

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

Present: Councillors D Morton (in the Chair), B Maxwell, J Crossland, A Grainger, V Leppington, R Sellick, M Sexton, and C Taylor
Ward Councillor Matthews
Clerk, Gill Wilkinson recorded the minutes
Nineteen members of the public

131/17 **To receive apologies for absence:**
Apologies were received from Councillor Couzens and Ward Councillors Harrap and Milne.

132/17 **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:**

Councillors Grainger and Morton both declared a pecuniary interest in item 11 payment of accounts.

133/17 **Public Participation Session**
Liz Smith the PCSO, informed the meeting that there had been no reports of anti-social behaviour or illegal use of quad bikes recently. There had been some thefts from the co-op but she had examined the CCTV and had identified the culprits who were from Bridlington. She was carrying out crime prevention work in the Co-op offering people advice and acting as a deterrent to criminals. This work would continue on an ad hoc basis. Liz was pleased to report that she had managed to get a special police constable who was being trained to use speeding detection equipment and he would be carrying out regular speed checks in the village, particularly in the summer.

The rest of the public participation session was used by several villagers to give their comments on the Fire Festival that had taken place on 31 December 2017.

A resident who represented the Victoria Club stated that Flamborough Fire Festival staff had stopped people and refused to let them through the barriers unless they made a payment. He informed the meeting that in a response to a complaint by the Victoria Club to the festival organisers the Club had been told it should have opened its doors to everyone at the event. However this was not allowed as the Club was a private members club so would be breaching their rules.

Steve Emmerson representing the Fire Festival began speaking about this. Both parties were asked to correspond directly with each other outside of the meeting.

A second resident stated that she was with her daughter on Carter Lane and had wanted to go to the butchers. She had been asked for money to go through the barriers and said there were notices up which said charges.

Another resident stated that she had been at the barriers on Carter Lane and everyone had been asked for a donation, not an entrance fee.

One of the other stewards stated that he had visited all the security points and had never seen anyone refused entry for not paying.

The steward on Tower Street also said they had not refused anyone entrance.

A resident who had been in the Dog and Duck said that she had been charged £3 to go out of the back of the Dog and Duck by the bus-stop. This was refuted by one of the stewards for the festival.

Steve Emmerson spoke on behalf of Jane Emmerson who was the main organiser. He stated that the accounts for the festival were audited as part of the accounts for the Gets Kid Going charity, which was a national charity. No money had been taken by any of the volunteers or the staff of Get Kids Going for working on the festival. The festival did not have an entrance fee but £3 had been a suggested donation. The website for the festival had made this very clear. This method of fundraising had meant that the festival had made a profit in 2017 at two years of making a loss.

Mr Emmerson then talked about the plans for the festival in 2018. He stated that the organisers had taken on board all of the comments made by residents and it had been decided that for 2018 the festival would only take place on the Village Green. This meant that the rest of the village would not need to be closed off and crowd control should be better. It was also easier for the volunteers who had sometimes worked from 8.00 am on 31 December until 4.00 am on 1 January. He hoped these changes would alleviate some of the concerns about the festival. He also stated that from the profit made by the festival five local charities each received £350 and Get Kids Going also received £350 which was given to support a para-Olympian from Lincoln.

Mr Emmerson was then asked questions about the finances for the festival and the carry-over of the debt, which he answered.

Cllr Leppington asked what would be done to help with parking and was informed that there should now be far more parking available as the roads which had been blocked off previously could now be used.

Mr Harry Facey, a chief steward for the event asked to pass on his thanks to all of the villagers and in particular the people who helped at the Methodist Chapel for being so welcoming and friendly.

134/17 **To approve Minutes of Parish Council Meeting of 8 January**
The minutes were agreed as a true record and signed by the Chairman.

135/17 **Questions/Reports from Councillors and Committee Representatives:**
Cllr Taylor said she had been informed that the ditch at the side of the school needed clearing out. Cllr Crossland stated that this had been done recently.
Cllr Crossland asked if the Council could complain to ERYC about the ongoing problem with the drain at the corner of Tower Street.
RESOLVED: Clerk to write to Highways about this problem.
Cllr Grainger stated that work had been done around the village green by the Community Payback team but mistakes had been made and they had not finished the work.
RESOLVED: Clerk to contact Community Payback about these issues.
Cllr Grainger also stated that the bin outside the school needed replacing.
RESOLVED: Clerk to write to ERYC about this.
Cllr Sexton stated that the Co-op car park was still flooding and this needed resolving. She had spoken to the manager and had been informed that the contractors who had carried out the work were no longer in business.
RESOLVED; Clerk to write to Co-op Headquarters about this issue.
Cllr Leppington stated that the village still had a problem with potholes in the road and the council needed to complain to ERYC. It was noted that the road outside the Links Golf Club on the way to Bridlington was particularly bad.
RESOLVED; Clerk to write to ERYC about the road outside Links Gold Club.

