

FLAMBOROUGH PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL ON 20 OCTOBER 2020

At 7.30 PM, VILLAGE HALL, FLAMBOROUGH

Present: Councillors S Crossland (in the Chair), J Crossland, D Major, V Leppington, A Hanson, C Taylor, T Traves
Clerk, Ruth Lilley, recorded the minutes

No members of the public were present

11/20 To receive apologies for absence:

Apologies were received from Councillors Holt and Sexton and Ward Councillors Matthews, Chadwick and Heslop- Mullins

RESOLVED: that the apologies from Councillors Sexton and Holt be accepted

12/20 Code of Conduct:

- (a) **To record Declarations of Pecuniary/non-Pecuniary Interests by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared:**

There were no declarations of interest

- (b) **To note dispensations given to any member of the Council in respect of agenda items below:**

There were no dispensations

13/20 Public Participation Session (15 minutes):

There were no members of the public present

14/20 To approve minutes of Parish Council Meeting of 3 August 2020 (attached)

RESOLVED: that the minutes of the Parish Council meeting on 3 August 2020 be approved and signed as a true and correct record

15/20 To note Clerk's Report (attached):

The Clerk's Report was noted; the Clerk was asked to thank the circus held in Flamborough in September for their donation; and to congratulate them on a successful event.

16/20 Questions/Reports from Councillors and Committee Representatives:

The signpost at the Bempton Lane/Carter Lane junction needed attention; this had already been reported to ERYC.

Concerns were raised regarding double parking outside the flats in the old Co-Op in Dog and Duck Square. Resident(s) were also using a cone to prevent others parking. Clerk has contacted the local PCSO and a reply is awaited.

In line with guidance issued by the government and the British Legion there would be an on-line Remembrance Day service this year. A wreath would be laid by the Parish Council. A two minute silence will be held on Sunday 8 November at 11.00 am; Clerk to investigate and publicise any further initiatives.

It was noted that a new Union flag had been purchased; however the lanyard had snapped in high winds and would be repaired before Remembrance Day.

A dead tree was reported near Danes Dyke; Clerk to notify ERYC

17/20 To note and consider Correspondence:

- **Humberside Police** – Bridlington area update for October 2020 (forwarded)
- **Jane Emmerson** - Fire Festival email/press release (forwarded)
- **Yorkshire Water** – repairs Lighthouse Road/Church Lane area (forwarded)

The correspondence was noted

Flamborough Sports Club Trust had thanked the Parish Council for their help and support with the new gates and tree work.

18/20 To review and approve the Parish Council's:

- a) Updated Standing Orders
- b) Updated Risk Register
- c) Updated Financial Regulations
- d) Annual Insurance Policy
- e) Updated Asset Register
- f) Banking arrangements
- g) Appointment of Internal Auditor (all attached)

RESOLVED: to approve all of the above, including the appointment of Public Sector Audit as the Internal Auditor. No further signatories were required for bank/savings accounts.

19/20 To agree dates of future meetings and continuation of delegated authority arrangements should meetings not be able to be held (dates attached)

RESOLVED: to approve the dates of future meetings subject to any restrictions imposed due to Covid-19; and, if meetings cannot be held, to the continuation of delegated authority arrangements previously agreed.

20/20 To consider Planning Applications as listed below (from 1 October 2020):

- (a) 20/02995/PLF Change of use of garage and workshop to provide 2 holiday cottages
Manor Cottage, Church Street, Flamborough
For Mr Bramley
Application type – Full Planning Permission

RESOLVED: that as stated at previous meetings the Council has concerns about the increasing amount of holiday homes and the removal of another family home from the village. Access/egress from the cottages on to Lighthouse Road is thought to be potentially dangerous given the increasing amount of traffic.

