

## FLAMBOROUGH PARISH COUNCIL

### MINUTES OF A MEETING OF THE PARISH COUNCIL ON 14 OCTOBER 2019 At 7.30 PM, WI HALL, FLAMBOROUGH

**Present:** Councillors J Crossland (in the Chair), S Crossland, F Holt, D Major, M Sexton, A Hanson, C Taylor, T Traves, Ward Councillor C Chadwick  
Clerk, Ruth Lilley, recorded the minutes

10 members of the public

#### **117/19 To receive apologies for absence:**

Apologies were received from Councillor Leppington and Ward Councillors Matthews and Heslop-Mullins

#### **118/19 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:**

There were no declarations of interest

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

There were no dispensations

#### **119/19 Public Participation Session**

Issues with the termination of a contract were raised. Due to the contractual and confidential matters involved it was noted that the Council would discuss the issues raised under agenda items 20 and 21.

A resident from East Scar raised the issue of the influx of rats in her neighbourhood, thought to be a result of the building works taking place at the rear on land owned by Haven Holidays. The public footpath was also overrun and residents in High Holme had also seen rats. Another resident asked who was responsible for waste ground between the allotments and the estate as this also could be a breeding ground for rats.

A communication from Haven Holidays was read to the meeting: Haven are aware of the vermin activity and have, as responsible neighbours, instructed their pest control company to implement vermin controls along their boundary line. The pest control company attended last week and are expected again on Tuesday 15 October.

The East Scar resident said that an ERYC Pest Control Officer was due to visit their home on Tuesday 15 October and so she would await his report. The Clerk said that she had also spoken to ERYC Pest Control who had said that they would let her know the outcome of the visit.

**120/19 To approve minutes of Parish Council meeting on 2 September 2019 (attached)**

Councillors Sexton and Taylor were concerned that the matter of Mr Grainger's contract was raised under the Clerk's Report rather than a separate agenda item.

**Resolved:** that the minutes of the Parish Council meeting on 2 September 2019 are approved and signed as a true and correct record.

**121/19 Clerk's Report (attached)**

Police report

It was noted that, following the query from a member of the public at the last meeting, there was no evidence of any concerning increase in crime or disorder with Flamborough.

Bus service to North Landing

A response was received from EYMS after the agenda had been issued. They reported that after the peak summer time passengers drop from an average of 24 a day to a winter level of 8 per day. An evening service run until May 2018 with financial support from ERYC had an average passenger rate of 7 and at this level of usage it was not commercially viable to enhance the service further. EYMS will however consider alternative ways of improving the service in the future.

Rubbish on North Landing Beach

Contact received from a scuba diving group concerned re the amount of rubbish on the beach and in the sea. ERYC services were contacted re rubbish bins but refused to supply/collect due to previous problems with bins in the area.

**RESOLVED:** that the Clerk will write to the owner of the land at North Landing requesting assistance in this matter; and will contact Yorkshire Wildlife Trust regarding beach cleans.

Public meeting

It was noted that a public meeting to raise traffic issues in the village will be held on Wednesday 6 November at 7.00pm in the Village Hall.

**122/19 Questions/Reports from Councillors and Committee Representatives**

Councillor Taylor had attended a Health Forum meeting; the McMillan Ward was going to be updated with better lighting and signage and the two operating theatres were fully utilised.

Councillors S Crossland and Hanson attended the ERNLLCA District Meeting and reported that most of the villages represented have problems with speeding cars.

Councillor Major reported that two street lights – one opposite the Co-Op and one on High Street - were not working. Clerk to report to ERYC.

Councillor J Crossland reported that a Parish Councillor is required to act as a Governor for Flamborough School. Councillor Traves was elected.

**123/19 To note and consider correspondence**

- **Humberside Police** – Bridlington area update for August 2019
- **ERNLLCA Newsletters** – August and September 2019
- **ERYC** – Survey: review of allowances for Town and Parish Councils
- **Flamborough Pre-School** – relocation information and launch event
- **ERYC** – notification of repair works/road closure on Bempton Lane, Bridlington

The correspondence was noted. It was agreed that the survey should be returned showing that the Parish Councillors felt that no allowances should be payable. Details of the launch event for Flamborough Pre-School would be issued nearer the time.

**124/19 To consider Planning Applications as listed below:**

- (a) 19/02919/PLF** – Erection of a dwelling and garage following partial demolition of existing building (part retrospective)

Site of Mereside Craft Centre, School Lane, Flamborough

For Mr & Mrs Lawson

Application type Full Planning Permission

**Resolved:** That the Council has no objections to the application

- (b) 19/12947/PAD** – Display of non-illuminated lettering

Sea Watching Observatory, Flamborough Head Lighthouse

For Garganey Trust

Application type Consent to display an advertisement

**Resolved:** That the Council has no objections to the application.

**To note Planning Applications Granted Permission by ERYC:**

**19/02240/PLF**

**Proposal:** Conversion of ground floor shop to residential to form a dwelling with associated alterations including construction of a dormer window to the rear

**Location:** Building East of 5 Post Office Street Flamborough

**Applicant:** Mr Chris Warren

**19/02811/TCA**

**Proposal:** Flamborough Conservation Area; felling and crown reduction of trees in garden

**Location:** Butlers, Butlers Lane, Flamborough

**Applicant:** For Mrs Sheriff

**19/02533/PLF**

**Proposal:** Conversion of shop to form six apartments, erection of two storey extension to rear and construction of roof lights

**Location:** The Co-operative Food Dog & Duck Square, Flamborough

**Applicant:** Mr C Warren

**19/02671/PLF**

**Proposal:** Erection of two storey extension to side and single storey extension to rear

**Location:** Beacon Hill, South Sea Road, Flamborough

**Applicant:** Mr and Mrs Green

**19/01480/PAD**

**Proposal:** 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

**125/19 To receive the External Auditor Report on the Annual Governance and Accountability Return (attached)**

The report was noted. The need for stronger internal controls raised by the internal auditor was re-iterated.

