



FLAMBOROUGH PARISH COUNCIL



1024

MINUTES OF PARISH COUNCIL MEETING 4TH NOVEMBER 2013, WI HALL, FLAMBOROUGH (Prior to the meeting, a surgery was held)

Present: Councillors Mrs L Bennett, J Crossland, S Emmerson, A Grainger, V Leppington, D Morton, Mrs M Sexton, Mrs C Taylor, F Villani and I Woodhouse
Five members of the public.
Ward Councillor Matthews had sent apologies.
PCSO Liz Smith had sent apologies
Clerk, Libby Woodhouse, recorded the Minutes.

216/13 To receive apologies for absence:

RESOLVED: That in the absence of the Chairman and Vice Chairman, Councillor Woodhouse is elected Chairman for the meeting. Councillor Woodhouse took the Chair.

Apologies of absence were received from Councillors R Sellick, P Couzens and M Smales

217/13 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.

218/03 Public Participation Session (15 minutes):

Mrs K Jackson – wanted an update on the position with regard to the Allison Lane bus-stop and hoped that the Council would look favourably on it.

RESOLVED: (All in favour) to alter the order of the agenda to consider the bus-top next.

219/13 Bus Stops:

- (a) **To approve a response to correspondence received regarding the Allison Lane bus stop enclosed) and consider reinstating the bus stop:**

It was explained that the Council never wanted the bus-stop to be moved from its original location outside the Rocket Cart house and had asked ERYC to reinstate it there. ERYC would not consider this and it had developed into moving the stop to the Village Hall.

RESOLVED: (All in favour) to ask ERYC and EYMS for a site meeting to discuss having the bus-stop reinstated outside the Rocket Cart House, proposed Councillor Crossland, seconded Councillor Mrs Sexton.

- (b) **To note that a press response was required and that this was dealt with in accordance with the Media Policy and the response issued to Councillors prior to release:**

This was noted.

- (c) **To approve a response to ERYC's request for the Parish Council's views on the proposal of locating a bus stop outside number 6 Southmere Cottages (enclosed):**

This will be deferred until the outcome of the site visit.

220/13 To approve Minutes of Parish Council Meeting of 7th October 2013:

RESOLVED: (9 in favour, 1 abstention) that the Minutes of this Meeting are approved and signed as a true and correct record.

221/13 To receive the Clerk's Report and Action Log (for information enclosed):

Local Grant Fund – panel date was 24th October but put back to 12th November. ERYC decided they needed the Parish Council to have an Equality Policy. One was sourced from ERNLLCA and is on the agenda for adoption.

Missing sign/pole, Crofts Hill – a new post and sign have been installed.

Defibrillator – Councillor Morton will report on progress.

Sewage Pumping Station work – email received from Yorkshire Water (that was sent round Councillors) that work due to start on 14th October.

Double Yellow Lines – Query whether there is supposed to be double yellow lines on the bend at Woodcock Road junction with North Marine Road. ERYC responded that according to their records, there is no Traffic Regulation Order in place for the area and therefore no lines should ever have been placed there.

No Loading sign request, Post Office Street – ERYC has responded that unfortunately it is not legally permitted to erect a “No Loading” sign for double yellow lines which is the waiting restriction on Post Office Street. A vehicle is allowed to part on these restrictions as long as they are unloading or loading.

External Audit 2012/2013 – Notice of Conclusion of Audit and Right to Inspect the Annual Return was put on the Notice Board along with the Annual return on 8th October until 30th October 2013.

Christmas Lights – light bulbs received - 100 ordered at a cost of £1.85 each. Still need to know where the box of spare bulbs went last year. Christmas Tree ordered. ERYC highways permit has been completed. ERYC undertook a check and bulb replacement on 2nd November apart from the Co-op string which has been turned off by the Co-op electrician. Councillor Grainger will look into it but cannot guarantee that this will be turned back on.

Small Works Contract, October – to change light bulbs in the disabled toilet and men's cubicle.

