

**FLAMBOROUGH PARISH COUNCIL**  
**MINUTES OF MEETING OF 9 April 2018**  
**7.30 PM, WI HALL, FLAMBOROUGH**

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

- 169/17 To receive apologies for absence:**  
Apologies were received from Cllrs Couzens and Murphy and Ward Cllrs Milne and Harrap.
- 170/17 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 19 – to consider quotes for the replacement of the bench on the Village Green.
- 171/17 Public Participation Session**  
The PCSO informed the meeting there had been no reports of anti-social behaviour in the village. There were the usual complaints about speeding but an officer would be carrying out random speed checks and issuing tickets to combat this problem. She stated that she was looking for a quad bike and the Chairman informed her that he may have information on this. She was also looking for a car that had an orange boot lid which was being driven very badly.
- 172/17 To approve Minutes of Parish Council Meeting of 5 March 2018:**  
The minutes were agreed as correct and signed by the Chairman.
- 173/17 Questions/Reports from Councillors and Committee Representatives:**  
Cllr Grainger informed the meeting that he had emptied the toilet donation box and had noted that the brickwork under the roof needed pointing and the toilets needed repainting, plus the gutters were blocked.  
**RESOLVED** Clerk to get more information and add this to a future agenda.
- Cllr Toft informed the meeting there was a resident on South Sea Road whose bungalow backed onto the playing fields. The trees at the boundary of the playing field were overhanging his garden and needed cutting back. This had been done a few years ago but not satisfactorily. Other Councillors stated that the trees had tree preservation orders on them so there was limited work that could be done to them.  
**RESOLVED** Clerk to investigate this matter and bring further information to a future meeting.
- Cllr Toft also noted that the steps at the south side of South Landing were in very poor condition and railings were also missing. It was noted that this land was the

responsibility of Countryside Access. The Chairman stated that he would investigate the extent of the problem. This could then be reported to the relevant authority.

Cllr Maxwell informed the meeting that he had attended the Health Forum which had been a good meeting. There was now hope of a tie up between the work of Social Services and the Health Authority in Bridlington. He also informed Council that the MacMillan ward would be closed permanently but the services it provided in end of life care would stay in the area.

Cllr Leppington stated that the carpark at the Co-op has still not been repaired. Cllr Sexton stated that she had been informed this would happen imminently.

Cllr Canning read out a list of concerns from Cllr Couzens. He had the following issues; He was concerned about the potholes and asked what ERYCV were doing about these.

The drains around the village green had not been cleared.

Many village roads had not been swept.

Several lights were not working in the village including near Hartendale Farm, one near the Coastguard cottages on Lighthouse Rd and one near the Manor House on Lighthouse RD.

These issues were noted by Council.

Cllr Canning also asked who was responsible for the hedge arounds the sports field as this needed pruning. She was informed it was the responsibility of the sports club.

174/17

#### **Clerk's Report and Action Log**

The Clerk informed Council of the following issues:

The Clerk had ordered copies of the Good Councillor Guide for all Councillors and the Clerk.

The Clerk is continuing to note changes to the legislation regarding Data Protection which will be enacted on 25 May. There is still confusion over who can act as the Data Protection Officer for a Parish Council but it is clear that Parish Councils will need to carry out more work to comply with the new legislation. In particular carrying out a regular data audit. It is recommended that the Council adopt a data retention policy to ensure records are kept in accordance with the new legislation.

**RESOLVED** Clerk to bring a data retention policy to a future Council meeting for adoption by the Council.

ERYC have now visited and inspected the bin outside school on Carter Lane. They agree that it needs replacing and it has been added to schedule for replacement in the new financial year.

After a request for a bin at Danes Dyke was received at the March meeting the Clerk has obtained a price of £288 plus VAT for a bin to be installed by ERYC. However ERYC do not think there is sufficient space to site a bin safely in the location suggested. The Clerk and Chairman have checked the exit to Dane's Dyke, which is inside the parish boundary and have suggested this area to site the bin. A response to this suggestion has not yet been received.

