matthews (Councillor R Harrap had sent apologies)
PCSO Liz Smith
1 member of the public
Clerk, Libby Woodhouse, recorded the Minutes

168/13 To receive apologies for absence:

The Chairman informed the Council that Councillor Mrs Kate Johnson had resigned as she had moved out of the area. If an election is not called by 10 electors of the Parish by 18th September, the Parish Council can co-opt.

Apologies had been received from Councillors J Crossland, P Couzens, M Smales, Mrs C Taylor and F Villani.

169/13 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:**

Any Declaration of Interest made by Councillors are recorded at the appropriate Minute.

- (b) **To note dispensations given to any member of the Council in respect of agenda items below:** None

170/13 Public Participation Session (15 minutes):

Mr Paul Lawson – complained that a street light was missing on North Marine Road near his property. The Clerk had received other complaints and had referred the matter to ERYC for investigation already.
PCSO Liz Smith – had sent a report which had been sent round to all Councillors. Councillors and members of the public were asked to report any suspicious vehicle to the Police. The PCSO outlined recent problems with one van being driven suspiciously, a car that had been leaking diesel, a meeting she had with the ERYC Foreshores Manager about unauthorised parking at South Landing, there had been no further damage at the playground and that she had attended the Flamborough Gala and thought it was one of the best.

171/13 To approve Minutes of Parish Council Meeting of 1st July 2013:

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

172/13 To receive the Clerk's Report and Action Log (for information enclosed):

Small Works Contract – drains cleared at the toilets on 5th August 2013.

Charlie's Gardens – Grounds Maintenance Contractor requested to cut Charlie's Gardens on 7th August however had not yet been undertaken.

Commuted Sum award - £1960 in respect of the slide at the playground was received on 24th July.

Newsletters/Annual Reports – were all delivered by the Guides. A cheque was sent to them at the end of July however it got damaged and was returned to the Parish Council. Another cheque has been re-issued. A thank you card for the £200 donation has been received.

ERYC – 8th August – Grounds Maintenance Officer confirmed that the trees at the bottom of Danes Dyke will be cut.

Flamborough Football Club – has requested to use the Cricket Field for a football tournament on 31st August. As there was no meeting prior to this event, permission has been granted subject to the usual conditions for use of the field. In a separate issue, it has been noted that advertising signage has been placed on the MUGA netting which is in contravention of the lease of the field dated 29th June 2006.

- The Clerk will write to the Trust to say that it has noticed the signs and is monitoring the situation.
- There had been complaints about the parking on the roads near the field on the day of the football tournament and if the Club has another event they must have a parking steward or cones out.

Street lighting works – works agreed at June's meeting has been ordered following the receipt of signed wayleave agreements for the properties concerned.

Meeting with Yorkshire Air Ambulance – 2nd September at Ulrome re having a defibrillator in the village – Councillor Morton will attend

Buckrose Ward – A response was received from the Humber NHS Foundation Trust which is attached and seems very confusing but mentions a consultation. A link to the consultation had been received that day from the Bridlington Free Press and the Council will consider a response to it at the next meeting. A letter was also received from Greg Knight MP (attached).

EYMS – an email was received from EYMS on 30th July which was forwarded to Councillors stating that EYMS will revert to the old timetable and route from 30th September 2013. They hope that this will alleviate the problems experienced by residents this summer and they will consider what to operate in summer 2014 which will service the tourist and local resident market. They pass their apologies to those residents that have been inconvenienced this summer and thank the Parish Council for drawing this to their attention.

Lighting up War Memorial to commemorate WW1 anniversary – work not started on this yet.

Clerk's hours – The Clerk worked 32 hours in July and 32 hours in August (and took 64 holiday hours which total four weeks). 72 hours holiday remain for this year (4.5 weeks). The Toilet Cleaner is taking two week's leave at the end of September.

Councillor Smales – had asked that the Council write to the Rights of Way officer about the "private" sign on the gate at Maitlands

Allotment water bill – a high account of £215 had been received for the summer months. The Council will monitor this but felt it was due to the hot dry summer.

Broken toilet seat – will be mended/replaced by the Small Works Contractor.

Use of Little Village Green – in the Surgery, a written request had been received by a resident to use the Green – this will be on the agenda for the next meeting.

