

**FLAMBOROUGH PARISH COUNCIL
MINUTES OF MEETING OF 4 June 2018
7.30 PM, WI HALL, FLAMBOROUGH**

Present: Councillors B Maxwell (in the Chair),
A Grainger, V Leppington, M Sexton, J Crossland, P Couzens, P Toft, J
Murphy,
Clerk, Gill Wilkinson recorded the minutes
Two members of the public

- 33/18 To receive apologies for absence:**
Apologies were received from Cllrs Morton, J Canning, C Taylor, J McCully, R Sellick, Ward Cllrs Milne and Harrap.
- 34/18 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:**
- (b) **To note dispensations given to any member of the Council in respect of agenda items below:**
Cllr Grainger and Cllr Couzens both recorded a pecuniary interest in item 11– Payment of accounts
- 35/18 Public Participation Session**
A resident informed the Council that the NO Entry sign by Greenside and School Lane was out. Agreed Clerk to report this to ERYC
The resident also stated that the corner of Allinson Lane and South Sea Rd by the Co-op was very dangerous. He was informed that Councillors were meeting with ERYC officers tomorrow to discuss the possibility of yellow lines at this junction.
- 36/18 To approve Minutes of Parish Council Meeting of the Annual Council meeting on 14 May 2018 and the ordinary meeting on 14 May 2018:**
These minutes were agreed as correct and signed by the Chairman.
- 37/18 Questions/Reports from Councillors and Committee Representatives:**
Cllr Crossland stated that there were a number of complaints from residents regarding the fracas outside the Ship Inn most Saturday nights now. The police had been called on several occasions. This was becoming much more frequent and he asked that the Council raise concerns about this situation.
This was discussed by Council.
RESOLVED Clerk to write a letter to the Licensing Committee and the Anti-Social Behaviour Officer at ERYC, with copies for the police and the

Ship Inn, outlining the concerns of the Council and residents regarding this situation.

Cllr Crossland also noted that there were now a large number of AA signs being attached to street lights owned by Flamborough parish Council and asked if the AA had sought permission from the Council or paid for the use of the streetlights.

Cllr Matthews stated that the AA would assume that ERYC, as the lighting authority had control of these lights so would have liaised with them rather than the parish council.

This was discussed by Council.

RESOLVED Clerk to write to the AA explaining the situation regarding permissions and payment for the use of the lighting columns.

Cllr Grainger reminded Council that a reply had been received from ERYC in response to a letter from the parish council regarding the drain near the school but nothing had been done to alleviate the problem of future flooding. He asked what further work could be done.

This was discussed by Council.

RESOLVED Clerk to send a letter to the Education department initially asking them to carry out work to repair the drain so there was a permanent solution to the problem of flooding in this area.

Cllr Maxwell informed Council that he had attended the Health Forum but that there was nothing new to report.

38/18

To note and action recommendations in Clerk's Report:

The Clerk informed Council of the following issues:

Good Councillor Guides had now arrived and been distributed to Councillors at the meeting. This was noted by the Council.

Data Protection

A privacy notice has been added to the website to comply with GDPR. All allotment tenants will now have to sign to agree to the Parish Council holding their data. This was noted by the Council.

Dallinson Bench

Paperwork sent by the family about this bench shows that they purchased it from ERYC. The Clerk is liaising with the family and ERYC about this matter. This was noted by the Council.

Bench Donation

The donor has paid for the new bench on the village green and this should be in place by 23 June when she will be visiting Flamborough with her family. This was noted by the Council.

Trees around Sports Field

The issue of the trees around the sports field was raised at the April meeting as a neighbour has asked that these be cut back. The Clerk and the Chairman inspected the trees in April. The Clerk and Cllrs

Morton and Toft, plus a resident met with the Tree officer from ERYC to see what work could be carried out as all the trees have TPOs. The Council have been advised to have a tree survey carried out to see what work if any can be done to reduce the branches overhanging the gardens.

The Clerk recommended obtaining three quotes for this survey (and cost of suggested works) to bring back to the meeting in July. This was discussed by Council, who asked what were the actual terms of the lease the council had with the sports club who used the field.

RESOLVED Clerk to investigate terms of lease and bring this information to next meeting.

Bin at Danes Dyke

This was agreed by Council at the meeting in May and Clerk has contacted ERYC but has not yet had a reply. This will be chased up in June. This was noted by the Council.

Talk by Northern Powergrid

The talk scheduled for July has had to be postponed so the speaker has now been invited to attend the meeting in September. Council asked what the talk was about and were informed it was to give information about the work that NP were carrying out and how they could help if there was another power cut.

