



FLAMBOROUGH PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING 4TH MARCH 2013, 7.30 PM, WI HALL, FLAMBOROUGH (Prior to the meeting there was a Parish Council Surgery)

Present: Councillors P Couzens (in the Chair), J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, Mrs M Sexton, Mrs C Taylor, F Villani and I Woodhouse.

Two members of the public

ERYC Ward Councillor C Matthews (apologies received from Cllr R Harrap and Cllr J Wilkinson).

PCSO Liz Smith

Clerk, Libby Woodhouse, recorded the Minutes.

42/13 To receive apologies for absence:

In the absence of the Chairman, Vice Chairman Councillor P Couzens took the Chair.

Apologies of absence had been received from Councillors R Sellick, M Smales and Miss B Nettleship

43/13 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 declarations 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 the agenda items listed below:**

None.

44/13 Public Participation Session (15 minutes):

Mr J Dyson – stated that residents were concerned about the state of litter and dog fouling everywhere.

Mr J Dyson, Flamborough Post Office – wished to comment on the planning application to re-site the door to the Tuck Shop from Tower Street to Post Office Street as part of the relocation of the Post Office to the Tuck Shop. He understood that there had been some concern from residents of Post Office Street regarding noise and safety. He wished to clarify that there were no queues outside the Post Office, not even at 9 am or on a Monday anymore. With longer opening hours at the Tuck Shop, there would not be any queues down Post Office Street. With regard to noise, the current Post Office door bangs however a proposed electric automatic door would be a lot quieter. With regard to safety, at the moment pedestrians cannot be seen outside the Post Office by motorists coming round the corner but on the other side of the street cars have to slow down to approach the Stop Sign so would be safer. In the long term, the Post Office cannot survive as a stand-alone business. New contracts mean a reduction in Post Office employees' salaries. The business will have to move to the Tuck Shop or the Co-op to survive. The Post Office would not be lost in the short term but would be in the long term.

PCSO Smith – Presented a report to the meeting. She had just started back at work again after being off work for a while. Before Christmas two local lads had smashed up a computer on the tennis courts at the Cricket Field and she had made them pick it all up. They had received fairway letters and there had not been any further problems. She had been horrified with graffiti on the pavilion which the Trust is dealing with. CCTV would have got the culprits. There is also graffiti on the side of the Village Hall. There had been one ASB log of banging on windows of cottages on Chapel Street. There had been youths riding quad bikes at Danes Dyke and nearby fields. She reported on persons going to Danes Dyke to chop down trees which she is actively pursuing. The sign in the island outside the Tuck Shop seems to be knocked down a lot. She is trying to set up more Neighbourhood Watch schemes.

The Council thanked her and she left the meeting.

45/13 To approve Minutes of Parish Council Meeting of 4th February 2013:

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

46/13 To review the Action Log and receive the Clerk's Report (for information enclosed):

ERNLLCA – Neighbourhood Planning Seminar – the agenda for the day on 8th March at Tickton has been forwarded to Councillors Crossland and Mrs Johnson. The Council has committed to sending three delegates. Cllr Crossland would let Cllr Couzens know if he could not attend.

Danes Dyke, Gullies and Fencing – ERYC's Highways Engineer has confirmed in an email that: "It was my intention to organise the works pre holiday season as per paragraph 3 of my e-mail 06/02/2012, flood remedial funding was acquired from Central Government and added to my area maintenance budget allocation. As you are probably aware our new financial year commences each April, unfortunately the unique scheme cost code came up with no funding attached for 2012/13. The funds were eventually reallocated between August and September hence I was unable to proceed as planned at the time. I can confirm the works (including new fence, footway surface and drainage improvements) will take place next month, please accept my apologies for the delay."

It was thought that this work had started.

Buckrose Ward, Bridlington Hospital – a response was received from the Chief Executive of the Humber NHS Foundation Trust as attached. This confirms that the Parish Council will be involved in any consultation exercise (if a consultation is required to remove services!). There was no reply from Greg Knight MP.

RESOLVED: (9 in favour, 1 abstention) to chase this up with Mr Knight, proposed Councillor Mrs Sexton, seconded Councillor Mrs Johnson.

