

**FLAMBOROUGH PARISH COUNCIL
MINUTES OF MEETING OF 5 March 2018
7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors B Maxwell (in the Chair),
A Grainger, V Leppington, M Sexton, J Murphy, J Canning, J McCully, P Toft
and C Taylor
Ward Councillor Matthews
Clerk, Gill Wilkinson recorded the minutes
Three members of the public

152/17 To receive apologies for absence:
Apologies were received from Cllrs Morton, Crossland and Sellick and
Ward Cllrs Milne and Harrap.

153/17 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 Grainger recorded a pecuniary interest in item 17 – to consider
quotes for the replacement of the bench on the Village Green.

154/17 Public Participation Session
A member of the public informed Council that he had purchased the
Coastguard Cottage on Lighthouse Road and wanted to develop it into
a holiday home for his family. He was bringing suggested plans to the
Council before applying for planning permission as he did not wish to try
and build a home that his neighbours and the community was opposed
to. The potential plans for the building were shown to Council and the
Councillors commented on these plans.

A resident of the village informed Council that the Yorkshire Ambulance
Service that maintained the two defibrillators in the village were facing
cutbacks so were asking Parish Councils across Yorkshire if they would
consider taking on the maintenance of these units. Councillors
discussed this issue.

RESOLVED Clerk to bring costings of maintenance to a future meeting
where Council could decide this matter.

**155/17 To approve Minutes of Parish Council Meeting of 5 February 2018:
To approve Minutes of Extraordinary Council Meeting on 22
February 2018**
Both sets of minutes were agreed and signed by the Chairman.

156/17 Questions/Reports from Councillors and Committee Representatives:

Cllr Grainger asked why the payment for Advanced Trees was on the list of accounts to be paid when the work had not been carried out to the satisfaction of the Council, The Clerk informed Council that the list was compiled for Council to approve at the meeting and Council could refuse any of the items on the list of accounts.

Cllr Maxwell informed the meeting that Bridlington hospital minor injuries unit was now an urgent treatment centre which meant it would be open for slightly longer. This was a slight improvement in the service provided.

157/17 Clerk's Report:

The Clerk informed the Council of the following issues:

New Councillors

The four new councillors were co-opted onto the Council on 22 February. The Councillors' details are in the March newsletter and have been added to the Parish website. This brings the Council back to a full complement of 13 Councillors until the elections in May 2019. After this date the number will reduce to 9 in line with the Community Governance review carried out by ERYC. This review decision cannot be reversed.

Good Councillor Guide

The new Councillors have been issued with the latest version of the Good Councillor Guide, which not all councillors will have. The Clerk asked if further copies should be purchased for Councillors and the Clerk as a reference for meetings. This will cost £36.40 for ten copies. **RESOLVED** Clerk to purchase 10 copies of The Good Councillor Guide.

Data Protection

The clerk attended training on the changes in legislation to Data Protection. This law will be enacted on 25 May and some questions about how it will work have not yet been answered. However the main points that affect Parish Councils are

- Every Parish Council will need to have a Data Protection Officer who will carry out an audit. This cannot be the Clerk. The cost for this has been estimated at up to £1000.
- There will be a right to be forgotten so Parish Councils cannot hold data on people for longer than necessary. For Flamborough this will mean the Council should have a retention policy and will need to destroy all data that is no longer relevant.
- People will need to opt in to have their details recorded rather than opt out. All allotment tenants will have to sign to say they are happy for the Council to keep their details.

This was noted by Councillors

Village Green Licence

The licence for the use of the village green by the pre-school group will be due for renewal this year. It expires in September 2018. ERYC Legal officers have advised the Clerk that the contract drawn up previously can be used to extend this licence.

Allotments freehold

The Parish Council was granted possessory title of the allotments 13 years ago. This can now be converted into a freehold title if Council wish.

RESOLVED The Clerk to carry out research on this and bring the information to a future meeting.

