

Fylingdales Parish Council

MINUTES OF FYLINGDALES PARISH COUNCIL MEETING

Wednesday 19 March 2025 at 7.00 pm

Wibury, Mount Pleasant North, RHB

Public Consultation began at 19.00pm and ended at 19.07pm

The Parish Council meeting officially opened at 19.08pm

ITEM	MINUTE	ACTION BY
1. Attendance	Present: Cllrs. Watkinson (Chair), Fretwell-Kirkham, Kemp, Sutterby, Whitesmith, Gibson, Sally Haywood (Clerk). Cllr Watkinson warmly welcomed 7 Parishioners to the meeting.	
2. Apologies	Apologies were received and accepted from Cllr Wall.	
3. Declarations of interest	There were declarations of interest from Cllr Watkinson and Cllr Sutterby. It was agreed that Cllr Fretwell-Kirkham would preside over the meeting at the point at which Cllr Watkinson (Chair) would leave the meeting.	
4. Approval of Minutes	Councillors confirmed the Minutes of the meeting of Wednesday 19 February 2025 as a true and accurate record. Proposed by Cllr Whitesmith, Seconded by Cllr Fretwell-Kirkham.	
5. Matters raised in public consultation	a. Potholes: The issue of a significant pothole was raised by a member of the public. The location of the pothole giving rise to concern was identified by what3words print.yappy.dares . The Clerk will advise Highways. b. Planning Application NYM/2024/0460: representation was made by a member of the public in respect of this planning application. Grave concern was expressed over the validity of some content of the appeal documentation and that previously reported objections and concerns had not been addressed by the Appeal Applicant, so all objections remained. (See item 14d)	Clerk
6. Matters Arising	a. Redesign/Logo: It was reported that amendments had been made by Mike Hutchinson to the new website, but it was still not live. It was noted there were still a few design points not yet on the new website, some changes were still to be made to headings, and not all policies had been swapped over yet. Continuous monitoring was required, and it was agreed some things could be added when the new website was live, and the old one was removed. A meeting with the school head had taken place. The children were ready and excited about designing a new logo for the website and FPC paperwork. b. Sandbag Store: It was reported that Henry Tucker may permit the locating of a sandbag store in the Fylingdales Car Park after all. The Clerk has sent an image of the store and dimensions, and Cllr Gibson will follow up to see agreement can be reached. c. Memorial benches: A report from the Clerk containing an update re benches had been previously circulated. Cllr Watkinson and the Clerk had met with Andrew Santon (Area 3 Highways) to discuss the licensing of benches. All benches on Highways Land had now received retrospective licenses and documentation has been received by the Clerk. This may need to be updated as and when additional	Cllrs Whitesmith/ Watkinson/ Fretwell-Kirkham Cllr Gibson

Cllr C Watkinson (chair)