Planning Enforcement, 8/11 School Lane – planning conditions requiring that "all surfaces of permitted walls including the rear elevations of the outbuildings, but excluding any walls faced or built in brickwork, shall be rendered and painted white" have not been complied with despite Breach of Condition Notices. Allowing time for family circumstances, ERYC has now commenced a prosecution against the applicant for failing to comply.

Cliff top steps, handrails – this repair work was carried out earlier in February.

Broken seat, North Landing – Councillor Emmerson reported a broken seat – the Richard Inman Blake seat – however this is not shown on our list of assets and is not in the Parish Council's ownership

Yorkshire Water, bathing water improvements – Yorkshire Water is working on the new outfall at Bridlington and also "model outputs" for Flamborough to identify any work required to Flamborough assets as reported at the last meeting. The Parish Council asked for a full breakdown of the work Yorkshire Water are/intend to carry out and what impact there will be on South Landing or other Flamborough sites. Also requested was information as to how Flamborough's sewage is currently treated/disposed of in order that we are aware of the full picture. Yorkshire Water has acknowledged our request so far.

Request to ERYC to remove sycamore seedling, West Street island – ERYC confirmed on 25th February 2013 that this has been removed.

Request to ERYC to investigate flooding on B1229 at Danes Dyke – acknowledged.

Fencing at Grange Farm – allotment tenants contacted me with concern re fencing erected at the back of the hedge at the allotments bordering Grange Farm and who would be responsible for cutting the hedge. I have spoken to the owners of Grange Farm who have put up the fence for privacy. The right of way at the back of the allotment hedge and the fence has been measured out by ERYC Officers and complies with whatever it should do. The owners of Grange Farm have confirmed that the hedge bordering the allotments is in their ownership and will continue to maintain and cut it.

Conservation Area Review – no response had been received as to when this will be completed. Ward Cllr Matthews will chase this up. If there is no outcome from this, the Clerk will refer the matter to the Chief Executive

Work to school ditch – this had not yet started as had been promised by the end of March. Ward Cllr Matthews will chase this up.

Rubbish clearance, allotments – has been undertaken to a cost of £900 and a Waste Transfer Note received. Plot 34 had also been cleared by the contractors in the sum of £60.

Clerk's hours – 48 hours worked in January (16 taken as leave), 64 hours was worked in February. The Clerk has 57 hours holidays remaining. Two weeks holiday planned for March (last two weeks as from 18th March – 32 hours). 25 holiday hours remain to carry forward.

Ward Councillor Harrap – reported there was a lot of rubbish at South Landing that he had asked to be removed prior to Easter.

ERYC Funding for Charlie's Gardens – The Clerk had raised a query with ERYC as the cheque that the Parish Council had returned to ERYC for the £2470 funding had not been cashed. ERYC will look into this.

Small Works Contract – prices had been gained from the Contractor to replace some guttering at the toilets (£77), check and unblock the drains at the toilets (£25) and replace broken glass in the Notice Board (£57). The Clerk requested that additional funds be made available for a tin of paint and painting to complete the guttering work to the required standard as this would take the value of the work over £100 (ceiling for the Small Works Contract).

RESOLVED: (All in favour) to approve a tin of paint/painting to complete the work to the guttering.

The Council requested that works to repair guttering on bus shelters at North Landing, Woodcock Road and Crofts Hill is priced and completed within the Small Works Contract.

47/13 **Questions/Reports from Councillors and Committee Representatives:**

Councillor Mrs Johnson – reported that the broken cover in the road at the junction of Tower Street and Lighthouse Road had not been repaired. Councillor Crossland reported Yorkshire Water are aware of it and it will be completed when YW have sourced replacement covers.

Councillor Villani – had noted that work had been completed to one of the ravines on the cliff top between South Landing and the Lighthouse. He asked that the Parish Council ask ERYC to replace a missing lat and fill in the steps at the second ravine (EYC17). The Clerk will write to ERYC.

Councillor Mrs Sexton – commented that both sides of the footpath at North End had been re-surfaced. The Council will write to Highways to say how much better this is, what a good job was made and to say thank you.

Councillor Emmerson – reported that light number 60 was out.