Water Bill

The Council received a bill for the allotments from Yorkshire Water for £5458.05. When checked by the Clerk it appeared this was an automated estimate which has now been revised down to £39.64. The meter has not been read for several months so it may be worth Council checking the meter to ensure this estimate is in line with the actual reading.

This was noted by the Council.

Cleaner on holiday

The Cleaner will be on holiday from 11 – 23 March and the Relief Cleaner will be taking over during this time.

Cllr Grainger informed the Clerk that the water had been off for a couple of days in the toilets during the cold weather.

Hours worked

Hours worked in February = 80 hours 40 minutes

Hours in lieu accumulated = 34 hours 57 minutes

158/17

Correspondence

The Council considered the following items of correspondence:

Letter from Holderness Area Rural Transport asking for a donation

RESOLVED Clerk to obtain further information so Council could make a decision on this at a future Council meeting.

Email from ERYC re tree near speed sign on Bempton Lane - noted
Email and photo from ERYC re ownership of highway behind the Dog and Duck

RESOLVED Clerk to contact ERYC as photo shows the pavement is owned by ERYC and ask that this be repaired.

Email regarding listing holiday homes business on parish website

RESOLVED – listing not approved as this was a national business not a local one.

Email requesting litter bin at Danes Dyke

RESOLVED – Clerk to obtain costings for a bin and find out if it could be added to collection round by ERYC. Information to be brought to future meeting for a decision to be made on this subject.

Three further items of correspondence were noted by Council which were:

Email from Co-op stating that the problem with the carpark flooding would be resolved in the next few weeks.

Email from East Yorkshire CCG regarding the changes to Bridlington Hospital that Cllr Maxwell had informed Council about earlier in the meeting.

Email from Sports Club asking for permission to use the sports field on 11 August for their annual fundraising event. Permission was granted by Council.

159/17

To consider Planning Applications as listed below.

18/00327/VAR

Proposal: Variation of Condition 9 (approved plan) to planning reference 17/01156/VAR (Variation of Condition 13 (approved plans) Conversion of farm buildings to form 5 dwellings and erection of 1 new dwelling with associated parking and access) to amend design to dwelling A

Location: Grove Farm Church Lane Flamborough East Riding Of Yorkshire YO15 1PG

Applicant: Mr Craig Davies

Application type: Variation of Condition(s)

RESOLVED that the Council had no objections to make on this application as there did not appear to be any material considerations which were contrary to planning policy.

18/00278/PLF

Proposal: Change of use of land for the siting of timber camping pods

Location: Brigg Bottom Lighthouse Road Flamborough East Riding Of Yorkshire

Applicant: Mr G P Gaines

Application type: Full Planning Permission

RESOLVED: The Council objected to this application on the grounds that it was poor access onto the road so would cause traffic problems. The proposal contravened the village plan that had been produced stating that there would be no further development of holiday accommodation on the South of the village. It was not in keeping with the heritage coast and the development was on land that was designated for agricultural use only.

18/00381/PLF

Proposal: Retention of boundary fence to side

Location: Thorn Croft South Sea Road Flamborough East Riding Of Yorkshire YO15 1AE

Applicant: Mr Richard Jarvis

Application type: Full Planning Permission

RESOLVED that the Council had no objections to make on this application as there did not appear to be any material considerations which were contrary to planning policy.

18/00448/PLF

Proposal: Retention of 6 wind catchers onto roof of existing show-bar

Location: Licensed Club Thornwick Bay Holiday Village North Marine Road Flamborough East Riding Of Yorkshire YO15 1AU

Applicant: Bourne Leisure

Application type: Full Planning Permission

RESOLVED that the Council had no objections to make on this application as there did not appear to be any material considerations which were contrary to planning policy.

