



**FLAMBOROUGH PARISH COUNCIL**



**MINUTES OF PARISH COUNCIL MEETING**

**1<sup>st</sup> SEPTEMBER 2014, 7.30 PM, WI HALL, FLAMBOROUGH**

**Present:** Councillors I Woodhouse (in the Chair), Mrs L Bennett, P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, D Morton, Mrs M Sexton, M Smales, F Villani

Four members of the public

PSCO Liz Smith

Clerk, Lynne Dennis, recorded the minutes

**21/14 To receive apologies for absence:**

Apologies of absence were received from Councillors R Sellick and Mrs C Taylor and Ward Councillors R. Harrap and J Wilkinson

**22/14 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

**23/14 Public Participation Session (15 minutes):**

**Representatives of Flaen Close -**

- Stated an objection to planning application at land adjacent to Flaen Road. Further objections have been lodged in writing to the Parish Council.

**PCSO Liz Smith** - presented an update report covering August 2014:

- Burglaries – further thefts of property from both shops and outbuildings.
- Vehicles – further reports of untaxed vehicles in the village.
- Road traffic accidents – three accidents have occurred in the village over the period.

**24/14 To approve Minutes of Parish Council Meeting of 7<sup>th</sup> July 2014:**

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

**25/14 To receive the Clerk's Report and Action Log:**

**Boundary Referendum** – ERYC has issued a newsletter on the forthcoming referendum on the proposed boundary expansion of Hull City Council to absorb 12 parishes currently within the East Riding. Referendum of residents within the 12 parishes will be held between 8-26 September, with results

issued on 29 September. A consultation form for all other ERYC residents will be issued in September's edition of Your East Riding.

**Broadband East Riding Project** – The second and third phases of the project have now been announced with work commencing in July 2014 through until the New Year and aims to bring superfast broadband available to over 42,000 homes and businesses across the East Riding including Flamborough. Further announcements will be made as the upgrades go live.

**Footway Improvement Works (Slurry Sealing)** – ERYC will be carrying out improvements to footpaths on Bridlington Road, Church Street, Castle Crescent, Woodcock Road and North Marine Road. This is due to be undertaken during September which will be preceded by footway patching if necessary. Residents will be informed 24-48 hours in advance of the slurry sealing.

**WI Hall** – Notification from Judi Triffitt on behalf of the WI that the hall hire charge will increase to £8.50 per hour.

**Recording of Meetings** – Parish and Town Council meetings can now be recorded by anyone, the publication of the Openness of Local Government Bodies Regulations 2014 on 6 August means that all councils must now comply with this law. This can comprise taking photographs, filming or taking audio recording of proceedings, with the exception of those circumstances where confidential business is discussed. Policy on recording should be considered and Standing Orders revised to remove any section stating that filming or recording of meetings can only be carried out with the permission of the Council.

**Danes Dyke and South Landing LNRs** – Haycock and Jay Associates Ltd have been appointed by ERYC to draw up ten year management plans for Danes Dyke and South Landing Local Nature Reserves (2015-25). A public consultation will be held in the village in September and are also seeking feedback from the Parish Council.

**Playground** – the old chains from the senior swings were becoming weak and damaged and have been replaced at the start of the summer holidays to ensure no breaks/accidents occurred.

**Notice Board** – glass has now been replaced in the notice board.

**Tree work application 14/02279/TCA** – a tree work consultation was received in July regarding the removal of 3 Beech trees which were damaging a wall and causing it to become unstable. The Officer could not allow an extension to the next meeting of 1st September for comment so the consultation was emailed to Councillors and asked for comment. No Councillors responded with any objections to the trees being removed.

**Moles** – Richard Stiles notified the Clerk that there are increasing numbers of molehills appearing around Crofts Hill and the Village Green.

**Toilet Cleaning** – Tom Benson was on sick leave from 18-31 August 2014, Geoff Liddan covered for these weeks.

**Clerk's hours** – 64 worked.

## **26/14 Questions/Reports from Councillors and Committee Representatives:**

### **Councillor Sellick (raised by the Chairman):**

- Commented that the hedge on the vacant property on Tower Street had become overgrown again. The house has now been sold and it was agreed that the new owner should be allowed a period of grace to renovate the property before further action be taken regarding the hedge.
- Commented that the sign to the Lighthouse on South Sea Road is broken. It was further noted that the sign is in fact missing. Councillor Matthews was asked to raise this on behalf of the Council with ERYC.

**Councillor Smales:**

- Requested that the Council consider purchasing a flag pole for the War Memorial – to be added to the agenda for October’s meeting.
- Requested that the War Memorial be lit on a permanent basis. Price to be obtained for cost of lighting – to be added to the agenda for October’s meeting.
- Expressed thanks to Councillor Crossland for supplying the paint for the Fishing Memorial metalwork.
- Commented that a complaint had been made that there is no seat at North Landing and that the bins had not been emptied.
- Commented that the Citizen Link scheme may have been decommissioned and the building left vacant. Councillor Matthews confirmed this was the case.

