

FLAMBOROUGH PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL ON 3rd JUNE 2019 At 7 PM, WI HALL, FLAMBOROUGH

Present: Councillors J Crossland (in the Chair), S Crossland, A Hanson, F Holt, V Leppington, M Sexton, C Taylor, T Traves.

Libby Woodhouse recorded the Minutes

Victoria Exon, Acting RFO

9 members of the public

30/19 To receive apologies for absence:

Apologies were received from Councillor Major and Ward Councillor C Matthews

31/19 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 are recorded at the appropriate Minute.

- (b) **To note dispensations given to any member of the Council in respect of agenda items below:**

There were no dispensations

32/19 Clerk's Report and Report from RFO (reports attached):

- (a) **To include consideration of future packages – Scribe, RBS or Excel.**

Acting RFO Victoria Exon provided a report for the Council to consider the way forward for finance. The current Scribe package would cost £283 per year to renew. RBS would be cheaper but the set up would be expensive. Excel would be easier for continuity should a future Clerk resign.

Resolved: That the Council will use excel for 2019/2020.

- (b) **Report from RFO regarding accounts, audit and Pensions Regulator.**

Acting RFO, Victoria Exon had provided a written report and was in attendance to answer questions from Councillors. Considerable work had been done to get the accounts ready for internal audit, deal with the Pensions Regulator fine, and year end and ongoing finance. An extension to audit had been requested. She had worked 24 hours which had been considerably more than anticipated however it had taken work to pull the audit together. The Council recorded thanks to Victoria for stepping in to undertake the work.

- (c) **Clerk's Report:**

Small Works Contract - work is being undertaken to the playground as a result of the playground inspection. The toilets will be painted shortly. Watering has been undertaken to the planters at Fishermans Gardens – this

costs £21 per water (1.5 hours of time and the water is free from David Morton).

Allotments – Peter Couzens has been asked to cut the grass on vacant plots
New Clerk Recruitment – recruitment documents have been prepared and the position advertised on the ERNLLCA website, Parish Council website, notice board, ERYC Recruiter (£60), Indeed and the Chairman had an article in the Bridlington Free Press.

Website – is being updated.

New Councillor Packs – have been produced and issued.

Sports Club Trust – have asked permission to have a car boot sale on the Cricket Field on 11th August 2019.

Resolved: to grant permission subject to the usual conditions of insurance and risk assessments being undertaken.

Photocopier – is currently at the Temporary Clerk's home address.

Hours of Work – 30 hours had been worked.

33/19 Public Participation Session (15 minutes):

- A resident attended the meeting who runs the Flamborough Life Facebook page and wondered if links could be made. She will send her details to the Clerk.
- A resident spoke about the possibility of brown signs advertising village shops – this is on the agenda.
- A member of the public asked why the Mere had been filled in. The Chairman stated that this had been in 1961/1962 as a result of the Mere being used as a dumping ground. Flamborough Improvement Society had raised funds at the time, drained the Mere and fenced it off.
- A resident queried whether there had been a Minute's silence to remember Ward Councillor Richard Harrap. The Chairman confirmed that there had been a Minute's silence at the beginning of the last meeting in May. He had also attended the funeral.

34/19 To approve Minutes:

- (a) **Annual Council Meeting of 13th May 2019: (attached), and**
(b) **Parish Council Meeting of 13th May 2019 (attached)**

Resolved: that the Minutes of the Annual Council Meeting of 13th May 2019 and Parish Council Meeting of 13th May 2019 are approved and signed as a true and correct record.

35/19 Questions/Reports from Councillors and Committee Representatives:

- (a) **To include a report from the ERYC Walkabout on 21st May 2019:**

Councillor Leppington – reported that there should be a grant application to do for the War Memorial – the Clerk to look into it.

Councillor Holt – had received complaints that allotments 31 and 33 are in a poor condition and need cutting down. This is on the agenda.

Councillor Holt – reported that the Small Works Contractor had requested information for the next seat in the rolling maintenance works for seats. The Clerk reported that this had not been looked into yet. It is the seat on the corner of Bempton Lane. The last time the seat had been maintained, it had been paid for by Billy Dove. Councillor Sexton will attempt to contact him to sort it out.

Councillor S Crossland – reported that the flags will be raised on Wednesday for the commemoration of D-Day.

36/19 Correspondence

- Invitation to HART AGM Monday 5th August 2019, 13.30 pm, Hornsea Bowling Club
- Crime Statistics Newsletter
- Invitation from ERYC/EYMS to Anlaby Road, Hull Head Office/Bus Depot Tour, 9.30 am to 1.30 pm on 25th June 2019
- Complaint regarding trailer parked on Carter Lane
 - It was reported that the equipment had been removed.
- Butlers Lane closure 8th July 2019 for proposed gas works.
- Invitation for Chairman and Clerk to attend WI pre-exhibition party for their Art Exhibition and Sale – Monday 29th July 2019 at 7 pm, WI Hall
 - The Chairman will attend.