Councillor Crossland – complained that a truck containing gas canisters was being parked to the rear of the Post Office. This was blocking the roadway. The Council will report this to the Fire Service and Public Protection.

48/13 **Chairman's Report:**

Nothing to report.

49/13 **To note the Post Office's response to the Parish Council's consultation comments with regard to the relocation of the Flamborough Branch to the Tuck Shop (attached):**

Councillor Woodhouse acknowledged the points made by residents on Post Office Street however the comments from the Post Office and the Tuck Shop seemed to have explained and mitigated the concerns and he would be in favour of the re-location.

50/13 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) **13/00250** – Relocation of shop entrance following brick-up of existing access with installation of internal disabled access ramp
At Ye Olde Tucke Shoppe, Tower Street, Flamborough
For Mr Andrew Cooper
Application Type: Full Planning Permission
(Please also see enclosed correspondence from Mr & Mrs Cooper, The Old Tuck Shop)

RESOLVED: (6 in favour, 4 against) that the Parish Council has no observations to make on this application, proposed Councillor Woodhouse, seconded Councillor Villani.

An amendment proposed by Councillor Crossland and seconded by Councillor Grainger not to object to the re-location but to object to the proposed access was defeated. Voting was 5 in favour and 5 against. The Chairman used a casting vote and the amendment was defeated.

- (2) **12/02583/FL** – Erection of 1 no 50kw wind turbine of height to hub 24.6 m and blade tip 34.2m
At Reighton Nurseries, Hunmanby Road, Reighton, North Yorkshire
(Item on the agenda at the request of Mr D Hinde as the proposals, although not within Heritage Coast, are in close proximity to it and are potentially visible from Flamborough)

RESOLVED: (7 in favour, 3 against) that the Parish Council has no observations to make on this application, proposed Councillor Leppington, seconded Councillor Couzens.

- (3) **13/00376** – Conversion of barn to 1 no dwelling
At Grove Farm, Church Lane, Flamborough
For Mr Craig Davies
Application Type: Full Planning Permission

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

- (4) **13/00570** – Erection of a replacement dwelling
At Seacliffe, Selwick Drive, Flamborough
For Mr G Fletcher
Application Type: Full Planning Permission

RESOLVED: (All in favour) that the Parish Council recommends that this application in approved, proposed Councillor Crossland, seconded Councillor Mrs Sexton.

51/13 To note/deal with correspondence as listed below:

- | | |
|-----------|---|
| 26-Feb-13 | ERYC, Community Partnership meeting, noon, 11 th March, Burton Fleming Vill Hall. |
| 21-Feb-13 | Police & Crime Commissioner, public consultation meetings – 7 th March, Beverley Arms Hotel, 6-8 pm (emailed to Cllrs on 21 st Feb) |
| 15-Feb-13 | ERYC, details of YORswitch, collective energy switching scheme (emailed to Cllrs on 20 th Feb and details put in newsletter) |
| 11-Feb-13 | ERYC, Coast Change Drop In Sessions – 25 th February at Skipsea Village Hall. |
| 11-Feb-13 | ERYC, Draft Homelessness Strategy 2013-2018, comments by 4 th March (emailed to Councillors on 11 th Feb) |
| 07-Feb-13 | ERYC, Flood Liaison Group, 31 st May 2013, 10 am, County Hall, Beverley |
| 07-Feb-13 | Hull City Council, Hull Core Strategy – withdrawn to make way for revised document Newsletters – ERNLLCA February (enclosed) |

52/13 Accounts:(a) **To approve payment of accounts to 28th February 2013** (see attached sheet):**Received**

£90.00 Allotment rent
 £6.01 Toilets Donations Box

Accounts Paid

Chq 2253 £35.00 Information Commissioner, Data Protection
 Chq 2254 £53.19 Inc VAT, NPower, toilets electric

Chq No	Creditor	Net Due	VAT	Total
2255	ERNLLCA, delegate to Spring Conference, 12th April	70.00	14.00	84.00
2256	The Play Inspection Company, Annual Inspection	65.00	13.00	78.00
2257	United Carlton, photocopying 15/11/12-18/02/13	13.48	2.70	16.18
2258	ERYC, street light maintenance 1/10/12-31/12/12	135.00	27.00	162.00
2259-61	PAYE (Feb)	1,200.70		1,200.70
2262	Clerk Expenses (Feb)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	3.60		3.60
	Stationery	0.00		0.00
	Photocopying paper	9.49		9.49
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Totals	1,546.77	56.70	1,603.47

Councillor Couzens declared a pecuniary interest (as a contractor he had invoices for payment), left the meeting for the duration of this item, did not take part in discussion and did not vote. Councillor Woodhouse took the Chair for this item.

