



**MINUTES OF PARISH COUNCIL MEETING
13TH MAY 2013, FOLLOWING THE ANNUAL MEETING, WI HALL, FLAMBOROUGH**

Present: Councillors R Sellick (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, Mrs C Taylor and I Woodhouse.

ERYC Ward Councillors R Harrap and C Matthews

PCSO Liz Smith

One member of the public

Clerk, Libby Woodhouse, recorded the Minutes.

97/13 To receive apologies for absence:

Apologies of absence were received from Councillors Mrs M Sexton, M Smales and F Villani

98/13 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 made by Councillors are recorded at the appropriate Minute.

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

None

99/13 Public Participation Session (15 minutes):

PCSO Smith – gave a report to the meeting. There had been criminal damage to the safety surfacing at the playground totalling £600 worth of damage. The Police are investigating. There had not been any other reports of ASB. PCSO Smith had visited the owners of the truck parked to the rear of the Post Office and they will park it on the road – this is still ongoing. On 8th May, the PCSO had undertaken a walk round of the village with the Clerk and will do so again on 15th. The incident logs are down so far this month. She is keeping an eye on the cricket field. The PCSO left the meeting.

100/13 Minutes of Meetings:

- (a) **To approve Minutes of Parish Council Meeting of 8th April 2013:**

RESOLVED: (All in favour) that the Minutes of this meeting be approved and signed as a true and correct record

- (b) **To note Minutes of Annual Parish Meeting of 8th April 2013:**

The Council noted these Minutes which are subject to confirmation in April 2014.

101/13 To receive the Clerk's Report and Action Log (for information enclosed):

Post Box, Post Office Street – verbal confirmation received from Mr Dyson that the Post Box will be moved as they have asked for it to be moved. The new location is as yet unknown.

Rear of Post Office Street – PCSO Liz Smith has visited the address where the owners of the truck live regarding the problem of reversing the truck on the junction. Assurances were given that the truck would be parked elsewhere. PCSO Smith will monitor the situation and will update PC Scotter on the issue. The Fire Service has responded as follows: *“Apologies for the late reply to your enquiry. I had occasion*

to observe this vehicle at a recent trip to Flamborough. It was actually parked on the roadside on that occasion and at the time was carrying 2 Liquid Petroleum Gas (LPG) cylinders on board. The cylinders were being stored upright and secured with suitable fastenings. The vehicle was displaying recognised signage in accordance with the Dangerous Goods Act. The vehicle or its contents does not come under the criteria of the Regulatory Reform (Fire Safety) Order 2005 and therefore the Fire Authority has no jurisdiction. As far as I am aware, there is no reason why LPG cylinders cannot be carried on the public highway. The photo shows that the vehicle is parked off the public roadway and on private property, I assume that the vehicle is authorised to be parked there by the landowner. Hope that this clarifies matters from a Fire Authority stance". The letter from ERYC in response to the highway/right of way issue and the bins is on the agenda for this meeting for consideration.

Post Office Street, request for No Loading at any Time restriction – The Head of Streetscene has asked the Area Highways Engineer and the Traffic and Parking team to deal with this.

Donation of two Trees, Village Green – a site visit was held on 1st May and locations were agreed with the donors.

Bin emptying, playground – a resident contacted the PC stating that the ERYC bin collecting team would not empty the bin from the playground. I have spoken to Chris who has contacted is Supervisor and agreement has been reached that he will continue emptying the bin and that the rest of the teams in the area will also be made aware to empty it.

Parish Council Network Meeting – took place on 24th April. Councillor Couzens confirmed he attended and gave a brief report.

Bus-top, South Sea Road – confirmation has been received from ERYC today (8th May) that the consultation process has been completed and there were no prohibitive responses though concern was expressed that the bus operator should use only the new bus stop and cease to use any informal stops along this stretch. ERYC will contact the bus operator to advise of the new arrangement. ERYC will visit the site this week to determine what work requires carrying out and then order it. The lining and signing crews have up to 3 months to complete the work but it may be sooner than this. An accurate date cannot be given as it will be dependent on the work crews. ERYC had visited the area and marked on the road and pavement for the bus stop. Councillor Leppington had contacted the Clerk that there would be no need for a pole as the bus stop sign could go on the street light. The Clerk had confirmed with ERYC that this would be in order and the Council would need to give permission for ERYC to locate the notice on the street light. Councillor Mrs Johnson reported that Mr Hall was concerned that the bus stop post would block parking.

RESOLVED: (All in favour) to grant permission to ERYC to locate the signs on the parish street light, proposed Councillor Leppington, seconded Councillor Mrs Johnson.