37/19 To consider Planning Applications as listed below:

(a) 19/01486/PLF - Erection of an extension to existing caravan park reception building to extend existing maintenance implements store

Location: The Lighthouse Holiday Park Lighthouse Road Flamborough

Applicant: Flower Of May Holiday Parks

Application type: Full Planning Permission

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01486/PLF>

Resolved: that the Parish Council has no observations

(b) 19/01480/PAD - Display of 2 externally illuminated wall mounted signs at site entrance

Location: The Lighthouse Holiday Park Lighthouse Road Flamborough

Applicant: Flower Of May Holiday Parks

Application type: Consent to Display an Advertisement

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01480/PAD>

Resolved: that the Parish Council has no observations

Application Refused by ERYC:

19/00407/PLF - Erection of a dwelling - Land East of 33A Tower Street Flamborough

38/19 Accounts:

(a) To approve schedule of accounts for payment (attached)

Resolved: to approve the accounts for payment minus the Scribe renewal. Payments to be made by BACS in the absence of cheque signatories.

(b) To note year end and audit work is deferred until July's meeting and a request for an extension to time has been made to the External Auditors.

Noted.

40/19 To report on the Allotments:

(a) Two requests for plots (one is for either for 53, 74 or 52a&b)

Resolved: to let plots

- (b) **Request for an 8 x 6 greenhouse 8x6 and to keep 6 chickens on plot 14**

Resolved: to approve the request for a greenhouse and to keep 6 chickens and provide the guidance notes on keeping livestock.

- 41/19 To consider venues for future meetings (WI Hall is £280 for 11 meetings 2019/20):**

Resolved: to remain with the WI Hall for the forthcoming year

Councillor Mrs Sexton declared a non-pecuniary interest as she is a member of the WI.

- 42/19 To consider a request for a memorial seat at North Landing:**

Resolved to reply that no further seats are being placed at North Landing as this is private land and some are being moved as they are near the cliff edge. There may be possibility of having a seat within the village however there are no replacements at the moment.

- 43/19 To consider training:**

- (a) **ERNLLCA “Being a Good Councillor” Councillor Development Programme 2019-2020 (attached)**
- (b) **ERNLLCA Understanding the Planning Process Training (attached)**

No-one wished to attend.

- 44/19 To consider a request to provide brown signs to help direct tourists to shops on High Street (attached)**

The Chairman reported that these are paid for by the businesses who want to put them up. He will find out the process and price and report back to the meeting. Councillor Chadwick will ask at ERYC and report back.

- 45/19 Annual Playground Inspection Report – to note that the previous Clerk has advised the Small Works Contractor to undertake the work (attached):**

This was noted – the Council had previously seen it and dealt with it.

- 46/19 To review and approve:**

- (a) **Standing Orders (attached)**
- (b) **Financial Regulations (attached)**
- (c) **Asset Register (attached)**

Resolved: to approve Standing Orders, Financial Regulations and the Asset Register.

- 47/19 To approve watering arrangements for Fishermans Gardens:**

The Small Works Contractor had quoted £21 per water to include water from David Morton for free. The Chairman reported that Copperfields would be willing to water the planters and use the outside tap from Councillor S Crossland’s. A discussion ensued regarding insurance.

Resolved: that the Small Works Contractor continues to water until the next meeting, that thanks is recorded to David Morton and that the Clerk checks on the insurance for Volunteers to be considered at the next meeting.

Councillor Leppington declared a non-pecuniary interest as the Small Works Contractor is his brother in law.

48/19 To approve budget and working arrangements for the planters in Flamborough:

Resolved: that a working group of Councillors plant up the seven planters and source the plants from Kieron in the sum of £50.

49/19 To approve dates for shortlisting and interview for the new Clerk (date for return of applications is 16th June 2019):

Resolved: that a Personnel Committee is held on 17th June 2019 at 6 pm in the WI Hall to shortlist applicants and Interviews are held on 27th June from 6.30 pm in the Chapel.

50/19 To consider a request from a resident of Crofts Hill to extend the 30 mph speed limit towards Bridlington (attached)

Resolved: to note the comments and respond that the Council had been trying to deal with boy racers via the Police at the last meeting. It had been a number of years since it had changed from the standard speed limit to 40 mph.

51/19 To exclude the press and the public from the meeting on the grounds of the confidential nature of personnel business to be transacted (Public Bodies Admission to Meetings Act 1960):

Resolved: to exclude the press and public from the meeting due to the confidential nature of the business to be transacted.

52/19 To approve terms and conditions for the Temporary Clerk:

The terms and conditions are as approved at the last meeting on the same scale point as the previous Clerk.

The meeting was closed at 9 pm

Signed Date
Chairman