

**FLAMBOROUGH PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING  
10<sup>TH</sup> JANUARY 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH  
(Prior to the meeting a surgery was held with Councillor Woodhouse)**

**Present:** Councillors F Villani (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, R Sellick, Mrs M Sexton, M Smales, Mrs C Taylor and I Woodhouse  
Ward Councillor C Matthews (Cllrs Harrap and Wilkinson had sent apologies)  
One member of the public  
Clerk, Libby Woodhouse, recorded the Minutes.

**1/11 To receive apologies for absence:**

There were no apologies for absence

**2/11 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:**

Any Declarations of Interest made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – Councillor Smales reported being given a trip with School to the pantomime in Bridlington, however, this was under £25.

**3/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):**

**Councillor Crossland** – reported that a relative had been stopped by traffic officers for failing to negotiate the roundabout outside the Post Office. He reported that the Parish Council has been informed on numerous occasions by ERYC Highways that the island is not a roundabout – there would not be stop signs or give way signs at a roundabout. The Parish Council will write to Chief Superintendent Davison at Beverley.

**4/11 To approve the Minutes of Parish Council Meetings of 6<sup>th</sup> December 2011:**

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

**5/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):**

**Community Payback** – cleared pavements of snow and ice in the village centre on the weekend of 11<sup>th</sup>/12<sup>th</sup> December as requested and again during the Christmas period.

**Playground** – Councillor Grainger cleared broken glass from the playground on Mon 13<sup>th</sup> December.

**Flag Flying** – in a response to our request, Westminster emailed on 7<sup>th</sup> December and gave the dates for flying flags taken from the website of the Department of Culture Media and Sport.

**Grounds Maintenance Contract** – out for tender.

**Litter bin, South Landing** – no response to our email of 7<sup>th</sup> December to repair the bin and lock others.

**Previous Grounds Contractor** – had sent a monthly invoice to pay. The Clerk will return this unpaid and request a final invoice again.

**PCSO Feirn** – sent a report as she was unable to attend the meeting.

- She is continuing with the speeding project on North Marine Road. One volunteer is monitoring traffic already.
- ASB logs from 1/10/201-30/10/2010 – 8 logs (9 logs for the same period in 2009).  
From 1/11/2010-31/12/2010 – 9 logs (26 logs for the same period in 2009).
- The Prison Me No Way project has been delivered to years 5 and 6 at school. She is arranging for the children to visit the police station and the courts.

**Bridlington & Driffield Local Action Team Meeting** – will take place on 14<sup>th</sup> January at Brid Town Hall.

**Bridlington Coastguard Station** – Councillor Emmerson had sent a consultation on the future of the Coastguard Station. It appears that there will be two centres at Aberdeen and on the south coast of England

and other Stations would be sub-centres (Bridlington). This would mean the loss of 24 hour opening and therefore jobs. The Clerk will circulate the consultation by email. Councillor Leppington will look into it.  
**Flamborough Head Management Group** – winter newsletter – this was circulated to all Councillors.  
**FLAG (Fisheries Local Action Group)** – a FLAG had been set up in this area and details and a newsletter were given to Councillor Leppington to look into.

#### Action Log

The Council reviewed the Action Log:

**Land to the rear of Constable Road** – The Clerk reported that another officer had been assigned to this and would be sending heads of terms.

**Fishermans Memorial** – Councillor Crossland reported that a mounting had been given to Alan Tate. Councillor Leppington will see Mr Tate.

**Minutes Archiving** – The Clerk had received a survey from ERYC wanting to know what documents the Parish Council holds. The Clerk will look into this with the help of Cllr Mrs Taylor. Cllr Sellick will look into prices for scanning Minutes.

**Back hedge at allotments** – Councillor Grainger had contacted a contractor and was waiting for a price.

#### (b) To consider action required from the Clerk's Exceptions Report (enclosed):

The Council is still waiting for the annual report from ERYC's inspectors for the playground which would give an up to date list of requirements. The toilets and playground had been inspected.

#### 6/11 Questions/Reports from Councillors and Committee Representatives:

**Councillor Mrs Johnson** – reported that the area around the recycling bins was a mess with rubbish and broken glass. Councillor Leppington will ask the street cleaner to clean it up.

**Councillor Mrs Johnson** – reported a TV aerial had been installed at Maitlands. Cars were also there. It would appear that someone may be living there. The Clerk will contact the ERYC Enforcement Officer.

**Councillor Mrs Sexton** – reported that the light on Ogle Road had been repaired at last. The Clerk will report the light at Dog & Duck Square again which has an intermittent fault.

**Councillor Woodhouse** – reported that the state of the burnt down café at South Landing is getting worse and it is now 18 months since it burnt down. It is a disgraceful eyesore and the fencing has been dismantled leaving it open.

**RESOLVED:** (All in favour) to write a strong letter of complaint to ERYC's Chief Executive (Cc Cllr Matthews) with photos to be taken by Councillor Smales along with a request for more temporary toilets, proposed Councillor Woodhouse, seconded Councillor Leppington)

**Councillor Woodhouse** – was concerned about a statement made by a member of the public at the last meeting with regard to the previous grass cutting contractor that the Village Green had looked good when cut by him. Councillor Woodhouse agreed that the Village Green does look good, however on Remembrance Day the War Memorial site had never looked so bad as the contractor missed doing the 17<sup>th</sup> cut prior to Remembrance Day and he felt this was a bad reflection on the Council and the village. There had also been other issues with the contractor.

**Councillor Couzens** – stated that Camerons Gardens did not look good. It was arranged for a working party to tidy up the Gardens and removal leaves, rubbish, glass and the crab apple tree on Saturday 15<sup>th</sup> January at 9.30 am.

#### 7/11 Chairman's Report:

The Chairman had nothing to report.

#### 8/11 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) **DC/10/05273** – Erection of an extension to existing toilet block  
 At Toilet Block, Thornwick and Sea Farm Holiday Centre, North Marine Road, Flamborough

For Flamborough Holidays Ltd  
Application Type: Full Planning Permission

Councillor Crossland declared a personal and prejudicial interest (owned land next to the site), left the meeting for the duration of this item, did not take part in discussion and did not vote.  
Councillor Couzens declared a personal and prejudicial interest (he does work for Flamborough Holidays who is his landlord), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Councillor Leppington declared a personal and prejudicial interest (son works for Flamborough Holidays), left the meeting for the duration of this item, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) that the Parish Council has no observations to make on this application, proposed Councillor Woodhouse, seconded Councillor Smales.

Councillors Crossland, Couzens and Leppington returned and resumed the meeting.

#### **Planning Permission Granted by ERYC**

- (1) **DC/10/04214** – Erection of single storey extensions to side and rear following demolition of existing conservatory and garage at Seventh Haven, Church Lane, Flamborough
- (2) **DC/10/03897** – Variation of condition 10 (which relates to construction of footpath) on 09/02274 at land north of Flamborough Rural Workshops, Bempton Lane Industrial Estate, Flamborough.
- (3) **DC/10/04415** – Erection of 4 holiday cottages at The Viking Hotel, North Marine Road, Flamborough.
- (4) **DC/10/04425** – Erection of 2m high galvanised steel gates and gate posts to replace existing 1.2m high metal gates at Bempton Lane Allotments, Flamborough.
- (5) **10/50260/TCA** – Removal of sycamore and laburnum at 27 Tower Street, Flamborough.

#### **Planning Permission Refused by ERYC**

- (1) **DC/10/04472** – Erection of new dormer bungalow to replace existing bungalow at Lartle Hoose, North Marine Road, Flamborough.

#### **9/11 To note/deal with correspondence as listed below:**

23-Dec-10	HART – letter of thanks for Parish Council donation.
23-Dec-10	ERYC, Housing Needs Survey and Market Assessment 2011.
15-Dec-10	ERYC, recharges to Town & Parish Councils for 2011 May elections. <ul style="list-style-type: none"> <li>▪ The Clerk had tried to work this out using the formula however it was not easy.</li> </ul>
03-Dec-10	ERYC, Sports & Play Recognition Awards 2010, nominations by 1 <sup>st</sup> March 2011.
Dec 10	ERNLLCA, NALC briefing on the Localism Bill
Dec 10	ERYC, Chairmans Awards and Commendations, nominations by 31 <sup>st</sup> January
Newsletters	Allotment Regeneration Initiative, East Riding Parish News, NHS East Riding of Yorkshire

#### **10/11 (a) To approve payment of accounts to 31<sup>st</sup> December 2010 (See attached sheet):**

##### **Received**

£1.75	Interest, War Bonds
£3.71	13-12-10 – Toilets Donations Box
£29.00	Allotment Rent

##### **Accounts Paid**

Chq 1943	£72.83 (inc VAT)	Johnston Publishing, Grounds Maintenance Tender Advert
Chq 1944	£48.67	Mrs S Treadwell, plants for village planters
Chq 1945	£50.00	HART, donation to community minibus
Chq 1946	£50.00	Flamborough School, donation re transport.
Chq 1947	£75.88 (inc VAT)	Npower, electric, toilets

**RESOLVED:** (All in favour) to pay the accounts as submitted and £120 to C Ford for plumbing to the toilets, proposed Councillor Smales, seconded Councillor Mrs Taylor

Chq No	Creditor	Net Due	VAT	Total
1948	Mrs E Woodhouse, toilets supplies	23.56	4.13	27.69
1949	Groundtech, Grounds Maintenance (Nov) 2 cuts	138.75	24.28	163.03
1950	Society of Local Council Clerks, Clerk's Annual Membership	118.00		118.00
1951-53	PAYE (Dec)	1,324.98		1,324.98
1954	Clerk Expenses (Dec)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	15.01		15.01
	Stationery	13.65		13.65
	Dell, Inkjets and ink refill kits	46.14	5.80	51.94
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	<b>Totals</b>	<b>1,729.59</b>	<b>34.21</b>	<b>1,763.80</b>

**(b) To note quarterly budget monitor to 31<sup>st</sup> December 2010 (enclosed):**

**RESOLVED:** (All in favour) that the budget monitor is noted, proposed Councillor Mrs Sexton, seconded Councillor Mrs Johnson.

**11/11 To note enclosed Clerk's Report re the use of emergency powers to repair the toilets following water damage and burst pipes due to the severe weather:**

The Clerk reported using emergency powers to authorise repair work to the toilets as a result damage sustained by burst pipes due to the severe weather and had submitted a report to Councillors with the agenda. Plumbing (repair of five bursts and a replacement tap) had cost £120. Electrical work as a result of water damage (work undertaken by Maltby's) had cost £450 (installation of a new fuseboard, 3 new light fittings, 2 new motion sensors, 2 new switched fuse spurs for hand-dryers/replace faulty units and a NICEIC Certificate for safety). Maltby's had recommended a trace heating system is installed which would be at a cost of £450 approx.

**RESOLVED:** (All in favour) that although it had been exceptional weather, trace heating should be installed at a cost of approximately £450, proposed Councillor Couzens, seconded Councillor Mrs Johnson.

**12/11 To note that the "Flamborough" sign from the trough on Bempton Lane has been stolen and to approve replacement of the sign – deferred from last meeting:**

Councillor Mrs Sexton reported that Mrs Treadwell had not had time to look for the contractor's details.

**RESOLVED:** (All in favour) to replace the sign with fibre glass instead and Councillor Leppington will ask Alan Tate if a mould can be taken from the other village sign and make some, proposed Councillor Leppington, seconded Councillor Smales.

**13/11 To consider the ERYC grant to assist Town/Parish Councils during the current severe weather and Clerk's Report (enclosed):**

**RESOLVED:** (All in favour) to apply for a grant for the purchase of rock salt and a contractor to grit village roads and footpaths when needed, proposed Councillor Grainger, seconded Councillor Sellick.

**14/11 Review of Christmas Lighting:****(a) To consider the Christmas Tree and provision for next year:**

*RESOLVED:* (12 in favour, 1 abstention) that as the one planted is dying, to provide a tree every year, prices to be obtained later in the year, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

**(b) To consider the enclosed from ERYC re the Co-op electric supply and consider the supply for next year (I believe the Co-op's electricians sorted the fault this year):**

*RESOLVED:* (12 in favour, 1 against) to write to the Co-op thanking them for sorting out the problem in an emergency and ask if they will permanently sort out the problem, proposed Councillor Grainger, seconded Councillor Sellick.

**(c) To approve a fourth socket and timer box (this will make two for Dog & Duck Sq and two for Camerons Gardens which will make plugging in the lights much easier):**

*RESOLVED:* (11 in favour, 1 against, 1 abstention) that a fourth socket and timer box is agreed, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

**(d) To consider leaving the Christmas Lights up all year to save money and time each year:**

ERYC had already removed Christmas Lighting from Camerons Gardens however this was needed so that the crab apple tree could be removed.

A proposal to erect and dismantle the Christmas Lighting each year was defeated. An amendment to install and dismantle the lights each year and leave the catenary wires up was defeated. The lights will remain up.