Damaged Sign, Stottlebink – The ERYC Head of Streetscene has advised that the Area Highways Engineer will deal with this matter.

Police Surgery Walkabouts – 8th May 4-5 pm and 15th May 10.30-11.30 am. The Clerk has been asked to attend.

NICEIC Certificate, Toilets – this was undertaken on 16th April. A NICEIC Certificate was undertaken, re-lamping to all lighting units and electrical appliance testing to the driers. There were no major issues however the emergency light in the toilets failed. A replacement emergency maintained bulkhead was fitted on 17th April under Clerk's delegated emergency powers as a health and safety issue in the sum of £85 added to the bill.

ERNLLA, Spring Conference – was attended by the Clerk. There were presentations by Matthew Grove, the Police and Crime Commissioner, who outlined his role, functions and plans. He wants to reduce crime, increase the number of Special Constables to patrol streets, thinks the system is too tolerant of repeat offenders, wants to expand community punishment, wants a greater relationship between the Police and Parish Councils, greater opening hours for Police Stations or if not viable then to put offices into sports centres, casualty departments, Parish Council offices. Further presentations included the Community Right to Bid, the Freedom of Information Act, contract management and further service delivery by Parish Councils.

Greg Knight, MP – Mr Knight’s Secretary wrote on 17th April stating that he is shortly to have a meeting with the health service and asking whether there were any issues Mr Knight could raise on the Parish Council’s behalf. Because of the deadline given for this (26th April), an email was sent to all Councillors asking for their opinions and then a response was put together outlining concerns that had been raised regarding Buckrose Ward, the future of the Hospital, funding etc. A copy had been given to Councillors.

Caravans, Crofts Hill – residents have contacted the Parish Council that there are travellers’ caravans at Crofts Hill. The Clerk had been given to understand that permission had been given by the field owner.

Street Lighting Inventory – Northern Powergrid requested an up to date inventory. This has been sourced from ERYC and has been sent to Northern Powergrid.

Clerk’s hours – The Clerk worked 81 hours in April (contracted hours are 64). 17 hours added to holiday hours.

102/13 Questions/Reports from Councillors and Committee Representatives:

Councillor Crossland – reported that he was still concerned at where buses were stopping. Bus stops were originally placed for persons alighting buses at the rear and now passengers alighted at the front so buses no longer pulled forward and in turn blocked the road. He used the examples of Church Street and Tower Street outside the paper shop. He was also concerned that the rural bus weekend/night service to Bempton was not being used and he considered it to be a waste of money.

- The Clerk will write to ERYC regarding the suitability of bus stop locations and traffic issues and concerns with the rural bus service.

Councillor Leppington – reported that ERYC had cut the grass to the rear of the Library but had refused to cut the grass to the rear of the Village Hall as it is not ERYC’s responsibility. MR & KM Couzens had cut it for Mr Hall.

Councillor Crossland – reported that he had installed the brass plaque commemorating the Thornwick disaster in 1952 at the pill box at Thornwick.

103/13 Chairman’s Report:

The Chairman had nothing to report.

104/13 To consider Planning Applications as listed below and subsequent plans received after the agenda is sent out (planning applications available for public inspection at 7.15 pm):

- (1) **13/00908** – Erection of single storey extension to rear and alterations to existing garage roof
At 4 Hartendale Close, Flamborough
For Mr R James
Application Type: Full Planning Permission
(See enclosed correspondence received separately from neighbour, Mrs A Barden)

Councillor Emmerson declared a non-pecuniary interest as he is related to the neighbour of the applicant (Mrs Barden) and remained in the meeting for the discussion and vote.

RESOLVED: (All in favour) to object to this application based on the potential impact to the neighbour’s property and recommend that the proposals for the roofs are re-visited, proposed the Chairman, seconded Councillor Woodhouse.

- (2) **13/01159/OUT** – Outline – Erection of residential development (access and scale to be considered)
At land west of 2 Flaen Road, Flamborough
For Ms Joanne Smith
Application Type: Outline Planning Permission
(See enclosed correspondence received separately from Mr C S Pickard)

Councillor Couzens declared a non-pecuniary interest in that he is a friend of the applicant and remained in the meeting for the discussion and vote.

RESOLVED: (All in favour) to comment that the Parish Council in principle supported residential development for 14 dwellings within the consultation for the draft Local Plan Allocations Document and has no objection to the development of the site. However, it is considered that 17 dwellings constitute overdevelopment. The Parish Council recommended that the hedge on the northern boundary remains and that an element of affordable housing is specified as a planning condition requirement along with a request that the site is constructed to the standards suitable for adoption as a public highway with the provision of street lights. The Council will query that this plan is premature as the Draft Local Plan has not been examined or adopted, any future Community Infrastructure Levy would be lost and query whether any s106 agreement would be made. Proposed Councillor Mrs Johnson, seconded Councillor Mrs Taylor.