136/17 **Fire Festival**
To consider complaints from residents about the Fire Festival and agree response.
The Councillors considered the comments they had heard about this during the public participation session.
Cllr Crossland stated that in his opinion the Council should not take any action. He said that what had happened was now past and the organisers had nearly a year to plan for the next festival. He proposed that the Council ask the organisers to bring their plans to Parish Council meetings on a regular basis so the Council would know what was going to happen and could inform residents.
Cllr Sexton stated that when the Council had first been informed about the festival in 2015 they had said it was a good idea and had agreed to support it. This was agreed by other Councillors.
Cllr Morton suggested that a Councillor could be a part of the planning committee for the festival and attend meetings. Cllr Crossland stated he would prefer if the organisers came to the Parish Council so that all Councillors would know what the plans were.

Cllr Morton agreed that as the custodians of the Village Green, the Council would need to know what was planned for this land and to add in the Council's thoughts.

Cllr Crossland hoped that the Festival would be able to return with more information in a couple of months.

Mr Emmerson, on behalf of the festival organisers said that the plans would be brought to a future Parish Council meeting when there was a better plan.

RESOLVED: Council to invite organisers of Flamborough Fire Festival to a future meeting to present their draft plans to the Council for comments.

137/17

Clerk's Report:

The Clerk informed the Council of the following issues:

Posters

Bourne Leisure have been informed they cannot have a banner on the fence of Cameron Gardens so will be sending an A4 poster for the Parish noticeboard.

Rendering falling from house IN Allison Lane

The Principal Building Control Officer for ERYC has had a look at the property and remedial work has now been carried out.

Fencing around the Village Green

This has now been repaired by Tony Cook.

Tree Work

ERYC Planning Officers have now agreed that the tree pruning work planned in Flamborough can be carried out. The contractor has been notified of this permission by the Clerk and work will commence in the next couple of weeks, weather permitting.

Weather Warnings for Flamborough Parish website

A company has offered a link to severe weather warnings for Flamborough Parish website. This will mean that visitors to the site can check if there are any floods or high winds forecast for the area if Council wanted this.

Councillors discussed this and **agreed** not to include this link.

Data Protection changes

The legislation for data protection is changing and every parish council will need to have data protection officer. It is not yet known if the Clerk can take on this role or if the Council will need to appoint an independent person similar to the RFO. This will not be fully resolved until the bill is enacted in May this year.

Council need to be aware that this is an additional duty on Councils and will need to be budgeted for.

SLCC are offering webinar training on the new legislation at a cost of £30 for SLCC members. The Clerk is signed up to view this webinar on Thursday 8 February to find out the basics of the potential changes.

Cllr Sellick said that East Riding College was also affected by this.

Register of Interest Forms and update on Council policies

The Clerk has now received all the Register of Interest Forms from Councillors and these have been published on the Council website. During the course of publishing these it was found that many of the links to Council policies had broken so these have now been fixed and the Clerk has republished all of the policies. Some of the policies have not been reviewed for several years. Therefore to ensure the Council is aware of all the policies and agrees with them, the Clerk intends to add a couple of the minor policies to each agenda to be reviewed throughout the year. Standing Orders and Financial Regulations will continue to be reviewed at the annual Council meeting in May.

Hours worked

Hours worked in December period = 92.55

Hours in lieu accumulated = 25.57

138/17

Correspondence

Council considered the following items of correspondence:

Thank you letter from St Oswald's –this was noted by Council.
Advice note from ERNLLCA regarding funding maintenance of open churchyards –this was noted by Council.
Letter re Plunkett Foundation –this was noted by Council.
Data protection renewal –this was noted by Council.
Email regarding Community Led Housing –this was noted by Council.
Invitation to Rural Housing seminar –this was noted by Council.
Invitation to Finance Training for Councillors –this was noted by Council and **agreed** that Councillors Morton and Maxwell attend this training with the Clerk.
Email from Tennis Club for permission to use Memorial Playing Fields on 1 April. This was discussed by Council.
RESOLVED: Council to give permission for use of Memorial Playing Fields on 1 April.