**15/11 To note planning permission has been granted to replace the allotment gates (see enclosed) and to approve purchasing new gates (specifications as planning application):**

The Clerk had copied the notice of planning approval which specified that the gates had to be as the submitted drawing and specifications of the new gates. Councillor Crossland reported that these would not be substantial enough as there would be too much weight. Councillor Crossland will ask John Crossland junior to do a plan for the gates for the next meeting.

**16/11 To receive details for a contractor/prices for cutting the back hedge at the allotments – Councillor A Grainger:**

Councillor Grainger reported that he had contacted John Robinson with regard to cutting the back hedge and was waiting for him to contact him with a price. This should be for the next meeting. He had also looked at the hedge to the side of the allotments which had been cut by the resident to the right of the site who should have requested permission to cut the hedge. This had originally been laid by the Parish Council.

**17/11 To consider refurbishing Fishermans Gardens – to receive Specifications for tender for the work – Councillor I Woodhouse:**

Councillor Woodhouse had done specifications to flag the site which were discussed.

*RESOLVED:* (12 agreed, 1 abstention) that Councillor Woodhouse draw up specifications to include a brick planter on flags and then go out to tender, proposed Councillor Crossland, seconded Councillor Smales. The Clerk will ask for donations for plants in June's newsletter.

**18/11 War Memorial:**

Councillor Mrs Johnson declared a prejudicial interest (owns land adjacent to the site), left the meeting for the duration of this item, did not take part in discussion and did not vote.

- (a) **To receive and consider Specifications for tender for work (repair and painting) of the railings surrounding the site – Councillors A Grainger and J Crossland:**

Councillors Grainger and Crossland had spoken to John Crossland Jnr with regard to what was needed to be done and Councillor Grainger had written/drawn specifications which included sections of the fencing that needed replacing and angle iron fixings to be replaced.

**RESOLVED:** (12 in favour, 1 abstention) to put all the work out for tender but split the work and ask for pricing to be done separately in case the Council could not do all the work at once, proposed Councillor Grainger, seconded Councillor Sellick.

- (b) **To receive an update/specifications for repair work to the brick steps – Councillor I Woodhouse:**

Councillor Woodhouse will undertake the repair free of charge when the weather improves.

Councillor Mrs Johnson returned and resumed the meeting.

**19/11 Tower Street Bus Shelter -**

- (a) **To consider repairs, cleaning and painting of Tower Street Bus Shelter (at the request of a member of the public at the last meeting):**  
 (b) **Proposals by Councillor Crossland:**

This was deferred to the next meeting.

**20/11 To resolve the creation of a Personnel Committee to accommodate the statutory duties on Flamborough Parish Council in respect of employment matters (terms of reference enclosed from ERNLLCA):**

This was deferred to the next meeting.

**21/11 To consider attendance at a playground inspection course, £45 per attendee (enclosed):**

Nobody wished to attend.

**22/11 Allotments:**

- (a) **To report on the Clerk's monthly site visit and consider action re management matters**

A visit had not been undertaken due to the severe bad weather.

- (c) **To let vacant plots:**

All plots are let.

- (d) **To consider granting permission for sheds, greenhouses, etc:**

There were no outstanding permissions.

**23/11 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** (All in favour) that the public is excluded from the meeting.

**24/11 To consider prices received for tree work at Camerons Gardens and Crofts Hill:**

One price had been received.

**RESOLVED:** (All in favour) to accept the price from Paul Wilson (Advanced Trees and Grounds) in the sum of £500 to undertake the tree work, proposed the Chairman, seconded Councillor Couzens.

Signed as a true and correct record .....  ..... Date ...08/02/11.....  
Councillor F Villani, Chairman  
Flamborough Parish Council

**FLAMBOROUGH PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING  
7<sup>TH</sup> FEBRUARY 2011, 7.30PM, METHODIST CHAPEL, FLAMBOROUGH**

**Present:** Councillor F Villani (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, Mrs M Sexton, M Smales, Mrs C Taylor, I Woodhouse  
Two members of the public  
PCSO Feirn  
ERYC Ward Councillors had sent apologies  
Clerk, Libby Woodhouse, recorded the Minutes.

**25/11 To receive apologies for absence:**

*RESOLVED:* To receive apologies of absence from Councillor R Sellick

**26/11 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:**

Any Declarations of Interests made by Councillors are recorded at the appropriate Minute.  
Registration of gifts – there were none.

**27/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):**

**PCSO Feirn –**

- Reported that on 28<sup>th</sup> January approximately 50-60 kids came up from Bridlington. The Police had received information that this was going to happen and patrols came up. There had been some damage to cars and the Police were appealing for witnesses. The Police had rounded up the kids and sent them back to Bridlington by bus or Police cars. There had been subsequent patrols on the days following. The reason it had got out of hand was because it had got out on Facebook.
- Exercise classes for older ladies are now taking place in the Village Hall.
- The Community Roadwatch scheme will be going ahead for a trial period when a volunteer had received CRB clearance. PCSO Feirn clarified for Councillor Mrs Sexton that she hoped it would start before the end of the month.

**Derek Harvey -**

Reported that the wall at the back of the new houses on School Lane had been passed at the planning appeal. He did not know how it got permitted development and then following the planning refusal it had gone to appeal and the appeal had been won. According to the appeal the wall was to remain but had to be rendered and painted white within three months of the appeal date. So far, nothing had been done. The Clerk will contact the Enforcement Officer as the applicant had not complied with the conditions.

**PCSO Feirn –**

Reported that the person camping in Danes Dyke had been arrested and the Council had removed everything. If he returns to the village, the Police need to know.

**Councillor Emmerson –**

Reported that the gas wagon had been driven in a dangerous manner along the road to Flamborough and his vehicle was forced off the road. PCSO Feirn advised him to report it on the 0845 number.

**Councillor Morton –**

Stated that the Police will only target areas where there is a problem so it is necessary for the public to log problems with the Police.

**Councillor Woodhouse –**

Declared a prejudicial interest in the agenda item regarding a proposed fruit orchard at South Landing (he undertakes work for Yorkshire Wildlife Trust) however he wished to make representations on it. He felt that although he was in favour of bringing the land into use, the orchard was not natural and he was concerned about the fence.

PCSO Feirn left the meeting.



**28/11 To approve the Minutes of Parish Council Meetings of 10<sup>th</sup> January 2011:**

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

**29/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):**

**Trees pruned/removed, Crofts Hill & Camerons Gardens** – risk assessments and method statements received on 21<sup>st</sup> January 2011. Work was undertaken on 24<sup>th</sup> and 25<sup>th</sup> January. Contact made with the contractor on 31<sup>st</sup> January as he had omitted pruning/crown lifting to Crofts Hill trees – he will return to complete the work hopefully this week.

**Maltby's** – trace heating system was installed on Saturday 5<sup>th</sup> February. One small burst was found which was fixed by Colin Ford

**Area to rear of Library** – reported cleared and swept clean on 17<sup>th</sup> January.

**Maitlands** – ERYC Enforcement Officer had a look and reported back to us. The device on top of the barn is not a TV aerial but a weather station. He has looked around the place – in the barn there is a 4x4, caravans and animals which he is already aware of and there will be some activity there to look after the animals. He cannot find any evidence of residence there and cannot do anything unless concrete evidence is provided. There is nothing that is out of order at present. The Officer was more concerned that another shed/stable had been erected in the field adjacent which was sold on to another party and he will look into this matter.

**Traffic Issue with Post Office Junction** – a letter was sent to Chief Superintendent Davison who has replied on 17<sup>th</sup> January that he has forwarded the matter to Inspector Waddington at Bridlington who will respond to us directly.

**Burnt down Café, South Landing** – letter sent to ERYC Chief Executive on 18<sup>th</sup> January who responded that he has asked the Director of Policy, Partnerships and Improvement to look into this issue and respond directly – there has not been any further response. Ward Councillor Matthews has confirmed that the Ward Councillors have approached ERYC Officers involved with a view to speeding things up who have said they are working towards a new build. Councillor Matthews supplied a recent Briefing Note which explained the situation and stated that Officers are preparing for the submission of a planning application.

**Co-op, Christmas Lighting socket** – letter sent via Cllr Grainger's son on 19<sup>th</sup> January – no response yet.

**Severe Weather Fund** – a request was made on 11<sup>th</sup> January for funding but Emergency Planning Manager responded that the fund had closed when the severe weather had finished – it was only meant for use on an emergency basis during the bad weather. There is still money in the fund which may re-open if the severe weather returns. This was communicated to all Councillors with an email address on 11<sup>th</sup> Jan.

**Wingbeats Project** – confirmation has been received that their application to the Arts Council of England was successful. They will receive the Inspire Mark soon which means Wingbeats will be an official part of the Cultural Olympiad. Their next meeting is Wednesday 9<sup>th</sup> February, Bridlington Town Hall at 6.30 pm.

**Clerk** – In January I have worked on the Publication Scheme (Freedom of Information) that needed completing – a list of contracts and a schedule of grants and also work towards archiving Minutes. Total of 78 hours worked in January.

**Flamborough Head Maritime Forum** – will take place on 22<sup>nd</sup> February 2011 at the WI Hall

**Steve Crowther** – The Council noted that former Councillor Crowther had been sentenced to 15 months imprisonment for cannabis production. The Clerk had spent some time fending off the press.

**(b) To consider action required from the Clerk's Exceptions Report (enclosed):**

Councillor Mrs Sexton wished the Council to write to the Highways Officer regarding the verge to the rear of the Church that had not been reinstated. The Clerk will contact the Officer.

Councillor Woodhouse stated that he would repair the steps at the War Memorial when the weather improved.

Councillor Leppington confirmed that it was hoped the finial would be fitted as soon as the weather improved – it is all ready and prepared.

**30/11 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Woodhouse** – asked who had turned the water back on at the toilets during the period of the frozen pipes. Councillor Crossland had stated and confirmed he had turned the water off. When Cllr Woodhouse and the Chairman attended when the frozen pipes had thawed and there had been bursts,

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the water did not instantly drain from the system as it should if the water had been off. The water had kept gushing through the system until the Chairman had found where to turn the water off and had done so. No-one was aware who had turned it back on or where the stop cock was.

**Councillor Smales** – reported that a car had turned right out of the new School Close up the one way street (School Lane) to the Village Green. The Clerk will request Highways to erect a one way sign from School Close.

**Councillor Crossland** – reported that horses were being kept on the allotments – this would be dealt with under the agenda item for allotments.

**The Chairman** – was concerned about the number of phone calls and visitors the Clerk had received over the weekend including late evening visits. This needs addressing.

### **31/11 Chairman's Report:**

The Chairman thanked Councillors P Couzens, R Sellick, A Grainger, Mrs K Johnson and M Smales for their help in clearing rubbish, glass and brash from Camerons Gardens on 15<sup>th</sup> January and for helping to take down the crab apple tree.

### **32/11 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) **11/00052** – Erection of a new Yorkshire Water control kiosk in grass verge to enable monitoring of existing sewers to aid in pollution prevention of watercourses  
At land east of Chantry Cottage, West Street, Flamborough  
For Yorkshire Water Services Ltd  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Crossland, seconded Councillor Smales.

- (2) **11/00304** – Erection of two storey extension to side and installation of two no roof lights to rear  
At April Cottage, 5 Flaen Close, Flamborough  
For D Bulmer  
Application Type: Full Planning Permission.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Smales, seconded Councillor Mrs Sexton.

### **33/11 To note/deal with correspondence as listed below:**

- 28-Jan-11 ERYC/Play England, free workshop, 2<sup>nd</sup> March 2011, Bridlington Spa, 9 am – 12 noon – responsibilities in maintaining play facilities, today's legislation, funding to sustain facilities, fencing, surfacing, inspecting, putting play maintenance into perspective
- The Clerk will attend if there is time, however, the Council felt it not necessary.
- 25-Jan-11 ERYC, notes from LAT meeting of 14<sup>th</sup> January 2011. Next LAT (Local Action Team) meeting is 11<sup>th</sup> March at 9.30 am at Flamborough Village Hall.
- 21-Jan-11 Hull City Council, Spatial Options for how the Core strategy can direct housing development in Hull and suggested policy changes consultation – comments by 15<sup>th</sup> February 2011.
- 19-Jan-11 ERNLLCA, re Yorkshire & Humber Forum hosting events to discuss new Localism Bill – 9<sup>th</sup> March at Sledmere, 15<sup>th</sup> March at Barton. 12 noon to 3.30 pm.
- 13-Jan-11 ERNLLCA, Queen Elizabeth 11 Fields Challenge – any Council can nominate a recreational site to be included in the programme to protect 2012 outdoor recreational areas and which will also have access to improvement funds – informal open spaces, parks, play areas, wildlife/nature areas, bike trails, playing fields, etc.

