



## FLAMBOROUGH PARISH COUNCIL



1001

### MINUTES OF PARISH COUNCIL MEETING 1<sup>ST</sup> JULY 2013, 7.30PM, WI HALL, FLAMBOROUGH (Prior to the meeting a Surgery took place with Councillor Villani)

**Present:** Councillors R Sellick (in the Chair), J Crossland, A Grainger, V Leppington, Mrs K Johnson, D Morton, Mrs M Sexton, M Smales, Mrs C Taylor, F Villani and I Woodhouse  
ERYC Ward Councillor J Wilkinson (Councillors Harrap and Matthews had sent apologies)  
6 members of the public  
Clerk, Libby Woodhouse, recorded the Minutes.

#### **146/13 To receive apologies for absence:**

Apologies of absence were received from Councillors P Couzens and S Emmerson.

#### **147/13 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:**

#### **148/13 Presentation to include a question and answer session from Mr Ken Wheatley (Project Manager) and Mr Paul Scanlon (Solution Engineer) from Yorkshire Water with regard to a proposed scheme at Hartendale sewerage pumping station to aid the process of improving bathing water quality at Flamborough. Also see enclosed letter from the Environment Planning Specialist (Water Quality), from the Environment Agency (allow 15 minutes for this agenda item):**

Yorkshire Water Officers and contractor representatives gave a presentation to the meeting on planned work at the sewerage pumping station at West Street. Sewerage from Flamborough/Bempton is pumped from the sewerage pumping station to the treatment works where it is treated and pumped through the outfall at Hartendale into the sea. EU directives have revised standards required for bathing water on beaches. Whilst Danes Dyke currently meets the revised excellent standard to achieve blue flag status, South Landing meets the revised good standard and needs work. There are many impacts on bathing water quality eg, sewerage overflow and diffuse inputs (such as agricultural run-off, surface water run-off, discharge from septic tanks and wrongly connected plumbing in private properties). Coastal monitoring has been undertaken and testing completed on the effect on the quality of bathing water. The Environment Agency is dealing with diffuse run-off. For Yorkshire Water, problems occur during and after periods of heavy rainfall as the sewerage pumping station just off West Street discharges sewerage overflow directly to the outfall approximately 8 times per year and the overflow by-passes the treatment works. Yorkshire Water needs to build an additional 600 cubic metres of storm water storage capacity at the sewerage pumping station which will allow waters to be held back until water levels die down and then will be released to the plant for treatment. This would mean that overflow discharging straight to the outfall would only happen once or twice per year. Yorkshire Water will purchase extra land near to the sewerage pumping station and will install a buried tank with a lid which will be grassed over and fenced off. There will be a visible kiosk and site plans and elevations were shown to the meeting. Access to the site to complete the works will be via West Street and the proposed scheme was outlined to the meeting and the impact on residents. A planning application is proposed for late July, a start on site in October and the scheme finished by spring. The Officers answered questions from Councillors and members of the public who were present and then left the meeting.

**149/13 Public Participation Session (15 minutes):**

**Alan Richardson** – stated that the Council should consider banning dogs from the allotment site as they are leaving excrement everywhere. The Council will consider this at the next meeting.

**Angela Garman** – was concerned about the next plot to her plot being overgrown and there being a problem with weeds. The Chairman explained that there is a series of management letters resulting in a Notice to Quit, that this process took time to complete and everyone must be treated in the same way and given the chance. The Clerk replied that the tenant of the plot in question was part way through this process.

**Arthur Hall** – thanked the Clerk for her help which was helping the Association considerably. The Chairman thanked Mr Hall and was heartened to see tenants at the meeting.

**150/13 Allotments:**

- (a) **To discuss any allotment issues with the Chairman of Flamborough Allotments & Gardens Association (Mr A Hall) following the Council's site visit on 27<sup>th</sup> June and to approve action required:**

The Clerk reported that there had been seven Councillors, the Clerk and Mr Hall who had attended the site visit. Mr Hall also attends the monthly site visits when possible. There were currently 4.5 plots vacant and the site was generally looking good.

**RESOLVED:** (All in favour) to send a Notice to Quit to the tenant of plot 14, Letter 1 to the tenants of plots 71 and 23 and Letter 2 to the tenant of plot 70. The outgoing tenant of plot 33 will be asked to use the compost on his other plot.

- (b) **To approve a rent reduction for new tenants until the allotment year end on 31<sup>st</sup> Oct 2013:**

**RESOLVED:** (10 in favour, 1 objection) to reduce allotment rents by twelfths (each month) for new tenants commencing on site during the allotment year, proposed the Chairman, seconded Councillor Crossland.

