



**MINUTES OF PARISH COUNCIL MEETING
7TH OCTOBER 2013, WI HALL, FLAMBOROUGH**

Present: Councillors R Sellick (in the Chair), P Couzens, S Emmerson, A Grainger, D Morton, Mrs M Sexton, M Smales, Mrs C Taylor, I Woodhouse
ERYC Ward Councillor C Matthews (Councillor Harrap had sent apologies)
7 members of the public
PCSO Liz Smith
Clerk, Libby Woodhouse, recorded the Minutes.

188/13 To receive apologies for absence:

Apologies of absence were received from Councillors J Crossland, V Leppington and F Villani

189/13 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 interests 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.

190/13 Vacancy for a Councillor:

- (a) **To note that an election has not been requested and that the vacancy has been advertised for co-option:**

Noted.

- (b) **To fill the vacancy by way of co-option:**

There was one applicant for co-option to the Parish Council.

RESOLVED: (All in favour) that Lisa Bennett be co-opted to the Parish Council.

Councillor Mrs Bennett signed the Declaration of Acceptance of Office and took a place at the table for the remainder of the meeting.

191/13 Public Participation Session (15 minutes):

Mrs K Jackson, Stylefield Road – stated that she had sent a letter to the Parish Council complaining that the Allison Lane bus stop had been removed and asking that the Council look at putting it back. It was a big blow as the residents had fought to get the winter route restored. She stated that there had never been an accident there, that there was only one bus an hour and elderly people living at the bottom of the estate could not walk as far as the Library. Her son had caught the bus there for 58 years.

Mrs E Elliott, Castle Crescent – stated that they had automatically assumed they would get all the bus stops back. They had visited the bus forum at the Town Hall and the bus company had taken note and would look to putting the stop back.

Mrs Jagger, Ogle Road – stated that she had been told by bus drivers that it was this Committee who had written letters to remove this bus stop and that the icy roads were treacherous in winter to walk on.

Chairman – explained that the Council was pleased that the bus route was back. Discussions about the Allison Lane stop were undertaken with residents, ERYC and EYMS and the stop was moved to the Village Hall last May just before the bus company changed the route. The Clerk read out letters from Mrs Jackson and Mrs Elliott. The Chairman explained that these would be considered at the next meeting.

PCSO Liz Smith – provided a report to the Council. There had been 1 ASB incident in September where a male had been violent in the Post Office, Model Shop, Ozzies and finally had been locked up. He had received a fairway letter and had telephoned the Police Station afterwards to apologise. Four males had been acting suspiciously in the Co-op, their vehicle number had been checked but they had not returned. There was still a problem with boy-racers from Bridlington to Flamborough however the new PC Wendy Richardson had come from the Traffic Section and was intent on sorting this out. There had been reports of two vehicles with no registration numbers turning up at South Landing armed with hammers and buckets to get flithers from the beach. The Sea Life Centre vehicle had the back window smashed. There are now 10 Neighbourhood Watch Co-ordinators between Flamborough and Bempton but Groups need to be set up. Speed checks had been carried out at the bottom of Crofts Hill and speeding will be targeted. Complaints had been received about parking at the junction of Water Lane at Bridlington Road and this will be followed up. PCSO Smith left the meeting.

Mrs E Elliott – complained about the overhanging hedge on Lighthouse Road outside the Manor House. The Clerk reported that this had been reported for enforcement whilst undertaking the recent Village Taskforce Walkabout.

Mrs E Elliott – reported that she would be undertaking the Allotment Association annual membership collections alongside the Parish Council at allotment rent collection.

192/13 To approve Minutes of Parish Council Meeting of 2nd September 2013:

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

193/13 To receive the Clerk's Report and Action Log (for information enclosed):

Small Works Contract – see breakdown under the Accounts for Payment agenda item.

Charlie's Gardens – had been cut by the Contractor along with 5.5 vacant plots.

Allotment hedge – cutting of the front hedge has been ordered with the contractor.

Funding Workshop – The Clerk attended this on 10th September – very useful information from funders about funding streams available.

School ditch – is being cleared out. Ward Councillor Matthews reported that lining it was still planned.

Bridge/steps, South Landing cliff top – towards Old Fall - these have been repaired.

- The Clerk will write to thank ERYC for a good job.