139/17 Allotments:

Council were informed of the following issues:

Rent

Two plot holders had still not paid their rent by the January meeting. Letters were sent stating that their tenancy would be terminated under

the tenancy agreement conditions which state that the tenancy can be terminated “by the council giving one month's previous notice in writing to the Tenant if the Rent or any part thereof shall be unpaid for forty days after becoming payable.”

One tenant has not replied but the second tenant gave his rent money to Cllr Morton. As Cllr Morton was not at the January meeting he was not aware that this resolution had been passed and therefore took this money in good faith.

The money has not yet been banked.

This was discussed by Council.

RESOLVED – Money to be returned to the tenant and the notice to quit be enforced.

NB Following this meeting, Clerk re-checked the letter sent to the tenant and there was an option to pay the rent included in this.

Therefore, the notice to quit cannot be enforced.

New Tenancy

A resident of Bridlington had previously asked to take on one of the plots and the Council had agreed that he be offered plots 58 or 57. The Clerk has telephoned this person as he has not provided a postal or email address but has not had any reply.

RESOLVED: This new tenancy not to be pursued by the Clerk.

Change of tenant

The tenant on plot 16 has asked that his plot be moved into the name of Mr John Cooke as he has been looking after the plot while the current tenant has been ill.

RESOLVED; Tenancy to be changed to Mr Cooke. Payment for the plot for this year to be sorted by the current plot holder and Mr Cooke.

Allotment inspection

Cllr Taylor and the Clerk inspected the allotments on 24th January 2018 and found the following issues:

The tenant on plot 50a previously kept hens but no longer has these. The plot still has the equipment and structures for hens.

RESOLVED: Clerk to write to the tenant to find out what he intends to do with the plot now.

Breaches of Tenancy

The tenant of plots 26 and 27 was sent a letter in January as several breaches of his tenancy agreement had been noted. This included leaving straw bales in the car park. He was informed that further breaches would lead to the termination of his tenancy.

This tenant has again left straw bales on the plot adjacent to his, which is in breach of clause 2.13 of the Tenancy agreement which states,”

NUISANCE – not to do or permit to be done on the Allotment anything which in the unfettered opinion of the Council might be or become a nuisance or annoyance to the Council or to the

tenants of the adjoining or neighbouring allotment gardens or to the owners or occupiers of adjoining or neighbouring property and in particular and without prejudice to the foregoing not to burn rubbish on the Allotment or permit any nuisance or annoyance to arise from spreading manure on the same.

The tenancy agreement states that the Council can terminate the agreement by "giving one month's previous notice in writing to the Tenant if any agreements of the Tenant's part herein contained shall not be performed."

The Clerk informed the Council that a notice to quit would be the next option.

Council discussed this issue at length.

Cllr Maxwell proposed and Cllr Sellick seconded that the tenant be issued with a notice to quit. Councillors voted on this issue and the vote was unanimous.

RESOLVED Tenant of plots 26 and 27 be issued with a notice to quit.

141/17

To consider Planning Applications as listed below.

18/00118/PLF

Proposal: Erection of single storey extension to side and rear following demolition of existing, construction of dormer window with Juliet balcony and installation of roof light to rear

Location: Brentwood Crofts Hill Bridlington Road Flamborough East Riding Of Yorkshire YO15 1AB

Applicant: Mrs A Kitchen

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.

To note planning applications approved by ERYC

17/03442/PLB (with conditions)

Proposal: Conversion of existing storage barns to create dwelling including alteration of existing openings and doors, insertion of new floors and new windows and change of roof covering

Location: Store Manor House Tower Street Flamborough East Riding Of Yorkshire YO15 1PD

Applicant: Ms Lynne Porter

The decision was noted by the Council.

17/03441/PLF (with conditions)

Proposal: Conversion of existing storage barns to create a dwelling including the alteration of existing openings, the installation of new windows and roof lights

Location: Store Manor House Tower Street Flamborough East Riding Of Yorkshire YO15 1PD

Applicant: Ms Lynne Porter

The decision was noted by the Council.

