



**FLAMBOROUGH PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
18th MAY 2015, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors J Crossland (in the Chair), A Grainger, V Leppington, D Morton, Mrs M Sexton, Mrs C Taylor, Ward Councillors R Harrap and C Matthews
Two members of the public
Clerk, Lynne Dennis, recorded the minutes

35/15 To receive apologies for absence:

No apologies for absence were received.

36/15 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 agenda items below:**

None

37/15 Public Participation Session (15 minutes):

Resident

- Following the sale of Thornwick Camp to Bourne Leisure it was suggested that a letter of thanks be sent on behalf of the Parish Council thanking the outgoing owners for all their support over the years.

38/15 To approve Minutes of Parish Council Meeting of 13th April 2015:

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

39/15 To receive the Clerk's Report and Action Log:

Councillor Vacancies – following the election of 7 May 2015, Flamborough Parish Council has 7 councillor vacancies. Currently the parish council has a fixed number of 13 councillors and as such the council can only take action if it can make a quorum (one third of the total number of seats =5). The council has the power to co-opt to fill these vacancies, however if this is not done within 35 working days after 7 May, the unitary council may order a new election to fill the unfilled vacancies at a cost to the parish council, therefore the council needs to be pro-active in recruiting new members.

In order to reduce the number of councillors on the parish council, the council can initiate a community governance review whereby electoral arrangements can be altered. The power to create and dissolve local councils in England is vested in the unitary council (ERYC). Advice from ERNLLCA has suggested that such a

review would take a minimum of 12 months to complete. Further information will be presented at June's meeting on the process and to decide if this is a course of action the council wants to pursue.

Internal Audit – has been completed and final report is due to be received shortly. The report, findings and final accounts for 2014-15 will be presented at June's meeting for approval.

Council Office Space – ERYC contacted again regarding the future use of the Citizen Link building in the village. A review of citizen link provision is due to be undertaken in May/June 2015 after which they should be able to confirm a way forward.

Woodcock Memorial Playing Fields – tree works commenced on 07/04/2015 and have now been completed. A complaint was received from a resident of South Sea Mews as to the perception of what work was to be undertaken. The Clerk met with Alan Hemingway and the resident on 21/04/15 to review the work, Mr Hemingway approved the work completed but suggested that several additional branches could be removed to meet the resident's expectations. It was clarified that the language of the letter sent to residents on South Sea Mews informing them of the tree work may appear misleading, for example 'height reduction' did not refer to the overall height of the tree which had caused some confusion. The additional work was discussed with the tree surgeon who came back on 23/04/15 to remove the additional branches as identified.

Crofts Hill Pump – the renovation work to the pump has now been completed. On behalf of the Council I would like to thank Councillors Crossland and Grainger and the outgoing Chairman Ian Woodhouse for their hard work on the project and ensuring it was finished in time for the Tour de Yorkshire passing through the village.

Lighthouse Car Park – following PCSO's Smiths April meeting report on the signage at car park, the Clerk reported this to ERYC. Streetscene Services have conducted a review of the car park signage and as a result improvements will be made to various signs including the exit signs.

Clerk's hours – 64 hours worked in April, no hours in lieu.

40/15 To approve co-option actions to fill seven councillor vacancies:

Following the Clerk's report item 12 was moved up the agenda for discussion.

A discussion took place regarding the options available as a result of only 6 councillors being elected in May 2015 leaving 7 councillor vacancies. The Clerk had prepared documents for advertising the vacancies to fill them by co-option as advised by ERNLLCA to ensure that the council can operate as a quorum in the absence of any councillors from subsequent meetings. It was proposed that a Community Governance Review request be initiated by the council to reduce the number of councillors from 13 to a more proportionate number that may be more easily filled given the lack of interest at the recent parish council elections. In order to begin this process a petition stating the request needs to be prepared and signed by at least 250 electors within Flamborough supporting the proposal, East Riding of Yorkshire Council will then review the application and undertaken the review if approved.

RESOLVED: (All in favour) that no action is taken at this time to advertise councillor vacancies for co-option. The council will prepare a petition and request a Community Governance Review to reduce the number of councillors on Flamborough Parish Council.

41/15 To receive the Ward Councillors report:

- Councillor Harrap congratulated the village on the work done to prepare for the Tour de Yorkshire.
- A reminder of the Ward Councillor surgeries held on the last Saturday of every month (except August and December) between 10 and 12 at Bridlington Central Library. These surgeries are open to all residents to discuss any issues or problems.

It was proposed that a letter of thanks be sent to outgoing councillor John Wilkinson for his support of the parish council.

42/15 Questions/Reports from Councillors and Committee Representatives:

Councillor Sexton

- Requested that the WI be granted permission to use the village green on 16 June 2015 as part of the 100 anniversary celebrations of the WI. This was agreed subsequent to the production of satisfactory evidence of relevant documentation and permits.
- Requested on behalf of Flamborough Pre-School that permission be given to use the village green on 19 July 2015 for use in the annual dog show. This was agreed subsequent to the production of satisfactory evidence of relevant documentation and permits.

43/15 Chairman's Report:

None.

