

FLAMBOROUGH PARISH COUNCIL

**MINUTES OF A MEETING OF THE PARISH COUNCIL
ON 28 JUNE 2021 at 7.30 PM IN THE VILLAGE HALL**

Present: Councillors S Crossland (in the Chair), F Holt, V Leppington, A Hanson, C Taylor, D Major
Ward Councillors Matthews, Chadwick and Heslop-Mullins

Clerk, Ruth Lilley, recorded the minutes

2 members of the public joined the meeting

24/21 To receive apologies for absence:

Apologies were received from Councillors Traves, Sexton and J Crossland

RESOLVED: that the apologies be accepted

25/21 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

26/21 Public Participation Session (15 minutes):

A resident requested that ERYC be approached re cutting back all of grass verge from St David's Lane to North Landing as the pavement was narrow and necessitated people walking on the road, especially with social distancing in place. He also asked if the Council would be willing to purchase daffodil bulbs for this area which he would be willing to plant.

Clerk to contact ERYC re cutting back the verges

The two members of the public left the meeting

27/21 To approve minutes of Parish Council Meeting of 19 April 2021 (attached)

RESOLVED: that the minutes of the Parish Council meeting on 19 April 2021 be approved and signed as a correct record

28/21 To agree Minutes of Annual Council Meeting of 4 May 2021 (attached)

The minutes of the Annual Council Meeting were agreed.

29/21 To note Clerk's Report (attached):

The Clerk's Report was noted. Clerk had been informed that a traffic survey would take place on Crofts Hill week commencing 5 July. It was noted that an off-site contribution had been made in respect of the housing behind Woodcock Road and Clerk will contact ERYC to request donation.

30/21 Questions/Reports from Councillors and Committee Representatives:

Concerns were raised regarding the state of the pavilion on the Memorial Playing Field and the grounds surrounding it. Clerk to contact Chair of the Playing Field Trust.

It was noted that Crofts Hill had still not been cut by ERYC and that the grass verges throughout the village were untidy. Weed killer on pavements was also required. Clerk to contact ERYC.

31/21 To note and consider Correspondence:

The correspondence forwarded to Councillors was noted.

32/21 To approve the Internal Auditor's Report for year ended 31st March 2021 and note the required actions (attached):

RESOLVED: that the Internal Auditor's Report be approved

33/21 To consider and approve the amended Asset Register (attached)

RESOLVED: that the Asset Register be approved

34/21 To consider and approve year end accounts to 31st March 2021:

(a) To approve the year end accounts to 31st March 2021 (attached):

(b) To approve the Annual Return for External Audit Section 2 – Annual Governance Statement 20/21 (attached):

(c) To approve the Annual Return for External Audit Section 1 – Accounting Statements 20/21 (attached)

RESOLVED: (a) that the year-end accounts to 31st March 2021 be approved

(b) that the Annual Return for External Audit Section 2 – Annual Governance Statement 20/21 be approved and signed

(c) that the Annual Return for External Audit Section 1 – Accounting Statements 20/21 be approved and signed

35/21 Accounts:

(a) To approve schedule of accounts for April and May 2021 (attached)

RESOLVED: that the schedules of accounts be accepted

Flamborough PC Invoices April 2021 (2)								
Inv no	Date	Supplier	Description	Paym Ref	NET	VAT	Total	
6	04-Mar-21	Flam Village Hall	Donation for street light	BACS	35.00		35.00	
7 & 8	15-Apr-21	Haven Power	Elec to loos & kiosk	DD	27.53	1.37	28.90	
9	30-Apr-21	Staff salary	Staff salary	BACS	1004.88		1004.88	
10	30-Apr-21	R Lilley	Home wkg All	BACS	26.00		26.00	
TOTALS:					1093.41	1.37	1094.78	
Receipts								
	06-Apr		Loo donations		11.36			
	20-Apr		Pre school rent 21/22		2.00			
	30-Apr		Precept		21850.00			
	30-Apr		VAT refund		3607.10			

