

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING

Monday 3rd JUNE 2019,
7.30pm in St. Mary's Church Hall
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. Ordinary Vacancies - to fill the ordinary vacancy which was unfilled at the election by reason of insufficient nominations
3. To receive member's declarations of interest in items of business on this agenda.
4. Minutes of Council meeting of 13th May 2019 *[enclosed]* to approve and sign.

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

5. Public Open Forum.

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

6. To consider & agree action as appropriate on matters raised in the Public Open Forum.
7. Reports/updates to receive (as available) & agree action as appropriate – Police, County, Borough, Parish, Clerk - not to exceed 30 minutes in total.
8. Draft minutes of 2019 Parish Assembly *(enclosed)* – to confirm as an accurate record
9. Correspondence:-
 - a) To note:- Letter from NYMNP Planning Enforcement re. unauthorised new access to Newlands Farm;
 - b) NYMNP Parish Member for Coast Area - to receive details of 3 persons standing for election *[enclosed]* and agree which of those three this Council wishes to vote for;
 - c) Correspondence received after 27/5/19 & requiring a response before next meeting.
10. Planning Matters:-
 - a) Applications Received – none @ preparation of agenda
 - b) Decisions received to note:- 19/00156/FLA Vary conditions 1 and 3 of 18/00103/FL so as to amend construction materials - granted with conditions;
 - c) To agree comments/note any planning matters/decisions received after 27/5/19.
11. Finance Matters:-
 - a) Playground – to receive updates, finalise details for tender documents and & agree action as appropriate;
 - b) New councillor training course run by YLCA - to receive update by Clerk & agree action as appropriate;
 - c) Reading Rooms - to receive details of Insurance Reinstatement valuation and agree action as appropriate;
 - d) Accounts to Certify – Charters-Reid Surveyors Ltd (professional services) £540-00; Duchy of Lancaster (quiet area rent to 23/6/20) £42-00.
12. Circulation – Moors Messenger [May 2019].

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
26th May 2019

**MINUTES OF ANNUAL MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST.
MARY'S CHURCH HALL ON MONDAY 13th MAY 2019 AT 7.10PM**

Present: Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor Mrs Readman

2 members of public (arrived/left at various times).

Absent: Cllrs. P Couch and Mrs Loy

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".

PROCEDURAL MATTER *In the absence of Cllr. Couch (outgoing Chairman of the Parish Council) Councillors **agreed** Cllr. Baker (outgoing Vice Chairman of the Parish Council) be Chairman of tonight's meeting.*

- 14/19** **ELECTION OF PARISH COUNCIL CHAIRMAN** Clerk reported Cllr. Couch was happy to be re-elected to all his present roles, including Chairman. **Resolved** Cllr. Couch be elected Chairman for the forthcoming year.
- 15/19** **CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
Resolved Cllr Couch's signed declaration of acceptance of office, countersigned by the Clerk as Proper Officer to be completed by 14th June 2019.
- 14/19** **ORDINARY VACANCY** There was one vacancy which was unfilled at the election by reason of insufficient nominations. **Agreed** councillors to make enquiries of residents. Applications to be considered at the meeting on 3rd June.
- 15/19** **APOLOGIES FOR ABSENCE:** **Accepted** from Cllrs. Couch (poorly) and Mrs Loy (prior commitment).
- 16/19** **DECLARATIONS OF INTEREST:** None.
- 17/19** **ELECTION OF VICE CHAIRMAN**
Resolved Cllr. Baker be elected Vice Chairman for the forthcoming year.
- 18/19** **ELECTION OF REPRESENTATIVES/OFFICERS**
Representatives/officers were **agreed** as follows:-
- | | |
|---------------------------------------|------------------------------|
| YLCA | Cllr. Brace |
| Coastal Forum | Cllrs. Baker & Mrs Readman |
| Heritage Coast | Cllrs. Mrs Loy & Mrs Readman |
| Scarborough & District Sports Council | Cllr. Couch |
| Burniston & Cloughton Village Hall | Cllr. Mrs Loy |
| Community Police Liaison Group | Cllrs. Couch & 1 vacancy |
| Cloughton Relief in Need Charity | Cllrs. Couch & Mrs Readman |
| Friends of the Railway | Cllr. Couch |
- 19/19** **MINUTES** Having been previously circulated, the minutes of the meeting of 1st April 2019 were **approved** as an accurate record and signed by the Chairman of the meeting.
- 20/19** **PROCEDURAL MATTER** Standing Orders were suspended at 7.16pm.
- 21/19** **PUBLIC OPEN FORUM** Question asked as to what was happening with Cinder Track; also mentioned was a small area of untidy land on Beck Lane next to the entrance to the Uttriss Field.
- 22/19** **PROCEDURAL MATTER** Standing Orders were resumed at 7.18pm.
- 23/19** **MATTERS RAISED IN PARISH ASSEMBLY AND PUBLIC OPEN FORUM** **Noted** Clerk's report that now the elections were over the Borough Council was forming a Cinder Track Steering Group to oversee the future management and restoration of the Track. She understood the first meeting was planned for early June.