Street Lighting work – work to the street lights on the walls at High Street and Dog & Duck Square is ongoing. The feeder pillar at Crofts Hill has been replaced. ERYC are visiting the property on Dog & Duck Square on 1st November as there is a complication as the outside electrical cabling for the street light on the outside wall also runs inside the property – this did not go ahead and will be re-scheduled.

Dispensation for setting the precept – Code of Conduct Guidance from ERYC's Monitoring Officer has been given to all Councillors and was forwarded by email on 7th October. Part of that guidance stated that the setting of Council Tax does not create a pecuniary interest which means that a dispensation is not required for Councillors in setting the precept. Last year the Monitoring Officer advised Councillors to apply for dispensation however in light of the guidance now issued, the Monitoring Officer advises that dispensation is no longer required.

Government council tax support funding for parish councils via ERYC for 2014/2015 – following the discussion at the last meeting, enquiries were made to ERYC with regard to this funding. Flamborough Parish Council split last year's funding – half for 2013/2014 and half for 2014/2015. ERYC state that funding cannot be guaranteed for town and parish councils for council tax support in future years and if funding is available it is likely to be reduced. A decision is expected in early December. ERYC state “The Government has stated that the funding attributable to town and parish councils for council tax support is part of the total amount of funding that ERYC will receive from the Government. However, the Government will not be publishing the amount of funding attributable to town and parish councils for 2014-15 within our funding total, nor will it do so in future years. Therefore, we know that we will have some funding attributable to town and parish councils, but we do not know how

much it is. Meanwhile, the total funding that ERYC receives from the Government is reducing every year. Within this context, the Government is leaving it up to billing authorities (ERYC) to decide how much funding support to provide to town and parish councils going forward along with the criteria for awarding such funding”.

ERNLLCA NE District Committee – Councillor Morton and the Clerk attended on 8th October 2013.

Buckrose Ward Consultation – letter sent and acknowledged by the NHS North Yorkshire and Humber Commissioning Support Unit and Councillor B Hall, Chair of ERYC’s Healthcare & Wellbeing Overview & Scrutiny Committee

Clerk’s hours – October – 64 hours worked despite have one week’s leave.

East Riding Flag – Councillor Smales has obtained the flag for the Parish Council and has donated it to the Council.

222/13 Questions/Reports from Councillors and Committee Representatives:

Councillor Mrs Sexton – had received complaints from residents that Water Lane ditch had not been cleared in 18 months. She understood that Highways had reported this to the enforcement team. The Clerk will check.

Councillor Crossland – queried why the Grounds Maintenance Contract had not been advertised in the press. The Council had decided to advertise in the Free Press (Village Section) and the Notice Board to save money. The Clerk had sent out five sets of documents to contractors based in and out of the village.

Councillor Morton – had received complaints from residents that trees on Stottlebink were damaged by supporting straps which were digging in to the trees. The Clerk will write to the Tree Officer.

Councillor Mrs Sexton – queried the overhanging hedge on Lighthouse Road by the Manor House. The Clerk reported that this had been sent to Highways enforcement as a result of the Village Taskforce.

223/13 Chairman’s Report:

The Chairman had nothing to report.

224/13 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):

Planning Applications Granted by ERYC

(1) **13/029959** – Outline – Residential development at land south of the Furrows, South Sea Road

Planning Application Appeal to Planning Inspectorate

(a) **13/00570** – Erection of a replacement dwelling, Seacliffe, Selwick Drive, Flamborough

225/13 To note/deal with correspondence as listed below:

29-Oct-13	ERYC, Six Months ASB Statistics, Flamborough (emailed to Cllrs 29/10/13)
28-Oct-13	ERYC, Rough Sleeper estimate day – 12 th November (emailed to Cllrs 28/10/13)
	• Councillors were not aware of anyone sleeping rough.
23-Oct-13	ERYC, Nomination of Brid & Driff Community Partnership Chairman (emailed 24/10)
17-Oct-13	ERNLLCA, Sustainable Communities Act Regulations 2012 and NALC briefing (emailed to Cllrs 21/10/13)
17-Oct-13	ERYC, temporary road closure, Church Lane, Flamborough, 18 th November (emailed to Cllrs 21/10/13)
16-Oct-13	ERYC, Brid & Driff Community Partnership meeting 22 nd October, Bridlington and notes of meeting of 11 th September (emailed to Cllrs 21/10/13)
15-Oct-13	Save our Ferriby Action Group, complaint to ERYC regarding venue location for a planning enquiry – County Hall and not in Parish
October 13	ERNLLCA Newsletter (emailed to Cllrs 24/10/13 and enclosed)
	East Riding Parish News (emailed 8/10/13), East Riding Data Observatory (em28/10/13)

