



**FLAMBOROUGH PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
2nd NOVEMBER 2015, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors J Crossland (in the Chair), P. Couzens, A Grainger, V Leppington, D Morton, Mrs M Sexton, Mrs C Taylor

Twenty four members of the public

Clerk, Lynne Dennis, recorded the minutes

124/15 To receive apologies for absence:

Apologies were received from Councillor R Sellick and Ward Councillor Matthews.

125/15 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

126/15 Public Participation Session (15 minutes):

Planning Application Crab Pot Model Shop

With regard to the application to be considered at agenda item 9(1), a resident wished to state that the reason for seeking to return the premises to a residential dwelling was that there had been no interest from any parties either to rent or buy the property to continue as a shop.

Flamborough Pre School

A number of residents were in attendance at the meeting with regards a request to lease an area of village green land to the pre-school for use with outdoor learning activities and further discussion by the parish council:

- Councillor Crossland explained the parish council's position with regards to information received from ERNLLCA, if the parish council approved the application they would be making an unlawful decision and could be subject to outside scrutiny of its operations and procedures. He stated that although there does not seem to be any legal precedent of this type of decision being made, the parish council would still be breaking the law and could not finance any future actions should it come to court. He explained that he had spoken to those who had stated objections to the proposal and that these objections remained, even if compromise was offered, for example on the height or design of the fence. Given the time of year in that weather conditions would not be conducive to outside play, Councillor Crossland felt that a decision should be deferred pending further investigation of other options available to the council.
- It was asked what the objections to the proposal are – are they to the fence itself or with regards to the village green being inaccessible in part. Councillor Crossland responded that the village green is the issue and the right to access for all.

- Councillor Morton addressed the public in attendance to explain the history of the village green and its status as an open space designated for the use and enjoyment of all and that this is protected by the Commons Act 1876.
- It was asked as to whether any objections had been received when the playground was put in on the main village green. Councillor Crossland explained that the fencing was put up in order to stop dogs getting into the play area and that although fenced off it does not prevent anyone from accessing the green.

PCSO Liz Smith

- For October 2015 to date there had been:
 - 1 instance of criminal damage in the village again on School Lane
 - 2 minor road traffic accidents
 - 2 anti social behaviour logs
 - 1 attempted burglary
 - Instances of scam telephone calls to the elderly asking for money to be transferred over

127/15 To approve Minutes of Parish Council Meeting of 5th October 2015:

RESOLVED: (All in favour) that all Minutes of these meetings be approved and signed as a true and correct record.

Councillor Morton proposed that following the Freedom of Information request to Humberside Police, this now be followed up to determine what has been proposed to improve the 101 service, what measures have already been put in place and also to request the response to 101 calls for September and October 2015.

128/15 To receive the Clerk's Report and Action Log:

ERNLCCA Annual Conference – Clerk attended on 23 October 2015. There were some interesting and informative workshops:

E-communications – Use of social media, i.e. facebook/twitter to promote the work of the parish council to a different audience who may not engage with more traditional forms of media such as newspapers. Could be used to notify of upcoming meetings, promote contracts, as a means of communication to report issues in the village from residents to the council and vice versa. No cost to setting up either a facebook business page or twitter account.

Community Led Plans/Review – These are a step-by-step process that can empower the community to take action and make the local area a better place. The process involves consulting the whole community to tease out the issues and needs to produce an action plan to implement and agree changes that will benefit everyone socially, economically, environmentally and culturally. Having a CLP makes it easier to gain funding for local initiatives by providing clear evidence of community needs and priorities. Within the East Riding 26% of parishes have already completed a CLP. To develop a plan could cost up to £3000 dependent on the area and type of plan needed. This can be funded by obtaining a grant, sponsorship or through the precept. The CLP is community led but the parish council leads on the plan and must have an involvement in the group. Alternatively a Community Review could be undertaken. This is a consultation exercise that is designed to identify the issues and needs, concerns and aspirations of residents. Actions are prioritized from the issues identified at the event and

addressed through an action plan produced after the event. This process is initiated by the parish council and is a cheaper option.

Humber & Wolds Rural Community Council can attend a parish council meeting and deliver a presentation on the schemes at no cost.

Playground – Wetpour repairs were completed on 27 October 2015. Toddler swing seat was damaged through forcible removal of the front safety cage. The seat was removed for safety and it is suggested that this is not replaced until further investigation into funding opportunities for new equipment has been undertaken.

Auto Enrolment – The law on workplace pensions has changed, under the Pensions Act 2008, every employer with staff in the UK must automatically enroll those who meet certain criteria into a workplace pension scheme and contribute towards it. The parish council's staging date is 1st January 2016. The Clerk is currently looking into options for a pension provider and will present these at the December meeting for a decision to be made to allow the council to meet its legal obligations.

Clerk's hours – 80 hours worked in October.

129/15 To receive the Ward Councillors report:

No Ward Councillors in attendance.

130/15 Questions/Reports from Councillors and Committee Representatives:

Councillor Taylor

- Had attended the last Sports Club meeting and noted there was nothing to report back to the parish council.

