

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
Annan, 41 Scalby Road, Burniston, Scarborough, YO13 0HN
Tel. 01723-870299
Email: clerk@cloughtonpc.org.uk

PARISH COUNCIL MEETING **Monday 1st July 2019** **St Mary's Church Hall at 7.30pm** **Parishioners Welcome to Attend**

AGENDA

All declarations of interest in agenda items to be made by the member, in writing, on the form provided. If unsure - DO NOT WAIT TILL THE MEETING - please contact the Clerk on receipt of the agenda.

NOTE: filming, photographing or audio recording of proceedings is allowed – People wishing to do this are asked to notify the Clerk of their intention prior to the start of the meeting. In the interests of encouraging public participation, it is requested people remain seated & do not include members of the public "in shot".

1. Apologies to receive & accept.
2. To receive member's declarations of interest in items of business on this agenda.
3. Minutes of Council meeting of 3rd June 2019 *[enclosed]* to approve and sign.

Standing Orders to be suspended by Chairman to allow for next item.

4. Public Open Forum.

Standing Orders to be resumed to continue with business on the agenda.

5. To consider & agree action as appropriate on matters raised in the Public Open Forum.
6. Reports/updates to receive (as available) & agree action as appropriate – Police, County, Borough, Parish, Clerk - not to exceed 30 minutes in total.
7. Correspondence:-
 - a) Correspondence received after 25/6/19 & requiring a response before next meeting.
8. Planning Matters:-
 - a) Applications Received – none @ preparation of agenda
 - b) Decisions received to note:- 19/01015/FL Erect timber fence to front wall - granted with conditions;
 - c) To agree comments/note any planning matters/decisions received after 25/6/19.
9. Finance Matters:-
 - a) Reading Rooms - 1] to receive quote for replacement window and agree action as appropriate; 2] to note Insurance Reinstatement valuation has been put into effect and an additional premium is required;
 - b) Playground – to receive updates/reports, finalise details for tender documents and & agree action as appropriate;
 - c) Accounts to Certify – Came & Company (additional premium for increased valuation of Reading Rooms) £176-25; TG Hicks (external painting of Reading Rooms) £359-00.
10. Circulation – none at preparation of agenda.

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
25th June 2019

**MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST.
MARY'S CHURCH HALL ON MONDAY 3rd JUNE 2019 AT 7.30PM**

Present: Councillor P Couch (Chairman)
Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor Mrs K Loy
Councillors Mrs Readman

2 members of public, Mrs J. Marley (Clerk).

Absent: County Councillor D Bastiman, Borough Cllr. A Backhouse.

The Chairman reminded the meeting that filming, photographing or audio recording of the meeting's proceedings was allowed and asked that people wishing to do this notified the Clerk of their intention prior to the start of the meeting. In the interests of encouraging public participation it was requested that people remained seated and did not include members of the public "in shot".

32/19 APOLOGIES FOR ABSENCE: Accepted from County Cllr. Bastiman (prior commitment).

33/19 ORDINARY VACANCY [Minute 14/19 refers] There was one vacancy which was unfilled at the election by reason of insufficient nominations. **Noted** no applications received; further noted Clerk's advice that vacancy would become a casual vacancy with effect from 25th June.

34/19 DECLARATIONS OF INTEREST: None.

35/19 MINUTES Having been previously circulated, Minute 29/19b)1] was amended by replacing the word "Burniston" with "Cloughton". The amended minutes of the meeting of 13th May 2019 were **approved** as an accurate record and signed by the Chairman.

36/19 PROCEDURAL MATTER Standing Orders suspended at 7.35pm.

37/19 PUBLIC OPEN FORUM Matters raised included 1] parking permits in Scarborough; 2] thanks for the verge cutting on Newlands Road; 3] the infrequent attendance of the Borough and County Councillors for the ward.

38/19 PROCEDURAL MATTER Standing Orders were resumed at 7.39pm.

39/19 MATTERS RAISED IN PUBLIC OPEN FORUM Agreed 1] this item was thought to have been an election promise during the recent elections to the Borough Council; 2] **noted**; 3] County Councillor did attend some meetings but Borough Councillor had not attended for several years.

40/19 REPORTS

a) **Police:** Written report **received & noted**.

b) **County & Borough:** No report to receive.

c) **Parish:** Cllr. Baker reported the Joint Annual Parish forum was to be held 23rd July at Helmsley. Cllr. Brace reported a parishioner had asked why the Parish Council raised a precept.

d) **Clerk: noted** Clerk's report that the Reading Room window over the flat roof was rotten (photos shown to Council). **Agreed** window to be replaced, Clerk to speak to Playgroup Manager, get window replacement prices & report to next meeting.

41/19 2019 PARISH ASSEMBLY Draft minutes had been circulated with the agenda and councillors confirmed they were an accurate record.

42/19 CORRESPONDENCE

a) A letter from NYMNP Planning Enforcement re. unauthorised new access to Newlands Farm was **noted**.

b) NYMNP Parish Member for Coast Area - **received** details of 3 persons standing for election [*circulated with agenda*]. Council did not avail itself of the Clerk's offer to leave

the room as she was related to one of the candidates. **Agreed** Council's vote was for George Robert Marley.

- c) Correspondence received after 27/5/19 & requiring a response before next meeting – none.

43/19 PLANNING MATTERS

- a) **Applications received:-** None.
- b) **Decisions received & noted:-** 19/00156/FLA Vary conditions 1 and 3 of 18/00103/FL so as to amend material of construction at 48 High Street – **granted**;
- c) **Planning matters received after 27/5/19:-** None.

44/19 FINANCE MATTERS

- a) Playground:- Deferred to end of meeting.
- b) New councillor training course run by YLCA - **noted** Clerk's report that YLCA would accept payment from councillors. Booking form handed to Cllr. Brace for him to complete and send to YLCA;
- c) Reading Rooms - details of Insurance Reinstatement valuation **received** and **agreed** insurance value to be amended accordingly. Clerk to contact insurers.

45/19 ACCOUNTS TO CERTIFY – Having been previously notified, the following were approved for payment:-

Charters Reid Surveyors	Professional services	£540-00
Duchy of Lancaster	Quiet Area rent to 23/6/20	£42-00

46/19 CIRCULATION The following was handed to Cllr. Mrs Loy for information:- Moors Messenger [May 2019].

47/19 PLAYGROUND [Minute 26/19 refers] – Cllr. Brace had commented on the draft tender document & exchanged views with the Clerk. Both Cllr. Brace and Clerk updated the meeting with their thoughts and suggestions. While councillors did not want to delay the project for delay's sake, there was a general sentiment that it would be unwise to rush things at this late stage. It was agreed to set up a Task & Finish Group comprising Cllrs. Baker, Brace, Loy, and Readman (with the Clerk attending as available), the brief being to finalise the draft tender document & associated paperwork and present it to full Council for consideration.

There being no further business, the Chairman declared the meeting closed at 8.56pm.