226/13 Accounts:**(a) To approve payment of accounts to end of October and November's wages (enclosed):**

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 take part in discussion and did not vote.

Received

£1860 Allotment Rent Collection, 26th October 2013
 £120 Allotment Rent received since rent collection
 £13.86 Toilets donations box 11/10/13
 £3.30 Toilets donations box 25/10/13

To approve PAYE to 30th November 2013

£1,280.

Chq No	Creditor	Net Due	VAT	Total
2350-53	PAYE	1,365.85		1,365.85
2354	Clerk Expenses (Oct)			
	Telephone	8.00		8.00
	Broadband Connection	7.50		7.50
	Expenses towards working from home	12.00		12.00
	Postage	16.40		16.40
	Stationery	11.95	2.01	13.96
	Photocopying paper	7.05		7.05
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Toilet Supplies, Brid Cash & Carry	20.71	4.15	24.86
2355	Royal British Legion, Poppy Wreath	17.00		17.00
2356	JG Gardiner, cleaning Fishermans Memorial Plaques	75.00	15.00	90.00
2357	Npower, Electric, Street Lighting 1/7/13-30/9/13	1,487.80	297.56	1,785.36
2358	MR & KM Couzens, Grounds Maintenance cut x 13	262.00	52.40	314.40
2359	AB Grainger, Small Works Contract, light bulbs at toilets	14.00		14.00
	Totals	3,327.26	371.12	3,698.38

RESOLVED: (All in favour) that the accounts as submitted should be paid and the November's wages are approved, proposed Councillor Mrs Sexton, seconded Councillor Villani.

Councillor Grainger returned and resumed the meeting.

(b) To note the budget monitor to 31st October 2013:

The Council noted the budget monitor

227/13 To approve the enclosed Equality Policy (this is a requirement of the ERYC Local Grant Fund application):

RESOLVED: (All in favour) to approve and adopt the Equality Policy, proposed Councillor Villani, seconded Councillor Morton.

- 228/13 To approve a response to ERYC's letter regarding Planning Application Consultations with Parish Councils and consider the possibility of electronic consultation by the purchase of a laptop (the Council already agreed to price for a new computer), projector and screen (internet access not required – plans can be stored on a memory stick):**

RESOLVED: (All in favour) to respond that unfortunately at this time the Parish Council does not have the facilities to move towards electronic consultation and has not budgeted for it, proposed Councillor Crossland, seconded Councillor Grainger.

- 229/13 cPAD: To receive a response from Yorkshire Ambulance Service to queries for information regarding defibrillator use in Flamborough (enclosed) and approve moving forward – report by Councillor D Morton:**

Councillor Morton reported on progress with regard to the cPAD. An email had been received from YAS giving further data on need and stating that there may be funding to fully fund the proposal if the Parish Council wished to proceed. Possible sites for locating a cPAD and running costs were discussed.

RESOLVED: (All in favour) that in accordance with its powers under section 137 and 139 of the Local Government Act 1972, the Council should incur the following expenditure which, in the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: to delegate to the Clerk in association with Councillor Morton to apply for funding on the basis of YAS's statement with a view to obtaining a cPAD. If subsequent Parish Council expenditure is required, this should be referred back to the Parish Council. Proposed Councillor Crossland, seconded Councillor Mrs Sexton.

- 230/13 Clerk's working facilities – Councillor F Villani (deferred from July and September's meetings):**

Councillor Woodhouse declared a pecuniary interest as 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. It was agreed that Councillor Crossland take the Chair for this item.