- 12-Jan-11 ERYC, Fisheries Local Action Group workshop, 10<sup>th</sup> February, 3 pm, Bridlington Spa.  
 • Councillor Leppington felt it was not necessary for the Council to attend.

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- 04-Jan-11 Royal British Legion, Great Poppy Party Weekend brochure – weekend of 10<sup>th</sup>-12<sup>th</sup> June 2011 to celebrate The Royal British Legion's 90<sup>th</sup> birthday.  
 Localism Bill – In a nutshell, Rural Services Network  
 Localism Bill – planning powers to parishes, Journal of Local Planning  
 • The Clerk will distribute the emails regarding the Localism Bill to Councillors  
 ERNLLCA, January newsletter and training bulletin (enclosed)

**34/11 To approve payment of accounts to 31<sup>st</sup> January 2011 (See attached sheet):**

Councillor Couzens declared a personal interest in the payment of the account for the perspex sheet for the nativity (he is the payee), remained in the meeting but did not vote.

**Received**

£4.12 Toilets Donations Box

**Accounts Paid**

Chq 1955 £120.00 Colin Ford, Plumbing work to toilets

Extra Account – MR&KM Couzens, £84.76 inc VAT for a perspex sheet for the Nativity

Chq No	Creditor	Net Due	VAT	Total
1956	Mrs E Woodhouse, virus scan renewal (symantec, Norton)	39.12	5.87	44.99
1957	Information Commissioner, Data Protection registration renew	35.00		35.00
1958	Advanced Trees & Grounds, tree works Cam Gdns, Crofts Hill	500.00		500.00
1959	Groundtech, final account 2010 season	138.75	24.28	163.03
1960	ERYC, Election recharges, 30th Sept 2010	81.37		81.37
1961	ERYC, street light maintenance (qtr to 31/12/10) and 2 replacement lanterns	362.04	63.36	425.40
1962	Maltby's, electrical work to toilets and certificate	446.70	78.17	524.87
1963	Npower, electric, street lighting (1/10/10-31/12/10)	1,493.26	261.31	1,754.57
1964-66	PAYE	1,198.98		1,198.98
1967	Clerk Expenses (Jan)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	3.74		3.74
	Stationery	18.70		18.70
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	<b>Totals</b>	<b>4,367.16</b>	<b>432.99</b>	<b>4,800.15</b>

**RESOLVED:** (11 in favour, one abstention) to defer paying the account to Advanced Trees & Grounds but gave approval to pay the account when the work was complete. The rest of the accounts including the extra one should be paid, proposed Councillor Smales, seconded Councillor Mrs Johnson.

**35/11 Tower Street Bus Shelter – Deferred from last meeting:**

- (a) **To consider repairs, cleaning and painting of Tower Street Bus Shelter (at the request of a member of the public at the last meeting):**

**RESOLVED:** (All in favour) that the Toilet Cleaner is asked to sweep out and disinfect the bus shelter when necessary and that Councillor Morton will paint it and the Council reimburse materials, proposed Councillor Mrs Sexton, seconded Councillor Mrs Taylor.

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**(b) Proposals by Councillor Crossland:**

Councillor Crossland stated that the bus shelter was in a bad state and something needed doing. The roof was bad and the beam across the front is rotten. He had previously wished to discuss putting a room on top of the shelter to make an office for the Clerk and for the Police to use. Now with the Localism Bill, the Clerk would be busier and it would also stop people calling at the Clerk's house. Councillor Crossland wished to look in to the feasibility of this and funding. When queried, he did not think that disability provision would be needed.

**RESOLVED:** (All agreed) that Councillor Crossland ask Craig Readhead whether he would undertake a feasibility study and how much it would cost and Councillor Crossland will report back to the next meeting, proposed Councillor Woodhouse, seconded Councillor Mrs Johnson

**36/11 To resolve the creation of a Personnel Committee to accommodate the statutory duties on Flamborough Parish Council in respect of employment matters (terms of reference enclosed from ERNLLCA – Deferred from last meeting):**

**RESOLVED:** (11 in favour, one against) that the new Council should deal with this after the elections, proposed Councillor Leppington, seconded Councillor Crossland.

**37/11 To consider revised specifications for new allotment gates and arrangements for pricing – both specifications are enclosed for comparison (as planning application condition and revised spec):**

**RESOLVED:** (12 in favour) to agree that the specifications were similar to the planning application, to put the work out to tender and advertise in the Notice Board and Free Press but revised the specifications to make the top hinge adjustable and that a protected box should be provided for the lock, proposed Councillor Couzens, seconded Councillor Woodhouse.

An amendment for spikes to protrude from the top was defeated (5 in favour and 7 against).

**38/11 To review and confirm specifications for work to Fishermans Gardens as this is a sensitive area (enclosed as drawn up by Councillor Woodhouse) – pricing is deferred until specs are confirmed:**

The Council felt the revised specifications to use York stone throughout with a brick planter was more in keeping. Councillor Mrs Sexton had been offered second hand concrete slabs free of charge from Flamborough Holidays but realised that this would not be in keeping. There was a possibility of some kind of donation when the work and costs were known. This will be deferred until the next meeting for Councillor Crossland to make enquiries regarding York stone flags that he could possibly acquire.

**39/11 To receive and consider details for a contractor and prices for cutting the back hedge at the allotments – Councillor A Grainger:**

Councillor Grainger reported that Mr Robinson was of the opinion that his machinery was not suitable. It would need to be done by hand from the allotment side. This would now have to wait until autumn as the Council could not organise it within the timescales for hedge cutting because of DEFRA legislation. This would be more appropriate for tenants if the Council needed access. The side hedge at the front could also be included at that time. The Council deferred this until June.

**40/11 To receive and consider prices for new “Flamborough” signs for the trough on Bempton Lane – Councillor V Leppington:**

Councillor Leppington reported that Mr Tate will take the other sign off the trough to make a mould and make the signs from fibre glass and would be able to obtain a price. The Clerk reported that Mrs Treadwell had given her the details of the contractor who made the original sign in cast metal.

**41/11 To receive and consider prices for book binding and scanning archive Minutes – Clerk/Councillor R Sellick:**

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*RESOLVED:* (All in favour) that the costs of £350 be agreed for scanning and binding Minutes, proposed Councillor Crossland, seconded Councillor Grainger. Councillor Mrs Taylor will help the Clerk sort out the rest of the files.

**42/11 To consider the enclosed Annual Playground Inspection report and action required:**

Councillor Crossland and Councillor Grainger will replace the bushes which the Clerk had ordered and look at raising the height of the swings.

Councillor Grainger will trim off protruding bolts and tighten fittings

The Clerk will obtain a price for replacing the carpet under the gate.

**43/11 To consider the enclosed correspondence from Yorkshire Wildlife Trust/Flamborough Bird Observatory regarding a proposed native fruit orchard at South Landing (to the rear of the proposed Living Seas Centre) and their request for a letter of support from the Parish Council:**

Councillor Woodhouse declared a prejudicial interest (undertakes work for Yorkshire Wildlife Trust), left the meeting for the duration of this item, did not take part in discussion and did not vote.

*RESOLVED:* (9 in favour, 2 against) that the Council is unable to support the proposals because – the proposals are not an appropriate change of use of the land; it was felt that planting fruit trees would encourage vandalism – the crab apple tree had to be removed at the request of residents and police as the fruit was being thrown; the Council is not in favour of the fencing at all which will have a detrimental visual impact to the sensitive character of the area; the proposals are inappropriate and out of character for the location; a fruit orchard is not native and not natural in terms of the landscape character and natural environment of the local site. Proposed Councillor Leppington, seconded Councillor Crossland. Copies to the Ward Councillors and ERYC Officers.

Councillor Woodhouse returned and resumed the meeting

**44/11 Parish Council Website – to consider that ERYC are changing website systems and are providing a new parish council website (see enclosed report):**

The Parish Council was in agreement for the current site to be changed to the new system.

**45/11 Allotments:**

**(a) To report on the Clerk’s monthly site visit and consider action re management matters**

The Clerk and Councillor Smales had visited the site on 4<sup>th</sup> February. Horses were being kept on site. The Clerk will write to the tenant giving 7 days to remove them as he is in breach of his tenancy agreement. A letter will be sent to the Allotment Association complaining about the amount of rubbish, glass and metal cans dumped in the front protected hedge.

**(c) To let vacant plots:**

There are no vacancies and one applicant on the waiting list.

**(d) To consider granting permission for sheds, greenhouses, etc:**

The Council was in agreement for a greenhouse to be erected on plot 38.

**46/11 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** That the public be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.

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**47/11 To consider prices received for work to the railings at the War Memorial:**

Councillor Smales declared a prejudicial interest (one applicant for the work is a drinking pal), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Councillor Crossland declared a prejudicial interest (son had priced for the work), left the meeting for the duration of this item did not take part in discussion and did not vote.

Four prices had been received however one was received too late to be considered. The three prices were opened at the meeting and considered by the Council.

**RESOLVED:** (7 in favour, 3 against) that the work be awarded to Garton Heritage Forge in the sum of £2,822.50 as this tender represented best value for the community. The Clerk will remind the contractor of the clause in the Health & Safety policy relating to temporary fencing which had been included within the form of tender. Proposed Councillor Woodhouse, seconded Councillor Mrs Johnson.

Councillor Crossland and Councillor Smales returned and resumed the meeting.

**48/11 To consider tenders received for the Grounds Maintenance Contract 2011-2013:**

Councillor Couzens declared a prejudicial interest (as he had submitted a tender), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Councillor Smales declared a personal interest (Mr Couzens cuts the grass for his employer), remained in the meeting for the duration of this item, took part in discussion but did not vote.

Four tenders had been received. These were opened at the meeting and considered by the Council.

**RESOLVED:** (9 in favour, 1 against, 1 abstention) to award the contract to MR & KM Couzens in the annual sum of £4,199.00 as this tender represented best value for the community, proposed Councillor Woodhouse, seconded Councillor Crossland.

The Chairman closed the meeting.

Signed as a true and correct record .....



.....

Date ...7<sup>th</sup> March 2011....

**Councillor F Villani, Chairman**

**Flamborough Parish Council**

**FLAMBOROUGH PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**7<sup>TH</sup> MARCH 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH**

*(Prior to the meeting there was a Surgery with Councillors F Villani, A Grainger and I Woodhouse)*

**Present:** Councillors F Villani (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, R Sellick, Mrs M Sexton, Mrs C Taylor, and I Woodhouse.

ERYC Ward Councillor J Wilkinson (Councillors C Matthews and R Harrap had sent apologies)

PCSO Bev Feirn and PCSO Andrea Humphrey

1 member of the public

Clerk, Libby Woodhouse, recorded the Minutes.

**49/11 To receive apologies for absence:**

Apologies were received from Councillor M Smales

**50/11 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:**

Any Declaration of Interests made by Councillors are recorded at the appropriate Minute.

Registration of Gifts – there were none.

**51/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):**

**PCSO Feirn** – reported on the logs numbers – between 1<sup>st</sup> February and today there were only 2 calls for anti-social behaviour – these were for drinking alcohol behind the library and laser guns. With regard to the incident when many young people came up from Bridlington, one person had been issued with a PND for supplying alcohol to minors. There had been a drugs search in the pubs in the area at the weekend and none had been found in the Ship or Dog & Duck.

**PCSO Feirn** – reported that following a request from the Chairman, she had asked Community Payback to litter pick on Bempton Lane and also stain the top of the youth shelter to match.

**PCSO Feirn** – reported that she was leaving this area to work in Bridlington. PCSO Andrea Humphrey would be taking over at Flamborough and surrounding villages.

**The Chairman** – thanked PCSO Feirn for her work in the village and welcomed PCSO Humphrey to the village.

**Councillor Woodhouse** – reported he had picked up a lot of alcohol bottles from the front of the Pavilion at the Cricket Field on Sunday morning.

**Councillor Crossland** – reported that there had been a lot of damage at the empty fish & chip shop. The PCSOs left the meeting.

**52/11 To approve the Minutes of Parish Council Meetings of 7<sup>th</sup> February 2011:**

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

**53/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):**

**Trees pruned/removed, Crofts Hill** – work completed 9<sup>th</sup> February and account was paid.

**Burnt down Café, South Landing** – Although Ward Councillor Matthews copied the Parish Council in on an ERYC report in early February, we have not received any formal response from ERYC to our letter of 18<sup>th</sup> January (either regarding the café or temporary toilets) other than a letter from the Chief Executive stating that the Director of Policy, Partnerships and Improvement will respond to us. However, a planning application has been received.

**Allotments** – there has been a skip at the allotments (just sited inside the gate on the car park by the hedge) which is being filled with rubbish from the site. It has been there for a couple of weeks – presumably

organised and paid for by the Allotments Association. The Parish Council gave permission for this a couple of years ago.

