



## FLAMBOROUGH PARISH COUNCIL



### MINUTES OF PARISH COUNCIL MEETING 2<sup>nd</sup> FEBRUARY 2015, 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, Mrs C Taylor, Ward Councillor C Matthews  
Three members of the public  
Clerk, Lynne Dennis, recorded the minutes

#### **122/14 To receive apologies for absence:**

Apologies of absence were received from Councillor R Sellick, M Smales, F Vilanni, Ward Councillors R Harrap and J Wilkinson

#### **123/14 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

#### **124/14 Public Participation Session (15 minutes):**

##### **Member of the public x 2**

- Expressed disappointment in the cleanliness of the village particularly in the area around the Co-Op and Post Office where litter such as cigarette butts is clearly visible. The effectiveness of street cleansing such as the frequency and type of equipment used to conduct this was also raised.
- Council to contact ERYC regarding the programme of works, equipment and how the village taskforce is employed.

#### **125/14 Mark Warrior – presentation and question/answer session on the planned development of the former Waud Bros. site.**

Mark Warrior (Developer) and Mike Richardson (Architect) presented plans for the proposed development of a convenience store on the former Waud Bros. site. Plans have been developed over many months in conjunction with the Conservation Officer to ensure a sympathetic development within the conservation area. Planning permission to be sought within the next few weeks with a view to an opening in the third quarter of 2015. Councillor Leppington expressed concern over access to the site for deliveries. Mr Warrior assured the council that extensive analysis had been undertaken to ensure that deliveries can be made safely. Councillor Bennett questioned if the residents opposite had been contacted given that they would be affected by deliveries in terms of noise and disturbance. Mr Warrior conceded that they had not, but that deliveries are strictly regulated and are part of the planning

process, which result in them only be made at reasonable times. Councillor Couzens asked how the small green adjacent to the site would be protected from being used an overspill carpark, given the limited number of spaces on the site. It was suggested that a fence in keeping with the village green fencing be erected, Mr Warrior agreed that this could be incorporated into the plans and the cost of any fencing to be absorbed by the developer. Mr Warrior also raised the possibility of purchasing the land owned by the parish council to allow him full ownership of the entire development site. Council to discuss at the next meeting.

**126/14 To approve Minutes of Parish Council Meeting of 12<sup>th</sup> January 2015:**

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

**127/14 To receive the Clerk's Report and Action Log:**

**Flamborough Library** – ERYC have notified that the library will temporarily close at 12 noon on Saturday 14 February for 3 weeks, reopening on Tuesday 10 March at 2pm, to allow internal refurbishment works to take place. Alternative provision will be available at Bridlington North and Central libraries. ERYC asked that 2 painting owned by the parish council but donated to the library be collected due to the refurbishment: 'A Plan of Flamborough Head' – Trinity House and 'A Bird's Eye View of the Headland' – R.W. Stiles. Clerk has been informed that ERYC have decided that they no longer wish to house these paintings, Council to discuss alternatives for housing the pictures.

**Bempton Parish Council** – Notified that Matthew Grove, the Police & Crime Commissioner, would be attending the next meeting on Tuesday 17<sup>th</sup> February 2015 at the village school. The Clerk extended an invitation to the council to attend.

**Toilet Cleaning** – Geoff Liddan and Lisa Bell-Latz appointed to toilet cleaner and relief toilet cleaner posts respectively.

**Clerk's hours** – 64 hours worked in December, no hours in lieu. 24 hours annual leave remaining to be taken before 31 March 2015.

**128/14 To receive the Ward Councillor's report:**

- Use of metal detectors at Tower Fields – most of the site is a scheduled ancient monument, therefore English Heritage need to be informed.
- Grass cutting – ERYC have scheduled this to start from 5<sup>th</sup> March 2015 and have purchased new mowers to improve on the service provided in 2014.

**129/14 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Morton**

- Reported that ERYC are running a programme of free NHS checks for people between 40 and 74 who have not been diagnosed with any major diseases. Flamborough is included and the bus will be in the village on 25<sup>th</sup> March 2015. Further documentation will be supplied to Councillor Morton as the liaison with ERYC, who will ensure this is distributed appropriately.

**Councillor Bennett**

- Reported that the bin located on the High Street is constantly being knocked over and asked if it would be possible to relocate it to a better position.

**Councillor Woodhouse**

- On behalf of Councillor Smales reported it was thought that the work on South Sea Mews had not been actioned from the meeting in March 2014. Councillor Woodhouse visited the site and checked with Ward Councillor Matthews and it was confirmed that the work had indeed been completed.

**130/14 Chairman's Report:**

- No report.

**131/14 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) **14/03913/PLF** – Installation of external fire escape staircase to rear  
At Seabirds Inn, Flamborough  
For Mr Phillip Jones  
Full Planning Permission

**RESOLVED:** (7 in favour, 3 against) that the Parish Council had no observations to make on this application and recommend approval.

- (2) **15/00010/PLF** – Erection of two storey and single storey extensions to rear  
At 28 Tower Street, Flamborough  
For Mrs Anne Hunter  
Full Planning Permission

**RESOLVED:** (all in favour) that the Parish Council had no observations to make on this application and recommend approval.

