



**MINUTES OF PARISH COUNCIL MEETING
3rd FEBRUARY 2014, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors R Sellick (in the Chair), Mrs L Bennett, P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, D Morton, Mrs M Sexton, M Smales, Mrs C Taylor, F Villani, I Woodhouse
Ward Councillor C Matthews and PCSO Liz Smith had sent apologies
Clerk, Libby Woodhouse, had also sent apologies and was not present at the meeting due to illness.
Mrs K Smales took the minutes.

28/14 To receive apologies for absence:

As above

29/14 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

30/14 Public Participation Session (15 minutes):

No member of the public was present.

31/14 To approve Minutes of Parish Council Meeting of 13th January 2014:

RESOLVED: (All in favour) that the Minutes of this meeting be approved and signed as a true and correct record. Proposed by Councillor Mrs Taylor, seconded by Councillor M Smales.

32/14 To receive the Clerk's Report and Action Log:

Due to the Clerk's illness there was no report or action log this month,

33/14 Questions/Reports from Councillors and Committee Representatives:

Councillor Crossland – reported the pump wall at the bottom of Crofts Hill looked very dangerous and should be inspected. Councillor Woodhouse agreed to look at this.

Councillor Mrs Sexton – reported that she had been told that the ditch at the bottom of Water Lane was half full. She had contacted Mr England who said the responsibility for this lay with the landowners and he would instruct a uniformed office to take action.

Councillor Crossland – reported that the part of the road that is repeatedly flooded on Bempton Lane, this side of the Dykes, is also still awaiting repair via Mr England.

Councillor Smales – reported that he would pick up the wreath in memory of the fishing disaster of 1909 and asked if anyone would like to lay this on Wednesday. No-one offered so he agreed to lay this at 5.30am on his way to work.

Councillor Villani – reported that a car had come off the road and destroyed a post just past the entrance to Danes Dyke, which needs to be reported to Mr England.

34/14 Chairman's Report:

The Chairman read to the committee a letter from the Clerk in which she gave one month's notice, which would be covered by a sick note. She said how much she had enjoyed her 12 years as Clerk, would be willing to help as much as possible until a replacement could be found, and suggested the Chairman contact ERNLLCA for advice. Councillor Woodhouse reported that Claire Boston, the Bempton Clerk, had offered her help in the interim.

It was agreed to hold a special meeting next Monday (10th February) at 7.00pm (later changed to 7.30pm) to discuss the situation further. Councillor Woodhouse agreed to post the meeting notification on the notice board, thereby giving the public 3 days notice as required.

All Councillors were given a copy of the Clerk's job description to study in advance of the meeting.

All Councillors would like to thank the Clerk for the work she has done over the years, and the Chairman agreed to write to her on behalf of the Council.

35/14 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) 14/00122 – Erection of pre-fabricated garage
At Peppermint Cottage, South Sea Road, Flamborough
For Mr D Concannon
Application Type: Full Planning Permission

RESOLVED: (All in favour) that the Parish Council has no objections to this application. Proposed by Councillor Smales, seconded by Councillor Crossland.

Planning Applications Granted by ERYC

- (1) **13/03785** –Erection of single storey extension to side and new pitched roof over existing garage and existing porch to front and a new vehicular access to the front at 16 Bempton Lane Flamborough
(2) **13/03867/TCA** – Fell beech tree as it is too close to the cottage – Manor Cottage, Church Street, Flamborough

Planning Application Refused by ERYC

- (1) **13/03662** – Erection of dwelling of existing building (re-submission of application 13/02354) at Mereside Craft Centre, School Lane, Flamborough

Councillor Mrs Sexton – wished to know why this application had been refused as the Council had previously recommended it be approved. It was however agreed not to pursue this.

Planning Application for Change of Use

- (1) Retrospective application for change of use from hairdressers to café at 8 High Street, Flamborough

RESOLVED: (All in favour) that the Parish Council has no objections to this application. Proposed by the Chairman, seconded by Councillor Mrs Taylor.

36/14 To note/deal with correspondence as listed below:

17-Jan-14 EYRC, Flood Liaison Group, 30th May 2014, 10am, County Hall, Beverley

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

(a) To approve payment of accounts to end of January and February's wages (enclosed):

Received

£30 Allotment Rent, plot 74

£7.63 Toilets donations box

To approve PAYE to 28 February 2014

£1,280.

Chq No	Creditor	Net Due	VAT	Total
2382	NPower, Street lights 1/10/13 31/12/13	1487.80	297.56	1785.36
2383	AB Grainger, supply and fit trap, disabled toilet	24.50		24.50
2384	Keyline Builders Merchants, PPE for toilet cleaner	46.90	9.38	56.28
2385	Mrs E Woodhouse, virus scan renewal	44.99		44.99
2386	Mr T Benson, Toilet Cleaning (Jan)	267.03		267.03
2387	Mrs E Woodhouse, Clerk (Jan)	853.06		853.06
2388	HM Revenue & Customs, Tax/NI (Jan)	113.10		113.10
2389	Clerk Expenses (Jan)			
	Telephone	8.00		8.00
	Broadband Connection	7.50		7.50
	Expenses towards working from home	12.00		12.00
	Postage	5.10		5.10
	Stationery			
	Photocopying paper	4.16	0.83	4.99
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Dell, inkjets	40.82	8.16	48.98
	Toilet supplies	25.66	5.13	30.70
	Totals	2,962.62	321.06	3,283.68

RESOLVED: (All in favour) to approve the accounts for payment and PAYE for February 2014. Proposed by Councillor Mrs Sexton, seconded by Councillor Mrs Taylor.