173/13 Questions/Reports from Councillors and Committee Representatives:

Chairman – reported a broken cradle swing at the playground. The Clerk will order a new one for the Small Works Contractor to install.

Councillor Woodhouse – reported that the Sports Club Trust Gala in August was a success and raised £6,000 profit for the Trust.

Councillor Grainger – reported that the pole with the "No Parking" sign on it next to the bus shelter at Crofts Hill had disappeared. The Clerk will ask ERYC to replace it.

Councillor Morton – reported that he attended a Community Partnership meeting with Yorkshire Ambulance Service for Parish Councils who may be interested in having a defibrillator in their village. He reported on the meeting and will get more information before the Parish Council considers it.

174/13 Chairman's Report:

The Chairman had nothing to report

175/13 `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) **13/02355** – Demolition of existing building
At Mereside Craft Centre, School Lane, Flamborough
For Mr P Lawson
Application type: Conservation Area Consent
- (2) **13/02354** – Erection of dwelling following demolition of existing building
At Mereside Craft Centre, School Lane, Flamborough
For Mr P Lawson
Application type: Full Planning Permission

Councillor Leppington declared a pecuniary interest in both items (1) and (2) as he rents space in the building, 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 objections to the applications (1) and (2), proposed Councillor Woodhouse, seconded Councillor Mrs Sexton.

Councillor Leppington returned and resumed the meeting

- (3) **13/02403** – Erection of a new storage tank with small odour control unit and control kiosk to house Northern Power HV Switchgear and Yorkshire Water Services HV Switchgear to be bound by a new timber post fence and access road
At Proposed Substation site, Beacon Farm Camp Site, Church Lane, Flamborough
For Mr Ken Wheatley
Application type: Full Planning Permission

RESOLVED: (All in favour) that the Council has no objections to this application, proposed the Chairman, seconded Councillor Woodhouse

Planning Applications Granted by ERYC

- (1) **13/00630** – Continued use of land as campsite and extension to existing campsite to accommodate up to 20 touring caravan pitches and 20 tent pitches (along with ancillary facilities block and use of existing building for storage) at Wold Farm, Bempton Lane, Flam
- (2) **13/01796** – Erection of a dwelling with detached garage at land south west of High View, The Green, Flamborough

176/13 To note/deal with correspondence as listed below:

27-Aug-13	Mrs C Traves, letter of thanks to Parish Council and Clerk (enclosed)
20-Aug-13	Zurich, Local Council Advisory Service 2013 – services and seminar 2013
July 2013	ERYC, notes from Community Partnership Meeting of 23 rd July and notice of next meeting on 11 th September 2013 at Hutton Cranswick Recreation centre at 9.45 am (emailed to Councillors).
July 2013	ERYC, Minutes from Flood Liaison Group, 31 st May 2013
June 2013	Minutes, East Yorkshire Town Councils Network
July/Aug 2013	East Riding Parish News (July and August) – emailed to Councillors Allotment & Leisure Gardener ERNLLCA Newsletter (July and August) emailed to Councillors (Aug enclosed)

177/13 Payment of accounts:

- (a) **To note payment of accounts to 31st July 2013, approve payment of accounts to end of August and September's wages:**

Schedule of Accounts paid to 31st July 2013

Chq No	Creditor	Net Due	VAT	Total
2313	Garton Heritage Forge, repair of weathervane	180.00		180.00
2314	Sutcliffe Play, supply & install new slide	4,393.56	878.71	5,272.27
2315	MR & KM Couzens, Grounds Maintenance cut x 8	262.00	52.40	314.40
2316	Zurich Municipal, Annual Insurance Premium	1,495.22		1,495.22
2317	MR & KM Couzens, Grounds Maintenance cut x 9	262.00	52.40	314.40
2318	Npower, street lighting, 1/4/13-30/6/13	1,473.52	294.70	1,768.22
2319	D Morton, paint for bus shelters	67.92		67.92
2320	1st Flamborough Rainbows, delivering newsletters/A.Reports (Cheque Cancelled as damaged - reissued Cheque 2325)			
2321-23	PAYE (July)	1,220.26		1,220.26
2324	Clerk Expenses (July)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	10.50		10.50
	Stationery	4.00		4.00
	Photocopying paper	2.35		2.35
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Toilets supplies	53.14	10.62	63.76
	Totals	9,473.97	1,288.83	10,762.80