Local Grant Fund – application submitted on 1st October for £2887 for work to replace 8 lights identified in ERYC's report in poor condition as agreed at September's meeting. Light number 61 on North Marine Road is one of the eight and was removed by Northern Powergrid as it was in poor condition without the knowledge of ERYC or the Parish Council when installing a new pole in the summer. The lower price therefore reflects the waiving of an electric transfer fee by Northern Powergrid.

Caravan on B1255 – has been removed along with all the junk.

Missing sign/pole, Crofts Hill – confirmation received that an order has been placed for a new post/sign.

Local Councils Administration 9th Edition – received.

Clerk's hours – 53 hours worked in September, the remaining 11 hours not worked due to illness.

Planning Consultations with Parish Councils – ERYC has requested that Parish Councils move towards electronic consultation on planning applications. This will be considered at the next meeting.

Code of Conduct Guidance – ERYC had sent new Guidance from the DCLG on Openness and Transparency on Personal Interests. This had been emailed to all Councillors and a paper copy supplied.

Councillor Woodhouse – had removed the three broken seats as promised and had repaired the wall in Camerons Gardens.

194/13 Questions/Reports from Councillors and Committee Representatives:

Councillor Mrs Taylor – had received comments that the lighting was dark on South Sea Road.

Councillor Mrs Taylor – reported that the No Through Road sign was missing on Beech Avenue where the grassed section was in the middle of the road. The Clerk will report this to ERYC Highways.

Councillor Morton – reported that he had attended the meeting with the Ambulance Service on behalf of the Parish Council with regard to having a stand alone defibrillator in the village. As the Council had asked him to gain more information he had asked YAS for statistics regarding the current First Response service to ascertain whether there was a need. He had received some good information but his queries had not been answered.

- The Clerk will write to YAS and ask for call-out statistics and the sustainability to ascertain whether there is a need for a stand alone defibrillator.

Councillor Morton – reported on his attendance at the Bridlington and Driffield Community Partnership and also the ERNLLCA AGM.

Councillor Couzens – reported that there used to be a set of double yellow lines from outside Townend Farm on Woodcock Road to the second cottage along on North Marine Road. These were no longer there and visibility was becoming more and more reduced with parked cars on the bend.

- The Clerk will write to ERYC Highways to clarify the position.

195/13 Chairman's Report:

The Chairman had nothing to report.

196/13 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):

Councillor Couzens declared a pecuniary interest in all three applications. (1) in so far as the applicant is his landlord, (2) in so far as the applicant is his landlord, (3) in so far as the applicant is his landlord. Councillor Couzens left the meeting for the duration of all three applications and did not take part in discussion and did not vote.

- (1) **13/02812** – Erection of a domestic shed/garage at 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 objections to this application, proposed Councillor Mrs Sexton, seconded Councillor Mrs Taylor.

- (2) **13/02959** – Outline – Residential development (all matters reserved) at Land South of The Furrows, South Sea Road, Flamborough
For Norman Hall
Application Type: Outline Planning Permission

Councillor Woodhouse declared a non-pecuniary interest in so far as he lives nearby. Councillor Woodhouse remained in the meeting for the discussion and vote.

RESOLVED: (All in favour) that the Council has no objections to this application, proposed the Chairman, seconded Councillor Smales.

- (3) **13/02950** – Change of use of part of field from agricultural to domestic garden to the rear At Oatlands, Land North of Oatlands, Lighthouse Road, Flamborough
For Mr Steve Gibbon
Application Type: Full Planning Permission

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

Councillor Couzens returned and resumed the meeting

Planning Applications Refused by ERYC

13/02354 – Erection of dwelling following demolition of existing building at Mereside Craft Centre, School Lane, Flamborough

Planning Applications Granted by ERYC

13/02403 – Construction of a new buried storage tank with associated small odour control unit and kiosk to house control equipment to be bound by a new timber post fence and access road, proposed sub-station site, Beacon Farm Camp Site, Church Lane, Flamborough