Councillor Grainger returned and resumed the meeting.

(b) To note the budget monitor to 31st January 2014:

Due to the Clerk's illness there was no budget monitor this month.

38/14 Office space for the Clerk – to report on any approach to the Village Hall or portacabin costs – Councillor Morton:

Councillor Morton had not heard from the Village Hall committee as they were not due to meet until next Monday; he had however looked at the room which seemed OK, except it was not heated.

Councillor Grainger - had spoken unofficially to Mr N Hall, who had seemed quite keen.

Councillor Morton - had looked at new portacabin costs, and had found a small two-man office that would be found at £2,500.

Councillor Crossland - had looked at refurbished portacabins, and found one at £1,500.

It was generally felt that either of the above options posed a security risk, both to the Clerk and the equipment. The question of telephone and computer lines, and toilet facilities from a portacabin were raised. If the portacabin was positioned in the library grounds it could be linked to their electrics and, if the Clerk worked to the library's opening hours, she could use their facilities. There was still however a risk of vandalism overnight.

It was believed that the job description intended the Clerk to work from home, but the Chairman needed to check this and other aspects which could then be discussed at the meeting next Monday.

39/14 To approve repair/replacement of the fence to the rear of the toilets:

It was uncertain who owned this fence, or who had recently nailed it to the window sill at the back of the toilets.

Councillor Crossland - offered to speak to Mr D Wood (landlord of the Dog & Duck) to see if it was his fence and, if so, ask him to secure it elsewhere.

To be discussed again at the next meeting to see if any further action was needed.

40/14 Seat, Crofts Hill – to note damage to this seat and to consider repairs to it:

The Chairman - did not believe this seat was the responsibility of the Council to repair, but because it had been damaged by a dislodged roof (due to the wind) the meeting felt the Council should help on this.

Councillor Grainger - believed the seat was repairable but not on site. He could not give any indication of how much the repairs would be cost.

Councillor Couzens - suggested replacing it with a brand new one that was currently in storage.

RESOLVED: (12 in favour, 1 abstention) that Councillor Grainger remove the seat and assess the damage, with costs, and review at the next meeting. Once a new Clerk was appointed, it was further resolved to write to the roof owners to try to obtain reimbursement for the repairs. Proposed by The Chairman, seconded by Councillor Woodhouse.

41/14 To approve action to site the Fishermen's Memorial plaques:

Councillor Leppington - suggested these plaques be put into storage until a display site was found. There was concern that these could be damaged.

Councillor Crossland - offered to find a protective crate or similar before storing them.

42/14 To report on the cPAD for Flamborough – Councillor Morton:

Councillor Morton reported that the cPAD would be delivered sometime in February, to be fitted on the side of his house in March.

43/14 To repair seats at the War Memorial:

Councillor Grainger - reported that one seat would be removed for repair, and the others required staining and fastening down in concrete.

Councillor Couzens - said that the kerbing would be done when the grass was cut.

44/14 To comment on the potential Special Protection Area for Flamborough and Filey coast consultation by Natural England:

Councillor Crossland - was concerned that this proposal would limit tourist activities in this area, although this latest document was better than a previous one.

Councillor Leppington - believed it would not really affect the Flamborough area, and that the Filey fishermen would be the most disadvantaged.

Councillor Crossland - suggested that those councillors who wanted more information should attend the public consultation which was being held at the WI hall on 27th February.

RESOLVED: (All in favour) that this item be deferred until the next meeting to give councillors a chance to learn more about the proposals. Proposed by The Chairman, seconded by Councillor Woodhouse.

45/14 Street Light requests:

- (a) **To approve a response to the enclosed email requesting a street light at Northstead Lodge, Bempton Lane:**

RESOLVED: (All in favour) to note residents' concerns and will add to the development plan when funds allow. Proposed by Councillor Crossland, seconded by Councillor Mrs Sexton.

- (b) **To approve a response to the enclosed email requesting a street light at Marine Valley:**

RESOLVED: (All in favour) that the Parish Council is not in a position to put any additional lighting at Marine Valley as this is private land. Proposed by Councillor Crossland, seconded by Councillor Mrs Sexton.

46/14 To approve a response to ERYCs consultation of the East Riding Local Plan – Proposed Submission Strategy Document and Allocations Document (enclosed) in terms of legal compliance, the duty to co-operate and the soundness of the documents:

RESOLVED: (All in favour) to note this document. Proposed by The Chairman, seconded by Councillor Mrs Taylor.

47/14 Allotments:

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

Councillor Smales had visited the site that morning.

Plot 14 had been given to the end of the year (2013) but, in the absence of the Clerk, it was not known if a notice to quit had been issued.

Plot 70 was in a poor state.

Plot 71 had a 5' heap in the middle and was strewn with rubbish, which would have to be cleared at the expense of the Council and reimbursement sought from the former tenant.

It was agreed that these matters could not be dealt with until a new Clerk was appointed.

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

None

The Council wished to record their thanks to Mrs Smales for stepping in and taking the minutes.

Signed as a true and correct record *R Sellick* Date ...3rd March 2014.....
Chairman, Councillor R Sellick