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**Parish archive Minutes** – Minutes from 1998 to 2010 have been scanned to a memory stick (purchased by the Clerk for that purpose – see Clerk's expenses). These have been uploaded to the computer and will be uploaded to the new website. Scanning was done by the Clerk at Bridlington Town Council offices using their fantastic machine free of charge. Time taken was one hour.

**Councillor Mrs Taylor** – has spent considerable time sorting files out at the Clerk's home and also taken files home with her. Most old correspondence files and the documents for the hedge court case are sorted and in date order. She is prepared to sort out newer files. Hopefully some of the older correspondence will be able to go to archives with Minutes. I would like to thank her for her help with this task that I never have time for.

**Manhole, Constable Road** – ERYC Highways has reported that this is not a raised manhole but the carriageway is sinking around the manhole. The area will continue to be monitored prior to ramping up the structure in the future (as was the case at Castle Crescent in the past).

**Church Lane/West Street** – residents reported a hole in the pavement to the Clerk who has reported this to ERYC Highways. Residents state YE dug the hole during the bad weather when the power was down. The hole was mended with tarmac but this is now sinking badly in two places. Highways are instructing YE to repair it.

**School Close one way to School Lane** – ERYC Highways report that the blue arrow that should be opposite School Close has been overlooked or lost due to the redevelopment of the area. Highways will order a sign in the new financial year (six weeks manufacture period).

**Verge, Lily Lane** – Highways report this was due to be reinstated along with some work on North Marine Road prior to Christmas, however, with the bad weather both will be undertaken in April when the weather improves.

**Flamborough School** – has sent a letter thanking the Parish Council for the money donated so that school children can travel to York to celebrate the bicentenary of foundation schools.

**Headland Community Group** – (formerly Internet Café Steering Group). This was formally disbanded on 18<sup>th</sup> January 2011 due to lack of community support in terms of volunteers and also funding. Neil Bravey has spent a lot of time creating a charity which is now being withdrawn and trying to gain funding in excess of £75,000 for the venue and one staff member (this has been impossible due to the amount of funding already received in Flamborough for other meeting rooms/halls and because of the size of the project). Wren will not fund any more in Flamborough. The young people are attempting to divert the funding received from the YOF for this project to the Youth Club to provide computers and update equipment there and with a view to the Youth Club running for another night per week (Fridays) in the Church Hall – this again is largely dependent on volunteers as support for this is limited. A lot of time (four years) has been spent by members of the community in trying to get facilities for the community and especially for the young people to get them off the street. A lack of volunteer support has prevented this. The Youth Club is still functioning well thanks to the Youth Workers and PCSO Feirn and the "Off the Streets Group" bank account is used for funds raised by the young people for projects.

**Planning Enforcement, DIY re-development, School Lane** – the Enforcement Officer states that he is well aware of the situation and had a site meeting a couple of weeks ago with one of the planners when there were also a couple of other issues to sort out that Mr Gardiner has raised. He has done that but there are other issues to put to the planners including the fact that two properties have been sold so any enforcement would fall on them. He will let us know what is decided in due course.

**Kat Sanders, Yorkshire Wildlife Trust** – would like to attend a meeting to discuss a proposed fruit orchard at South Landing at some point in the near future.

**Quality Status** – the re-accreditation application will be considered on 12<sup>th</sup> April – the Clerk is working to complete the application.

**Co-op, Christmas Lighting** – they had lost the letter and the Clerk had supplied another on 2<sup>nd</sup> March.

**Anonymous letter** – has been received regarding the chicken sheds at North Landing – the Council's policy is not to deal with anonymous correspondence.

**Tower Street bus shelter** – the Toilet Cleaner is cleaning it out and has filled in the cracks on the floor with some concrete. A new broom has been purchased for him. Councillor Morton has painted it out. The shelter looks and smells much better.

**Elections** – will take place on 5<sup>th</sup> May. Nomination forms are available from the Clerk or ERYC. Nominations should be returned to ERYC between 25<sup>th</sup> March and noon on 4<sup>th</sup> April. Poll cards issued will have the ERYC Ward elections and the referendum on them. Because of the referendum, Parish elections will not be put on the poll cards as has been the case in the past. The Parish Council did not wish to have



separate poll cards due to the cost but will advertise the elections in the Village section of the Free Press nearer the time.

**Councillor Sellick** – would like the Emergency Plan putting on the next agenda.

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**(b) To consider action required from the Clerk's Exceptions Report (enclosed):**

Work identified to the playground had not yet been completed.

**54/11 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Woodhouse** – reported that a banner had been hung from the pump at Crofts Hill and complained that the people who had erected it for “Shaun’s 40<sup>th</sup> Birthday” had not removed it. He stated it would potentially have damaged the pump. It was out of order. Councillor Crossland had removed it.

**Councillor Woodhouse** – reported that the hens on Crofts Hill were becoming a nuisance and could potentially cause an accident with cars swerving to miss them.

**Councillor Sellick** – reported that a car had been driven round and round the Village Green. The Council will consider at the next meeting putting on a gate or drop post to stop this.

**Councillor Crossland** – reported that horses were riding on the grass verge at the bottom of Crofts Hill near Water Lane and this was chewing up the verge which would cause problems for the grass-cutting contractor. The Clerk will ask Highways for a “No Horses” sign.

**The Chairman** – though that the Council should write to PCSO Feirn to thank her for her work in the village and wish her well in her new work. The Clerk will write to her.

**Councillor Leppington** – reported that he and Councillor Mrs Sexton had attended the latest Flamborough Head Forum meeting.

**55/11 Chairman's Report:**

The Chairman had nothing to report.

**56/11 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) **11/00475** – Certificate of Lawfulness for continued use as caravan/camping site and caravan storage area  
At The Grange Caravan Site, Bempton Lane, Flamborough  
For Tim Houghton  
Application Type: Certificate of Lawful Development – Existing

**RESOLVED:** (All in favour) that the Council recommends approval of this application and can confirm that caravans have been there for over 20 years and has had planning permission, proposed Councillor Crossland, seconded Councillor Emmerson.

- (2) **11/00509** – Erection of public convenience and general room for mixed use as training room, visitors/information centre or nature conservation groups centre and café  
At South Landing Public Conveniences, South Sea Road, Flamborough  
For East Riding of Yorkshire Council  
Application Type: Regulation 3 – Development by Council

Councillor Woodhouse declared a prejudicial interest (does work for the Yorkshire Wildlife Trust, the leaseholder), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Discussion centred on the fact that the plans showed the re-build would be again sited in the highway and this would need stopping up. The Clerk had received advice from ERYC Highways and separately from ERYC Assets.

**RESOLVED:** (8 in favour, 3 against) that the Parish Council has no observations to make on this application. Any comment would be that the Parish Council want ERYC to do the work as fast as possible due to the danger to the public and aesthetically. Proposed Councillor Emmerson, seconded Councillor Mrs Sexton.

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Councillor Leppington requested a recorded vote and voting went as follows:

Councillor Villani voted in favour of the proposal  
Councillor Morton voted in favour of the proposal  
Councillor Emmerson voted in favour of the proposal  
Councillor Couzens voted in favour of the proposal  
Councillor Sellick voted in favour of the proposal  
Councillor Mrs Johnson voted in favour of the proposal  
Councillor Mrs Taylor voted in favour of the proposal  
Councillor Mrs Sexton voted in favour of the proposal  
Councillor Grainger voted against the proposal  
Councillor Leppington voted against the proposal  
Councillor Crossland voted against the proposal

Councillor Woodhouse returned and resumed the meeting.

**Planning Application Approval granted by ERYC**

- (1) **DC/10/04417** – Erection of a dwelling following outline approval 07/07136 (all matters considered) at land south of The Cloisters, Bempton Lane, Flamborough.
- (2) **DC/10/05273** – Erection of an extension to existing toilet block, at Toilet Block, Thornwick and Sea Farm Holiday Centre, North Marine Road, Flamborough
- (3) **DC/11/00052** – Erection of a new Yorkshire Water control kiosk in grass verge to enable monitoring of existing sewers to aid in pollution prevention of watercourses at land east of Chantry Cottage, West Street, Flamborough

**57/11 To note/deal with correspondence as listed below:**

- 25-Feb-11 ERYC, Local Development Framework, update on Preferred Core Strategy and Potential Sites Allocations Document and Localism Bill briefing note re planning (enc)
- **The Council noted this document.**
- 22-Feb-11 Yorkshire Wildlife Trust, invitation to Nature Tourism Seminar, Orangery at Sewerby Hall, 17<sup>th</sup> March 2011, 10.45 am- 12.30 pm (enclosed).
- **Councillor Crossland will attend this Seminar**
- 17-Feb-11 ERYC, next Flood Liaison Group, County Hall, Beverley, 18<sup>th</sup> March 2011, 10 am.  
13-Feb-11 Wingbeats, Minutes of meeting of 9<sup>th</sup> February, list of Wingbeats events. Next meeting is 4<sup>th</sup> May, Bridlington Spa, 6.30 pm.  
10-Feb-11 ERYC, Guidance on holding Street Parties (Royal Wedding and Diamond Jubilee)  
03-Feb-11 Town & Country Planning Association, invitation to Neighbourhood Planning Conference, 29<sup>th</sup> March 2011, Whitehall, London, £300 per delegate.  
Newsletters ERNLLCA (enclosed), ERVAS, Kompan Playground funding support.

**58/11 To approve payment of accounts to 28<sup>th</sup> February 2011 (See attached sheet):**

**Received**

£1 Annual rent for Cricket Field from the Sports Club Trust  
£7.02 Toilets Donations Box

**RESOLVED:** (All in favour) that the accounts as submitted be paid, proposed Councillor Mrs Sexton, seconded Councillors Mrs Taylor.

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Chq No	Creditor	Net Due	VAT	Total
1969	Yorkshire Water, toilets water rates (estimated)	68.34		68.34
1970	Yorkshire Water, allotment water rates (estimated)	99.87		99.87
1971	MG Maltby Ltd, installation of trace heating at toilets	422.00	84.40	506.40
1972	United Carlton, photocopying (Aug 2010-Feb 2011)	19.87	3.97	23.84
1973-75	PAYE	1,177.98		1,177.98
1976	Clerk Expenses (Feb)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	10.08		10.08
	Stationery	20.68		20.68
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	16GB pen drive to store electronically scanned Minutes	34.99		34.99
	Dell, Inkjets	49.97	10.00	59.97
	New broom for sweeping bus shelter/toilets	13.98		13.98
	<b>Totals</b>	<b>1,967.26</b>	<b>98.37</b>	<b>2,065.63</b>

**59/11 To consider the enclosed consultation from ERYC Highways with regard to the junction and island at Post Office Street/Tower Street:**

Councillor Morton reported that he felt that the junction is dangerous and that it is confusing and that other things could be done rather than a right turn and requested a site meeting with traffic officers.

**RESOLVED:** (All in favour) to recommend approval of ERYC Highway's proposals to isolate the junction from the "roundabout" and create road markings to make the right turn into Post Office street legal, proposed Councillor Crossland, seconded Councillor Mrs Johnson.

**60/11 To note ERYC Streetscene Services Village Taskforce Developments (enclosed) – Flamborough is earmarked for this year:**

The Council noted the correspondence.

**61/11 To consider a representative for the ERYC Parish Council Liaison Meeting, 17<sup>th</sup> March 2001, Bridlington Town Hall (enclosed):**

The Chairman and Councillor Crossland will attend. The Clerk will return the form.

**62/11 To receive a report from Councillor Crossland regarding proposals to build above the Tower Street bus shelter, a feasibility study by C Readead and consider the way forward:**

Councillor Crossland passed round the meeting one copy of Craig Readhead's study which had not been provided to the Clerk to send round with the agenda. Craig had confirmed in a letter and drawing which was free of charge that subject to planning, conservation and building regulation approval, an upstairs could be built which could be used as a store and not as an office or meeting room unless

disabled access was provided. Councillor Crossland stated that there was no way the Council could put in disabled access and he had spoken to planning officers who had suggested they look at it to see whether there could be an alternative system, ie, the Clerk making home visits. Councillor Crossland stated that it was not fair that Council files, etc, are kept at the Clerk's and home that people visit the Clerk's house and there would be more responsibilities as a result of the localism bill. However, Councillors also felt that it was not known whether there would be increased responsibilities, that funding would be an issue for a build and that disabled access would be required. It was thought that work is needed to the shelter and store and that the Council could look into office provision.

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**RESOLVED:** (9 in favour, 3 against) to go no further forward with building above the bus shelter, proposed the Chairman, seconded Councillor Mrs Sexton.

Councillor Sellick wished the Council to consider an office for the Clerk and to refurbish the bus shelter and store on the next agenda.