**151/13 To approve Minutes of Parish Council Meeting of 10<sup>th</sup> June 2013:**

**RESOLVED:** (All in favour) that the Minutes of this Meeting are approved and signed as a true and correct record.

**152/13 To receive the Clerk's Report and Action Log (for information enclosed):**

**Police Report** – PCSO Liz Smith has emailed a report which was sent to all Councillors.

**Small Works Contract** – mending/adjusting the ball-cock on a leaking water tank at the allotment site and to take down the vegetation to ground level at the back of plot 70 next to a resident of Beech Avenue's fence as the resident complained that the vegetation was coming through her it. A new public notice board was installed under the Parish Council board at Camerons Gardens (agreed by the Council)

**Bus shelters** – Councillor Morton has painted the Tower Street bus shelter out and also the other three shelters have received a coat of gloss. All shelters have been swept out and the guttering has been washed down. He will also do the door of the parish store and wooden beam on the bus shelter. There are two broken tiles on the Crofts Hill bus shelter – to refer to Small Works Contractor.

- The Chairman thanked Councillor Morton for his work.

**Repairs to wetpour** – £379 in insurance claim has been received from Zurich Insurance and £479 paid to Wicksteed for the work to be done. £100 excess applied.

**New slide** – was successfully installed on 26<sup>th</sup> June. The Clerk is completing the commuted sum.

- The Chairman thanked Councillors Couzens and Grainger for removing the old slide.

**Cliff Fall, Thornwick/North Landing** – was brought to the attention of ERYC however they were of the opinion that this fall has been there for years. Councillor Mrs Johnson's opinion was relayed to them that this fall was recent with only 450mm to walk between the fence and landslip.

**Work to steps/footbridge at Old Fall** – Countryside Access Officer reported that the tenant of the field will not let the contractor in to do the work until the crop is off so this will not be done until either late July to mid August. Stone is currently sat in Couzens' yard to do the job.

**Charlie's Gardens** – has been cut again already following a telephone complaint from Mrs Jackson that the site was overgrown once again. There is one more cut left as agreed by the Council – this will be re-considered at the next meeting.

**Resident's fall, Bempton Lane footpath** – a resident was left with severe facial injuries and broken glasses following a fall on a piece of broken footpath on Bempton Lane. To try to get repairs done to this section of footpath photos were emailed to ERYC who have stated they will investigate and follow-up accordingly.

**Buckrose Ward** – the letter was sent to the Humber NHS Foundation Trust and copied to Greg Knight MP last week – there is no response yet.

**EYMS** – a letter has been sent to the Chief Executive – a response had been received which was distributed to all Councillors. An explanation was given and that there is a planned review. Tuesday Club has submitted a petition to EYMS and a group of residents have sent the petition to Greg Knight MP and have asked to see him next time he has a surgery in Bridlington.

**Newsletters/Annual Report** – had been printed and collated and were with the Guides for delivery.

**Broken YW Covers in the Highway** – reported to YW on 19<sup>th</sup> June with a seven day response to look at/repair the covers.

**Highway Issues** – broken finger post at Bempton Lane, chevron parking on Chapel Street and the pothole on Dog & Duck Square all reported to Highways.

**Plants for planters** – have been purchased by Cllr Mrs Sexton

**Clerk's hours** – Holiday hours – 73 hours for 13/14. 35 brought forward from 12/13. 28 hours worked overtime in April and May. There is a total of 136 holiday hours (equivalent to 8.5 weeks). 64 hours were worked in June.

**Emails received** – from 1<sup>st</sup> June to 30<sup>th</sup> June - 232.

**Street Lighting work** – the Clerk asked if anyone knew the owners of 7 Dog & Duck Square and Priory House on High Street – wayleaves were needed prior to the agreed work being completed.

**ERYC Local Grant Fund** – application forms for this year will be available shortly. This will be considered at the next meeting. The Clerk suggested that the fund this year is used to undertake street lighting improvement work as recommended by the contractors, ERYC.

### 153/13 Questions/Reports from Councillors and Committee Representatives:

**Councillor Leppington** – stated that the tree canopy at Danes Dyke was very low for passing buses.

- The Clerk will write to the bus company.

**Councillor Smales** – reported that buses are double parking at Camerons Gardens when dropping people off there.

- The Clerk will write to the bus company to request road markings for buses there.

**Councillor Morton** – reported on his attendance at the Bridlington and Driffeld Community Partnership meeting at Brandesburton on 11<sup>th</sup> June.

### 154/13 Chairman's Report:

The Chairman had nothing to report.

Councillor Wilkinson had to leave the meeting.