The Clerk asked for three extra accounts to be approved for payment

Chq 2263 £1,080 inc VAT, MR & KM Couzens, allotment rubbish clearance
 Chq 2264 £72.00 inc VAT, MR & KM Couzens, plot 34 clearance
 Chq 2265 £37.83 Yorkshire Water, toilets water rates

RESOLVED: (All in favour) to pay the accounts as submitted, proposed Councillor Mrs Sexton, seconded Councillor Mrs Johnson.

Councillor Couzens returned and resume the meeting in the Chair.

(b) **To note budget monitor report:**

Noted.

53/13 East Riding Draft Local Plan:(a) **To receive a report from Councillor Crossland and the Clerk from the ERYC Meeting held on 6th February to discuss the Draft Local Plan (copy of presentation enclosed):**

Councillor Crossland and the Clerk presented a verbal report of the planning meeting.

- (b) **To review and comment on the Local Plan consultation documents (report and summary document enclosed) in terms of:**
- **Draft Strategy Document; and**
 - **Draft Allocations Document and Policies Map (Flamborough allocations) enclosed:**

RESOLVED: (All in favour) to accept the three sites for residential development in Flamborough as submitted as part of the Draft Local Plan Allocations Document (land north west of Woodcock Road, land to the north of High Toft and land at Hartendale Farm), proposed Councillor Mrs Sexton, seconded Councillor Mrs Taylor.

- (c) **To review the enclosed ERYC response to the Parish Council's query as to whether there is sufficient protection given to the Heritage Coast under the new Local Plan and to determine any further action (see email of 29th Jan and re-circulated):**

The Council noted the ERYC response.

- 54/13 To approve March's newsletter, copying and distribution to the Library, shops, Post Office, etc:**

RESOLVED: (All in favour) to approve the newsletter, copying and distribution, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

- 55/13 To approve an annual NICEIC Certificate at the toilets:**

RESOLVED: (All in favour) to arrange for Maltby's to carry out a NICEIC test to the toilets.

- 56/13 To approve a response to correspondence from two residents living near the Village Green who wish to plant trees on the Green in memory of late husbands (enclosed):**

RESOLVED: (All in favour) as a one off, to grant permission for the trees to be planted within the Village Green fence opposite Charity Cottage, to leave enough room for a mower, that the trees should be watered until they get established and should be one of three noted varieties, proposed Councillor Couzens, seconded Councillor Woodhouse.

- 57/13 To approve identified work from the enclosed Annual Playground Inspection report and give special consideration to the retention of the slide:**

Councillor Villani had to leave the meeting as he was on-call and was called away to work.

Councillor Couzens will remove the weeds and grass from the edge of the wetpour surfacing. Debate took place regarding whether to repair or to remove and replace the slide given its age, non-compliance with BS EN standards and that it was now a moderate risk because of severe corrosion to the supports. The Clerk and Councillor Grainger will price for repairs and replacement. The Clerk will price for new swing chains.

- 58/13 To review discrepancies in correspondence received from Mr S Robson from ERYC (15th Feb) and ERYC to the Parish Council (16th Jan) with regard to the felling of a tree in the highway outside 111 Constable Road and approve a further response to ERYC to:**

- **Query why one letter states "the removal of the tree was deemed appropriate" and the other letter says "permission was not granted to remove the tree" and**
- **as permission was not granted, what course of action will be taken:**
- **Request the site is restored and a new tree planted but not at the tax payer's expense:**

RESOLVED: (All in favour) as there is conflicting responses to refer the matter to the ERYC Chief Executive and ask for a clear and definitive response as to what actually happened, proposed Councillor Woodhouse, seconded Councillor Mrs Sexton.

