



**MINUTES OF PARISH COUNCIL MEETING
7th JULY 2014, 7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors R Sellick (in the Chair), P Couzens, J Crossland, A Grainger, V Leppington, D Morton, Mrs M Sexton, Mrs C Taylor
Four members of the public
PCSO Liz Smith
Clerk, Lynne Dennis, recorded the minutes

1/14 To receive apologies for absence:

Apologies of absence were received from Councillors Mrs L. Bennett, S Emmerson, M. Smales, F. Villani, I. Woodhouse and Ward Councillors R. Harrap and C. Matthews

2/14 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

3/14 Public Participation Session (15 minutes):

Maureen Wood -

- Stated an objection to planning application at Anerley, North Marine Road adjacent to her property. Further objections have been lodged in writing to Councillor Woodhouse.

PCSO Liz Smith - presented an update report covering the period May-July 2014:

- Car tax, one vehicle had been removed from the village for not having a valid tax disk. This is an area that will continue to be monitored by Humberside Police.
- Playground – ongoing damage
- High Street – collapse of wall in June. Complaints have been made in relation to ongoing parking issues, PCSO Smith will continue to monitor.
- Burglaries – PCSO Smith has provided advice to elderly residents following a break in on North Marine Road. Further reported a recent spate of burglaries in outlying villages, particularly targeting outbuildings and machinery. Two individuals have been apprehended over these thefts.
- Dog show – issues experienced through continued usage of cordoned off road. To be reviewed for 2015 with the recommendation that two Police representatives be on duty to monitor both ends of the road.
- Neighbourhood Policing Team – priority being given to pursuance of drivers who may be over the prescribed legal limit for driving.
- Playing fields – car had been observed driving recklessly on the cricket field. Number plate was reported and action to be taken by PCSO Smith. Cars also accessing the cricket field to drive to the bottom for drop off of people/equipment, to be followed up by Councillor Woodhouse.
- South Sea Road – residents have expressed concern over the lack of street lighting. To raise with Councillor Matthews.

Christine Latham -

- Expressed concern regarding the bus shelter and possibility that it may be converted into office space. Councillor Sellick stated that no decision had been taken regarding the future use of the bus shelter and this was just one of several options that had been explored with regards to working facilities for the Clerk.

4/14 To approve Minutes of Parish Council Meeting of 6th June 2014:

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

5/14 To approve update to scheduled meetings for 2014/15

Amendments to January and April scheduled dates.

RESOLVED: (All in favour) that the dates be amended.

6/14 To receive the Clerk's Report and Action Log (for information enclosed):

Laptop – a new laptop with Microsoft Office 2013 was purchased to replace the Dell desktop which is no longer fit for purpose. The desktop PC will be disabled and information removed from the hard drive in order that it can be disposed of. To be removed from asset register.

Local Grant Fund – application submitted on 1st October 2014 for £2887 for work to replace 8 lights identified in ERYC's report in poor condition as agreed at September 2013 meeting. Grant to be claimed upon receipt of invoice from ERYC for work completed

Land Registry – receipt of updated official copy of the register and title plans in respect of the Village Green application from June 2014 meeting

Flamborough Conservation Area – ratification of re-appraisal of the Flamborough area update

Toilet Cleaning – Tom Benson was on annual leave from 14-21 June 2014, Geoff Liddan covered for this week

Clerk's hours – 64 worked. Clerk will be on annual leave from 28th July -1st August 2014

7/14 Questions/Reports from Councillors and Committee Representatives:**Councillor Morton:**

- Commented that now the CPAD unit has been installed, awareness within the village of the unit should be raised. Signage has been displayed where possible and information provided via response to emergency calls.
- Appraised the Council of a conversation between himself and Mr Hiscott, ERYC Engineer regarding proposed traffic calming measures within the village.