CWatkinson

Date: 16 April 2025

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	benches are identified as being Parish Council responsibility and are on Highways Land. • The missing bench near Old St Stephens Church has been licensed for replacement. • The Clerk had contacted M Laycock. Clerk is awaiting costings for repairs or replacement to several benches in the Parish and information regarding a guarantee. • The Clerk has not yet had time to create a Specification document for the bi-annual inspection of benches, but Contractors Harland and Hutton had advised they would be willing to consider undertaking the assessments when they are carrying out their contracted works. • The Chair had not located any documents being stored for the FPC at the Village Hall. • The Clerk had visited the Office and not found any documents relating to benches in the files stored there. • Cllr Watkinson is to continue updating the Memorial Bench Policy. • The bench on Lingers bend opposite Rockcliffe House was damage by a contractor. Before Parish Council could take remedial action, the bench has been repaired by others. The Clerk has not been advised. Communication had been sent to the sponsors of the bench, but no response has yet been received. • The Clerk advised benches were the property of Fylingdales Parish Council. The Parish Council was the only party who could instruct contractors to undertake works to Parish Council Property. The Benches are a Parish Council Asset, are listed on the Parish Council register and actions taken by others may invalidate guarantees and sponsorship agreements. e. Refuse in RHB: Cllrs Sutterby and Watkinson had met with Council representatives to attempt to find solutions to the multiple issues of rubbish, alternative bin proposal for 4th bin and the impact of tourism on the Bay. They were also joined towards the latter part of the meeting by Joanna Pedley of RHBTA. It was agreed that it was not a single-issue problem, and some wider thinking was needed to produce effective solutions. Communications and discussions would continue. f. Contracts for Grass Cutting & Verges: The Clerk had overseen that Contracts had been awarded, signed and ratified and due diligence regarding contractor insurance documents had been undertaken. It was <u>Resolved</u> this item can now be removed from the agenda. g. Oak Saplings: There was no further update and so it was <u>Resolved</u> that this item would be removed from the agenda until Cllr Watkinson had something to report. h. Sea Wall Mosaics: following on from Cllr Kemp's comments about the Sea Wall Mosaics, the Clerk reported the Sea Wall Mosaic that had broken and fallen had been removed and the area had been swept and tidied. The Clerk was asked to find out where the damaged Mosaic had been removed to and if it was to be returned and to find out if / when any remedial works might be undertaken to the steps. i. Road Gritting: The Clerk reported NYC alternative gritting route request form had been completed on-line and support given for the parishioner's request. The Parishioner had been informed the County Council would be considering the request in summertime and the Clerk would advise the outcome as soon as was made known.	Clerk Cllr Watkinson Cllr Sutterby/Cllr Watkinson Clerk Clerk
7. Standing Items	a. Play Areas (reports previously circulated) <u>Fylingthorpe</u>	

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	Willow boat has been trimmed/rewoven. There was an issue with the seat in the Pirate Ship. This requires fixing by lying on the floor underneath and will be undertaken on a dry day. RHB Cllr Wall had previously circulated his weekly inspection sheets and reported no major problems other than the amount of litter being left in the area despite litter bins being nearby, and which were regularly emptied. Cllr Watkinson had carried out an inspection during Cllr Wall's absence and found the Ship's wheel had become loose. This has since been resecured. The Clerk has previously circulated an Actions report to all Cllrs which outlined that: • Daniel Knaggs had been contacted, and he recommended painting the fence was a good idea, but not to be done before the summer months when the new timber had had time to dry out. Painting would preserve the fencing. He recommended applying a breathable paint/stain and that it should be in a green colour to match the railings. • Quotes had been received from contractors to carry out groundworks at the top of the steps and to supply and install railings. Clerk had only been able to obtain one quote for railings but had received 3 quotes for the groundworks. • The small amount of fly tipping rubble would be removed soon. d. Toilets – no issues reported. e. Defibrillators • Defibrillator Training: Cllr Whitesmith is liaising with the local Fire Crew to deliver more in-depth training sessions after Easter. The Village Hall is not available for the required dates so training for 10-12 can take place at Thorpe Methodist Church. More training could be undertaken at a different location. The Clerk could book RHB Methodist if that would be helpful. • Defibrillator Guardians: Clerk had contacted the Circuit about setting up Guardians but will chase up a response as no contact had been received. • Replacement Pads: 2 replacement sets of pads had now arrived and were stored in the office. It was Resolved that Defibrillator Training could be removed from the agenda until Cllr Whitesmith has any news to report. It was resolved that Replacement Pads could also be removed from the agenda.	Clerk
8. Reports from Committees	<u>Environment & Community Liaison Sub Committee</u> • VE Day 80 8 May 2025: Sub-committee members had met. • Many elements of supply had been difficult to secure, but alternative solutions were being sought. Cllr Kemp will forward Cllr Watkinson details for Bar supply. • The event last year had approx. 200 attendees. A leaflet drop was going out into the village within the coming week and a notice would be going into Baytown Chronicle and the website. • Help from Councillors and any other willing volunteers was requested for the day of set up, the event and the next day for taking down. Anyone interested in helping should let Cllr Watkinson know. <u>Personnel & Staffing Committee</u> The PC had received notification that auto enrolment into a pension scheme may be necessary. Cllr Watkinson has still to review the correspondence and will call a meeting of the Committee if necessary.	Cllrs Watkinson/ Gibson/ Whitesmith Cllr Watkinson