Accounts for payment to 31st August 2013

2325	1st Flamborough Rainbows, delivering newsletters/A.Reports	200.00		200.00
2326	Npower, electric, toilets (read) 25/4-3/7	28.95	1.45	30.40
2327	AB Grainger, unblock drains at toilets (5th Aug)	25.00		25.00
2328	MR & KM Couzens, Grounds Maintenance cut x 10	262.00	52.40	314.40
2329	ERYC, replacement p/b street light 63	443.89	88.78	532.67
2330-32	PAYE (Aug)	1,284.75		1,284.75
2333	Clerk Expenses (Aug)			
	Telephone	8.00		8.00
	Broadband Connection	7.50		7.50
	Expenses towards working from home	12.00		12.00
	Postage	6.00		6.00
	Stationery	0.00		0.00
	Photocopying paper	2.35		2.35
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Inkjets, Dell	58.31	11.66	69.97
2334	MR & KM Couzens, Grounds Maintenance cut x 11	262.00	52.40	314.40
2335	Yorkshire Water, Toilets, 2nd qtr, automated reading	91.30		91.30
2336	PWS, sanitary services 13-14	140.00	28.00	168.00
	Totals	2,854.05	234.69	3,088.74

Received

£10.00	Allotment rent – plots 76a, 50b
£5.80	Toilets, donations box, July
£15.44	Toilets, donations box August
£1,960.00	ERYC, Commuted Sum – new playground slide
£80.21	YE, Wayleaves

PAYE to 30th September 2013

£1,280

Councillor Grainger declared a pecuniary interest in that he had an account for payment.

RESOLVED: (All in favour) to note the accounts paid in July, to pay the accounts as laid out for August and approve September's wages, proposed Councillor Mrs Sexton, seconded the Chairman

(c) To note the budget monitor to 31st August 2013:

This was noted.

178/13 Clerk's working facilities – Councillor F Villani:

Councillor Woodhouse declared a pecuniary interest as he is married to the Clerk, left the meeting for the duration of the item, did not take part in discussion and did not vote.

(a) To note the 1% pay award for 2013/2014 and backdated to 1st April 2013 in accordance with the National Joint Council (NJC) for Local Government Services agreement and employment contracts (enclosed):

This was noted

(b) Update of Chairman and Councillors visit to the Clerk's home on 4th February 2013 – Clerk's working facilities:**(c) To consider the Clerk's hours and time owing:**

These items were deferred until the next meeting.

179/13 To note that the ERYC Village Walkabout was cancelled on 16th August 2013, that this has been re-arranged for 0945 outside the Library on 3rd September 2013 and to identify routine work (Councillors C Taylor and D Morton are available to attend):

It was noted that the Village Walkabout had been cancelled on 16th August and would take place on 3rd September. Items were put forward for inclusion.

180/13 To approve September's newsletter (enclosed):

RESOLVED: (All in favour) to approve the newsletter with the amendment of removing Councillor Mrs Johnson's contact details, proposed the Chairman, seconded Councillor Leppington

181/13 Memorial Plaques:**(a) To approve cleaning work to the plaques – approve budget figure:**

RESOLVED: (All in favour) that in accordance with its powers under section 137 and 139 of the Local Government Act 1972, the Council should incur the following expenditure which, in

the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: £75 budget figure to have the memorial plaques cleaned, proposed the Chairman, seconded Councillor Mrs Sexton.

- (b) **To approve further investigation into the history of the plaques, ie, press, etc: (Resolve using powers contained in s137 Local Government Act 1972)**

Councillor Morton and the Clerk will visit Archives to investigate further.