- (2) **13/01213** – Erection of two storey and single storey extensions to rear
At Sanwick, North Marine Road, Flamborough
For Mr and Mrs A Stork
Application Type: Full Planning Permission

RESOLVED: (All in favour) that the Parish Council has no objections to this application, proposed Councillor Woodhouse, seconded Councillor Mrs Johnson.

Planning Applications Refused by ERYC

- (1) **13/00570** – Erection of a replacement dwelling at Seacliffe, Selwick Drive, Flamborough (as the Parish Council supported this application, see enclosed copy of refusal notice)

105/13 To note/deal with correspondence as listed below:

- 07-May-13 ERNLLCA, explanation regarding ERNLLCA's services (enc)
02-May-13 ERYC, Advert for Healthwatch Chair and Directors (emailed to Cllrs 2/5)
▪ Ward Councillor Harrap explained the remit of the new Healthwatch body.
02-May-13 David Hinde, regarding application 13/01370/AGNOT – application for another grain store at Metlands, Bempton and concern for the Heritage Coast (enc). As this is agricultural it is a notice of prior approval under the General Permitted Development Order and public comment is not sought.
16-April-13 ERYC, Public Consultation, East Riding Local Plan Bridlington Town Centre (enc)
April 2012 ERYC, Tackling Anti-Social Behaviour – six-monthly update (emailed to Cllrs 3/5)
April/May 2013 ERNLLCA Newsletter (enc), ERYC Parish News (emailed 3/5).

Ward Councillors R Harrap and C Matthews left the meeting.
Councillor Crossland left the meeting.

106/13 To approve payment of accounts to 30th April 2013 (enc) and to note April's budget monitor:

Councillor Couzens declared a pecuniary interest as he had invoices submitted for payment.

Received

- £75.00 Allotment Rent, plots 29, 61b and 74.
£19,109.57 Precept (half £17,000 plus half the grant £2,109.57 – the second half of the grant when it is received at the end of September will be earmarked for 2014/2015)
£10.09 Toilets Donations Box

Account Paid

- Chq 2277 £7.56 Yorkshire Water, allotment water rates – paid 31/03/13.

One extra account – WI Hall for meetings from June 2013 – May 2014 - £220.00. The Council will review meeting venues in January/February 2014.

RESOLVED: (All in favour) to note the accounts the Clerk had paid under powers given at the last meeting and to pay the rest, proposed Councillor Mrs Taylor, seconded Councillor Woodhouse.

RESOLVED: (All in favour) to approve wages payments a month before the payments are made so that they can be paid at the month end on time and to give the Clerk authority to May's accounts at the end of May, proposed the Chairman, seconded Councillor Mrs Taylor

Chq No	Creditor	Net Due	VAT	Total
2278	Npower, electric street lighting (1/1/13-31/3/13)	1,465.20	293.04	1,758.24
2279	Npower, electric, xmas lighting	99.52	19.90	119.42
2280	MG Maltby Ltd, NICEIC test, relamping, new emergency light	225.67	45.13	270.80
2281	David Walker, Internal Audit	197.00		197.00
2282	Clerk Expenses (Apr)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	8.70		8.70
	Stationery	4.99	1.00	5.99
	Photocopying paper	9.09		9.09
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
2283-85	PAYE	1,212.96		1,212.96
2286	MR & KM Couzens, Grounds Maint cut x 2	262.00	52.40	314.40
2287	MR & KM Couzens, Grounds Maint cut x 3	262.00	52.40	314.40
2288	Npower, toilets electric (est)	73.91	3.70	77.61
	Totals	3,870.54	467.57	4,338.11

The Council noted the budget monitor report. The Clerk had confirmed with ERYC that there was no amount owing for the timer boxes because the first set had to be removed as they did not work. These were then replaced with timer boxes which ERYC already had in. The £1000 earmarked for these will be put into the general reserve.

107/13 To send a representative to the ERYC Parish Liaison Meeting on 20th May 2013, Bridlington Town Hall at 6 pm (enc) and to consider the enclosed ERYC letter “More effective publicity for and delegation of Planning applications:

Councillor Sellick may be available to attend on 3rd June at Beverley.

108/13 To note Clerk's delegated emergency powers used to repair damaged wetpour on the playground in the sum of £595 and that an insurance claim has been made:

The Council noted the damage and the action taken.