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	b. Reconciliation: Financial report and bank reconciliation were accepted and no questions were asked. c. To appoint an Internal Auditor: The Finance Committee had discussed the appointment and recommended that Heather Heelis of Heelis & Lodge was appointed as Internal Auditor for the AGAR for the Financial period 2024 – 2025. Costs were expected to be in the region of £220 + vat, plus courier fees. The appointment was proposed by Cllr Fretwell-Kirkham and Seconded by Cllr Whitesmith. It was <u>Resolved</u> Heather Heelis would be appointed as Internal Auditor and the Clerk would send a letter of engagement. d. The appointment of contractor(s) for work at RHB Play Area: The Finance Committee had evaluated and reviewed all quotes submitted. It was recommended to Cllrs that AC Engineering be appointed to supply and install the railings and that CTJ Groundworks be appointed to carry out the groundworks. Proposed by Cllr Fretwell-Kirkham and seconded by Cllr Gibson. It was <u>Resolved</u> the Clerk would notify contractors. e. Additional Internal Controls: The Finance Committee had considered this item at the finance committee and was to recommend the introduction of two step authorisation for online banking payments and the inclusion of this and the previously approved Toilet Cash Collection process into the Financial Risk Assessment. <i>This item was not discussed and is to be carried forward to next meeting.</i>	Clerk Clerk Clerk/ Cllr Fretwell-Kirkham
13. General Expenditure	The following expenditure was approved for payment: a. YLCA Year End Audit Training and Procurement Training - £70.00 b. Viking Toilet Rolls for Bank Top Toilets - £239.90 c. Fylingthorpe Methodist Church Room Hire - £280.00 d. Count on Us Cleaning – Bank Top Toilets - £144.00 e. Clerk's Expenses – Mileage re Laptop repairs - £15.88 One additional item was approved which required payment by 6 April but did not arrive before agenda was published: f. NYC Coastal Protection Contribution – Sea Wall - £2500.00	Clerk
14. Planning Applications	The Parish Council considered the following planning applications: a. NYM/2025/0067 Ravenswood, Mount Pleasant North, RHB No objections b. NYM/2025/0071 The Laurel Inn, RHB No objections c. NYM/2025/0091 Rose Tree Cottage, Fylingthorpe No objections d. NYM/2024/0460 Land west of Highfields, Sledgates, Fylingthorpe Cllrs raised the following concerns and objections: Cllrs objected to this application. Objections have been made on every occasion the application has been presented. Cllrs felt that none of these had been appropriately addressed, especially the issue	