- 182/13 To approve the purchase of a Remembrance Day wreath £20 (resolve using powers contained in s137 Local Government Act 1972):**

RESOLVED: (All in favour) that in accordance with its powers under section 137 and 139 of the Local Government Act 1972, the Council should incur the following expenditure which, in the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:£20 for a Poppy Wreath, proposed the Chairman, seconded Councillor Leppington

- 183/13 To approve that the Clerk submits an application to the 2013-2014 ERYC Local Grant Fund for the maximum allowed of £3,000 for ERYC to undertake work to replace the remaining eight street lights identified to be in poor condition in the ERYC Condition Report (total cost would be £3,067.92 – Parish Council to fund £67.92). If successful, this would leave outstanding the replacement of the column in poor condition at North Landing which could be budgeted for in 2014-2015:**

RESOLVED: (All in favour) that the Clerk submits an application to the 2013-2014 Local Grant Fund for £3000 for work to replace eight street lights, proposed Councillor Morton, seconded Councillor Mrs Sexton.

- 184/13 To approve purchase of the revised and updated reference book “Local Councils Administration” by Charles Arnold Baker, purchase price of £60 (SLCC member’s price):**

RESOLVED: (All in favour) to approve the purchase of the ninth edition of “Local Councils Administration”, proposed Councillor Emmerson, seconded Councillor Grainger.

- 185/13 To review the current Code of Conduct (see enclosed from ERYC):**

RESOLVED: (All in favour) to respond to ERYC that the Council felt that the old Code was easier to understand and made more sense, that it was not rolled out with any training for Councillors/Clerks, that the Council wanted prejudicial interests back as Councillors felt uneasy remaining in the meeting in certain circumstances and that the complaints referral mechanism is now unclear.

- 186/13 To consider changes to the Draft East Riding Local Plan – Major Changes Consultation (as attached). For Flamborough the major change is the inclusion of a new rejected site FLA12 at Bempton Lane:**

The changes were noted.

- 187/13 To approve £140/year to Professional Washroom Services for a three year contract for sanitary services and 2 bins at the toilets (5 year contract ends in September, no price increase for further 3 year contract):**

RESOLVED: (All in favour) to approve the 3 year contract in the sum of £140 per year, proposed Councillor Grainger, seconded Councillor Morton.

188/13 To consider the attached from Yorkshire Air Ambulance re sites for additional clothing banks:

The Clerk will respond that Flamborough already has a clothing bank to the rear of the Library and that there are not other suitable sites.

184/13 ERNLLCA:

- (a) **To approve attendance at the Day Training Seminar “Being a Good Employer” on 28th September 2013 in the sum of £70 plus VAT (attached):**

Councillors did not wish to attend

- (b) **To approve attendance at the ERNLLCA AGM, 19th September, 7 pm at Winterton (details to be emailed to Councillors)**

Councillor Morton will attend the AGM

- (c) **To consider attendance any of the Development Programme sessions (attached):**

Councillors did not wish to attend.

- (d) **NALC – to approve a response to the enclosed consultation with regard to the future role and strategy of NALC (details to be emailed to Councillors):**

This was noted.

185/13 To approve the recommendations as set out in the attached seats report with regard to:

- (a) **Work identified from the recent audit of seats:**

RESOLVED: (All in favour) that the Clerk will put the work identified out to tender (apart from the three seats which require removing as Councillor Woodhouse will undertake this free of charge) and include seats 16 and 40 and send details to local contractors with a return date of noon on 30th September 2013. Seat numbers 11 and 30 will be monitored and removed at the end of their serviceable life

- (b) **Seats Policy including registers of adopted and donated seats and their management:**

RESOLVED: (All in favour) that seats 19, 23 and 28 are placed on the Donated Seats Register and to approve the Seats Policy with the removal of the words “like for like” in paragraph 3(a)(2), and to approve the Register of Donated Seats and the Register of Adopted Important Seats, proposed the Chairman, seconded Councillor Leppington

186/13 Allotments:

- (a) **To report on the Clerk’s site visit and approve action for management of the site:**

A Notice to Quit will be sent to the tenant of plot 14, letter 1s to the tenants of plots 16, 57, 58, 71 and 55 following the receipt of advice from ERNLLCA. Northern Powergrid will be cutting the hedge away from the telegraph pole.

- (b) **To let plots and approve permissions:** There were none.

187/13 To approve work to the fencing to the rear of the toilets: This situation will be monitored.

Signed as a true and correct record*R Sellick*..... Date ...7th October 2013.....

Councillor R Sellick, Chairman