59/13 To approve permission for the Flamborough Pre-School to use the Village Green for a Dog Show and Fete on Sunday 9th June 2013 (refreshments to be sold in the WI Hall):

RESOLVED: (All in favour) to grant permission for the event, subject to the usual conditions (ie, public liability insurance, risk assessments), proposed Councillor Mrs Johnson, seconded Councillor Mrs Sexton.

60/13 To approve permission for the Sports Club Trust to use the Cricket Field for the Car Boot Sale, Easter Sunday 31st March 2013 and the Gala, Sunday 11th August 2013:

RESOLVED: (All in favour) to grant permission for the events subject to the usual conditions, proposed Councillor Mrs Sexton, seconded Councillor Mrs Johnson.

61/13 To approve a new lantern required for light 63 in the sum of £443.89 as enclosed:

Councillor Crossland wished it to be noted that he strongly objected to the replacement of the lantern, that the letter does not stand up as it was stated that an ignitor had been replaced whereas there was none in the lantern and the bracket could be tightened with two screws.

RESOLVED: (5 in favour, 4 against) to replace the lantern as the contractors had advised and to ask for the old one to be returned to the Parish Council, proposed Councillor Mrs Sexton, seconded Councillor Mrs Taylor.

An amendment proposed by Councillor Emmerson, seconded by Councillor Leppington to query the letter before the lantern was replaced was defeated by 5 against to 4 in favour.

62/13 To approve joining a Parish Council network as enclosed from Burton Agnes PC:

This was noted.

63/13 To approve inclusion of Charlie's Gardens within the grass cutting contract and frequency:

Councillor Couzens declared a pecuniary interest in as much as he is the Parish Council's grounds maintenance contractor, left the meeting for the duration of this item, did not take part in discussion and did not vote. Councillor Woodhouse took the Chair.

Councillor Crossland recommended that the Community Payback Team is used. He will contact them to see if they can assist – this will be discussed at the next meeting.

Councillor Couzens returned and resumed the meeting in the Chair.

64/13 Allotments:

- (a) **To receive the response from ERNLLCA with regard to Data Protection (enclosed). A letter has been sent to the Flamborough Allotments and Gardens Association asking for their approval to register with the Information Commissioner and of the "concordat" prior to proceeding (as advised by ERNLLCA):**

Mr Hall, the Chairman of the Allotment Association, had been advised by the Information Commissioner's Office that as a registered charity the Association did not need to be registered.

RESOLVED: (All in favour) that the Parish Council approves the proposed agreement between the two parties as advised by ERNLLCA and that the Allotment Association provides in written form the advice from the Information Commissioner's Office. The agreement will go into the letter to tenants and be specified in the Advice Note given to tenants as part of their Tenancy Agreements, proposed Councillor Couzens, seconded Councillor Crossland.

(b) To receive and approve the response from ERYC with regard to bonfires on site:

There was agreement that there should not be any change to the Council's position which is that the Council does not allow bonfires on site.

(c) To review the position with regard to plot 34 (see enclosed):

Councillor Mrs Sexton left the meeting at this point.

RESOLVED: (6 in favour, 2 abstentions) that as the Council has given the outgoing tenant and family sufficient time to organise clearance and as the Council has incurred the cost of £60 to clear plot 34, an invoice should be sent to the outgoing tenant to recover this expense in accordance with written and verbal requests that the plot is cleared, Paragraph 2.24 of the Tenancy Agreement and Allotment Act 1950 Section 4(1). Proposed Councillor Woodhouse, seconded Councillor Mrs Taylor.

(d) To receive a report on the Clerk's monthly site visit and approve action required:

Councillor Smales, the Clerk and Mr Hall visited the site on 4th March 2013. Generally the site was looking good and the rubbish clearance work had been undertaken. Letter 1s will be sent to tenants of plots 14 (non-cultivation) and 25b (rubbish against side of piggeries).

(e) To let plots and grant permissions:

Two plots are in the process of being let after which there will be 6.5 vacant plots (5 full plots and 3 half plots).

Signed as a true and correct record ...*R Sellick*..... Date ... 8th April 2013.....

Councillor R Sellick

Chairman, Flamborough Parish Council