Flamborough Parish Council Invoices May 2021								
Inv no	Date	Supplier	Description	Paym Ref	NET	VAT	Total	
11	30-Apr	Salary	Staff salary (April)	BACS	289.33		289.33	
12	30-Apr	HMRC	NIC & PAYE	BACS	141.43		141.43	
13	30-Apr	A Grainger	Toilet repairs	BACS	160.00		160.00	
14	30-Apr	A Grainger	Replace toilet doors	BACS	287.00		287.00	
15 & 16	30-Apr	MR & KM Couzens	Grass cuts 2 & 3	BACS	456.00	91.20	547.20	
17	03-May	R Lilley	Clerks expenses & mileage	BACS	62.43	5.39	67.82	
18	29-Apr	EE Ltd	Mobile phone	DD	16.36	3.27	19.63	
19	10-May	Haven Power	Elec to Kiosk (april)	DD	7.80	0.39	8.19	
20	10-May	Haven Power	Elec to loos (april)	DD	16.56	0.83	17.39	
21	30-Apr	CJT Flowers	Wreaths x 2	BACS	80.00		80.00	
22	15-May	MR & KM Couzens	Grass cut 4	BACS	228.00	45.60	273.60	
23	28-May	HMRC	NIC & PAYE	BACS	141.43		141.43	
24 & 25	28-May	Salaries	Staff salary (May) x 2	BACS	1294.21		1294.21	
26	28-May	Allowance	Clerk home working	BACS	26.00		26.00	
27	28-May	Public Sector Audit	Internal audit 2020/21	BACS	560.00		560.00	
28	20-May	Fiona Holt	Bedding plants for planters	BACS	50.00		50.00	
29	26-May	MR & KM Couzens	Grass cut 5	BACS	228.00	45.60	273.60	
30	24-May	Ruth Lilley	Travel expenses	BACS	34.20		34.20	
31	20-May	Business Stream	Water to public loos	BACS	112.04		112.04	
TOTAL					4190.79	192.28	4383.07	
Receipts								
			Loo donations		23.99			

(b) To approve bank reconciliation and budget monitor to 31 May 2021 (attached)

RESOLVED: that the bank reconciliation and budget monitor be approved

36/21 To note responses from ERYC re double yellow lines on Woodcock Road and North Marine Road (attached)

The responses were noted. Clerk to respond to ERYC noting the Parish Council's disappointment.

37/21 To consider quotations from and agree provider of Parish Council insurance (attached)

RESOLVED: that the quotation from Aviva via BHIB be accepted on a three year agreement

38/21 To consider response to ERYC Draft Local Plan Consultation (extract attached) www.eastriding.gov.uk/localplanupdate. (by 6 August 2021)

The Council discussed the consultation documents. Item to be carried forward to next meeting to finalise responses

39/21 To receive update re extra litter bin on Lighthouse Road and to consider involvement in 'Keep Britain Tidy' scheme

A temporary domestic litter bin had been placed on Lighthouse Road but had now disappeared. Clerk to contact ERYC re siting and costs of a permanent litter bin and to investigate possible sponsorship.

It was noted that several 'unofficial' litter pickers were clearing different areas within the village. Clerk to seek extra volunteers via website.

40/21 To consider the application for designation of Flamborough as an Area of Outstanding Natural Beauty (AONB)

ERYC are working with Natural England on the application; Council to await consultation and further information

41/21 To note correspondence regarding Community Grants and agree any further action (attached)

The correspondence was noted. Item carried forward to next meeting and Councillors to consider for what purposes grants may be requested and report at next meeting

42/21 To agree expenditure for bench repairs following inspection by Cllr J Crossland

Clerk to contact WI re vandalised bench.

RESOLVED: that Clerk agree most urgent repairs with Small Works Contractor and authorise work.

43/21 To agree response to ERYC re extension of bus stop markings on Tower Street (outside Post Office) (attached)

RESOLVED: to respond to ERYC that current parking should remain as it is as used by disabled customers to Post Office, and suggest that yellow lines be moved forward towards Dog and Duck car park to enlarge bus stop.

44/21 To agree responses to National Highways and Public Transport Survey (attached) (by September 2021)

Councillors to consider responses and bring completed surveys to next meeting for Clerk to collate and return.

45/21 To exclude the press and the public from the meeting on the grounds of the confidential business to be transacted under item 23 (Public Bodies Admission to Meetings Act 1960)

There were no press or public present

46/21 To note correspondence regarding New Year's Eve 2020 and agree response

The correspondence was noted; Clerk to respond by Monday 5 July

The meeting closed at 9.05 pm

DRAFT