- (3) **15/00171/TCA** – FLAMBOROUGH CONSERVATION AREA - Crown Lift Sycamore, Yew and Beech (TA, TS, TT) to 2 metres and reshape, Crown Lift Cypress (TR) to 5.1 metres, remove dead branch over road and reshape, Crown Lift to 4 metres and Remove branch of Cypress (TO) on eastern side, Crown Lift Willow (TL) to 5.1 metres, Reduce branches on west of Sycamore (TH), Pruning to fruit trees and Beech due to extending limbs over buildings. All works to allow more light and space for growth on the site.  
At Manor House, Tower Street, Flamborough  
For Mr Leslie Barry  
Tree Works in Conservation Areas

**RESOLVED:** (all in favour) that the Parish Council had no observations to make on this application and recommend approval.

**132/14 To note/deal with correspondence as listed below:**

Jan-15 East Riding Parish News – emailed 21/01/15

**133/14 Accounts:**

(a) To note payment of accounts to 31<sup>st</sup> January 2015 and February's wages (enclosed):

**Accounts for Payment**

**Received**

Allotment rent:	£ 15.00
HMRC VAT:	£797.24
Toilet donation:	£ 15.05
<b>Total:</b>	<b>£827.29</b>

**Schedule of Accounts for Payment 31<sup>st</sup> January 2015**

Chq No	Creditor	Net Due	VAT	Total
		£	£	£
2512	Miss L Dennis (Jan)	959.93	-	959.93
2511	Mr G Liddan, Toilet Cleaning (Jan)	216.88	-	216.88
2513	HMRC Tax/NI (Jan)	130.81	-	130.81
2514	Clerk expenses (Jan) – telephone £8, broadband £7.50, working from home expenses £12, car allowance £20; postage £6.64	54.14	-	54.14
2515	AE Smith, allotment hedge cutting	45.00	9.00	54.00
2516	Npower, electricity 01/10-31/12	1897.64	379.53	2277.17
2517	MR & KM Couzens, clearing Charlie's Gardens	257.00	51.40	308.40
	<b>Totals</b>	<b>3561.40</b>	<b>439.80</b>	<b>4001.33</b>

**February wages £1190 (projected)**

**RESOLVED:** (All in favour) to accept the accounts as stated.

(b) To note the budget monitor to 31<sup>st</sup> January 2015:

Noted

**134/14 To consider the Footway Lighting Maintenance Contract 2015-2018, contract and tender documents, advertisement of contract and return of tenders (documents enclosed):**

**RESOLVED:** (All in favour) to accept the contract as presented and to advertise in the parish noticeboard only.

**135/14 To approve appointment of internal auditor (enclosed):**

**RESOLVED:** (All in favour) to approve the appointment of Richard Dixon (Internal Audit Services) as internal auditor for the council.

**136/14 To discuss issues arising re Charlie's Gardens (enclosed):**

A resident of Constable Road had complained to the council over a sizeable amount of dead wood and bushes which had been left in Charlie's Gardens following work to tidy the area. Councillors were informed by email of the intention to use delegated authority to organise the removal and disposal of the rubbish which was completed on 30<sup>th</sup> January 2015. Councillor Crossland expressed concern over the cost incurred for this work and suggested it could have been achieved for less.

**137/14 To consider proposals for tree management at the Woodcock Memorial Playing Field in conjunction with Flamborough Sports Club Trust in response to concerns raised by ERYC on behalf of residents (enclosed):**

**RESOLVED:** (All in favour) that work be approved up to the value of £2350 +VAT for full assessment of all trees, crown reduction and branches to be removed sympathetically to ensure the aesthetic of the tree was maintained and that they are suited to the environment to reduce the effects of shading and light loss by Mick Bull Trees and Landscapes. Flamborough Sports Club to contribute 50% of the costs.

**138/14 To approve Flamborough Sports Club Trust request to hold car boot sale on Sunday 5<sup>th</sup> April 2015 and annual summer gala on 9<sup>th</sup> August 2015 at the Woodcock Playing Fields:**

**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.

**139/14 To discuss storage of council paperwork (enclosed):**

The Clerk informed the council that there was a large amount of paper filing currently held at Councillor Taylor's house and that in order to satisfactorily deal with this additional hours would be required due to the current volume of work. Clerk is to go through all files and retain and re-file as necessary, archive or destroy any obsolete paperwork ensuring that an electronic copy is held as required. Councillor Tylor offered to assist the Clerk in this.

**140/14 To approve request to install a dog waste bin on Water Lane brought forward from January meeting pending acquisition of a bin (Councillor Crossland):**

Councillor Crossland has obtained a bin and installed on the site requested.

**141/14 To approve donation to Holderness Area Rural Transport (HART) (enclosed):**

**RESOLVED:** (All in favour) that no donation is made.

**142/14 To approve purchase of lighting solution for parish store (approx £25):**

**RESOLVED:** (All in favour) that lighting solution be purchased to ensure safe working for council employees.

Signed as a true and correct record      *I. Woodhouse*    Date 2<sup>nd</sup> March 2015  
Chairman, Councillor I. Woodhouse