197/13 To note/deal with correspondence as listed below:

| | |
|--------------|--|
| 24-Sept-13 | ERNLLCA NE District Committee, 8 th October, 7.30 pm, WI Hall, Flamborough (emailed to Cllrs 25/9) |
| 18-Sept-13 | ERYC, Bridlington & Driffield Community Partnership, next meeting on 22 nd October at 12.30pm at Bridlington Resource Centre |
| 17-Sept-13 | ERYC, Local Plan Update newsletter (emailed to Cllrs on 17/9) |
| 09-Sept-13 | Yorkshire Water, Yorkshire Water Work in Flamborough – update on proposed bathing water improvement scheme at Flamborough Sewage Pumping Station (emailed to Cllrs on 10/9 and web page link put on website, enclosed) |
| 06-Sept-13 | ERYC, Rolling Road Closure Road Runners Half Marathon, Sunday 20 th October. Rolling closure of B1255 between Bempton Lane (traffic lights) and B1229 Flamborough and the B1229 between the B1255 and Bolam Lane (Buckton). |
| 04-Sept-13 | Humber & Wolds Rural Community Council – YorSwitch bulk oil buying scheme (enc) |
| September 13 | East Riding Parish News (emailed to Cllrs on 3/9) ERNLLCA Newsletter (emailed to Cllrs 25/9) |

198/13 Accounts:

(a) To approve payment of accounts to end of Septembers and October's wages:

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

Received

£19,109.56 ERYC, Parish Precept

Accounts Paid

| | | |
|----------|-----------------|---|
| Chq 2337 | £166.86 inc VAT | ERYC, Street Lighting Maintenance 1/4/13-30/6/13 |
| Chq 2338 | £215.12 | Yorkshire Water, Allotment Water rates, 2 nd qtr, auto reading |

Small Works Contract breakdown – September

| | |
|---------------|--|
| £11.00 | Repair seat in ladies toilets |
| £22.00 | Remove damaged cradle swing and replace with new swing at playground |
| <u>£37.50</u> | Supply, make and install new top for water tank, allotments |
| £70.50 | Total |

To approve PAYE to 31st October 2013

£1,280 plus two weeks Relief Toilet Cleaning.

RESOLVED: (All in favour) to approve the accounts as submitted for payment and that PAYE for the end of October is approved, proposed Councillor Mrs Sexton, seconded Councillor Smales.

| Chq No | Creditor | Net Due | VAT | Total |
|---------|--|-----------------|---------------|-----------------|
| 2339-41 | PAYE (Sept) | 1,225.82 | | 1,225.82 |
| 2342 | Clerk Expenses (Sept) | | | |
| | Telephone | 8.00 | | 8.00 |
| | Broadband Connection | 7.50 | | 7.50 |
| | Expenses towards working from home | 12.00 | | 12.00 |
| | Postage | 7.20 | | 7.20 |
| | Stationery | 7.59 | | 7.59 |
| | Photocopying paper | 4.70 | | 4.70 |
| | Car Allowance | 20.00 | | 20.00 |
| | Deliveries | 2.00 | | 2.00 |
| | Toilet Supplies, Brid Cash & Carry | 14.99 | 3.00 | 17.99 |
| 2343 | Wicksteed Leisure, cradle swing seat | 122.61 | 24.52 | 147.13 |
| 2344 | PKF Littlejohn, External Audit 2012-2013 | 200.00 | 40.00 | 240.00 |
| 2345 | SLCC, Local Council Administration 9th Ed | 63.00 | | 63.00 |
| 2346 | MR & KM Couzens, Grounds Maintenance cut x 12 | 262.00 | 52.40 | 314.40 |
| 2347 | MR & KM Couzens, Cut Charlie's Gardens | 30.00 | 6.00 | 36.00 |
| 2348 | MR & KM Couzens, Cut vacant allotments | 60.00 | 12.00 | 72.00 |
| 2349 | Small Works Contract, September - see detailed breakdown | 70.50 | | 70.50 |
| | Totals | 2,117.91 | 137.92 | 2,255.83 |

Councillors Grainger and Couzens returned and resumed the meeting.

(b) To note the budget monitor to 30th September 2013:

Councillors noted the budget. The half yearly precept had been received along with the second half of the Government Grant. Ward Councillor Matthews reported that Parishes will not be getting the grant next year as the Government will not be giving it but advised the Clerk to check.

(c) To note the external audit for year ended 31st March 2013 has been completed and that there are no matters giving cause for concern. Notice of Conclusion of Audit and Right to Inspect the Annual Return will be posted on the Notice Board for 14 days along with the Annual Return:

Councillors noted the conclusion of the external audit.

199/13 Clerk's working facilities – Councillor F Villani (deferred from July and September's meetings):

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

Councillor Woodhouse declared a pecuniary interest in this item 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.

The item was not considered and deferred to the next meeting as Councillor Villani was not present and Councillor Woodhouse returned and resumed the meeting.

200/13 To note that the ERYC Village Walkabout was carried out on 3rd September 2013 – see enclosed Schedules of Work and emails regarding other identified issues:

The Council noted the walkabout and the issues arising from it.