**RESOLVED** this item to be included on the next agenda when the full information s should be available.

ERYC are still investigating the ownership of the pavement behind the Dog and Duck. If this is ERYC it will be added to the list to be made up to a pavement standard but the Council do not have sufficient budgets to carry out work on all pavements needed so any work will need to be included on the waiting list. ERYC have also stated that they currently have funding to repair urgent potholes.

The Clerk will be attending the ERYC Planning department liaison meeting with Parish Councils on 15 May. If Councillors wished to attend, could they let her know.  
Role of Parish Transport Champion

ERYC have asked for a representative from each parish to attend the transport network meetings. The network's core role is to bring together residents, Parish and Town Councils, and stakeholders from relevant sectors to help maintain an integrated, cost effective and accessible public transport network. If any Councillor is interested there are further details available and this role can be included in the list of outside organisation nominations at the Annual Council meeting in May.

**RESOLVED** to add this role to list of outside organisations and seek nomination at the Annual Council meeting in May.

The Vice- Chairman will be attending an ERNLLCA East Riding (North East) District Committee meeting in Nafferton on 10 April.

#### **Clerk on holiday**

The Clerk will be on holiday from 15-22 April

#### **Hours worked**

Hours worked in March = 103 hours 20 minutes

Hours in lieu accumulated = 55 hours 57 minutes

175/17

#### **Correspondence**

The following correspondence was noted by the Council:

Email from Mike Featherby re potholes

Information regarding road closure

ERYC survey on communication with parishes

Email re change of Flood line telephone number

Email re Parish Transport Champion meetings

ERYC invitation to annual liaison meeting with Planning Department

NALC request for Parish Council views on Code of Conduct

Email from East Riding NHS re distribution of information about emergency services

Email regarding problems of dog waste at South Landing – Council discussed this and **RESOLVED** to inform dog warden of the problems at South Landing and ask that he investigate.

Email from Pre-school re annual dog show – Council **agreed** to the request for an annual dog show on the village green.

Council also discussed the distribution of correspondence and agreed that for future meetings a list of all correspondence to be included on the agenda and one copy only of each letter to be brought to the meeting by the Clerk.

176/17

#### **To consider Planning Applications as listed below.**

**18/00614/PLF**

**Proposal:** Erection of first floor extension to side

**Location:** Northstead Lodge Bempton Lane Flamborough East Riding Of Yorkshire YO15 1PS

**Applicant:** Mr James Hesp

**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.

**18/00648/PLF**

**Proposal:** Erection of a dwelling

**Location:** Land South Of Whinbrae South Sea Road Flamborough East Riding Of Yorkshire YO15 1AE

**Applicant:** Mr & Mrs Smith

**Application type:** Full Planning Permission

**RESOLVED** The Council objected to this application on the grounds that it was overdevelopment of the plot. The drawing that had been submitted to Planning was wrong and therefore gave the impression there was far more land available than was the case in real life. The proposed development would overlook neighbours and there was insufficient vehicular access.

**18/00775/VAR**

**Proposal:** Variation of Condition 2 (approved plans) of planning permission 16/04257/PLF - Erection of a single storey extension and construction of a Dormer window

**Location:** Jak A Bob North Marine Road Flamborough East Riding Of Yorkshire YO15 1BD

**Applicant:** Mr Anthony Costello

**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.

**The following approved planning applications were noted.**

**18/00118/PLF9**

**Proposal:** Conversion of existing building to holiday accommodation and existing underground water store to bunk house accommodation

**Location:** Disused Water Works Bempton Lane Flamborough East Riding Of Yorkshire

**Applicant:** Mr Martin Parker

**17/02714/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

### **17/04276/PLF**

**Proposal:** Erection of a single storey extension to rear and construction of patio with dwarf wall with 1.4m high timber fence above

**Location:** Sunny Bank Church Lane Flamborough East Riding Of Yorkshire YO15 1PG

**Applicant:** Karen Bradley and Craig Thomas

**179/17**

### **Accounts**

The following documents were checked and approved by Council.

- Payment of accounts to 31 March 2018
- End of year bank reconciliation
- End of year reserves statement

**180/17**

### **Allotments:**

The Clerk informed Council that she and Cllr Taylor had inspected the allotments on 4 April 2018 and found there were no major issues with keeping the plots tidy.

