

FLAMBOROUGH PARISH COUNCIL

MINUTES OF MEETING OF 5 December 2016

7.30 PM, WI HALL, FLAMBOROUGH

Present: Councillor D Morton (in the Chair), A Grainger, V Leppington, M Sexton and C Taylor, J Crossland

Two members of the public

Clerk – Gill Wilkinson

187/16 To receive apologies for absence:

Apologies were received from Councillor R Sellick, B Maxwell and P Couzens

188/16 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:**

Cllr Granger and Cllr Morton declared pecuniary interests in the payment of accounts.

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

There were none.

189/16 Public Participation Session (15 minutes):

None.

190/16 To approve Minutes of Ordinary Parish Council Meeting of 3 October 2016 (enclosed):

RESOLVED: That the Minutes of this meeting are approved and signed as a true and correct record

191/16 To receive the Clerk's Report

• **Allotments**

The Council had 77 allotments of which 17.5 vacant. Of the remaining 59.5 – 52.5 had paid their rent so far. Letters would be sent to those who have yet to pay rent

• **Creative Play**

Email sent regarding poor workmanship. This had resulted in Creative Play offering 10% reduction off the bill and two year maintenance and inspection contract free of charge. The council accepted these conditions.

• **Citizen Link Kiosk**

The Clerk had liaised with ERYC and the business rates were no longer payable while the building was unoccupied. She was now investigating how to stop payments for the building on a permanent basis. Cllr Crossland advised the Clerk to contact HMRC who were responsible for the business rates.

• **Newsletter for December**

This had been produced and distributed. The Clerk asked councillors to let her know if they had suggestions for future newsletters.

• **ERNLLCA conference**

This had taken place in Hull on 18 October and had been well attended with good speakers. The Clerk had attended workshops on risk management for councils, new end of year procedures for councils, CPD for councils, Local Council Award scheme, and, data protection.

- **Local Council Award Scheme**

Flamborough's award had now lapsed so currently in for re-examination. Will know outcome next year.

The Clerk asked if the Council wished to apply for a higher level but it was AGREED that this would mean a lot of work for the Clerk so the council should remain at Foundation level.

- **Clerk's additional hours**

The Clerk informed Council that she had taken over from Miss Dennis but there had been no handover so she had spent many hours finding passwords, log on user names etc. Plus there had been several live issues to deal with immediately upon her appointment. She had spent over two days setting up office. Problems with the computer and the website meant that she had spent many hours talking to ERYC staff. Payment of wages had been very time consuming as she had to obtain information for HRMC and a new log on as last password and username had not been passed on. There had also been Issues of changing bank accounts, informing all suppliers of change of address and change of clerk.

The Clerk had not kept a log of any of the extra hours I worked in October but this had been virtually full time for the first few weeks to try and learn the job. She had kept a spreadsheet from 1 November and have added on hours I worked on Parish issues but this did not include time spent reading for general research purposes to get background for Flamborough and also does not include any hours spent working on ILCA award.

Currently this was 52.15 hours. The Clerk's job conditions stated that additional hours could be taken in lieu. However with the current workload it was not possible to take this in the coming financial year and she therefore requested that these be paid as additional hours => She informed Members that as the council did not have a full clerk to pay for August, September and part of October, there would be money available in the budget to fund these additional hours which would be at plain time.

Cllr Morton informed the meeting that the Clerk had carried out these additional hours and had worked extremely hard to familiarise herself with the job as soon as possible.

Council discussed this and **RESOLVED** to consider this at the next meeting as a separate agenda item.

- **Shredder for parish office**

The Clerk informed Members that she was receiving letters, documents etc. that do not need filing but need confidential destruction. Therefore she asked if she could purchase a shredder.

Members thought that the Council already had this. AGREED Cllr Morton to investigate where this was and return to the Clerk.

192/16 Ward Councillors Report

Councillor Matthews informed Council that the bus consultation review was now complete and the report on this would go to the Cabinet meeting on 13 December. It proposed to reduce subsidies on 40 rural services but these were Sunday services only in the Flamborough area. The routes affected were Bridlington, Flamborough Bempton and also the Bridlington bus service to Cross Hill.

The library consultation that had proposed closing Bridlington North had now resulted in this library and King Street library remaining open. They would operate for 50 hours per week between both libraries.