- (b) 20/03122/PLF Erection of replacement dwelling following demolition of exiting building
24 Marine Valley Flamborough
For Mr Clarke
Application type – Full Planning Permission

RESOLVED: that the Council has no objections to this application given that it is on a 'like for like' basis

To note Planning Applications Granted Permission by ERYC since 1 October 2020:

None

To note Planning Applications Refused by ERYC since 1 October 2020:

None

21/20 Accounts:

- (a) To note schedules of accounts for payment for April to September 2020 (attached)**

The schedules of accounts paid were noted

- (b) To approve bank reconciliation to 30 September 2020**

RESOLVED: that the bank reconciliation to 30 September be approved

22/20 Allotments

- (a) To receive verbal report on the allotments**

It was noted that two allotments were in a poor state. The Clerk was in contact with both tenants regarding improvements to be made and would report back. The tenant of a third plot had been sent two letters requesting that the plot be tidied but no action had been taken.

RESOLVED: that the tenant of the latter plot be sent a final letter regarding clearance/tidying before Notice to Quit issued.

A vacant allotment had been used as a dumping ground and as such was currently not lettable. Clerk to make enquiries regarding clearance.

(b) To agree annual rent for allotments with effect from November 2021 and approve arrangements for annual rent collection on 14 November

RESOLVED: that the rent of a full plot be increased to £40 p.a. and a half plot £20 p.a. with effect from 1 November 2021; the arrangements for the rent collection 2020 be approved

23/20 To approve donation of £20 for Remembrance Day wreath (s137 Local Government Act 1972) and to note cancellation of parades or services due to Covid 19 restrictions

RESOLVED: the Council approved expenditure on purchase of a wreath as being of benefit to the public under s137. Councillor J Crossland will lay the wreath

24/20 To consider donation (s137 Local Government Act 1972) to Flamborough Halloween Pumpkin Hunt (attached)

RESOLVED: the Council approved expenditure on a donation of £25 being of benefit to the public under s137

25/20 To agree erection of nativity scene and tree lights by volunteer on/around 7 December

RESOLVED: to approve the erection of the nativity scene and tree lights. Clerk to thank Peter Couzens for his assistance and request that he provides costings for a replacement shelter for inclusion in next year's budget.

26/20 To approve expenditure of £259.82 + VAT for checking and fitting festive lighting

RESOLVED: that the expenditure be approved

27/20 To agree action on street lighting within the village (attached)

To be deferred to future meeting

28/20 To approve the replacement of light 71 on Marine Drive at cost of £1061.49 + VAT

RESOLVED: that light 71 be replaced

29/20 Charlie's Gardens

a) to consider alternative uses and agree further action (attached)

To be deferred to future meeting

b) to consider request from resident for tree to be felled/pollarded

RESOLVED: that the resident be given permission to reduce the height of the tree by up to 2m at their own expense; and that the request to remove the tree would be considered when the future of Charlie's Gardens was agreed.

30/20 To consider request for support for safe cycle path from Flamborough to Bridlington (attached)

A request had been made for the support of the Parish Council. The Council were concerned that no information had been received from ERYC on this matter.

RESOLVED: that, subject to more information being provided from ERYC, the Council would support widening of the existing path only and not the construction of a new cycle way.

31/20 To review Draft Town and Parish Charter and agree response (attached)

RESOLVED: that the Chair would collate responses

32/20 To consider and agree response to request to site a clothing/textile bank in the village (attached)

RESOLVED: that the request be refused; there were already existing banks and no further sites in the village

33/20 To agree further action on War Memorial

It was agreed that the War Memorial should not undergo repair but that a plaque reproducing the names on the War Memorial be considered. Cllr Crossland to discuss with Mr Mooney and report back

34/20 To approve repair to flashing on roof of Parish store

RESOLVED: that the flashing be repaired at a cost of £260

35/20 To exclude the press and the public from the meeting on the grounds of the confidential nature of personnel business to be transacted (Public Bodies Admission to Meetings Act 1960):

There were no press or public present

36/20 a) To note increase in Clerk's salary due to annual review of NJC pay scales with effect from 1 April 2020

The increase was noted

b) To agree rate of home working allowance

RESOLVED: to follow HMRC guidance on Home Working Allowances. The rate of £18 pcm from 1 April 2019 would be applied, and £26 pcm from 1 April 2020.

c) To agree rate of pay for toilet cleaner and relief toilet cleaner

RESOLVED: that the toilet cleaner and relief be placed on Band 1 of the NJC pay scale with effect from 1 April 2020.

The meeting closed at 8.50 pm