### 155/13 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) **13/01796** – Erection of a dwelling with detached garage  
At land south west of High View, The Green, South Sea Road, Flamborough  
For Mr & Mrs A Needler  
Application Type: Full Planning Permission

**RESOLVED:** (All in favour) that the Council has no observations to make on this application,

**Planning Applications Granted by ERYC**

- (1) **13/00376** – Conversion of barn to 1 no. dwelling at Grove Farm, Church Lane, Flamborough  
(2) **13/00908** – Erection of single storey extension to rear and alterations to existing roof garage at 4 Hartendale Close, Flamborough

**156/13 To note/deal with correspondence as listed below:**

- 25-June-13 ERYC, notes of Brid & Driff Community Partnership on 11<sup>th</sup> June, next meeting is 23<sup>rd</sup> July at 11.30 at Skipsea Parish Hall.  
18-June-13 Humberside Fire & Rescue Service, Operational Efficiency Programme – engagement sessions, 3<sup>rd</sup> July or 24<sup>th</sup> July, 7 pm, Bridlington Fire Station (enclosed) – Cllr Villani to attend 24<sup>th</sup> July.  
17-June-13 ERYC, Rain Guages – suitable locations required (enclosed)  
13-June-13 ERNLLCA, NE District Committee, 9<sup>th</sup> July 2013 at Ulrome – Cllr Morton.  
June 13 ERNLLCA Newsletter (enclosed), East Riding Parish News

**157/13 Payment of accounts:**

- (a) **To approve payment of accounts to 30<sup>th</sup> June 2013 and to approve July's wages:**

Councillor Grainger declared a pecuniary interest in that he had an invoice for payment, left the meeting for the duration of this item, did not taken part in discussion and did not vote.

**Schedule of Accounts paid to 30<sup>th</sup> June 2013**

Chq No	Creditor	Net Due	VAT	Total
2304	K & V Edeson Ltd, plants for village planters	41.67	8.33	50.00
2305	Wicksteed, wetpour repair	479.00	95.80	574.80
2306	Small Works Contract, June	121.00		121.00
2307	MR & KM Couzens, Grounds Maintenance cut x 7	262.00	52.40	314.40
2308	MR & KM Couzens, Cut Charlie's Gardens	30.00	6.00	36.00
2309-11	PAYE	1,212.96		1,212.96
2312	Clerk Expenses (June)			
	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	0.00		0.00
	Photocopying paper	4.70		4.70
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Keys cut for gate to allotments	13.20		13.20
	<b>Totals</b>	<b>2,222.73</b>	<b>162.53</b>	<b>2,385.26</b>

**Received**

£1.75 Interest, War Bonds  
 £379.00 Zurich insurance, claim for damage to wetpour (£479 less £100 excess)

**Accounts already Paid**

Chq 2301 £350.00 St Oswald's, donation to maintenance of graveyard  
 Chq 2302 £314.40 inc VAT MR & KM Couzens, Grounds Maintenance cut x 6  
 Chq 2303 £132.00 inc VAT MR & KM Couzens, cut vacant plots & roadways, allotments

**Small Works Contract detail (June)**

Supply & install new public notice board £98.00  
 Repair ball cock at water tank, allotments £12.00  
 Cut down path to rear of Beech Ave following resident's complaint £11.00

**To approve PAYE to 31<sup>st</sup> July 2013/31<sup>st</sup> August 2013**

£1,220

**Extra accounts not listed**

Chq 2313 £180.00 Garton Heritage Forge, repair of weathervane  
 Chq 2314 £5,272.27 inc VAT Sutcliffe Play, supply & install new slide  
 Chq 2315 £314.40 inc VAT MR & KM Couzens, Grounds Maintenance cut x 8

**RESOLVED:** (All in favour) to pay all the accounts including the extra ones but in future to only pay the accounts as seen on the agenda. PAYE for July and August was approved, proposed Councillor Mrs Sexton, seconded Councillor Mrs Taylor.

Councillor Grainger returned and resumed the meeting.

**(b) To give the Clerk delegated authority to pay accounts at the end of July:**

**RESOLVED:** (All in favour) that the Clerk has authority to pay accounts at the end of July.

**(c) To note June's budget monitor: Noted****158/13 To receive and consider an update from Heather Davison, ERYC Flamborough Project Officer, on the Flamborough projects that are progressing and to receive a report from the Chairman and Clerk with regard to a briefing meeting held to inform the Parish Council:**

The Chairman reported on an update meeting with the Clerk and the Flamborough Project Officer and a briefing paper had been sent to all Councillors. There will be a family event on 3<sup>rd</sup> and 4<sup>th</sup> August with Yorkshire Wildlife Trust and the RSPB at South Landing and there will be stalls, displays and guided walks around the headland, Bempton, beach and cliff tops. Research will be carried out on disturbance to the nesting seabird colony and other wildlife from jet skis, kayaks and motor boats. There are changes to the operating functions of the Flamborough Management Scheme and the Flamborough Management Group will now be known as the Relevant Authorities Group. There will be a stakeholder group to take over the functions of the former Maritime Forum and scope for a possible community group to carry out practical conservation tasks on the headland. The Council noted that there was no voting local representative from Flamborough on the Relevant Authorities Group.