44/15 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) **15/00836/REM** – Erection of 15 no. dwellings (further to outline planning permission 13/01159/OUT)
Land West of 2 Flaen Road, Flamborough
For Mr and Mrs Bryan Brown
Approval of Reserved Matters

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (2) **15/01089/PLF** – Change of use of existing greenkeepers storage shed to two holiday units
Flamborough Head Golf Club, Lighthouse Road, Flamborough
For Flamborough Head Golf Club
Full Planning Permission

RESOLVED: All in favour that the Parish Council recommend refusal of the application on grounds of access/egress to the site.

- (3) **15/01235/PLF** – Erection of two storey and single storey extensions to rear (revised scheme of 15/00010/PLF)
28 Tower Street, Flamborough

For Mrs Anne Hunter
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (4) **15/00919/PLF** – Erection of a stable building
Land North West of Northstead Lodge, Bempton Lane, Flamborough
For Mr J Hesp
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (5) **15/01276/PLF** – Erection of a retail unit with car parking, servicing, installation of ATM, cycle parking, landscaping and associated works following demolition of redundant funeral directors and workshop buildings
Waud Brothers Limited, Allison Lane, Flamborough
Warrior Developments Limited
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council had no observations to make on this application and recommend approval.

Planning Applications Granted by ERYC

- (1) **15/00149/PLF** – Relocation of sewage pumping station and vehicle access as part of rollback from coastal erosion
Land South of Headland Car Park, Lighthouse Road, Flamborough

45/15 To note/deal with correspondence as listed below:

| | |
|--------|--|
| Apr 15 | ERYC ABS Statistics – emailed 21/04/15 |
| Apr 15 | ERYC Parish News – emailed 21/04/15 |
| May 15 | ERYC Parish News – emailed 05/05/15 |

46/15 Accounts:

- (a) **To approve payment of accounts to 30th April 2015 and May's wages (enclosed):**

Accounts for Payment

Received

| | |
|------------------|---------------|
| Allotment Rent: | £15.00 |
| Toilet Donation: | £11.27 |
| Total: | £26.27 |

Schedule of Accounts for Payment 30th April 2015

| Chq No | Creditor | Net Due | VAT | Total |
|--------|---|----------------|---------------|----------------|
| | | £ | £ | £ |
| 2546 | Miss L Dennis (Apr) | 876.36 | - | 876.36 |
| 2547 | Mr G Liddan, Toilet Cleaning (Apr) | 228.94 | - | 228.94 |
| 2548 | HMRC Tax/NI (Apr) | 130.77 | - | 130.77 |
| 2560 | Clerk expenses (Apr) – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20; postage £7.76, stationery £39.22 | 94.48 | 3.08 | 97.56 |
| 2551 | NALC: LCR Subscription | 17.00 | - | 17.00 |
| 2552 | AB Grainger: Material for repairs to pump | 31.00 | - | 31.00 |
| 2553 | AB Grainger: Repairs to notice board | 160.00 | - | 160.00 |
| 2554 | Npower: Toilets 23/01-24/04/15 | 52.69 | 2.63 | 55.32 |
| 2555 | Mick Bull Trees & Landscapes | 2350.00 | 470.00 | 2820.00 |
| 2556 | MR & KM Couzens: Grasscut 1 | 247.00 | 49.40 | 296.40 |
| 2557 | MR & KM Couzens: Grasscut 2 | 247.00 | 49.40 | 296.40 |
| 2558 | MR & KM Couzens: Allotment spraying | 75.00 | 15.00 | 90.00 |
| 2559 | D Morton: Mobile Phone Contract () | 89.10 | - | 89.10 |
| | | | | |
| | Totals | 4599.34 | 589.51 | 5188.85 |

May wages £1200 (projected)

- Councillors Grainger and Morton declared pecuniary interests and did not take part in discussion and did not vote.

RESOLVED: (All in favour) to accept the accounts as stated.

47/15 To approve councillor attendance on ERNLLCA 'Being A Good Councillor' training:

RESOLVED: (All in favour) that Councillor Morton attend training sessions.

48/15 To approve replacement of pole bracket for light 46 on Tower Street at a cost of £403.66 + VAT:

RESOLVED: (All in favour) to approve pole bracket replacement.

49/15 Seats:

(a) To approve repairs to seat 28 (Robert Marshall – Crofts Hill) £140 as per quote:

RESOLVED: (All in favour) to approve repairs to seat 28.

(b) To consider a request to add an additional plaque to seat 44 and replace existing plaque:

RESOLVED: (All in favour) to approve additional plaques subject to payment being received from the seat donor.

50/15 Allotments:

(a) To report on the Council's site visit and approve action for management of the site:

- Plots are looking generally tidy and a big improvement was noted on plot 14 from the hard work of the new tenant.
- Improvements/responses received to non-cultivation letters sent following April's site visit.
- Plot management letters to be sent to two tenants for non-compliance with the tenancy agreement.
- Complaint received from a tenant following spraying of vacant plots – council to respond

(b) To let plots and approve permissions:

2 new applications for plots were approved.
Permissions for plot 61b were approved.

Signed as a true and correct record *J Crossland* Date 1st June 2015
Chairman, Councillor J. Crossland