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	of Highway Safety. Other issues still not addressed include the effect on trees and wildlife/nature conservation and drainage and flood risk. • Repeated applications have given misinformation. In this instance it appears that the applicant has submitted data from a website that does not actually record factual rainfall in this location therefore it does not address drainage and flood risk from additional properties being built at this location. The village has experienced much flooding over recent years and putting a greater strain onto the system is likely to cause an adverse effect. Water runs downhill. It is unavoidable but to residents who have already experienced the unfortunate situation of their homes being flooded, any additional pressure put onto the current system will cause significant anxiety and concern to residents who live downhill from the proposed development. e. NYM/2024/0482 Ladysmith Farm, Stoupe Brow Cllrs raised the following objections: <u>Effects on listed buildings & conservation area:</u> Removing the steps from the listed building and re-siting them behind the proposed link room would damage this Historic feature of the Heritage building. The application gives rise to even more historic features being lost which would be another negative effect and impact in the area. <u>Overlooking/Loss of Privacy:</u> Cllrs were concerned that the small slots in the walls which are to be made into large windows, would mean that not only is the history of the use of the building being removed, privacy at Browside Farm, would be negatively impacted. Cllrs noted inaccuracies in the plans such as the discrepancy between the number of ventilation slits shown in the drawings and the number that were easily identifiable in the photographs. f. NYM/2025/0130 Fisherhead Car Park, RHB The following material objections were raised by Cllrs: • <u>Impact on character or appearance of area</u> - Cllrs are concerned about the installation of surveillance cameras in this Heritage location. Applicants have commented on the impact on visitors to the area. However, they have not taken into account the impact on the ethos of the village and its effect on permanent residents. The intrusion of this kind of modern technology and necessary associated signage seems to be at odds with the character of the village. • Cllrs were concerned that the installation of a 3.8m high pole mounted ANPR Camera would be out of keeping with the character or appearance of the conservation area that is Bay village. Concern was also expressed about the look of the pole and how a 3.8m high, Stainless Steel pole, will sit within the landscape. Should consideration be given to painting the pole in a suitable colour to blend in with vegetation and its surroundings? • <u>Loss of privacy</u> - Cllrs were concerned that the 3 privately owned parking spaces within the plan would also be captured on camera, whilst owners were legitimately using their own parking spaces. This would mean a loss of privacy for the owners/relatives/friends making use of the private spaces and for people using their right of way to	
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	reach properties at Coastguard cottages or other parts of the village that have had a right of access to their properties for decades. • <u>Impact on the community and other services</u> - Cllrs were concerned that the operation of an ANPR camera system would have a negative impact on the community. The car park is utilised by contractors and tradespeople when carrying out works to cottages and properties in the village and if this practice needs to stop, residents could be seriously affected by lack of access/parking for tradespeople. Other services, which could include Emergency Vehicles, may also need continued access to this car park. g. NYM/2025/0123 Two Gates, Prospect Field, RHB No objections h. NYM/2025/0160 Grove Cottage, Thorpe Bank, Fylingthorpe <i>Before discussion took place about this application, Cllrs Watkinson and Sutterby left the meeting having previously declares an interest. Cllr Fretwell-Kirkham presided over the meeting.</i> No objections <i>After reaching the outcome to the above application, Cllrs Watkinson and Sutterby returned to the meeting and Cllr Watkinson continued As Chair for the remainder of the meeting.</i> i. NYM/2025/0142 Thorpe Lodge, Middlewood Lane, Fylingthorpe No objections j. NYM/2025/0165 & 0166 Brambles Bistro, The Dock, New Road, RHB No objections	Clerk
15. Matters requested by Councillors / Clerk	a. Date of Annual Parish meeting It was <u>Resolved</u> that the Annual Parish meeting would be held on 16 April 2025 at 6.30pm at the Methodist Church Room, Thorpe Lane, Fylingthorpe. b. Dark Skies Policy It was agreed this would be carried forward to the next meeting in April. Cllr Sutterby to prepare a report. c. Bus Shelter Graffiti/Vandalism Heather King (Anglo American) had been asked if the apprentices could remove the graffiti. The apprentice manager is currently on holiday but will respond in due course. Cllr Sutterby had reported the incident to WPC Bethany Thompson. Cllr Kemp also has a contact should the apprentices not be available to help. d. The Pound - Cllr Watkinson It is not known if the Parish Council is responsible for The Pound. After some discussion the Clerk will contact the Court Leet to see if it this is their responsibility. Depending on outcome, it may need to be added to the contractor's contract. e. Procedural Point re Standing Orders – Cllr Watkinson Cllr Watkinson reminded all Councillors that once an item has been dealt with and resolved, it may not come back to the agenda for a period of 6 months.	Cllr Sutterby Cllr Watkinson Clerk Cllr Watkinson
16. Date of next meeting	The next meeting will be held at 7pm on Wednesday 16 April 2025 at the Methodist Church Room, Thorpe Lane, Fylingthorpe.	