109/13 Accounts to year end 31st March 2013:

- (a) To approve the accounts for year ended 31st March 2013 (enc):
- (b) To approve the Annual Return for External Audit Section 1 – Accounting Statements 12/13
- (c) To approve the Annual Return for External Audit Section 2 – Annual Governance Statement 12/13 (both enclosed):
- (d) To note Explanation of Variances and Bank Reconciliation for External Audit 12/13 (enc)
- (e) To approve the updated Asset Register (enc/for list of lights see agenda item 14):
- (f) To approve the Internal Auditor’s Report for the year 2012/2013 (enc):

RESOLVED: (All in favour) to approve items (a) to (f) above.

110/13 Playground slide:

- (a) To note the grant application to retain the £2,470 was successful:

This was noted.

- (b) To consider installation of a new slide and safety surfacing in the sum of £4,393.56 & VAT:

RESOLVED: (8 in favour, 1 against) to install a new slide and safety surfacing by Sutcliffe Play in the sum of £4,393.56 as this was the cheapest quote, proposed Councillor Mrs Johnson, seconded Councillor Couzens.

- (c) To consider removal of the old slide and make good the grassed area:

Councillor Couzens will remove the old slide when the installation date is known with the help of Councillors Grainger, Morton, Sellick and Leppington. Councillor Woodhouse may have security panels if necessary.

111/13 Neighbourhood Planning Seminar – deferred from last meeting:

- (a) To receive a report from Councillor Mrs Johnson and the Clerk on the Seminar at Tickton on 8th March (Clerk’s report enclosed):

The Clerk’s report was noted and Councillor Mrs Johnson reported on the day.

- (b) To consider moving forward with a Neighbourhood Plan:

The Council felt this was not the right time and deferred it for consideration again in six months time.

112/13 To receive ERYC’s report on the condition of Flamborough’s lighting stock and lighting assessment (enclosed) and to approve a rolling programme of works:

The Clerk will gain more information and prices from ERYC to develop and undertake a rolling programme of work to the lighting stock for the condition 4 lights to discuss at the next meeting.

113/13 To consider ERYC’s response to the queries raised re the truck to rear of Post Office Street (enc):

RESOLVED: (All in favour) to leave things as existing with regard to the right of way, proposed Councillor Couzens, seconded Councillor Mrs Johnson.

The Council will discuss road markings (parking) on Chapel Street at Fishermans Gardens at the next meeting.

114/13 To approve a response to a letter from a resident re signage to the Thornwick Bay Café (enc):

Councillor Emmerson declared a non-pecuniary interest in that he is a friend on the resident and remained in the meeting for the discussion and voting.

The Clerk will refer this to ERYC Planning Enforcement and Highways as the responsible body and ask to be kept informed. The Clerk will write to the resident informing them of this course of action.

115/13 To approve a response to a letter from a resident re highway issues at West St and PO Street (enc):

The Clerk will refer this to ERYC Highways as the responsible body and ask them to investigate.

116/13 To approve a response to a letter from a resident re Charlie's Gardens and review clearing/cutting:

RESOLVED: (All in favour) to ask MR & KM Couzens to undertake clearing/cutting once and invoice the Council, proposed Councillor Leppington, seconded Councillor Woodhouse. The Clerk will let the resident know and the Council will consider the way forward again at the next meeting.

117/13 To approve removal and repair/replacement of the damaged weather vane at Camerons Gardens – report by Councillor J Crossland:

Deferred to the next meeting as Councillor Crossland was not present. The Council noted that the damaged weather vane had been removed.

118/13 To approve a new Notice Board (public board below the Parish Council board) at Camerons Gardens – report by Councillor J Crossland:

Deferred to the next meeting as Councillor Crossland was not present.

119/13 Allotments:

- (a) To review allotment rents (see enclosed receipts/expenses for allotments):

RESOLVED: (All in favour) to leave allotment rents as existing, proposed Councillor Leppington, seconded Councillor Couzens. The Clerk will invite Mr Hall to attend July's meeting to discuss the site.

- (b) To receive a report on the Clerk's monthly site visit and approve action required:

The Clerk and Councillor Smales had visited the site and it was in a good condition. Letter 2 had been sent to the tenant of one plot but it was hoped that this situation would be resolved. The Council will monitor for the next meeting.

RESOLVED: (All in favour) that MR & KM Couzens cut vacancy plots twice per year, proposed Councillor Grainger, seconded Councillor Woodhouse. The first will be early June.

120/13 To consider repairing and staining Parish seats:

RESOLVED: (All in favour) that the Small Works Contractor undertakes an audit of seats to ascertain the condition of the seats and which require repair and staining prior to putting any work out to tender, proposed the Chairman, seconded Councillor Mrs Taylor.

Signed*P Couzens*..... Date10th June 2013.....
Councillor R Sellick, Chairman, Flamborough Parish Council