**Councillor Leppington**

- Commented that a large amount of sandbags had been left outside the library following the recent floods which were now starting to burst and becoming untidy and an eyesore. Councillor Matthews advised that local removal would be the best solution in terms of cost. Councillor Woodhouse stated that he would ensure the sandbags were removed.

**Councillor Sexton:**

- Submitted a photograph of usage of the bus shelter on Tower Street for information.
- Reported that a petition regarding a complaint in respect of building work at Preston Flats had been submitted to Councillor Matthews.
- Reported that Sharon Mummery has organised a replacement seat.

**Councillor Crossland:**

- Requested that a replacement seat against the school wall be installed, this would be at no cost to the Council. No objections were received.

**27/14 Chairman’s Report:**

- Expressed thanks to Councillor Smales for undertaking the repainting of the Fishing Memorial metalwork.
- Expressed thanks to Councillor Crossland and Derek Harvey for their work on the War Memorial.

**28/14 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) **14/01706/PLF** – Erection of double garage at rear – Amended Scheme  
At Thorn Croft, South Sea Road, Flamborough  
For Mr Richard Jarvis  
Full Planning Permission

**RESOLVED:** (All in favour) that the Parish Council has no objections to this application.

- (2) **14/01649/PLF** – Erection of a dwelling on plot 1, detached garage and construction of a separate access to serve plot 1 and construction of road for the proposed housing development further to planning approval 13/01159/OUT

At Land West of 2 Flaen Road, Flamborough  
For Flintcross Limited  
Application Type: Full Planning Permission

**RESOLVED:** (all in favour) that the Parish Council is unable to recommend approval on the grounds of the unsuitability of the proposed access route to the site. The Council has no objection to the development which had been approved in the meeting of 13<sup>th</sup> May 2013, but wished to express their support for the residents of the area in the application.

Meeting closed at 20:12

The meeting was closed in order to allow discourse with the residents of Flaen Road in attendance. Councillor Matthews stated he would call in the application if a representative from the residents would attend the next planning meeting to state their objection.

Meeting reopened at 20:15

- (3) **14/02511/PLF** – Alterations to kerb to widen vehicular access  
At High Breame, Crofts Hill, Flamborough  
**1083**

For Mr John Burton  
Application Type: Full Planning Permission

**RESOLVED:** (All in favour) that the Parish Council has no objections to this application.

- (4) **Application Withdrawn**  
**14/01665/PLF** – Erection of detached single storey annexe for use as self contained letting accommodation following demolition of existing garage and outbuilding  
At Crab Pot Cottage, 10 High Street, Flamborough  
For Mr & Mrs Wayne Holmes  
Application Type: Full Planning Permission

#### **Planning Appeals Made to ERYC**

- (1) **13/02354** – Erection of dwelling following demolition of existing building, Mereside Craft Centre, School Lane, Flamborough

#### **Planning Applications Granted by ERYC**

- (1) **14/01173/PLF** – Erection of extension to existing Visitor Centre to create a classroom and 4 store rooms, Living Seas Centre, South Sea Road, Flamborough

#### **29/14 To note/deal with correspondence as listed below:**

Jul 14	ERNLLCA Newsletter – emailed 11/08/14
Aug14	East Riding News – emailed 11/08/14
Summer 14	East Riding Local Plan Newsletter – emailed 18/08/14

**30/14 Accounts:**

- (a) **To approve payment of accounts to end of 31<sup>st</sup> August 2014 and to approve September's wages:**

Councillor Couzens and Councillor Grainger declared pecuniary interests and left the meeting for the duration of this item, did not take part in discussion and did not vote.

**Received**

HMRC VAT Repayment:	£987.62
Northern Powergrid Wayleaves:	£82.70
War Bonds Interest:	£1.75
Toilet Donations:	£50.28

**To approve PAYE to 30th September 2014**

£1,140

**Schedule of Accounts for Payment 31st July 2014**

Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2442	SLCC, Training Day	20.00	-	20.00
2443	MR&KM Couzens, Ground Works Contract, cut 8	247.00	49.40	296.40
	MR&KM Couzens, Ground Works Contract, cut 9	247.00	49.40	296.40
2444	Mr T Benson, Toilet Cleaning (Jul)	263.63	-	263.63
2445	Miss L Dennis (Jul)	1048.32	-	1048.32
2446	Clerk expenses (Jul) – telephone £8, broadband £7.50, working from home expenses £12, postage £6.36, stationery £26.18, car allowance £20	80.04	-	80.04
2447	ERNLLCA, Training Day	40.00	8.00	48.00
	<b>Totals</b>	<b>1945.99</b>	<b>106.80</b>	<b>2052.79</b>