**63/11 To review and confirm specifications for work to Fishermans Gardens – see enclosed report:**

Various options were discussed. At the previous meeting, Councillor Mrs Sexton reported an offer from Flamborough Holidays for free second hand concrete slabs however it was thought these would not be in keeping. Councillor Crossland had sourced concrete blocks (free from Chapel Street, Bridlington when it was refurbished) which it was felt would not match. Danny Major had offered a boat and an anchor for the centre – there would need to be 450 mm left back from the kerb face and a licence from Highways. Councillor Grainger stated York stone would cost £75/m delivered to site and would be expensive. It was thought the boat in question was too big.

**RESOLVED:** (All in favour) that the Council inset the anchor into concrete inlaid with cobblestones to match those under the Fishermans memorial and outside the Chapel and install a small planter. Councillor Leppington will source the anchor which is still in the sea. Measurements could then be drawn up and a licence sought. Proposed councillor Leppington, seconded Councillor Mrs Sexton.

**64/11 To approve the enclosed Newsletter (March) and Information Leaflet (will help with Quality Status re-accreditation), copying and distribution to shops, Library, Dr's Surgery:**

**RESOLVED:** (All in favour) to approve the Newsletter (after amending the Fishermans Gardens paragraph) and Information Leaflet and to copy and distribute to shops etc, proposed the Chairman, seconded Councillor Mrs Johnson.

**65/11 To approve £50 for the cost of summer planting of the wooden and stone planters (has been budgeted for):**

**RESOLVED:** (All in favour) to approve £50 for summer planting of the planters/troughs, proposed Councillor Couzens, seconded Councillor Leppington.

**66/11 Annual Playground Report – to consider the cost of replacing the matting under the gate:**

This was deferred to the next meeting.

**67/11 To approve the enclosed Annual Risk Register (LCRS has not been used, the Clerk has produced a new risk register as advised by Coast RM in the Health & Safety Gap Analysis last year and which has been approved by ERNLLCA):**

**RESOLVED:** (All in favour) that the Risk Register is approved, proposed the Chairman, seconded Councillor Couzens.

**68/11 To review and adopt new model NALC Standing Orders (see enclosed and report):**

It was proposed by Councillor Mrs Taylor and seconded by Councillor Mrs Sexton to adopt the new Standing Orders with amendments (1j – a person should raise a hand when requesting to speak, 1z -

length of meetings shall be at the Chairman's discretion, take out 5axvii, 3bxiii - legal deeds to be signed by 2 Councillors, 11a – a rescission notice shall bear the names of 4 Councillors, 26 – keep in the Council and the Committee, 27b – should read the Chairman of the Council and not the Committee, and 30b – the value to be £10,000). This will stand adjourned to the next meeting as Standing Order 78 states (current Standing Orders).

**69/11 To consider action required regarding the damaged tree at Crofts Hill:**

This had been removed. Councillor Couzens will look at removing the stump.

800

**70/11 To confirm prices for the village entry signs:**

The company (Hayne-West) who provided the original cast signs had quoted £202.61 including delivery and VAT. Alan Tate had quoted £130 to make a mould from the remaining existing sign, £65 for the production of a fibreglass sign and £15.00 for painting it. The mould would then be available for any replacements.

**RESOLVED:** (All in favour) that the price from Alan Tate is confirmed and Councillor Leppington will remove the existing sign to take a mould from. Proposed Councillor Morton, seconded Councillor Mrs Taylor.

**71/11 Allotments:**

**(a) To report on the Clerk's monthly site visit and consider action re management matters**

The Clerk reported on a site visit undertaken by the Clerk and Councillor Smales that morning. The Clerk will send Letter 1 to the tenant of plot 59 for non-cultivation and a letter to the entire bottom row of tenants near the front hedge to remind them to leave clear access for a tractor to cut the hedge. The front hedge was full of rubbish.

The Council will attend a site visit on Monday 28<sup>th</sup> March at 6.30 pm.

**(c) To let vacant plots:**

There are no plots vacant. There are four applicants on the waiting list.

**(d) To consider granting permission for sheds, greenhouses, etc:**

There were none.

**72/11 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** That the public are excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.

**73/11 To consider a report regarding an allotment – please note this is CONFIDENTIAL:**

After the last meeting, the Clerk was not able to send a letter to the tenant because on checking the Tenancy Agreement wording had to obtain legal advice from ERNLLCA as according to Defra definitions the tenant was not in breach of the Tenancy Agreement however was in breach of planning law which left the Council with a potential conflict. The Clerk had gained legal advice and brought it back to the Council for a decision. The Council discussed the options given in the report during which Councillor Mrs Sexton left the meeting.

**RESOLVED:** (All in favour) to ask the tenant for sight of the horses' passports. If they are the tenant's horses to give 12 months Notice to Quit to vary specific wording of the Tenancy Agreement. If they are someone else's horses to send Letter 1 for breach of Tenancy Agreement condition 2.16 regarding sub-letting. Proposed Councillor Crossland, seconded Councillor Mrs Johnson.

**74/11 To consider prices received for the supply and installation of new allotment gates:**

Councillor Crossland declared a prejudicial interest (his son had tendered for the work), left the meeting, did not take part in discussion and did not vote. Five prices had been received.

**RESOLVED:** (All in favour) that the work be awarded to H Cowton in the sum of £1654.36 inc VAT as this represented best value for the community, proposed the Chairman, seconded Councillor Mrs Johnson.

The Chairman closed the meeting.

Signed .....  
Councillor F Villani, Chairman



..... Date ...4<sup>th</sup> April 2011 ...

**FLAMBOROUGH PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING  
4<sup>TH</sup> APRIL 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH**

**Present:** Councillor F Villani (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, V Leppington, Mrs K Johnson, D Morton, R Sellick, Mrs M Sexton, Mrs C Taylor, I Woodhouse  
Ward Councillor C Matthews  
3 members of the public  
Clerk, Libby Woodhouse, recorded the Minutes

**75/11 To receive apologies for absence:**

*RESOLVED:* To receive apologies of absence from Councillor Smales.

**76/11 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:**

Any declarations of interest made by Councillors are recorded at the appropriate Minute  
Registration of gifts – there were none.

**77/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):**

**Councillor Crossland** – stated he was not declaring an interest in the planning application but he was not going to take part in discussion as he lives across the road. He stated that the plans were not right, they were out of date and some buildings had been demolished 30 years ago. There was not room for vehicular access.

**78/11 To approve the Minutes of Parish Council Meetings of 7<sup>th</sup> March 2011:**

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

**79/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):**

**Parish archive Minutes** – Minutes from 1998 to 2010 have been scanned to a memory stick. These were taken to Hull Bindery on 31<sup>st</sup> March to be bound into books and will be fetched back this week.

**Quality Status** – The application for re-accreditation was submitted on 31<sup>st</sup> March and will be considered by the panel on 12<sup>th</sup> April 2011. If Quality status is re-accredited the Council felt that a presentation was not necessary and that the Clerk should prepare a press release and also put it on the website.

**Church Lane/West Street** – residents reported a hole in the pavement to the Clerk who has reported this to ERYC – this has been mended.

**Tower Street junction with Post Office Street** – a letter has been received from Inspector Waddington informing us that ERYC's Mr Hiscott will be attending our next Parish Council meeting and hopes that this will resolve the issue – there has not been any contact from Mr Hiscott to attend.

**Yorkshire Wildlife Trust** – cannot attend the meeting on 4<sup>th</sup> April to discuss the fruit orchard at South Landing. They are now looking at a later date.

**Yorkshire Wildlife Trust** – Nature Tourism Seminar – this was attending by Councillor Crossland.

**Clerk's Hours** – 73 hours worked in February (extra due to work on the Risk Register and Standing Orders. 85 hours worked in March (extra due to elections, Quality status application). 18 hours of holiday hours 1<sup>st</sup> April 2010-31<sup>st</sup> March 2011 not taken as holiday – the Council felt this should be carried over.

**Request for "No Horses" Sign at Crofts Hill** – no response from Highways.

**Internal Audit** – will take place on 11<sup>th</sup> April 2011.

**External Audit** – Notice of public inspection of accounts for year ended 31<sup>st</sup> March 2011 was given on 28<sup>th</sup> March 2011 (Notice on the Notice Board) that the public can inspect the accounts between 11<sup>th</sup> April 2011 and 15<sup>th</sup> May 2011. The audit date (and date for submission of the Annual Return) is 16<sup>th</sup> May 2011. These dates are set by the External Auditor (the Audit Commission).

**Flamborough Relief in Need Charity** – The term of office of Councillors Crossland and Mrs Sexton had expired. Two representatives will be needed for the next four year term after the elections.

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**CSV Action Earth Grants** – this scheme has finished as the funders/sponsors (Morrison's) have pulled out of the scheme. There will not be any funding this year under this scheme to plant out the flower boxes. Councillor Mrs Sexton stated that she was looking at the planting being done by Outreach workers. The date for planting is to be 7<sup>th</sup> May between 2-4 pm. The Clerk will put it in the press.

**Village Signs** – Councillor Leppington reported Mr Tate had made the new sign to be re-fixed.

**RESOLVED:** (All in favour) that Councillors Leppington and Grainger could spend £30 on fixings for the signs to go back on the village entry planters.

**War Memorial railings** – work had started and was underway. Temporary fencing had been erected.

**Allotment gates** – Councillor Grainger reported this would be completed shortly

**Logo** – Flamborough School children had drawn Logos and these would be short listed by the School Council and Councillor Smales on 13<sup>th</sup> April. The finalists to be judged by the Council at the next meeting.

**Flamborough School** – Councillor Smales had asked the Clerk to report in his absence that the School had received an Ofsted inspection last week. The findings and report must remain confidential until after Easter however the School had reported that “the inspection had gone very well and the School was very happy”

**ERNLLCA NE District Committee** – 12<sup>th</sup> April at Hutton Cranswick – no-one was able to attend.

**PCSO Humphrey** – had emailed the logs – there had been 16 calls for service for Flamborough – one was for criminal damage and non for anti-social behaviour. PCSO Humphrey had placed consultancy papers in the Vic Club, Post Office and Co-op, Library, School and Rose & Crown asking what the people of Flamborough would like from their local officer. Her mobile number is 07795386902 but this is only a means of contacting her and NOT for reporting incidents.

**Newsletter** – March's newsletter had asked for forward planning ideas – there had only been one response.

**Thanks** – The Clerk thanked Councillor Villani for his help and support during his term as Chairman and the Council for the last four years.

**(b) To consider action required from the Clerk's Exceptions Report (enclosed):**

This was noted.

**80/11 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Crossland** – reported that he had attended the Yorkshire Wildlife Trust Seminar at Sewerby on 17<sup>th</sup> March and had found it a waste of time. YWT had ideas of how businesses are going to make money and planned to increase the footfall of green tourists by a factor of 3 however their ideas were stupid. The planned centre at South Landing would not have a café in it but only a coffee machine which is not as the planning application suggests.

**Councillor Woodhouse** – reported that he had been approached by residents about actions of the occupants of the new house built in the grounds of Whinbrae next to South Sea Way who had slowly removed the hedge which had been next to the property, filled in a ditch and over time had moved their fence over 2m outwards from their property. A lot of previously spare land had been incorporated into their garden.

**RESOLVED:** (All in favour) to write to ERYC Highways to ask where the extent of the highway is and ERYC Planning Enforcement to ask whether there has been a breach of planning.

**Councillor Mrs Taylor** – reported that there were bad potholes on Beech Avenue – the Clerk will report these to Highways.

**81/11 Chairman's Report:**

The Chairman had nothing to report.

**82/11 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) **11/01212** – Construction of new vehicular access and dropped kerb  
At Green Stacks, Carter Lane, Flamborough  
For Mr Simon Tory  
Application Type: Full Planning Permission

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**RESOLVED:** (11 in favour, 1 abstention) to recommend that this application is refused. The Parish Council objects strongly to extra private parking on what is public land. The plans are out of date and not representative of what is on the ground. Proposed Councillor Woodhouse, seconded Councillor Sellick.

**Planning Applications Refused by ERYC**

**DC/11/00304** – Erection of two storey extension to side and installation of 2 no. roof lights to rear at April Cottage, 5 Flaen Close.

**83/11 To note/deal with correspondence as listed below:**

- 23-March-11 Rollits Solicitors, offer of specialist planning services for Localism Bill – free seminar 29<sup>th</sup> or 31<sup>st</sup> March (am) in York.  
16-March-11 NALC (National Association of Local Councils), Conference, 19<sup>th</sup> July, Sheffield, £97.50 + VAT, Communities in Action (localism bill).  
15-March-11 CE Electric, New Ofgem Guaranteed Service Standards & Changes to Reporting Supply Fault Procedures in YEDL.  
14-March-11 CE Electric, Consultation Event to help shape the future of electricity distribution across the region, 1<sup>st</sup> April, Leeds  
11-March-11 Notes from Local Action Team Meeting, 11<sup>th</sup> March 2011 at Flamborough Village Hall  
March 11 Newsletters – ERNLLCA (enclosed), ERYC Parish News, The Clerk (see enclosed section on the Equality Act 2010).