Complaints about grass cutting contractor

The Clerk checked the areas that had been cut by the contractor. She discussed the complaint and was informed that cutting had been delayed due to bad weather at the start of the season. All work has now been carried out to the agreed schedule. This was noted by the Council. Cllr Crossland stated that he had been passing on residents' concerns about this service.

The Clerk recommended that complaints about parish council services should be sent to her so she could investigate on behalf of the Council.

Hours worked

Hours worked in May = 100 hours and 46 minutes

Hours contracted for per month = 82 hours 20 minutes

Hours in lieu accumulated = 90 hours and 47 minutes

The Chairman informed Council that the Clerk was increasingly working over her allotted hours and this may need to be addressed. Cllr Murphy stated that the new finance software should reduce some of this work and the Clerk agreed that it was hoped to reduce the hours she currently spent on financial issues.

39/18

To note action log and add any amendments to this

It was **agreed** that the tendering procedure be added to the action log to be discussed at the next meeting.

40/18

Correspondence

Letter from resident regarding trailers on verge in Carter Lane. This was noted by the Council. Cllr Crossland stated that his trailer would be removed when the building to house it was completed but this had been delayed by planning. It was **agreed** not to add this issue to the Parish newsletter.

Email from Cllr Matthews regarding parking on West Street- Cllr Matthews asked for further information from the council on this matter. It was **agreed** that the issue of parking restrictions on West Street should also be discussed with ERYC officers at the meeting tomorrow.

Came and Company email informing Council that it had fidelity and slander insurance. This was noted by the Council.

Fire Festival – details of the accounts audited until March 2017 were noted by the Council.

Tel call from resident who has storage bin on Parish Council land. Can she keep this and also put pots on the low wall behind the toilets. Council discussed this and agreed. Plant pots could be added to low wall but storage bin needed to be removed and the Council's own wheelie bins to be put back at the side of the public toilets as they were before. .

41/18

To consider Planning Applications.

None received.

To note planning applications approved and conditions applied

The following application was noted by the Council:

Proposal: Variation of Condition 2 (approved plans) of planning permission 16/04257/PLF - Erection of a single storey extension and construction of a dormer window

Location: Jak A Bob North Marine Road Flamborough East Riding Of Yorkshire YO15 1BD

Applicant: Mr Anthony Costello

42/18

To consider changes to financial regulations and agree these.

It was agreed to defer this item until the next meeting and include tendering processes with this item.

43/18

Accounts

Council approved the following accounts and noted the bank reconciliation details and budget monitoring up to the end of May 2018

Vchr.	Cheque	Cde.	Name	Description	Amount
22	2950	7	Land registry	Land registry	40.00
23	2951	27	MR and KM Couzens	grass cuts 3 and 4	628.80
24	2952	11	Yorkshire Water	water supply	78.89
25	2953	9	Yorkshire Water	water supply	38.56
26	2954	16	ERNLLCA	good Cllr Guide	37.65
27	BACS	29	A Grainger	bench removal	15.00
28	BACS	28	A Grainger	playground maintenance	65.00
29	BACS	12	A Grainger	replace soap dispenser	35.00
30	BACS	6	scribe	finance software	339.60
31	DD	4	EE T Mobile	mobile phone	15.98
32	BACS	1	staffing	salaries	1,326.34
34	2955	3	HMRC	income tax	226.53
35	BACS	4	G Wilkinson	Expenses	27.50
36	BACS	2	G Wilkinson	Expenses	20.00
TOTAL					2894.85

44/18

Allotments:

Council were informed that the cost of clearing a recently vacated plot had been estimated and would cost several hundred pounds. Council discussed this issue.

RESOLVED Clerk to send a letter to the last plot holder about this issue and reminding them that they needed to leave the plot in a good state when they vacated they plot. The plot holder would be asked to clear the plot or pay for the Council to do this.

45/18

To consider flying the red ensign on 3 September

Council were informed that the red ensign was flown on 3 Sept to commemorate merchant seamen. This was discussed by the Council/.

RESOLVED Council to fly this flag on 3 September. Cllr Crossland stated that he would find out about purchasing a red ensign.

46/18

To agree in principle to repair signage on war memorial

It was noted that planning permission would be needed to make any changes to the war memorial. Council discussed this.

RESOLVED Clerk to ask Gardiners to give advice on repairing the signage and contact EEYC regarding planning permission. A report to be brought back to a future council meeting.

47/18

To consider repairs to public toilets

Council were informed that the Small Works contractor had estimated the cost of repairs and painting for the public toilets in Dog and Duck Square. This was above the amount agreed to minor works.

RESOLVED Clerk to ask for two other quotes for this work and report back to a future meeting.

The meeting ended at 8.50pm

Signed as a true and correct record by Chairman

Date _____