**RESOLVED:** (All in favour) that as there is no voting capacity from local Flamborough people, the Parish Council wants representation on the Relevant Authorities Group as equal status and to write and request this and ask for the Group's Terms of Reference, proposed Councillor Leppington, seconded Councillor Crossland

**159/13 To note that the memorial plaques commemorating the 1909 fishing disaster are now in the care of the Parish Council (please see enclosed report) and to approve a way forward:**

The Clerk and Councillor Morton reported on the visit to the Telegraph Inn and the return of the memorial plaques and Councillor Smales had brought photos of them and also photos of the plaques currently in situ on the Fishermans Memorial for comparison. The plaques that had been found on the Sewerby Road allotment site in Bridlington are not York stone as originally thought but are made of white marble inlaid with lead lettering, in good condition apart from some damaged lettering but caked in dirt, the same size as those on the Memorial and with exactly the same inscription. The name of the manufacturer was inlaid onto one of them exactly the same as on one of the bases of the Fishermans Memorial. The plaques appear to be the original ones from 1909. The Council was extremely appreciative of the landlord of the Telegraph for returning the stones and the Clerk will write to thank him. Initial queries to Gardiners, Mr Mooney and local historians and members of the public had not shed any light on when or why the plaques had been removed from the Memorial and how they got to an allotment. Enquiries will be ongoing for information purposes only to find out what happened to try to complete the story. It was felt that the plaques could have been stored at one time in either of the demolished Chapels (Bourne Methodist or Wesleyan). Both stonemasons had recommended that in future they should not be displayed in an outside location because of the weathering elements in this coast location. Councillor Smales wished to see the stones cleaned but not repaired and displayed somewhere safe, eg, in the Church where they could be viewed. The Clerk will write to the Church to initially sound out the possibility of the plaques being displayed there and ask stonemasons for prices for cleaning the plaques.

**160/13 Seats work:**

- (a) **To note that a price for detailed removal/repair work to 8 seats has not been received from the contractor as requested in time for the agenda for consideration at this meeting:**

Councillor Crossland stated that he was the contractor for his own type of seats only and did not have the facilities to remove seats or repair the memorial bench type seats.

- (b) **To approve a way forward with regarding repair/staining of seats considering that this was not allowed for within the budget for the current year:**

The way forward was discussed but no decisions were made and this will be discussed again at the next meeting regarding adopting important seats/locations. The Council still has an outstanding schedule of repair and removal work required to seats.

**161/13 Insurance renewal: to approve £1,495.22 for one year insurance cover (£1,270 five year agreement) – Zurich Insurance (enclosed):**

*RESOLVED:* (All agreed) to approved £1,495.22 for one year's insurance cover with Zurich Insurance, proposed Councillor Mrs Johnson, seconded Councillor Smales.

**162/13 Clerk's working facilities – Councillor F Villani:**

- (a) **Update of Chairman and Councillors visit to the Clerk's home on 4<sup>th</sup> February 2013:**

Councillor Woodhouse declared a prejudicial interest in that he is married to the Clerk, left the meeting for the duration of this item, did not take part in discussion and did not vote.

Storage and working facilities/working patterns including contact by members of the public were again discussed.

- (b) **To consider the Clerk's hours and time owing:**

The Clerk had the equivalent time owing of 8.5 weeks and will take 2 weeks leave in July and 2 weeks in August. The Chairman requested that this whole item is put early on the next agenda with a 30 minute time slot for careful consideration.

Councillor Woodhouse returned and resumed the meeting

**163/13 To approve arrangements to commemorate the anniversary of World War 1 – Councillor J Crossland:**

Councillor Crossland reported that the anniversary is 4<sup>th</sup> August 2013 and there is a War Memorial Fund providing funds for renovating Memorials.

**164/13 To approve flood lighting the War Memorial – Councillor M Smales:**

The Clerk will ask for costs for mains, solar, LED, temporary battery for lighting the Memorial.

**165/13 To consider the use of Charlie's Gardens – Councillor P Couzens:**

This item was deferred as Councillor Couzens was not present.

**166/13 Signing of cheques – if there were three signatories on the mandate, then the Council could require two or the three to sign cheques – Councillor Mrs M Sexton:**

The Clerk will ask if she has authority to sign cheques.

**167/12 To approve any Resolutions to the 2013 ERNLLCA AGM (enclosed):**

There were none.

Signed as a true and correct record .....*R Sellick*..... Date ...2<sup>nd</sup> September 2013.....  
Councillor R Sellick  
Chairman, Flamborough Parish Council