The Council noted the following planning applications approved and conditions applied

17/03639/STVAR

Proposal: Variation of Condition 1 and Condition 2 of planning permission 16/04196/VAR to allow for caravans to remain on site for an elongated period of time including 'off season' - Variation of Condition 9 of application no 16/03658/VAR (to increase the number of general purpose camping pitches from 48 to 62)

Location: Wold Farm Bempton Lane Flamborough East Riding Of Yorkshire YO15 1AT

Applicant: Mr and Mrs Southwell

17/03640/STPLF

Proposal: Change of use of land to extend existing campsite, erection of a facilities block and rearrangement of existing pitches to provide 78 multi-use pitches and 6 camping pods (to replace 62 existing pitches and 6 camping pods)

Location: Wold Farm Bempton Lane Flamborough East Riding Of Yorkshire YO15 1AT

Applicant: Mr and Mrs Southwell

17/02938/PLF

Proposal: Erection of a building to store tractors

Location: 1 Carter Lane Flamborough East Riding of Yorkshire YO15 1LW

Applicant: Mr John Crossland

17/03933/PLF

Proposal: Erection of a dwelling

Location: Land West Of Danes Lodge Crofts Hill Bridlington Road Flamborough East Riding Of Yorkshire YO15 1JT

Applicant: Flintcross Limited

17/03866/PLF

Proposal: Erection of a new sea watching observatory

Location: Land South East Of Fog Horn Cottage Flamborough Head
Lighthouse Road Flamborough East Riding Of Yorkshire YO15 1AR

Applicant: Flamborough Bird Observatory Trust

17/03299/PLF

Proposal: Retention of replacement detached summerhouse

Location: Hillside Butlers Lane Flamborough East Riding Of Yorkshire
YO15 1PJ

For: Mr Stephen Taylor

17/03688/PLF

Proposal: Erection of single storey extension to side

Location: Fixby Lighthouse Road Flamborough East Riding Of
Yorkshire YO15 1AJ

For: Mr Mark Allinson

Council noted the withdrawal of application DC/17/03874/PLF

Construction of new footpath linking the existing recreation path in the north of the holiday park to the existing road and construction of footpath from the central facilities area of the holiday park to the Caravel to the north-east of the site at Thornwick Bay Holiday Village North Marine Road Flamborough East Riding of Yorkshire YO15 1AU

160/17

Accounts

Council considered the accounts and approved payment of all the payments except Advanced Trees. Cllr Grainger stated that only some of the work the Council had wanted had been carried out.

RESOLVED Clerk and Cllr Couzens to check work and if it has been completed according to the specification provided by the Council the Clerk is authorised to make the payment to Advanced Trees.

The following payments were approved.

Payee	Method	Reason	Net	VAT	Gross
EE T Mobile	DD	Mobile phone	13.32	2.66	15.98
YLCA	BACS	CILCA training	250.00		250.00
Haven Power	DD	electricity for streetlights	16.59	0.83	17.42
Haven Power	DD	electricity for streetlights	689.93	35.32	725.25
G Wilkinson	BACS	clerks wages	1,054.05	0.00	1,054.05
G Wilkinson	BACS	Clerks expenses	105.25	0.00	105.25
G Liddan	BACS	Cleaners wages	244.37	0.00	244.37
Bob Stabler	BACS	Skip hire	670.00	134.00	804.00
HMRC	2,932	income tax	219.28	0.00	219.28
SLCC	2,933	webinar on data protection	30.00	6.00	36.00
ICO	2,934	data processing licence	35.00	0.00	35.00
ERNLLCA	2,935	Good Councillor Guides	17.10	0.00	17.10
ERNLLCA	2,936	Finance training for 2 cllrs and clerk	56.25	11.25	67.50

Yorkshire Water	2,937	Water for public toilets	52.14	0.00	52.14
Haven Power	DD	electricity for streetlights	353.90	39.32	393.22
Yorkshire Water	2,938	water for allotments	39.64	0.00	39.64
Play Inspection company	2,939	annual playground inspection	74.10	3.90	78.00
TOTAL			46680.01	233.28	4691.29

The budget monitoring report was deferred.