Councillor Crossland:

- Requested that a letter be sent to Richard Stiles thanking him for his continued work in litter picking around the village.
- Commented that the toilets had to be closed on 4 July 14 as they were blocked, this was resolved the same day allowing them to be re-opened the following day. Also reported that he had observed a build-up of rubbish around the back of the toilets. Proposed that the toilets remain open until 6pm during the summer period instead of 5pm as at present, seconded by Councillor Sexton, all in favour.
- Noted that the glass in the Parish Council notice board is still broken, agreed that this should be repaired under the small-works contract.
- Further noted that the Yorkshire Wildlife Trust notice board is in a state of disrepair.

Councillor Couzens:

- Commented that the ditch at the bottom of Crofts Hill was in disrepair and that he had spoken to Dave England at ERYC Highways and that action would be taken to clear the overgrowth and channel.
- Reported that the double yellow lines on North Marine Road had still not been replaced.

Councillor Grainger:

- Submitted small-works contract estimate for repair to damaged village seat 28. Mr Steve Burton to be invoiced for costs of repair.

Councillor Taylor:

- Reported that potholes had appeared outside 8 South Sea Way and 7 Dog & Duck Square.
- Commented that the Parish Council submits updates to Bridlington Free Press.
- Commented on the overgrown state of the churchyard and the amount of dead grass accumulating.

Councillor Sexton:

- Presented a petition and letter of objection to the Chairman submitted on behalf of members of the public in the village with regards to the possible conversion of the bus shelter to an office space. This was noted.
- Commented that the website/library had not been updated with recent minutes of parish council meetings.
- Sought clarification of the re-roofing of houses within the village currently being undertaken and criteria applied to determine those roofs that need attention. To raise with Councillor Matthews at the next meeting.

8/14 Chairman's Report:

None

9/14 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):

14/01665 – Erection of detached single storey annex for use as self-contained letting accommodation following demolition of existing garage and outbuildings
At Crab Pot Cottage, 10 High Street, Flamborough
For Mr and Mrs W Holmes
Full Planning Permission

RESOLVED: (6 in favour, 2 abstained) that the Parish Council is unable to recommend approval on the grounds of the size of the proposed annex and overdevelopment of the site. Proposed Councillor Crossland, Seconded Councillor Grainger.

14/01706 – Erection of double garage at rear
At Thorn Croft, South Sea Road, Flamborough
For Mr R Jarvis
Full Planning Permission

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

14/01982 – Erection of detached garage and utility with guest rooms above, following removal of existing metal store containers
At Anerley Cottage, North Marine Road, Flamborough
For Mr A Barden
Full Planning Permission

RESOLVED: (All in favour) that the Parish Council is unable to recommend approval on the grounds of development of a new building not in keeping with the heritage coast and surrounding area, scale of the development which would have a detrimental effect upon surrounding properties and risk of future change of use of the building.

Planning Applications Granted by ERYC

14/01128 – Conversion of existing dwelling into 2 no. dwellings, Lartlehouse, 3 Chapel Street, Flamborough

14/01573 – Erection of single storey extensions to front and side, alterations to existing windows and doors and construction of decking to rear, Beauregard, Lighthouse Road, Flamborough

10/14 To note/deal with correspondence as listed below:

Jun 14 East Riding News
 Jun 14 ERNLLCA Newsletter
 24-Jun-14 Mrs C.M. Walls, letter regarding allotment issues including keeping of animals on plots and problems with rats. Discussed under agenda item 20.