**84/11 Payment of Accounts:**

- (a) **To approve payment of accounts to 31<sup>st</sup> March 2011 (See attached sheet):**

**Received**  
£3,498.06      VAT Refund

Chq No	Creditor	Net Due	VAT	Total
1977	Mr D Morton, paint for bus shelter	63.56		63.56
1978	ERYC, erection & part dismantle xmas lights & catenaries	1,602.38	320.48	1,922.86
1979	Npower, electric, toilets (estimated)	90.66	4.53	95.19
1980-83	PAYE (Mar)	1,314.48		1,314.48
1984	Clerk Expenses (Mar)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	11.52		11.52
	Stationery	15.00		15.00
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
1985	NALC, Quality Status re-accreditation application	50.00	10.00	60.00
	<b>Totals</b>	<b>3,197.10</b>	<b>335.01</b>	<b>3,532.11</b>

Councillor Couzens declared a personal interest (has submitted and account for payment) remained in the meeting but did not vote.

### Extra Accounts

Chq 1986	£220.00	Alan Tate, replacement village entry sign.
Chq 1987	£435.00	Alan Tate, replacement finials, Fishermans Memorial
Chq 1988	£190.00	Binding of Parish Council Minutes 1998-2010
Chq 1989	£247.00 + VAT	MR & KM Couzens, Grounds Maintenance Contract, Cut 1

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**RESOLVED:** (12 in favour, 1 abstention) to pay the accounts including the extra submitted, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

The Clerk submitted the latest Budget Monitor which gave year end figures and the Council noted the document. Year end accounts would be submitted for approval at the next meeting. Councillor Leppington wished to place on the agenda for the next meeting how the Council would finance Charlie's Gardens.

- (b) **To give the Clerk delegated authority to pay the accounts at the end of April (due to the elections and the next meeting not being until 16<sup>th</sup> May):**

**RESOLVED:** (All in favour) to give the Clerk authority pay the accounts at the end of April, proposed Councillor Mrs Taylor, seconded Councillor Mrs Johnson.

**85/11 To adopt new model NALC Standing Orders following review at the last meeting:**

“To adopt the new Standing Orders with amendments (1j – a person should raise a hand when requesting to speak, 1z - length of meetings shall be at the Chairman's discretion, take out 5axvii, 3bxiii - legal deeds to be signed by 2 Councillors, 11a – a rescission notice shall bear the names of 4 Councillors, 26 – keep in the Council and the Committee, 27b – should read the Chairman of the Council and not the Committee, and 30b – the value to be £10,000)”. Proposed by Councillor Mrs Taylor and seconded by Councillor Mrs Sexton.

**RESOLVED:** (All in favour) to adopt the new model Standing Orders as detailed above, proposed Councillor Mrs Taylor, seconded Councillor Mrs Sexton

**86/11 To note correspondence from ERYC with regard to Charlie's Gardens. Terms been signed and returned to ERYC as previously agreed. ERYC Council approval has been received. The matter has now been passed to our Solicitor and ERYC Legal Section:**

Terms had been signed and sent back as these did not vary materially to those the Council had previously agreed when agreement was made to pursue the purchase. The Clerk will update Councillors with the progress of the matter. It would be decided by the new Council who should sign at the Solicitors when it was known who had been elected. Councillor Mrs Sexton wished to record that she was strongly opposed to the purchase.

**87/11 Playground:**

- (a) **To replace or repair the matting under the gate:**

The Clerk had received a quote from Creative Play to replace the matting under the gate – this was £950 (the same had cost £95 in 2006). Councillor Leppington will get the old rubber tiles from Danny Major's instead.

- Councillors Leppington, Grainger and Crossland will lay the rubber tiles
- Councillor Crossland will do the bushes at the swings
- Councillors Villani, Morton, Sellick, Grainger and Emmerson will do the bolts and holes and anything else at the working party one evening next week.

- (b) **To install lighting at the playground – Councillor R Sellick:**

Councillor Sellick reported that he had to pick up broken bottles and rubbish as a result of young people congregating in the playground after dark. The Clerk had gained approximate

prices from ERYC to install a light (£2,000 approx to install a cable from the nearest light, £4,000 approx for a proper solar column). This subject was debated in details by the Council.

**RESOLVED:** (7 in favour, 5 against) to shelve the proposal, proposed Councillor Mrs Sexton, seconded Councillor Crossland. The Council will monitor the situation.

**(c) To replace the Operator's signs:**

Councillor Crossland thought previously purchased signs were in the store.

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**RESOLVED:** (All in favour) that if they could not be found to budget £100 for Barry Dixon to replace them, proposed the Chairman, seconded Councillor Mrs Taylor.

**(d) To repair the base of the litter bin:**

It was thought this did not need repairing, however, the working party would check it out.

**88/11 To consider a request from PCSO Andrea Humphrey for £10 per month funding for a moped (along with Bempton and Boynton) to enable her to be more visible and patrol Flamborough and the villages easily and respond more quickly to issues (see enclosed):**

The Clerk had gained legal advice from ERNLLCA as to whether the Parish Council has the power to undertake this. ERNLLCA had replied that if it was to enable the PCSO to carry out her duties involving travelling between Parishes the power the Parish Council could come from the Local Government and Rating Act 1997, Section 31(b) and (c), however it was borderline. There is no power for the Parish Council to use to pay for the PCSO's transport to get to and from work.

**RESOLVED:** (All in favour) that the Council is unable to go down this route and cannot provide funding, proposed Councillor Crossland, seconded Councillor Woodhouse.

**89/11 To receive a report from the ERYC Parish Council Liaison Meeting, 17<sup>th</sup> March 2001 – Councillors Villani and Crossland:**

The Councillors reported on the meeting.

- ERYC are trying to move from hard copies of planning applications to an electronic format however it could not be forced onto Parish Councils. There was no funding for laptops or screens available either. The larger parishes are trying the system.
- ERYC are no further ahead with where Flamborough lies in the Local Development Framework – this will be looked at in September time.
- The future of the Localism Bill for Parish Councils included being given the power to create Neighbourhood Development Orders which would create an involvement in planning for the locality however these would cost between £17,000 and £63,000 to undertake.

**90/11 To review and confirm specifications for work to Fishermans Gardens:**

Councillors Leppington and Couzens will get the anchor out of the sea and measure it so it would then be known how much space there would be for a planter. This will be considered on the next agenda.

**91/11 To request a copy of ERYC's survey of Flamborough's footpaths (see enclosed from Nov 2010):**

The Clerk will write to ERYC and request a copy of the survey.

**92/11 To consider a gate/drop post for the entrance to the Village Green:**

Councillors Couzens and Crossland will gain prices for this. It was considered that preventing damage being done to the Village Green and the potential harm for users of the Green by vehicles being driven round the Green outweighed the likelihood of needing to get an ambulance to the playground.

**93/11 To consider the Emergency Plan – Councillor R Sellick:**

Councillor Sellick had looked at the plan in detail and the Council thanked him for the work. Councillor Sellick will continue to keep working at the rolling document and the questionnaire to residents will go out with June's newsletter.

**94/11 To consider refurbishing the Tower Street bus shelter/parish store – Councillor R Sellick:**

Refurbishment had been discussed to extend the store for the Xmas Lights and cleaning stuff. This will be deferred to the next agenda for the new Council.

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**95/11 To consider an office for the Clerk – Councillor R Sellick:**

Councillor Sellick had visited the Clerk's home to look at the requirements. Space was needed and also access for the public to the Clerk without encroaching on home life. The Clerk will find out how many Clerk's of a Council this size have an office. It was thought that all options should be considered – ideas to be brought forward for the next meeting.

**96/11 To adopt the enclosed Press/Media Policy:**

**RESOLVED:** (All in favour) to adopt the policy, proposed Councillor Leppington, seconded Councillor Couzens.

**97/11 Allotments:**

**(a) To report on the Council's site visit (28<sup>th</sup> March) and consider action re management matters;**

The Council had undertaken a site visit on 28<sup>th</sup> March

Letter 2 will be sent to the tenant of plot 59 for non-cultivation.

The allotments were in a good condition and the Council was pleased.

Boundary markers for plots could do with renewing as these had largely been removed.

The Council was concerned about the state of the front hedge and that the track left for hedge cutting equipment had been eroded by plots and allotment rubbish being dumped in the hedge.

**RESOLVED:** (All in favour) to write to the Association stating that the Council is pleased with the condition of the allotments and to thank their Members, but to give the Association chance to endeavour to clear the bottom of the protected hedge prior to the Council getting a contractor to do the work which will be reflected in the rents and ask the Association to remind tenants not to encroach onto the track. Proposed Councillor Leppington, seconded Councillor Emmerson.

**(c) To let vacant plots:**

There is currently five applicants on the waiting list.

**(d) To consider granting permission for sheds, greenhouses, etc:**

None

**98/11 To resolve that due to the confidential nature of the business to be transacted, the press and public are excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):**

**RESOLVED:** (All in favour) to exclude the press and public.

**99/11 To consider any developments with regard to the stabling of horses on the allotments:**

It had been noted on the site visit that the horses had gone. The Council will monitor the situation in the event that any further action is required.

Signed as a true and correct record .....  
Chairman, Flamborough Parish Council



..... Date ...16<sup>th</sup> May 2011.....



## FLAMBOROUGH PARISH COUNCIL

### MINUTES OF ANNUAL COUNCIL MEETING 16<sup>TH</sup> MAY 2011, 7.30 PM, METHODIST CHAPEL, FLAMBOROUGH (Prior to the meeting a surgery took place with Councillor Villani)

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, Mrs K Johnson, V Leppington, Miss B Nettleship, R Sellick, Mrs M Sexton, M Smales, Mrs C Taylor, F Villani.  
ERYC Ward Councillors R Harrap, C Matthews, J Wilkinson  
3 members of the public  
Clerk, Libby Woodhouse, recorded the Minutes

#### **100/11 Election of Chairman 2011/2012 and signing of Declaration of Acceptance of Office:**

As outgoing Chairman, Councillor Villani took the Chair and asked for proposals for Chairman.  
Councillor Mrs Sexton - proposed by Councillor Crossland – withdrawn  
Councillor Villani - proposed by Councillor Mrs Sexton – withdrawn  
Councillor Smales - proposed by Councillor Crossland – withdrawn

**RESOLVED:** that Councillor I Woodhouse be elected Chairman for 2011/2012, proposed Councillor Smales, seconded Councillor Villani. The Chairman signed the Declaration of Acceptance of Office.

#### **101/11 Election of Vice Chairman 2011/2012:**

The Chairman asked for proposals for Vice Chairman

Councillor Villani – proposed by Councillor Couzens, seconded by the Chairman  
Councillor Smales – proposed by Councillor Leppington, seconded by Councillor Mrs Johnson

**RESOLVED:** (7 for Councillor Smales, 6 for Councillor Villani) that Councillor Smales be elected Vice Chairman for 2011/2012.

The Chairman welcomed everyone to the meeting and also new Councillor Miss Belinda Nettleship.

Ward Councillor R Harrap congratulated everyone on their election and hoped that the Ward Councillors and Parish Councillors would work together. The Ward Councillors will attend meetings. Councillors Harrap and Matthews had been appointed to the ERYC Cabinet (Adult/Carer Services and Highways/Emergency Planning respectively) and Councillor Wilkinson had been re-appointed Chairman of the Environment and Transport Overview and Scrutiny Committee.

#### **102/11 To accept apologies for absence:**

There were no apologies for absence.

#### **103/11 Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:**

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of Gifts – there were none.

#### **104/11 Election of Representatives to Outside Bodies:**

The following representatives were agreed:

- |     |                        |                                    |
|-----|------------------------|------------------------------------|
| (a) | Sports Club Trust      | Councillors Woodhouse & Villani    |
| (b) | Relief in Need         | Councillors Crossland & Mrs Sexton |
| (c) | Village Hall Committee | Councillor Smales                  |

- |     |  |                               |
|-----|--|-------------------------------|
| (d) | Bridlington Neighbourhood Action Team    | Councillor Smales & the Clerk |
| (e) | ERNLLCA North East District Committee    | The Clerk                     |
| (f) | Flamborough Head Maritime Forum          | Councillor Leppington         |
| (g) | Village Council (Youth)                  | Councillor Miss B Nettleship  |
| (h) | East Yorkshire Town Councils Network     | The Clerk                     |
| (i) | The Governing Body of Flamborough School | Councillor Smales             |

**105/11 To agree schedule of dates and times of ordinary Council meetings and surgeries for forthcoming year (see enclosed):**

**RESOLVED:** to agree the enclosed schedule of meetings, June's meeting will be on 6<sup>th</sup> June.

**106/11 To review annual membership to organisations:**

- (a) ERNLLCA

**RESOLVED:** To renew the annual membership to ERNLLCA

- (b) National Society of Allotment & Leisure Gardeners

**RESOLVED:** To renew the annual membership to the NSALG

- (c) Clerk's Membership of the Society of Local Council Clerks

**RESOLVED:** To renew the Clerk's annual membership to the SLCC.

**107/11 To consider the appointment of a Personnel Committee (enclosed):**

**RESOLVED:** (8 in favour, 4 against) to appoint a Personnel Committee, terms of reference as provided by ERNLLCA, membership to be Councillor Sellick, Councillor Mrs K Johnson and Councillor Villani.