141/17 Accounts

To approve payment of accounts to 31st January 2018:

RESOLVED Council approved the following accounts:

Payee	Method/ Cheque No	Reason	Net	VAT	Gross
G Wilkinson	BACS	Clerks wages	1,054.05	0.00	1,054.05
G Wilkinson	BACS	Clerks expenses	49.25	0.00	49.25
G Liddan	BACS	Cleaners wages	244.37	0.00	244.37
HMRC	2928	income tax	219.28	0.00	219.28
D Morton	2929	cartridge for Council printing	135.04	0.00	135.04
MR & KM Couzens	2930	cutting inside allotment hedge	115.00	23.00	138.00
Tony Cook	2931	replacing timber fencing on village green	695.00	139.00	834.00
A B Grainger	BACS	clearing rubbish from allotments and digging trench	398.00	0.00	398.00
A B Grainger	BACS	Repairs to fencing	170.00	00.00	170.00
TOTAL			3079.99		3241.99

Receipts

Toilet donations 12/1/18 39.60

TOTAL

39.60

142/17

Annual Inspection of playground equipment

Council noted the inspection reports from Creative Play and the Play Inspection Company and discussed the maintenance required.

Council were informed that the Spring Rabbit which had loose foundations would be repaired free of charge by Creative Play under the warranty for the equipment.

The following work needed to be carried out.

Bolts on fences, shackles needed respraying and the gate closing mechanism needed changing.

RESOLVED Clerk to instruct small works contractor to carry out this work.

143/17

Co-option of Councillors

Council noted that a date was needed to meet with the applicants for the Parish Council and to agree which four should be co-opted onto the Council.

RESOLVED the meeting to take place on Thursday 22 February at 7.00pm at the WI Hall.

All applicants to be invited to meeting and to be sent a list of suggested questions so that they could give some information about themselves.

Any applicant who could not attend on 22 February to be asked to write a short supporting statement.

144/17

Street lighting contract

To decide whether to enter into a Service Level agreement (SLA) with ERYC or street lighting maintenance or to put the contract out for tender.

Council considered a report prepared by the Clerk which gave them details of the history of the street lighting maintenance contract and also options for the future of this maintenance agreement.

Council were informed that the Council had responsibility for 124 of the street lights in the village. Unlike many other villages in East Yorkshire, the Parish Council had not entered into a Service Level Agreement (SLA) for the maintenance and running of these lights with East Riding of Yorkshire Council (ERYC). Instead Flamborough Parish Council have entered into a three year contract with a service provider to maintain and repair the lighting which was now due for renewal. It was noted that since 2006 ERYC had won the contract for this maintenance every three years.

If the Council agreed to enter into an SLA with ERYC this would reduce the administrative costs of tendering for a new contractor. The SLA was on a yearly basis rather than three years so the Council could opt back to asking for tenders in 2019 if it found the SLA was not working.

There were two types of SLA.

SLA two offered the following

- Night time inspection

- Fault repairs
- Emergency attendance and repair
- Cleaning and bulk lamp replacement
- Access to professional advice/guidance

SLA one included all of the above plus the following:

- Safety checks and column replacement
- Electrical testing and certificate archiving
- Free design service for new installations.
- Cost of energy supply to lighting

SLA 2 cost £2658.41 and SLA 1 cost £9133.99. The difference in the price was £6475.58. It was estimated that this would be a similar price to the cost of electricity supplied by the Council's current supplier.

Council discussed this issue. Cllr Sellick asked the Clerk if there would be a problem with terminating the contract with Haven. She informed Council that the contract ended in mid -April so the SLA 1 could not be entered into until then. She had spoken to ERYC about them continuing with the current maintenance contract until then.

It was proposed by Cllr Sellick and seconded by Cllr Grainger that the Council enter into SLA 1 with ERYC.

RESOLVED; Council to start an SLA1 agreement with East Riding of Yorkshire Council when the current contract with Haven ends.

145/17 **To consider a proposal to exclude the public and press from next item on the agenda on the grounds of confidentiality**

Council considered this and agreed this could be discussed in public
RESOLVED: Council would not exclude public from the next item on the agenda.

146/17 **Memorial Bench**

Council were informed that a request had been received for a memorial bench on North Landing. This had been refused as Council were no longer installing benches here due to coastal erosion. The applicant was informed that benches may still be installed around the village green and had requested a bench in this location.

A bench had been removed last year from the edge of the Green and there was a base free for a new bench if Council wished to agree to this donation.

This was discussed.

RESOLVED

Council agreed to donation of new bench to replace the Sydney Mann bench on the Village Green.

Clerk to obtain three quotes for the supply and fitting of a new bench to the specification supplied by Cllr Grainger.
Final donation required to be agreed by Council when the prices for the supply had been obtained.

Meeting ended 9.30 pm

Signed as a true and correct record
Chairman

Date.....