193/16 Questions and Reports from Councillors and Committees

Cllr Taylor asked what she was to do about the washer that had been dumped outside her house. Cllr Leppington agreed to have a look at this on Saturday.

Cllr Morton informed Members that the car left at the bottom of Cross Hill should now be removed as he had been in touch with the police and the PCSO. The police had found it difficult to establish the ownership of the vehicle but had now agreed to arrange for it to be removed.

Cllr Crossland informed Members that he had received several complaints about the lack of flags being flown by the Council on notable days including the Queen's 90th birthday and Armistice Day. It was noted the Queen's 90th birthday was a one off event. Cllr Morton apologised for the omission on Armistice Day and explained that the duty of flag flying had been delegated to two councillors. One councillor had been unable to carry out this duty due to a family emergency and there had been some miscommunication also. This was during the time when the Council did not have a Clerk so it was particularly difficult to keep up with all the duties of the Council. However a new Clerk was now

employed and the Councillors had been delegated for these duties so this should not happen in the future. It was **PROPOSED** that any additional dates for flag flying be brought to the Council so that a definitive list of dates could be produced.

Cllr Crossland informed the meeting that he had also received complaints about the standard of grass cutting in the village as the grass had not been cut around the posts. This was discussed and **RESOLVED** that the Clerk write to the contractor to inform him of this issue.

Cllr Sexton informed the meeting that there was damage to the Youth Shelter and asked if this could be repaired via the Community Payback scheme. Cllr Crossland stated that this was becoming more difficult but he would speak to the person involved with this scheme.

194/16 To consider request for street light at junction of Southsea Road South and Southsea Mews

Cllr Morton explained to the meeting that this had been going on for several years and councillors were aware of the background to this issue. Looking south on the playing field side of the road there was no power supply but there was one light at the Lighthouse Lane end of the road but no footpath. It was in the interest of public safety for a light to be erected on the footpath side of Southsea Road South. This did not alleviate the problems of no street lighting in Southsea Mews but was of some assistance. He had contacted ERYC for the cost of providing a light and had been given a figure of around £600. Cllr Morton **PROPOSED** that the Council pursue this and provide the light.

Members asked if this included the cost of connection and Cllr Morton said he believed it did. Councillors also asked if the person who would be next to the potential light was happy for this to be installed. Cllr Morton stated that the PCSO had spoken to this person and he believed they were in agreement with the installation

Cllr Sexton **PROPOSED** and Cllr Leppington **SECONDED** that the Council agree to purchase the light for South Sea Road South subject to:

Agreement from the resident living next to the proposed site for installation

The cost of circa £600 to include connection charge by ERYC.

This was voted on and **AGREED** unanimously.

195/16 Management of Allotments

Cllr Morton explained that he was raising this issue as the basis for an initial discussion about the management of the allotments for the future. He informed Members that there were several vacant plots on the right hand side of the area as you drove into the allotments. If these were allowed to go to fallow and grassed over it would be cheaper and easier to manage them. In addition he suggested that any new plots should be let from the left hand side and middle of the area rather than the right hand side so that in time the plots on the right could become the dormant plots on the allotment until demand increased.

Cllr Leppington stated that the plots had been allowed to go to fallow about seven years ago so was in agreement with doing this again. Cllr Grainger stated that a selective weed killer could be used to allow the grass to grow on dormant plots but not weeds.

Council discussed this issue. It was proposed by Cllr Morton and seconded by Cllr Sexton that the Council let the vacant plots in the middle of the allotments first. The vacant plots at the bottom and right hand side of the allotment be grassed over. Cllr Crossland advised that this area would need to be fenced to prevent fly tipping. It was agreed by Council that this may be something they would want to consider at a later date.

RESOLVED that the Council let the vacant plots in the middle of the allotments first, these being plots 13, 22, 23, 35, 34, 33, 29 and 45. The vacant plots the bottom and right hand side of the allotment be grassed over. These being Plots 75, 74, 73, 72, 70, 52, 53, 57 and 58.