However there are three issues the Council needs to consider.

#### **Rotavation of plot 50B**

Plot 50B was taken over by a new tenant a few months ago and the plot has been strimmed. To be able to cultivate the plot easily this now needs rotavating. The new tenant asked if the Council could do this.

This was discussed and it was noted that there may be some access problems.

**RESOLVED to** ask the grass cutting contractor if it was feasible to rotovate the plot and if so to instruct that this is carried out.

#### **Termination of Plot 42**

The tenant on plot 42 asked for his plot to be halved last year. This was done on the condition that he cleared the half he was no longer cultivating. The tenant was starting to carry out this work but is now ill. His wife has contacted the Clerk to say that the tenant will be giving up his plot due to his health.

The plot still has a great deal of rubbish on one half that the tenant was slowly moving but is now unable to do so. This is in breach of the tenancy agreement so the Council could recharge the tenant for the cost of remedying this breach.

The Council discussed this in detail and noted this was a very difficult situation to decide what would be the best course of action. While Councillors had much sympathy with the tenant, the Council also had a duty to all the residents to obtain value for money.

**RESOLVED** Council to obtain an estimate for the clearance of the plot and bring this to the next meeting to consider what action to take.

#### **Change of tenancy on Plot 61A**

The tenant on plot 61A wishes to terminate her tenancy due to ill health. She has a friend who lives in Flamborough who would like to take on this tenancy and has asked for Council approval to change the tenancy.

**RESOLVED** that this be approved subject to the new tenant signing the tenancy agreement.

181/17

**Painting of swings and slide in playground**

Council were informed that this treatment had been advised in the playground inspection report which was discussed at a previous meeting where agreement was given to consider treating the swings in the playground. The swings would need to be shot blasted prior to repainting and quotes had been obtained for this.

The Clerk had approached three firms. Two had said they would not carry out the work and the third had sent in an estimate. Cllr Grainger had also obtained an estimate for the work and brought this to the meeting.

The two estimates were compared by the Council.

**RESOLVED** Council to accept the estimate given by David Wilkinson which was the price for shot blasting, priming and the supply of specialist paint. The Small Works Contractor was instructed to carry out the painting as this would be less costly than David Wilkinson doing this work.

182/17

**To agree to a review of the Risk Register by Council for ratification at meeting in May.**

The Clerk informed the meeting that several changes were needed to the current risk register which was included in the agenda pack. She stated that she intended to update the register and bring this to the next meeting for agreement by the Council. The Clerk asked if there were any Councillors who wished to act as reviewers and give feedback on proposed changes before the final document was presented to Council. Cllrs Maxwell and Grainger agreed to do this.

**RESOLVED** Clerk to update risk register and send out to Cllrs Maxwell and Grainger for comments. Final document to be presented to Council in May for agreement by full Council.

183/17

**Beech Avenue**

NB This item was discussed before 181/17 as Cllr Crossland needed to leave the meeting early.

The Chairman informed Council that a letter from a resident in Beech Avenue stated that the residents had been informed by ERYC that it could not take any action to improve the traffic problems on Beech Avenue as it needed Flamborough Parish Council to raise the matter with ERYC.

The Chairman noted that there had been a significant increase in heavy goods traffic along the road in the past year and wondered if there had been a change in sat nav directions.

Cllr Crossland stated that if a weight restriction was imposed for Beech Avenue the lorries would need to go past the school on Carter Lane. This would be very difficult, particularly first thing in the morning and at 3.00 pm. There were also regular events on at school which meant cars were parked on the road for a large part of the day making access for large vehicles almost impossible.

Ward Cllr Matthews informed the Council that a petition by the residents had been sent to ERYC. He believed that this petition would be sent to the Environment Overview and Scrutiny Committee which he was a member of. The Committee would probably ask for an investigation into this issue and the Parish Council would be contacted as part of this investigation.

Council discussed this information.

**RESOLVED** Clerk to write to resident and inform them of the information given by Cllr Matthews.

184/17

### **Flooding in the village**

Council discussed this issue and noted that there were several areas where flooding was a problem. In particular, these were;

The gullies on South Sea RD near cleaning out. Several properties were close to being flooded due to this problem.