**108/11 Appointment of Bankers and appointment of Signatories:**

Councillor Leppington and Councillor Emmerson are currently signatories on the account. The Council will continue with Barclay's Bank.

**109/11 Appointment of Internal Auditor:** currently Mr D Walker, Great Hatfield.

**RESOLVED:** to appoint Mr D Walker as Internal Auditor.

Signed .....

Councillor I Woodhouse, Chairman



..... Date ...6<sup>th</sup> June 2011.....



## FLAMBOROUGH PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING 16<sup>TH</sup> MAY 2011, FOLLOWING THE ANNUAL MEETING, METHODIST CHAPEL, FLAMBOROUGH

**Present:** Councillors I Woodhouse (in the Chair), P Couzens, J Crossland, S Emmerson, A Grainger, Mrs K Johnson, V Leppington, Miss B Nettleship, R Sellick, Mrs M Sexton, M Smales, Mrs C Taylor, F Villani.  
ERYC Ward Councillors R Harrap, C Matthews and J Wilkinson  
3 members of the public  
Clerk, Libby Woodhouse, recorded the Minutes.

#### 110/11 To receive apologies for absence:

There were no apologies for absence.

#### 111/11 To receive Declarations of Personal/Prejudicial Interests on Agenda Items, the Nature of the Interest and Registration of Gifts:

Any declarations of interest made by Councillors are recorded at the appropriate Minute.  
Registration of Gifts – there were none.

#### 112/11 Public Participation session to include items on the agenda (to include members of the public and Councillors with prejudicial interests):

**PCSO Humphrey** – reported there were 24 logs in April for Flamborough. 4 for anti-social behaviour and 6 reported crimes. A group of 9-13 year olds were stopped and fairway letters sent to their parents – there had been reports of them climbing on roofs, walls and trees. If anyone sees large groups of youths wandering in the village they should ring 0845 6060 222 to report it which will result in a patrol being sent up to deal with it. Any information can be reported to Andrea via her mobile (077795386902) however this number is NOT to report incidents. Incidents must be reported on the 0845 number so a log can be created and a patrol resourced. Andrea can be followed on twitter @PCSOAHumphrey – there will be regular updates on the jobs she has been dealing with and warnings given out to the public. Information can be passed to the public quickly this way. The Clerk will follow her on twitter. PCSO Humphrey left the meeting.

#### 113/11 (a) To approve the Minutes of Parish Council Meetings of 4<sup>th</sup> April 2011:

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

#### (b) To note the Minutes of the Annual Parish Meeting of 4<sup>th</sup> April 2011:

**RESOLVED:** (All in favour) to note the Minutes of this meeting which will be approved at the next Annual Parish Meeting.

#### 114/11 (a) To receive the Clerk's Report & Action Log (for information enclosed):

**Parish archive Minutes** – Minutes have been bound by Hull Bindery and will be available to view at the meeting prior to being sent to archives at the Treasure House.

**Quality Status** – The Parish Council was re-accredited with Quality Status on 12<sup>th</sup> April; a press release was written by Alan Barker and printed in the Free Press. The Certificate has been received – there is no planned presentation as previously agreed.

**Internal Audit** – this took place on 14<sup>th</sup> April 2011 – the report is on the agenda for consideration.

**External Audit** – Notice of public inspection of accounts for year ended 31<sup>st</sup> March 2011 was given on 28<sup>th</sup> March 2011 (Notice on the Notice Board) that the public can inspect the accounts



between 11<sup>th</sup> April 2011 and 15<sup>th</sup> May 2011. The audit date (and date for submission of the Annual Return) is 16<sup>th</sup> May 2011. These dates are set by the External Auditor (the Audit

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Commission). The Audit will be submitted to the Audit Commission following the Council's agreement of the accounts and Annual Return at the meeting.

**Flower Box planting** – Councillor Mrs Sexton reported that this will be undertaken on 26<sup>th</sup> May by Outreach workers. An invoice will be submitted for the plants.

**Deterioration of Properties, High Street** – an anonymous letter has been received which is concerned with the bad state of repair of properties on High Street such as Jackie's Store, Kingstone Cottage and High Street Fisheries. Their name was not disclosed due to fear of any comeback. The Parish Council's policy is not to deal with anonymous correspondence.

**Charlie's Gardens** – Ongoing with the Solicitor. The Solicitor's letter has been signed and returned to agree to their terms and conditions. Councillors Leppington and Crossland will sign for the purchase of the property and these Councillors will need to complete a Money Laundering Form and provide evidence of identity (passport or photo driving licence) to the Solicitor as soon as possible, and be available during the day to attend to sign when required.

**Conservation Area** – ERYC has written confirming the appointment of Mr Ashton Hill of David Ashton Hill Architects to consider issues surrounding the potential extension of the Conservation Area as a result of the review in 2008. At the time, the Parish Council requested the Maitlands Field containing the ancient fishponds be included within the extension. There were reservations raised from other parties at the time. The consultant may contact the Parish Council.

**The Eaves (next to Whinbrae), South Sea Road** – after the last meeting, enquiries were made to ERYC planning enforcement and highways with regard to potential land encroachment. The Enforcement Officer looked into this last year and the fence is not a planning issue but he passed the query to the ERYC Terrier Section who deals with Council land. If no action has been taken, it is presumed that this is not an issue. ERYC Highways Officer reports that the highway ends at the rear of the footpath and the plan of adoption seems to correspond with the ownership plan. The grounds maintenance team cut the verge however there is an area of different shading on the plan which he has forwarded to the property department for investigation.

**Footways, Flamborough** – a request was made for a copy of the survey of footways in Flamborough undertaken by a company for ERYC. ERYC respond that the data has not yet been received for Flamborough. When the data arrives, it will be in coded format which the officer will put into a format that is easier to understand. The Officer will update the Parish Council when this is received.

**Saturday 9<sup>th</sup> April 5.15 pm** – Toilet Cleaner reported the gents blocked. Councillor Woodhouse looked at the work and it was a bigger job than just rodding the drains. 10<sup>th</sup> April the gents' toilets were closed. 11<sup>th</sup> April – 1<sup>st</sup> Choice Drains called out who jetted and cleared the blockage.

**Bus Shelter** – is being regularly cleaned out and disinfected by the Toilet Cleaner – the Council will consider paying an extra hour per week for the Cleaner to undertake this work at the next meeting. The Cleaner has also mended one of the doors to the Toilets which came off its hinges in windy weather at the beginning of April.

**David Morton, 12<sup>th</sup> April** - painted the wood around the bus shelter at Tower Street and the parish store door. The Council will write to thank him for this and for his work as a Councillor prior to the elections. Mr Morton had telephoned to say he was disappointed at not being elected but if his services were needed in the future, he would be happy to help.

**Allotment Gates** – these were installed on 20<sup>th</sup> and 21<sup>st</sup> April. Councillor Grainger had submitted an account for £20.50 for wood to stop up the gaps between the hedge and the new gates.

**RESOLVED:** (All in favour) that the Council pay this account, proposed the Chairman, seconded Councillor Mrs Johnson.

**Clerk's Hours** – The Clerk had a fortnight's leave at the end of April/beginning of May. Hours worked April – 51 plus 13 hours leave = 64.

**Operators Signs, Playground** – the Clerk had ordered two signs (£40) which will be ready next week. The Clerk will contact Councillor Crossland to board and install them when ready. The Clerk will order a new sign for Camerons Gardens as this has disappeared.

**Dog Control Order Sign, Playground** – the Clerk had contacted the ERYC Officer but had not received a reply. Ward Councillor Matthews will take this up with the Officer.

**Finials, Fishermans Memorial** – Councillor Crossland will ask John Crossland Jnr for a price to install them at the Memorial railings.

**Good Councillors Guide** – two copies given to Councillors Grainger and Miss Nettleship (no email) and the rest to be sent by email.

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**One Way Sign, School Close** – Councillor Smales reported that this had been installed.

**(b) To consider action required from the Clerk’s Exceptions Report (enclosed):**

**Dog Sign** – had been removed and found and taken to Councillor Emmersons. Councillor Smales had made the fence safe as screws were sticking out.

**Holes, Playground** – these had been filled and turfed by Councillors Villani and Sellick.

**Bolts trim, fence, swings** – this had been tightened and trimmed by Councillors Villani and Sellick.

**Bushes** – are worn through in places – Councillor Crossland will replace these.

**Inspections** – the Clerk had removed a large amount of cans and bottles when inspecting.

**115/11 Questions/Reports from Councillors and Committee Representatives:**

**Councillor Mrs Johnson** – reported concern about the animal welfare of the hens roaming free at Crofts Hill as well as this being a danger to traffic. Two hens had recently been killed. Councillor Couzens will have a word with the owners of the hens.

**Councillor Mrs Sexton** – had contacted planning enforcement with regard to Ozzy’s as it is not supposed to be a takeaway although some takeaway functions are permitted. Enforcement cannot do anything. The Council will monitor the area for litter.

**Councillor Mrs Sexton** – reported that she had been approached by residents who were concerned that too much weedkiller had been used on the Green. Councillor Couzens reported that it was in the contract to weed kill around hard items. The Council will have a look at the situation and report back to the next meeting.

**Councillor Emmerson** – reported that the letter bin had been replaced at North Landing but this was at 30% less capacity so there was a lot of litter about. It was reported that no bins in Flamborough had been emptied over Easter weekend which had led to litter all over the place. The Clerk will write to ERYC to complain.

**Councillor Emmerson** – reported that there were 3 caravans to the rear of the DIY shop at Bempton Lane and all 3 were being lived in without planning permission. The Clerk will refer this to planning enforcement.

**Councillor Smales** – reported that the Village Hall had refurbishment work done – the walls had been painted and the floor sanded down.

**Councillor Smales** – reported that Flamborough School had received a “Good” Ofsted inspection – the school was very pleased.

**Councillor Leppington** – wished to place in the next newsletter the phone number of the help line for the digital switchover.

**Councillor Villani** – reported concern that ERYC had not responded with regard to temporary toilets at South Landing. The Clerk will write to the Chief Executive at ERYC.

**Councillor Crossland** – reported that the “No Horses” sign at the entrance to Danes Dyke had disappeared. The Clerk will write to ERYC to have it replaced.

**Councillor Crossland** – reported concern about the amount of tyres next to Monument Garage down an alleyway near Primrose Cottage. The Council will report this concern to the Fire Station.

**Councillor Couzens** – reported that ERYC quad bike teams had not undertaken weed killing in Flamborough – the Clerk will contact the Officer involved.

**116/11 Chairman’s Report:**

The Chairman had nothing to report but congratulated the Parish Councillors on their election and also the Ward Councillors for their election to ERYC.

**117/11 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) 11/01451** – Installation of a manege to existing horse paddock

At land west of The Grange, Bempton Lane, Flamborough  
For Mr & Mrs T P Houghton  
Application Type: Full Planning Permission

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Councillor Emmerson declared a personal interest (has had dinner with them), remained in the meeting, took part in discussion but did not vote.

**RESOLVED:** (12 in favour, 1 abstention) that the Council has no observations to make on this application, proposed Councillor Villani, seconded Councillor Couzens.

- (2) **11/01382** – Continued use of industrial unit as DIY centre for temporary period  
At Flamborough Gas, Unit 1I, Flamborough Rural Workshops, Bempton Lane, Flamborough  
For Ms J Smith  
Application Type: Full Planning Permission

**RESOLVED:** (12 in favour, 1 abstention) that the Council recommends that the application is refused and if the Officer is recommending a different decision, to refer it to the appropriate Committee. It was felt that the applicant has had three years which is a reasonable time to re-develop the other site at Chapel Street. There has not been any planning application to re-develop the other site. Proposed the Chairman, seconded Councillor Mrs Johnson.

- (3) **11/01832** – Erection of single storey extension to rear  
At Lang Ness, South Sea Road, Flamborough  
For Mr & Mrs R Leng  
Application Type: Full Planning Permission

Councillor Leppington declared a personal and prejudicial interest (the applicant is neighbour and friend), left the meeting for the duration of this item, did not take part in discussion and did not vote.

**RESOLVED:** (All in favour) that the Council has no observations to make on this application, proposed Councillor Crossland, seconded Councillor Villani.

Councillor Leppington returned and resumed the meeting.