196/16 Seating Plan at North Landing

Cllr Morton informed the meeting that there were four benches at North Landing towards the sea ward side that should be brought back from their current position and placed on new pads. He proposed that this work be carried out but that the costings for this be put to those who had requested the benches. Council discussed this but thought that this work should be carried out when it became necessary. He noted that other parish councils had a more business like arrangement in place for benches whereby a family paid for a bench and maintenance of the bench for ten years. After this date they could be renewed or the site offered to another family for payment. This would allow for a

rolling programme of maintenance and he suggested that this be adopted by Flamborough Parish Council as a way forward. Councillors discussed this item and noted that some benches had recently been replaced. They agreed that the four benches on North Landing did need to be resited eventually but Council I could wait until the condition of the benches warranted this work.

Cllr Leppington stated that some benches in the village were community benches so could not be included in any commercial arrangements. It was agreed that all these benches should be kept and maintained by the council. It was noted that the Council had details for most of the benches but not all of them.

Cllr Crossland stated that it was not possible to impose fees on people retrospectively but was informed that this was a proposal for future management of the benches. Cllr Crossland also asked that if there were to be any more seats in the future that these be sited on council land only.

Cllr Grainger suggested that the seats not be maintained and then removed when in poor condition.

RESOLVED The Clerk and Chair to investigate further into the management of benches by other councils and to bring details to a future meeting with allow the council to produce a new policy on the management of the benches.

197/16 Accounts:

To approve payment of accounts to 30 November 2016

RESOLVED: That the accounts should be paid as submitted.

188/16 To consider Planning Applications as listed below and subsequent plans received after the agenda is sent out

16/03658/VAR Wold Farm Bempton Lane Flamborough East Riding Of Yorkshire YO15 1AT
Variation of Condition 13 (arrival and departure times of caravans) of planning permission
15/03820/PLF - Use of land for the provision of 48 general purpose camping grass pitches (for touring caravans/motor homes or tents) and the siting of 6 wooden camping pods and access improvements (to replace 20 existing caravan and 20 tent pitches) (traffic management plan)

There were no observations.

16/01914/STPLF Land North Of the Grange Caravan Site Bempton Lane Flamborough East Riding Of Yorkshire YO15 1AS

Change of use of land to form extension to existing caravan site for mobile caravans, 25 static caravans, proposed camping pitches, picnic area and sports area; change of use of land to the west of The Grange for the storage of caravans and associated basis, access and landscaping.

Council discussed this item and Cllr Crossland stated that he objected to this development as it would be an eyesore coming into the village and he proposed the council objected to this application. This was seconded by Cllr Leppington. Cllr Grainger proposed that the application be supported subject to there being adequate screening of the site. This was seconded by Cllr Taylor.

Council voted on the objection to the development and this resulted in three votes for the objection and three votes plus the Chairman's casting vote against the objection.

RESOLVED Council support the application subject to there being adequate screening of the site from the road.

16/03914/PLF Thornwick Bay Holiday Village North Marine Road Flamborough East Riding Of Yorkshire YO15 1AU

Siting of 20 static caravan bases with associated car parking, pedestrian footpaths, internal access road, landscaping (including the erection of two retaining walls) and infrastructure above and below ground

Cllr Morton stated that he was concerned about the increasing amounts of traffic that would go through the village to this site. Cllr Crossland spoke in favour of this development.

There was further discussion by the council and a vote was taken on this development. There were three in favour and two against with one abstention.

RESOLVED No objections.

Council noted Planning Applications Granted by ERYC

16/03209/PAD Co-op, Allinson Lane, Flamborough, YO15 1NE

Display of 1 internally illuminated logo sign (sign A), 1 non-illuminated acrylic letters (sign B), 5 non-illuminated wall mounted aluminium panels (signs C, D, E, G, H), 1 non-illuminated post mounted aluminium panel (sign F)

16/03396/PLF Anerley Cottage, North Marine Road, Flamborough, YO15 1BL

Alterations to roof to converge with flat roof dormer to the neighbouring property

16/03001/PLF Newstead Selwick Drive Flamborough East Riding Of Yorkshire YO15 1AP

Erection of single storey extension to side and rear and conversion of existing garage to additional living accommodation

16/03201/PLF Thornwick Bay Holiday Village North Marine Road Flamborough East Riding Of Yorkshire YO15 1AU

Erection of a single storey extension to kitchen and cellar with external cladding to match existing

Meeting closed at 9.15pm