The ditch on Carter Lane and junction with Tower Street needs cleaning properly and work needs to be carried out to stop this problem occurring in the future. Trash screens were suggested by Ward Councillor Matthews.

The gullies around the village green need cleaning

**RESOLVED** Council to write to the Interim Head of Environment and Neighbourhood Services, Paul Belloti, to ask that action be taken to resolve these problems.

185/17

### **To agree to change allotments from Possessory to Absolute Freehold Title**

Council were informed that the allotments were currently held by the Council with possessory title only so in theory someone else could contest ownership. This could now be changed to absolute freehold title by completing a form and paying £40 to the Land Registry.

**RESOLVED** Council to change from possessory to absolute title for the allotments.

186/17

### **To consider funding for defibrillator maintenance in the parish**

Council were informed that the defibrillator in the Parish and costs for maintenance were met by the Ambulance service as part of a scheme to get 100 defibrillators in 100 parishes.

Since that scheme was launched there were now 1288 defibrillators in East Yorkshire. 1188 of these were maintained by local communities and parish councils and only 100 were left that are still maintained by the Ambulance Service.

It was recognised that if the ambulance service continued to fund these 100 it could be legitimately argued that they should fund all 1288 and the service does not have this level of funding. Therefore Parish Councils are being asked to take on this maintenance cost.

The Ambulance service has received capital funding to replace the cabinet for these units so if the Parish Council takes on the maintenance the unit will not need replacing for 15 years.

The unit was also have a new battery which has an expected life of at least 4 years.

The ongoing maintenance costs for the unit are therefore likely to be as follows

- Cost of replacement cabinet in 15 years = £480 or £ 32 per year
- Cost of replacement battery in 4 years = £200 0r £50 per year
- Cost of pads used = £25 per set of pads. If two incidents per year = £50 per year

Thus total annual cost = **£132.**

Allowing for inflation and additional pads needed = £150 per year.

Council discussed these costs. The Chairman informed Council that there was a second defibrillator in the village at the Victoria Club but this was not one ordered by the Council and therefore maintenance for this would be the responsibility of the Victoria Club.

Cllr Sexton stated that the First Responders had a budget and recommended that this group be asked to if they can fund the maintenance. This was discussed but it was noted that there was a tight timescale for agreeing to the maintenance otherwise the defibrillators would be removed.

Cllr Leppington proposed that the Council take on the maintenance costs and this was seconded by Cllr Taylor. This was agreed by all Councillors except Cllr Sexton who abstained from voting.

**RESOLVED** Council agree to take on the ownership and maintenance costs for the defibrillator on the Village Hall on South Sea Road

187/17

**To agree in principle to purchase additional Christmas lights**

The Chairman informed Council that the Council could now decorate its own tree in Cameron Gardens and this was done last year when the Council purchased new lights. However the tree would look better if it had more lights on it this year. He proposed that the Council ask the original manufacturers if it was feasible to add an extra 50 bulbs onto the current string, which would mean the power supply would not need to be altered.

This was discussed by Council. Cllr Grainger proposed if this could be done and the cost was less than £250 plus VAT this should be done.

**RESOLVED** Council to check if 50 extra lights can be added to current Christmas light supply and if this is possible to purchase the additional lights if the cost is £250 + VAT (or less)

188/17

**To consider a proposal to exclude the public and press from item 19 on the agenda on the grounds of confidentiality**

**RESOLVED** the public were excluded from the meeting.

189/17

**To consider the quotes received from contractors for the replacement bench on the Village Green and to select a contractor for this work.**

The Clerk distributed three estimates for a bench with a concrete base and plaque and these were considered by the Council.

Council agreed to accept the estimate from Heritage Forge for this.

The Council then discusses the cost of maintenance for the bench for ten years as this was a donated bench. It was agreed that the total for the bench including siting, plaque and maintenance for ten years should be £750.00.

**RESOLVED** Council to write to donor informing them of this cost and arrange for bench to be made and sited when the donation was received.

Meeting ended 9.50pm

**Signed as a true and correct record .....**  
**Chairman**

**Date.....**