- (4) **11/01555** – Erection of a detached dwelling following demolition of existing dwelling and garage  
At 36 North Moor Road, Flamborough  
For TOC Holdings Ltd  
Application Type: Full Planning Permission

**RESOLVED:** (All in favour) that the Council recommends refusal of this application as the proposals overfill the site and dwarf the other buildings in the area. It is overdevelopment and too large a footprint for the site. The brickwork gables are not in keeping with the existing streetscene. Proposed Councillor Crossland, seconded Councillor Smales.

**118/11 To note/deal with correspondence as listed below:**

05-May-11	ERYC, The East Riding of Yorkshire Council (On Street Parking Places and Revocation) (Civil Enforcement) Order 2011 (enclosed).
19-Apr-11	ERYC, Surface Dressing 2011-2012 – Lighthouse Rd, Flamborough.
14-Apr-11	Came & Co, Parish Council Insurance – change renewal date and 16 months cover for the price of 12 in exchange for a 3 year long term agreement.
13-Apr-11	Zurich Insurance, invitation to the Annual Local Council Advisory Service Seminar 11.
12-Apr-11	ERYC, Coastal Change Pathfinder Small Grants Fund
08-Apr-11	ERYC, Notes, Bridlington & Driffield Local Action Team Meeting, North Frodingham
07-Apr-11	ERYC, information regarding Bridlington Park & Ride Scheme 2011

07-Apr-11 Humberside Police Authority, Newsletter  
 07-Apr-11 ERYC, Salt Bin Audit1  
 06-Apr-11 ERYC, information on rough sleeper Outreach Service

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05-Apr-11 Flamborough Head Project Officer, invitation to Storyboard Launch, 20<sup>th</sup> April 2011, 2 pm North Landing and Spring 2011 Newsletter (enclosed)  
 01-Apr-11 ERYC, next Flood Liaison Group, 24<sup>th</sup> June 2011, 1 pm. County Hall, Beverley  
 29-Mar-11 ERYC, Changes to consultations on applications for tree works.  
 April 2011 National Society of Allotment & Leisure Gardeners, call for response re government review of duties, including those with regard to allotments, & Newsletter.  
 Newsletters ERNLLCA (April enclosed), Humber & Wolds Rural Community Council, East Riding Parish News.

**119/11 Payment of Accounts:**

**(a) To note payment of accounts to 30<sup>th</sup> April 2011 (See attached sheet):**

Councillor Couzens declared a personal and prejudicial interest (has account for payment) but remained in the meeting, took part in discussion but did not vote.  
 Councillor Crossland declared a personal and prejudicial interest (son has account for payment) but remained in the meeting, took part in discussion but did not vote.

**Received**

£433.38 HM Revenue & Customs VAT Refund to 31<sup>st</sup> March 2011  
 £17,250.00 Precept  
 £11.65 18/04/2011 Toilets Donations Box  
 £7.18 05/05/2011 Toilets Donations Box

Chq No	Creditor	Net Due	VAT	Total
1990	ERYC, Toilets Rates 2011/2012	226.32		226.32
1991	ERYC, Annual Playground Inspection	66.67	13.33	80.00
1992	Mr D Walker, Internal Audit to 31st March 2011	91.00		91.00
1993	ERNLLCA, Annual Membership Renewal - to pay after AGM	579.19		579.19
1994	Npower, electric, street lighting 1/1/11-31/3/11	1,460.78	291.07	1,751.85
1995	H F Cowton, supply/install new allotment gates	1,378.63	275.73	1,654.36
1996	1st Choice Drains Ltd, jet blocked drains at toilets, 11/4/11	60.00	12.00	72.00
1997	KM & MR Couzens, Grounds Maintenance, cuts 2 & 3	494.00	98.80	592.80
1998	Shaw & Sons Ltd, Toilets supplies - washroom cleaner	50.93	10.19	61.12
1999-2001	Mr T Benson, Toilet Cleaning (April)	1,148.04		1,148.04
2002	Clerk Expenses (Apr)			
	Telephone	8.00		8.00
	Broadband connection	7.50		7.50
	Expenses for working from home	12.00		12.00
	Postage	2.64		2.64
	Stationery	15.00		15.00
	Car Allowance	20.00		20.00
	Deliveries	2.00		2.00
	Toll, Humber Bridge (hand in Q/S Appn to Alan Barker)	5.40		5.40
	Dell, Inkjets	49.97	9.99	59.96
	Toilets supplies, Brid Cash & Carry	32.93	6.60	39.53

2003	Garton Heritage Forge, work to War Memorial Railings	2,822.50		2,822.50
	<b>Totals</b>	<b>8,533.50</b>	<b>717.71</b>	<b>9,251.21</b>

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**RESOLVED:** (11 in favour, 2 abstentions) to note the accounts as paid and agree payment of the following extra accounts.

**Extra accounts for payment**

Chq 2004	£81.93	Yorkshire Water, allotment water rates
Chq 2005	£166.86 inc VAT	ERYC street lighting maintenance 1/1/11-31/3/11
Chq 2006	£296.40 inc VAT	MR & KM Couzens, grounds maintenance cut 4
Chq 2007	£20.50	A Grainger, supply of timber for allotment gates

**(b) To note budget for 2011-2012 and quarterly monitoring report (enclosed):**

The Council noted the budget and report.

**120/11 Year End Accounts:**

**(a) To approve the Year End Accounts to 31<sup>st</sup> March 2011 prepared by the Clerk (enclosed):**

**RESOLVED:** (All in favour) to approve the year end accounts, proposed Councillor Smales, seconded Councillor Emmerson.

**(b) To approve the updated Asset Register (enclosed):**

**RESOLVED:** (All in favour) to approve the Asset Register, proposed Councillor Villani, seconded Councillor Mrs Taylor.

**(c) To approve the Annual Return for External Audit – Section 1 Statement of Accounts and Section 2 Annual Governance Statement (enclosed):**

**RESOLVED:** (All in favour) to approve the Annual Return, Section 1 Statement of Accounts and Section 2 Annual Governance Statement, proposed Councillor Mrs Sexton, seconded Councillor Smales.

**(d) To receive the Internal Auditor’s Report for 2010-2011 (enclosed):**

**RESOLVED:** (All in favour) to receive and approve the Internal Auditor’s report, proposed Councillor Mrs Taylor, seconded Councillor Smales.

**121/11 To adopt a logo for Flamborough Parish Council from four finalists as judged by Flamborough School Council and Councillor Smales:**

Four potential logos had been chosen by the School Council and Councillor Smales – one from each class. There was a gannet, cliffs with birds and sea, a wise owl and a lighthouse.

**RESOLVED:** (12 in favour) that the lighthouse design best represents Flamborough and would be the winning logo. Councillor Smales and the Clerk will present a certificate and book token at a School Assembly to the winner who was Danni Stork.

**122/11 ERNLLCA**

**(a) To attend ERNLLCA training events (enclosed):**

**RESOLVED:** (All in favour) that Councillor Miss Nettleship and the Clerk attend the “Role of the Councillor” Training at cost of £60, proposed Councillor Villani, seconded Councillor Emmerson.

**(b) To consider attendance at the Spring Conference 10<sup>th</sup> June 2011, £50 per delegate (enc)**

**RESOLVED:** (All in favour) that the Clerk attend at a cost of £50, proposed Councillor Sellick, seconded Councillor Mrs C Taylor.

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**123/11 To consider the enclosed request for the Parish Council to site a salt bin at Flaen Road, Flam, (the Parish can support a location that does not meet ERYC’s criteria, guidance/cost enclosed):**

**RESOLVED:** (All in favour) to respond that the Parish Council is not able to undertake this as it cannot put a salt bin on an un-adopted road as this is private property, proposed Councillor Leppington, seconded Councillor Villani.

**124/11 To consider the enclosed request for a seat donation at North Landing:**

Councillor Crossland reported that Mr Oxley Waud had this in hand and that Flamborough Holidays will undertake it. The Clerk to respond that Mr Waud will contact the person in question directly.

**125/11 To approve permission for the Sports Club Trust’s Gala at the Cricket Field on 14<sup>th</sup> August 2011: To note an application for approval was made by the Trust for the Car Boot Sale on 25<sup>th</sup> April – this was given subject to the usual conditions:**

Councillor Woodhouse declared a prejudicial interest (Chairman of the Sports Club Trust), left the meeting for the duration of this item, did not take part in discussion and did not vote.

Vice Chairman, Councillor Smales, took the Chair.

**RESOLVED:** (All in favour) that permission is granted to the Trust subject to the usual conditions that risk assessments and health and safety procedures are undertaken and observed and that the Trust takes complete liability for the event, proposed Councillor Mrs Johnson, seconded Councillor Villani.

Councillor Woodhouse returned and resumed the meeting in the Chair.

**126/11 To note use of the Clerk’s delegated emergency powers for drain clearance at the toilets on 11<sup>th</sup> April 2011 at a cost of £60.**

The Council noted the use of emergency powers as detailed.

**127/11 Playground –**

**(a) To replace or repair the matting under the gate:**

The Clerk had obtained a second price and this was also £900. Councillor Leppington will undertake to replace it with a large rubber tile which it was thought would be the same size.

**(b) At the request of a resident, to consider vehicles speed around the Village Green and consider signs to alert drivers to the playground/children playing:**

It was considered that there was nothing that could be done other than refer the speeding issue to PCSO Humphrey and that signs detailing the playground were already in situ on street lights in the area.

**(c) At the request of a resident, to consider re-siting the goal posts on the main Green because of annoyance being caused by football games to residents near the Little Green:**

**RESOLVED:** (All in favour) to erect one set of goal posts and use the new sockets. This will be done by Councillors Grainger and Couzens. Proposed the Chairman, seconded Councillor Smales.

**128/11 To review and confirm specifications for work to Fishermans Gardens:**

The Council is still waiting for the anchor. Councillor Leppington had tried to get it out of the sea but it was stuck. He will have another attempt.

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**129/11 To consider a gate/drop post for the entrance to the Village Green – prices to be received from Councillors Couzens and Crossland:**

Councillor Couzens reported he could get one for £75 plus installation but it would not be as strong as Councillor Crossland's who had priced one for £175 plus VAT installed.

**RESOLVED:** (All in favour) that Councillor Crossland arrange for the post to be installed at a cost of £175 plus VAT. Councillor Couzens will dig a hole. Proposed Councillor Mrs Taylor, seconded Councillor Sellick.

**130/11 To consider refurbishing the Tower Street bus shelter/parish store:**

The Chairman reported that any work to the shelter/store would require a building notice. Councillor Crossland felt this should be deferred to the future.

**131/11 To consider an office for the Clerk:**

It was felt that although the Clerk needs somewhere and it is not fair to keep Parish Council items at home and receive members of the public at home, the Council could not justify the huge expenditure that this would cost and there was currently nowhere to consider using as an office.

**RESOLVED:** (12 in favour, 1 against) that the Council leaves it as it is until an alternative can be discussed, proposed Councillor Villani, seconded Councillor Mrs Sexton.

**132/11 To consider finance for Charlie's Gardens – Councillor V Leppington:**

This will be deferred until July or until the purchase goes through.

**133/11 Allotments:**

**(a) To review front hedge issue with regard to rubbish and whether this needs clearing:**

On a recent site visit, the hedge was grown up with weeds, etc. This will be left until autumn.

**(b) To review allotment rent (see enclosed allotment accounts analysis):**

The Clerk had enclosed an allotment accounts analysis.

A proposal to raise rents by £1.50 per plot per year was defeated (6 in favour, 7 against).

**RESOLVED:** (10 in favour, 3 against) to raise rents by £1 per plot per year to £30, proposed Councillor Leppington, seconded Councillor Villani.

Councillor Mrs Sexton requested a recorded vote:

Councillor Woodhouse voted in favour of the proposal

Councillor Emmerson voted in favour of the proposal

Councillor Mrs Johnson voted in favour of the proposal

Councillor Grainger voted in favour of the proposal

Councillor Leppington voted in favour of the proposal  
Councillor Villani voted in favour of the proposal  
Councillor Crossland voted in favour of the proposal  
Councillor Sellick voted in favour of the proposal  
Councillor Mrs Taylor voted in favour of the proposal  
Councillor Mrs Sexton voted against the proposal  
Councillor Miss Nettleship voted against the proposal  
Councillor Smales voted against the proposal.

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**(c) To report on the Clerk's monthly site visit and consider action re management:**

Councillor Smales and the Clerk had undertaken a site visit on 11<sup>th</sup> May and reported that the site looked very good.

**RESOLVED:** (All in favour) that a Notice to Quit is served on the tenant of plot 59 due to non-cultivation. The plot had not been cultivated for some time. Proposed the Chairman, seconded Councillor Emmerson. The plot would need clearing – agenda for June's meeting.

**(d) To let vacant plots:**

Currently, non vacant. Five on the waiting list.

**(e) To consider granting permission for sheds, greenhouses, etc:**

There were no requests.

Signed .....



..... Date ...6<sup>th</sup> June 2011.....

**Councillor I Woodhouse**

**Chairman, Flamborough Parish Council**