- (a) Update of Chairman and Councillors visit to the Clerk's home on 4th February 2013 – Clerk's working facilities:**

Councillor Villani reported that the Personnel Committee had undertaken a visit to the Clerk's home last February with a view to reviewing working facilities. He felt that the Council should be actively looking at office space. The Council will contact ERYC and ask whether there is any space in Flamborough Library that could be used for this purpose.

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

The Clerk always keeps a track of hours worked and despite taking a week off in October had worked the full quota of 64 hours. It was felt that the Council could not increase working hours and the Clerk did not want to work more hours. It was felt that the Clerk must prioritise work. Councillor Mrs Taylor will help with sorting out the filing as this was urgently required.

Councillor Woodhouse returned and resumed the meeting in the Chair.

- 231/13 To approve arrangements for Remembrance Day (10th November) in terms of laying the wreath, trimming shrubbery, railings and hand rails:**

Councillor Sellick was not able to lay the wreath. It was agreed that Councillor Smales should lay the wreath. Councillor Woodhouse would see to the railings, Councillor Smales would see to the flag, Councillor Couzens had trimmed the shrubbery and would undertake a grass cut prior to Sunday.

232/13 To receive a report from Councillor Woodhouse for work required to the Crofts Hill bus shelter:

Councillor Grainger had identified that work to repair the roof of the bus shelter was required including a hole in the felt. Councillor Woodhouse had looked at the work identified. He reported that all that was required was a new tile which he would replace at no cost to the Parish Council.

233/13 To note that the Parish Council will be responsible for applying for a Faculty to keep the Fishermans Memorial Plaques in the Church and for paying statutory faculty fees of £235.40 plus possibly £117 to the Diocesan Board of Finance. Means of fixing would also be required for safety payable by the Parish Council (Gardiners would price for this) and to approve a way forward – see enclosed correspondence (resolve under s137 Local Government Act 1972):

The Council thought that this was expensive, however, did not want to refuse the Church at this point and the Clerk should stall them until the next meeting.

RESOLVED: (All in favour) to approach the Chapel to see if the plaques could be kept there, proposed Councillor Villani, seconded Councillor Mrs Sexton.

234/13 To approve a response to a request from the RSPB for written support for their grant funding application to BIFFA for essential improvement work to the Bempton cliff Grandstand Gulley viewpoint, including access and interpretation work (enclosed):

RESOLVED: (All in favour) that the Council sends a letter of support to the RSPB, proposed Councillor Morton, seconded Councillor Mrs Taylor.

235/13 To approve a request for a donation to Flamborough Pre-School for £250 for a Christmas Trip to the Panto at the Spa, Bridlington (enclosed):

Councillor Villani declared a pecuniary interest in that his wife is employed by the Pre-School, left the meeting for the duration of this item, did not take part in discussion and did not vote.

RESOLVED: (6 in favour, 1 against, 1 abstention) to respond to the Pre-School that unfortunately on this occasion the Parish Council is not able to help with their request as there is no available money. This was not included within the budget and cuts were made this year because of changes to the way Parish Councils are financed. Proposed Councillor Woodhouse seconded Councillor Grainger.

Councillor Villani returned as resumed the meeting.

236/13 To approve a response to the enclosed request for assistance with boundary hedges (enclosed):

The Parish Council will respond recommending contact with the ERYC Legal Department for advice.

237/13 Allotments:**(a) To note that Rent Collection took place on 26th October:**

Rent Collection had taken place in association with the Flamborough Allotment Association which had proved very successful as insurance evidence was provided at the time and the Association had collected the majority of their subs. £1980 rent had been collected on the day and five tenants still had to pay. One plot had been given up, 7.5 plots were vacant and there were two applicants for 1.5 plots.

(b) To report on the Clerk’s site visit and approve action for management of the site:

The Clerk will send Letter 1s for rent arrears, a letter to the tenant of plot 74 for sheds, greenhouse and keeping hens without permission and check that plot 71 has been cleared following the issue of an NTQ.

(c) To let plots and approve permissions:

As mentioned above.

Signed as a true and correct record*R Sellick*..... Date ...2nd December 2013.....
Councillor R Sellick
Chairman, Flamborough Parish Council