161/17

Schedule of Payments

Clerk informed Council that she had been asked to collate the regular payments that were made by Council which currently had to be approved individually as they occurred during the year. Council had asked if they could all be approved for purchase by the Clerk or Chairman on an annual basis. The following list of payments was considered by Council. Cllr Maxwell informed Council that a wreath for Remembrance Day had already been purchased for 2018.

Month	Item	Event	Estimated price
January	Inspection report	Play inspection	£65
March	Flowers	Planters around the village	£50
April	Maltbys	Electrical testing	£100
May	Wreath	Carol Sandra Memorial	£40
November	Wreath	Remembrance Day	£20

RESOLVED: These payments can be made by the Clerk or Chairman without Council's prior agreement so long as the payments are reported retrospectively to the Council.

162/17

Allotments:

The Clerk informed the Council of the following issues:

Council decisions on allotments

At the last meeting it was recommended that the Council issue a termination notice to a tenant who had not paid his rent on time, which Council agreed to. However on checking it appears to be custom and practice that all tenants received a minimum of two warning letters. As this tenant had only been sent one warning letter and had paid the rent albeit late, this tenancy has not been terminated. For the same reasons, the tenant who breached his tenancy agreement had been sent a first warning letter but not a second so as custom and practice it

would be unfair to terminate his tenancy. This tenant has now been sent a second warning letter.

RESOLVED: that the resolutions of the Council for these two tenancies is amended so that termination of a lease could be carried out after a second warning letter has been issued and there are further breaches.

Council had also agreed that the tenancy on plot 16 be moved from Mr Ian Robson to Mr John Cooke. Clerk has written to both Mr Robson and Mr Cooke and asked that a new tenancy agreement is signed. This has not yet taken place.

RESOLVED that Council inform both parties that this tenancy change can only take place once the new agreement has been signed.

Allotment inspection

Cllr Taylor and the Clerk inspected the allotments on 23 February 2018 and found there was fly tipping on plot 28. This may now have been removed.

This was noted.

The tenant on plot 25 is not cultivating his plot but is keeping logs and cutting equipment on this plot.

RESOLVED that a letter is sent to the tenant informing them they are breaching their tenancy.

The plot holder of 60A has a tractor on his plot and the plot itself is very untidy.

RESOLVED that Council write to him to ask that he tidies up this plot.

Plot 23, which is vacant is being used as a turning circle for vehicles. At present no person has witnessed who is doing this. This was noted by the Council.

The Plot holder on 42A has been taken ill so cannot currently clear the plot he agreed to do when his plot was halved. This was noted by the Council.

163/17

Newsletter

RESOLVED Council agreed to the contents of the Newsletter and that it be circulated in the village

164/17

Painting of swings and slide in playground

This was deferred as costings for this work have not yet been obtained.

165/17

To review the following policies and agree any changes required.

Community Engagement strategy – amendments were made to this policy to update it.
Complaints procedure – this policy was reviewed and agreed as still valid.

166/17 **Beech Avenue**
To consider asking ERYC for a weight restriction along Beech Avenue to prevent heavy traffic
This item was deferred as Cllr Morton had more information on this subject.

167/17 **To consider a proposal to exclude the public and press from item 17 on the agenda on the grounds of confidentiality**
RESOLVED the public and press be excluded from the meeting.

168/17 **To consider the quotes received from contractors for the replacement bench on the Village Green and to select a contractor for this work.**
Cllr Grainger declared a pecuniary interest in this item and left the room.
Council discussed the three quotes obtained and agreed that the price should include a concrete base.
RESOLVED: Contractors to be asked to resubmit and include the cost of a concrete base for this bench.

Meeting ended at 9.10 pm

Signed as a true and correct record
Chairman

Date.....