**Schedule of Accounts for Payment 31st August 2014**

Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2448	East Riding College, Clerk Advertising Admin Charges	159.74	-	159.74
2449	NPower, Electricity Toilets	43.57	2.18	45.75
2550	MR&KM Couzens, Ground Works Contract, Cut 10	247.00	49.40	296.40
2551	Wicksteed Playgrounds, Swing Chain	187.53	37.51	225.04
2552	AB Grainger, Small Works Contract, Swing Repair	55.00	-	55.00
2553	AB Grainger, Small Works Contract, Notice Board Repair	53.00	-	53.00
2554	Professional Washroom Services, Toilet Sanitary Units	140.00	28.00	168.00
2556	Yorkshire Water, Toilets	80.38	-	80.38
2557	Yorkshire Water, Allotments	119.21	-	119.21
2457	MR&KM Couzens, Ground Works Contract, Cut 11	247.00	49.40	296.40
2458	Mr T Benson, Toilet Cleaning (Aug)	261.04	-	261.04

2459	Mr G Liddan, Relief Toilet Cleaning (Aug)	106.26	-	106.26
2460	Miss L Dennis, Clerk (Aug)	868.92	-	868.92
2461	Clerk expenses (Aug) – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20; stationery £20.96	68.46	-	68.46
2462	HMRC Tax/NI	14.54	-	14.54
	<b>Totals</b>	<b>2651.65</b>	<b>166.49</b>	<b>2818.14</b>

**RESOLVED:** (All in favour) to approve the accounts for payment and PAYE for September 14

**(b) To note the budget monitor to 31<sup>st</sup> August 2014:**

This was noted.

**31/14 To approve a new policy regarding the recording of council meetings:**

A draft policy was circulated to Councillors for comment.

**RESOLVED:** (All in favour) to adopt the policy submitted.

**32/14 To comment on site visit to bus shelter on 6<sup>th</sup> June 2014 re possible office space for the Clerk:**

It was agreed that the bus shelter would no longer be considered as potential office space due to the objections received from residents and the substantial work involved in converting it into office space. Following on from item 6/14 in the minutes, it was agreed that the decommissioned Citizen Link building should be considered. Clerk to make preliminary investigations on use of Citizen Link building with ERYC. Proposed Councillor Crossland, Seconded Councillor Sexton.

**33/14 To approve repair/renewal of engraving on Carol Sandra Memorial:**

Text is no longer clear due to wear and tear on the paintwork of the letters. Advice to be sought from Gardiners Stonemasons on the best way to proceed. To remain on agenda for next meeting.

**34/14 To note/comment on Joint Local Access Forum's annual report for 2013-14:**

This was noted.

**35/14 To approve a response to correspondence from a resident living near Charlie's Gardens regarding the cutting of the land:**

It was noted that debris is being dumped at the back of fences adjoining Charlie's Gardens which has made grass cutting difficult. It was agreed that an area covering an 8 foot perimeter be sprayed with weed killer and that the rubbish could then be cleared. Residents to be informed of action taken, and separate response to complainant to be issued. Proposed Councillor Crossland, Seconded Councillor Smales.

**36/14 To approve the purchase of a Christmas tree:**

**RESOLVED:** (All in favour) to purchase a Christmas tree, proposed Councillor Woodhouse, Seconded Councillor Grainger.

**37/14 To approve September's newsletter:**

**RESOLVED:** (All in favour) that the newsletter be approved for distribution. proposed Councillor Woodhouse, seconded Councillor Sexton.

**38/14 To approve Clerk/Councillor attendance at ERNLLCA AGM:**

Councillor Morton offered to attend the AGM as a Councillor representative.

**RESOLVED:** (All in favour) that the Clerk and Councillor Morton attend the ERNLLCA AGM.

**39/14 To approve attendance on the Introduction to Local Council Administration:**

**RESOLVED:** (All in favour) that of the Clerk will attend training as detailed, proposed Councillor Grainger, Seconded Councillor Villani.

**40/14 Allotments:**

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

Report of site visit on 26<sup>th</sup> August 2014 was presented. It was noted that sections of vacant plots previously treated with weed killer had been missed and that these should be re-done by the Groundworks Contractor. Further reports of rats on the site had been received from tenants and it was agreed that this issue now needs to be addressed. It was agreed that an extra meeting be called for the 30<sup>th</sup> September 2014 to discuss the tenancy agreement, proposed Councillor Woodhouse, seconded Councillor Smales.

**b) To let plots and approve permissions:**

Clerk to let plots and approve permissions.

**c) To approve additional Councillor to attend Flamborough Allotment Association committee meetings due to Councillor Smales not always be able to be present:**

**DEFERRED:** Clerk to seek clarification of committee requested.

Signed as a true and correct record ..... Date 7<sup>th</sup> October 2014  
Chairman, Councillor I. Woodhouse