11/14 Accounts:

(a) **To approve payment of accounts to end of 30th June 2014 and to approve July's wages:**

Received

Nil

To approve PAYE to 30th June 2014

£1,000.51

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

Chq No	Creditor	Net Due	VAT	Total
2432	Clerk expenses (June 14)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	7.44		7.44
	Car Allowance	20.00		20.00
2433	PAYE	689.52		689.52
2434	D. Morton expenses (Apr-June)			
	Mobile phone contract Apr-May	50.92		50.92
	Stationery	33.30	6.66	39.96
	Laptop	466.64	93.33	559.97
2435	MR&KM Couzens, Grounds Maintenance Cut 6 & 7 and Allotment Cut	609.00	121.80	730.80
2436	M.G. Maltby Ltd, Installation of socket for CPAD unit	96.00	19.20	115.20
2437	A.B. Grainger, Small Works, village seat and youth shelter repair	108.00		108.00
2438	NALC LCR subscription renewal	17.00		17.00
2439-40	PAYE	310.99		310.99

2441	HMRC Tax/NI June	275.17		275.17
	Totals	2711.48	240.99	2952.47

1079

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

(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 the budget monitor to 31st May 2014:

Due to the absence of a Clerk there was no budget monitor this month.

12/14 To consider Clerk's working facilities:

No progress has been made to date with any options considered due to absence of Councillor Woodhouse. To remain on the agenda for the next meeting.

13/14 To approve repair/renewal of engraving on Carol Sandra Memorial:

No decision taken due to absence of Councillor Smales, to remain on the agenda for the next meeting.

14/14 To note changes to Permitted Development rights to provide greater flexibility for businesses and farmers to make changes of use without the need for a planning application:

This was noted.

15/14 To note/comment on new shelter for parking ticket machine at Danes Dyke:

This was noted.

16/14 To note/comment on ERYC inspection of the Crofts Hill pump:

Report and recommendations from ERYC was presented. Item to be added to October meeting agenda. Councillor Sellick to discuss work being completed by East Riding College students as work experience project and report back.

17/14 To approve the purchase of a Remembrance Day wreath £20 (resolve using powers contained in s137 Local Government Act 1972):

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:£20 for a Poppy Wreath, proposed Councillor Leppington, seconded Councillor Crossland.

18/14 To approve attendance at training courses:

- **Clerk: SLCC Training Day 18th July 2014, Barton upon Humber, £20 plus travel expenses**
- **Clerk plus additional delegate: ERNLLCA Financial Management Training 23rd July 2014, Barton upon Humber, £40 plus travel expenses**
- **2 x Councillors or Clerk: ERYC Code of Conduct, 24th October 2014, Bridlington**

RESOLVED: (All in favour) that of the Clerk will attend training as detailed.

19/14 To approve Flamborough Sports Club Trust request to hold annual gala on Woodcock Playing Fields on 10th August 2014

RESOLVED: (All in favour) that the Flamborough Sports Club Trust be granted permission to hold annual gala, upon satisfactory evidence of relevant documentation and permits.

20/14 Allotments:

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

b) To let plots and approve permissions:

a) Councillor Couzens reported that all vacant plots had now been cut as agreed at June 14 meeting. It was agreed that the same plots now be treated with weedkiller to enable these plots to be sufficiently tidy to let, work to be completed under the ground works contract, proposed Councillor Sellick, seconded Councillor Morton.

Councillor Morton raised concern over the condition of the access path to the rear of the allotments. It was agreed that a letter be sent to Andrew Chudleigh (Countryside Access) to highlight the issue and request action be taken, proposed Councillor Morton, seconded Councillor Taylor.

Letter from Mrs Walls presented by Councillor Sellick, concern expressed over livestock kept on plots, with turkeys being let out of enclosed plots and allowed to roam the site, encroaching onto other tenant's plots. Also that as a result of livestock being kept on the site, rats were increasing becoming an issue. To be discussed at next meeting to agree action to tackle the rat problem. Agreed that a letter be sent to the plot tenant to ensure that the plot and birds are maintained responsibly. Letter also to be sent to Mrs Walls to inform of action taken to date.

b) Clerk to let plots and approve permissions as discussed in April – June 14 meetings and bring site plan up to date.

Signed as a true and correct record *I Woodhouse*..... Date 1st September 2014

Chairman, Councillor I. Woodhouse