131/15 Chairman's Report:

Citizens Link – Councillor Crossland had attended a meeting with Alan Menzies (ERYC Director of Planning & Economic Regeneration), John Read (ERYC Valuation & Estates Manager) and Councillor Chris Matthews to discuss improved terms for the lease of the vacant Citizens Link building in Flamborough. Consequently new terms have been issued not only to Flamborough parish council but to all parish councils who have expressed an interest in leasing these building in the East Riding. New terms were issued to the council for discussion at agenda item 14. There is a still a question over the rateable value of the building, however ERYC have lodged an appeal with HMRC to have this reviewed. Councillor Crossland has also spoken to Humberside Police over the building becoming a shared space as a location for the an officer to work on occasion in the village.

War Memorial Seat – has now been repaired and looks in excellent order.

Flag – the council had been presented with a new remembrance flag by Mark Smales.

132/15 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) **15/02378/PLF** – Change of use from commercial shop to a residential dwelling together with associated building works
Crab Pot Model Shop, Post Office Street, Flamborough
For Mr Chris Taylor
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council has no observations.

Planning Applications Granted by ERYC

- (1) **15/02147/PLF** – Erection of detached garage with associated vehicular access and construction of boundary wall
Red House, Lily Lane, Flamborough
For Mr & Mrs Reed
- (2) **15/02327/PLF** – Erection of extension to the existing main complex building for new swimming pools and a replacement entrance with associated works
Thornwick and Sea Farm Holiday Centre, North Marine Road, Flamborough
For Bourne Leisure
- (3) **15/02202/PLF** – Erection of 2m high boundary wall and construction of new access
Northstead Lodge, Bempton Lane, Flamborough

133/15 To note/deal with correspondence as listed below:

Oct 15 East Riding Parish News – emailed 11/10/15
Oct 15 ERYC Anti-Social Behaviour Six Month Statistics – emailed 27/10/15

134/15 Accounts:

- (a) **To approve payment of accounts to 31st October 2015 (enclosed):**
(b) **To note the budget monitor report (enclosed):**

Accounts for Payment

Received

Precept/Grant £19,541.07
Toilet Donations: £ 11.90

Total: £19,552.97

Schedule of Accounts for Payment 30th September 2015

Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2605	Miss L Dennis, Clerk (Sep)	876.33	-	876.33
2606	Mr G Liddan, Toilet Cleaning (Sep)	233.94	-	233.94
2607	HMRC Tax/NI (Sep)	125.77	-	125.77
2608	Clerk expenses (Sep) – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20; postage £8.64; toilet expenses	72.93	-	72.93
2609	PKF Littlejohn: Annual Return	200.00	40.00	240.00
2610	MR & KM Couzens: Grasscut 12	247.00	49.40	296.40
2611	Viking: Stationery	22.85	4.57	27.42
	Totals	1778.82	93.97	1872.79

October wages £1400 (projected)

Councillor Couzens declared a pecuniary interest in so far as he has an account for payment, did not take part in discussion and did not vote.

RESOLVED: (All in favour) to approve the accounts for payment as presented.

135/15 To identify any areas of potential expenditure for 2016-17 to inform budget setting:

Councillor Crossland asked that repair/replacement of the village green fence be considered.

136/15 To approve request to lease/licence an area of village green grass land adjacent to the WI Hall to Flamborough Pre-School following additional information received from ERNLLCA (enclosed):

Decision to be deferred pending further investigation into possible options.

137/15 To consider proposed occupation of East Riding Citizen Link building as a facility for use by the Parish Council (enclosed):

RESOLVED: (All in favour) to accept the revised terms received from ERYC.

138/15 Allotments:

(a) To note that the annual rent collection took place on 31st October 2015 at the Village Hall:

55 plots had been paid for with 16 still outstanding. These will be chased up over the next few weeks.

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

5 tenants have now received a second management letter and further action would be reviewed following an inspection of their plots/payment of rent.

- (c) To consider alternative uses for Charlie’s Gardens (note that any proposals to use the land for an alternative purpose will need to be made to ERYC Valuation & Estates and may be subject to an additional sum being payable to reflect the value of any such use):

Item to be deferred.

- (d) To consider proposal to make the entrance to Charlie’s Gardens secure (Councillor Couzens):

Councillor Couzens proposed that a secure fence/gate be erected to secure the site to prevent rubbish being dumped on the site. Councillor Crossland suggested that a chain across the entryway would be sufficient. No decision made, item to be deferred.

139/15 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 close the meeting.

139/15 To consider tenders received for the Small Works Maintenance Contract 2015-2018:

Councillor Grainger declared a pecuniary interest in so far as he has an account for payment, left the meeting for the duration of this item, did not take part in discussion and did not vote.

One tender had been received and was opened in the meeting.

It was noted that offers of volunteers to undertake work which is covered in the contract would in effect be in breach of the contract and therefore the council would need to be circumspect in allocating work. Councillor Crossland proposed that further clarification of the contract be sought from ERNLLCA before a decision was made.

RESOLVED: (5 in favour, 1 abstention) that the Council clarifies the current contract to ensure it does not act in breach and disadvantaging the contract holder.

Signed as a true and correct record Date 7th December 2015
Chairman, Councillor J. Crossland