201/13 To approve a response to the enclosed public consultation from the East Riding of Yorkshire Clinical Commissioning Group regarding Transforming Working Age Adult Mental Health Inpatient Services in the East Riding of Yorkshire (Buckrose Ward, Bridlington Hospital):

RESOLVED: (All in favour) to object strongly to the CCG's preferred Option 3 to remove beds from Buckrose Ward and to strongly recommend Option 2 to retain existing inpatient beds and carry out work to improve Buckrose Ward. Reasons given were the discriminating manner of the post code analysis, increased travel time, cost and stress to local patients and families, no proper costs given within the consultation given that sight lines on Buckrose Ward seemed to be the only main issue, compromise of patient care, the use adverse weather as an excuse for staff not getting to work in Bridlington (so how can patients get to Hull in adverse weather), and the fact that the consultation is not meaningful and has been presented as a fait-accompli as the removal of beds from Buckrose Ward was widely reported in the press prior to the consultation. Proposed the Chairman, seconded Councillor Mrs Taylor.

202/13 To approve a response to the enclosed enquiry to use the Little Village Green:

RESOLVED: (All in favour) that permission is granted subject to conditions, proposed the Chairman, seconded Councillor Smales.

203/13 Christmas 2013:

(a) To approve the purchase of a Christmas Tree (£165 last year):

RESOLVED: (All in favour) to purchase a Christmas Tree, to be delivered to Seaways Farm, proposed Councillor Mrs Taylor, seconded Councillor Mrs Sexton.

(b) To approve ERYC to inspect, check and carry out any remedial work on the Christmas Lighting in Camerons Gardens and Dog & Duck Square including switch on and switch off in the sum of £161.28 plus VAT (same as last year):

RESOLVED: (All in favour) to approve ERYC's remedial work and check of Christmas Lighting in the sum of £161.28, proposed Councillor Morton, seconded Councillor Smales.

(c) To approve the purchase of spare bulbs (the Clerk does not have any):

RESOLVED: (All in favour) that the Clerk purchase spare bulbs if these are required, proposed the Chairman, seconded Councillor Smales.

(d) To note work to complete ERYC's requirements for an authorisation permit for the provision of Festive Lighting on/above the Public Highway is being undertaken (enc):

Councillors noted that work is being undertaken to meet the requirements of a permit for the provision of Christmas Lighting over the highway. Switch on date will be 6th December 2013 and switch off date will be 6th January 2014.

204/13 Fishermans Memorial Plaques Update:

(a) To note cleaning work to the plaques has been undertaken:

Councillor Smales showed photographs of the plaques prior to cleaning and after cleaning. A good job had been made by Gardiners.

(b) To note that the PCC has agreed to place the memorial plaques in St Oswald's Church, probably in the St Nicholas Chapel. Discussions are taking place with the PCC and the Diocese as to whether a Faculty is needed (written permission from the Diocese):

There was nothing further to report and further information from the PCC is awaited.

(b) To approve press contact to try to ascertain the history of the plaques:

RESOLVED: (All in favour) that an approach is made to the Free Press to see if it would help find out more about the plaques, proposed Councillor Smales, seconded Councillor Morton.

205/13 Charlie's Gardens:

(a) To consider the enclosed request for an allotment plot on the site (currently two applicants for Charlie's Gardens, 5.5 plots vacant on Bempton Lane:

The Clerk will contact the applicant and accept them onto the waiting list for Charlie's Gardens but state that this project is still ongoing with no date set for work to commence.

(b) To consider adding Charlie's Gardens to the Grounds Maintenance Contract or any further use of the site (site use restricted by Allotment Acts under which powers the site was bought and restrictive covenants from the purchase of the site from ERYC):

Councillor Couzens declared a pecuniary interest as the current Grounds Maintenance Contractor, left the meeting for the duration of this item, did not take part in discussion and did not vote.

RESOLVED: (All in favour) that Charlie's Gardens is added in to the next Grounds Maintenance Contract and that there is one weed kill of hard edges and the bank side to the rear of 14 Stylefield Road and 8 rough cuts (once per month between March and October), proposed the Chairman, seconded Councillor Mrs Taylor.

Councillor Couzens returned and resumed the meeting.

206/13 To approve a price to undertake repair work to Parish Seats (see enclosed report):

Councillor Grainger declared a pecuniary interest as he had submitted a price, left the meeting for the duration of this item, did not take part in discussion and did not vote.