**126/19 To consider and agree action re complaints regarding rats on properties on East Scar, Flamborough and footpath to Bempton**

This item had been addressed under the Public Participation Session

**127/19 To receive report on the Allotments (attached)**

The allotment report of 16 September was noted.

**Resolved:** the request from a tenant to erect a chicken coop and keep chickens and ducks to be approved

**Resolved:** the request from a tenant to erect a 6' x 12' greenhouse to be approved

**Resolved:** the arrangements for annual rent collection on 2 November to be approved

**Resolved:** the allotment rents for 2020/21 to remain at current rates

**Resolved:** Clerk to engage Smiths of Kilham to cut Bempton Lane hedge

Councillor Crossland will look at the hawthorn hedge and overhanging trees and advise.

**128/19 Accounts:**

**(a) To approve schedule of accounts for payment for September**

**Resolved:** the schedule of accounts for payment was accepted

INV DATE	SUPPLIER	DESCRIPTION	PAYMENT REF	NET	VAT	TOTAL
29/08/2019	EE	Mobile phone	DD	14.23	2.85	17.08
22/08/2019	MR & KM Couzens	Grass cut (no 10)	chq 103028	262.00	52.40	314.40
02/10/2019	Clerks expenses	ILCA fees & stationery	chq 103029	109.48	21.90	131.38
30/09/2019	Staff salaries	September salaries x 2 staff	chq10326/10327	1012.21		1012.21
30/09/2019	HMRC	NIC and PAYE	chq103030	325.71		325.71
14/08/2019	Haven Power	Electricity to loos	DD	14.79	0.74	15.53
27/08/2019	Haven Power	Electricity to kiosk	DD	64.01	3.20	67.21
30/09/2019	Clerks allowance	Home working allowances	chq 10327	19.50		19.50
20/08/2019	TWC Group	Sanitary services	chq 103031	140.00	28.00	168.00
17/09/2019	PKF Littlejohn	External audit /AGAR review	chq 103032	300.00	60.00	360.00
03/09/2019	A B Grainger	Investigate play park gate	chq 103033	28.00		28.00
12/09/2019	MR & KM Couzens	Grass cut (no 11)	chq 103028	262.00	52.40	314.40
				2551.93	221.49	2773.42

(b) **To approve bank reconciliations and budget monitors (attached)**

The bank reconciliation to 31 August was approved.

The budget monitor to 31 August was approved.

**129/19 To approve attendance of Clerk and Councillors at the ERNLLCA Conference on 15 November 2019, £90 + VAT per person (attached):**

**Resolved:** that the Clerk will attend the Conference

**130/19 To approve increase in Clerk's salary by one scale point for obtaining ILCA qualification (as per contract)  
To approve repayment to Clerk for ILCA fees (£99 + VAT)  
To approve increase in monthly payments to EE from £17.08 to £19 for new Clerk's phone  
To approve joining fee and annual subscription to SLCC for Clerk (£12 + £156)**

**Resolved:** that all the above be approved for payment

**131/19 To review required information for Festive Lighting Xmas Lighting and confirm arrangements (attached)**

**Resolved:** that the lighting should commence on the weekend of 7/8 December 2019 and be turned off before 6 January 2020. Clerk to notify ERYC.

**132/19 To note and agree any action regarding complaints received regarding public lavatories at North Landing**

The Clerk reported that four complaints had been received about the lavatories from visitors to Flamborough.

**Resolved:** Clerk to contact Haven

**133/19 To approve attendance of Councillor or Clerk at the Play Area Inspection Training Course on 28 November 2019, £65 +VAT per person (details attached)**

It was agreed that a Councillor should attend so that the Council had a competent/knowledgeable person in place.

**Resolved:** Councillor Leppington to be asked if he is able to attend

**134/19 To nominate representative to attend Village Hall Committee meetings**

Councillor Holt cannot attend meetings as they are held on Sunday mornings. The matter was left in abeyance as no other Councillor was able to commit to attendance.

**135/19 To review document 'Review of Polling Districts, Places and Stations' (attached)**

**Resolved:** that the current arrangements are satisfactory; Clerk to report to ERYC.

**136/19 To consider a proposal to exclude the press and the public from the meeting on the grounds of the confidential nature of business to be transacted (Public Bodies Admission to Meetings Act 1960):**

A motion to oppose the proposal was put forward by Councillor Sexton and seconded by Councillor Taylor. After discussion Councillor S Crossland proposed that the meeting be closed to the public due to the sensitive nature of matters to be discussed and this was seconded by Councillor Holt. A vote was taken and the proposal to exclude was carried.

**Resolved:** To exclude the press and the public

Members of the public left the meeting

**137/19 To consider correspondence and related information regarding contract for painting of public lavatories and small works contract (attached)**

After some debate it was agreed that the invoices submitted to date should be paid but that no further payments be made for out of pocket expenses, as retainers or as contribution towards the increase in level of public liability insurance to any person or organisation contracted by the Parish Council.

The Council wished it to be minuted that this was a difficult situation which had had to be brought to their attention and that the Clerk had done a good job in dealing with it.

**Resolved:**

- That the Clerk is to write to Mr Granger on behalf of the Parish Council
- That invoices numbered 19426 and 19430 be approved for payment
- A review of small works contract to take place at a Parish Council meeting in early 2020.

The meeting closed at 9.25 pm