The Clerk had sent documents to six contractors and two prices had been received.

RESOLVED: (All in favour) to accept the price in the sum of £570 from AB Grainger for the repair work to the Parish seats, proposed Councillor Smales, seconded Councillor Emmerson.

Councillor Grainger returned and resumed the meeting.

207/13 To approve the Annual Grounds Maintenance Contract 2014-2016 (enclosed) and method of advertising and return date of 6th January 2013:

(a) To include a provision for cutting/weed killing vacant allotments:

(b) To include a provision for cutting Charlie's Gardens:

Councillor Couzens declared a pecuniary interest as the Grounds Maintenance Contractor, left the meeting for the duration of the item, did not take part in discussion and did not vote.

RESOLVED: (All in favour) to add in Charlie's Gardens as above, and add in one weed kill to vacant allotments and three cuts per year to vacant allotments, and advertise in the Notice Board and Village Correspondent of the Free Press, tenders to be returned by noon on 6th January 2014, proposed Councillor Emmerson, seconded Councillor Mrs Sexton.

Councillor Couzens returned and resumed the meeting.

208/13 To approve a response to the enclosed request from a resident to request ERYC to surface dress South Sea Road South:

RESOLVED: (All in favour) to refer the request to the ERYC Highways Department, proposed Councillor Woodhouse, seconded Councillor Mrs Sexton.

209/13 Allotments:

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

RESOLVED: (All in favour) to send Letter 1 to the tenant of plot 70, Letter 2 to the tenant of plot 58 and NTQ to the tenant of plot 71, proposed Councillor Woodhouse, seconded Councillor Smales.

(b) To let plots and approve permissions: None

(c) To approve weed killing vacant plots:

The Council felt that this was the wrong time of year to weed kill.

(d) To consider a request for permission to keep ferrets on plot 55 (see enclosed correspondence and ERNLLCA's advice) and to also consider the Council's position on tenants keeping ferrets, geese, turkeys and cockerels on site:

RESOLVED: (All in favour) to approve permission to the tenant of plot 55 to keep ferrets provided they are kept in a proper manner and do not cause annoyance to other tenants. Tenants must ask permission prior to keeping any animals in accordance with the tenancy agreement. Proposed Councillor Smales, seconded Councillor Mrs Bennett.

(e) To note rent collection has been booked for Saturday 26th October (10am – 12 noon, back kitchen, Village Hall) in conjunction with the Flamborough Allotments Association and to approve a Councillor to attend with the Clerk and a letter notifying tenants:

This was noted and Councillor Woodhouse will attend with the Clerk along with Mrs Elliott from the Allotments Association. A letter will be delivered to all tenants notifying of rent collection.

210/13 To note the response (enclosed) from the Chairman of the Relevant Authorities Group of Flamborough Head European Marine Site to a request from the Parish Council for a seat on the Group.

The Council noted the response and did not wish to pursue the matter.

211/13 To approve work to repair the roof of the Crofts Hill bus shelter:

Councillor Woodhouse will prepare specifications for the Council's consideration at the next meeting.

212/13 To approve attendance at the Yorkshire & Humber Regional Training Partnership Annual Conference at York, Saturday 16th November, £80 day delegate (see enclosed):

None wished to attend.

213/13 To approve purchase of an East Riding of Yorkshire Flag to celebrate future East Riding Days – Councillor M Smales:

RESOLVED: (All in favour) that Councillor Smales pursues the purchase of an East Riding of Yorkshire Flag in the sum of £6.25 plus VAT, proposed Councillor Woodhouse, seconded Councillor Couzens.

214/13 To approve lighting up the War Memorial – Councillor Mark Smales:

RESOLVED: (All in favour) to approve the research of costs, proposed Councillor Smales, seconded Councillor Couzens.

215/13 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):

RESOLVED: (All in favour) that the public is excluded from the meeting due to the confidential nature of the business to be transacted.

216/13 To consider the enclosed report and correspondence from the tenant of plot 14:

RESOLVED: (All in favour) that the tenant can keep the plot and renew the tenancy at rent collection however the plot must be fully cultivated by the 31st December 2013 (i.e. rubbish removed and dug over/planted up) otherwise a further NTQ will be considered, proposed Councillor Smales, seconded Councillor Emmerson.

Signed as a true and correct record .../ *Woodhouse*..... Date4th November 2013.....
Councillor R Sellick, Chairman
Flamborough Parish Council