24/19 REPORTS

- a) **Police:** Written report **received**.
- b) **County:** No report to receive.
- c) **Borough:** No report to receive.
- d) **Parish:** Several councillors raised the issue of vegetation growing through the new tarmac in the playground. **Noted** Clerk's report that she had already been in touch with the contractor and demanded rectification. The slip road from Beck Lane onto High Street is being used by the garage on the other side of the road to park vehicles for sale - it was **agreed** this was an unfortunate practice but if the vehicles were "road-legal" there was little which could be done. Residents had reported problems when driving into Scarborough on Scalby Road - vehicles were cutting it fine when coming out of Coastal Road. **Agreed** to refer to Burniston Parish Council with a view to renewal of the white lines and the white blob which indicated the roundabout.
- e) **Clerk:** **Noted** that a recent newsletter from council's insurers had advised that valuations for insurance purposes should be carried out every five years on any buildings owned by the Parish Council. A rough cost estimate of £400 had been given by a local firm and **agreed** Clerk to make necessary arrangements for an insurance valuation.

25/19 WAR MEMORIAL [Minute 156/18c) refers]

- a) Clerk reported work had been completed in April, photographs had been taken and the grant money requested from the War Memorial Trust. Councillors commented that it looked much tidier.

26/19 PLAYGROUND [Minute 13/19 refers] Clerk had drawn up a draft tender document. Clerk gave an update on the money side of things, outlined items she was still unsure about (mainly to do with timescales) and raised some things of relevance which had been mentioned at a recent playground inspection course she'd been on. Clerk also cautioned against rushing to get the project completed this year - having taken so many years to get to this stage, it would be unwise to cut corners now - getting the tender and work specification right was crucial. Cllr. Mrs Readman given printed copy of draft tender, Clerk to email it to other councillors. To collate comments at June meeting.

27/19 CORRESPONDENCE

- a) National Park Parish Member Elections on 10/6/19 – **agreed** nobody wished to be nominated.
- b) Email from Playgroup re. their 50 year celebrations on 7th July **received & noted**. Clerk reported Cllr. Couch had suggested the Parish Council got the rest of the outside of the Reading Rooms painted before the celebrations. **Agreed** subject to Playgroup's acceptance, Clerk to ask Mr Hicks to complete the work for a sum not exceeding £300.
- c) Councillor training course run by YLCA – **agreed** Cllr. Brace wished to attend the event at Wykeham. He wished to pay for this himself - Clerk to check with YLCA if this was possible and report to a future meeting.
- d) Correspondence received after 4/5/19 & requiring a response before next meeting – letter from Staintondale parishioner regarding unauthorised development/departure from approved plans on land to south of Wyke Lodge, Staintondale (NYM/2015/0885/FL). **Agreed** from pictures and plans provided it did appear that things had not been built in accordance with the planning consent. Clerk to refer matter to NYMNP Enforcement.

28/19 PLANNING MATTERS

- a) **Applications received:-**
 - 1) 19/00954/HS Annexe extension to existing dwelling at Old Mill House, Mill Lane, Cloughton - no objections.
- b) **Decisions received & noted:-** None.
- c) **Planning matters received after 4/5/19:-**
 - 1) 19/01015/FL demolish outhouse and erect timber fence at 25 High Street - no objections.

29/19 **FINANCE & REGULATORY MATTERS**

- a) 2018/19 Accounts (*circulated with agenda*) – **received & approved**. Cllr. Baker as Chairman of meeting **authorised** to sign;
- b) 2018/19 Annual Return (*circulated with agenda*) – 1] certificate of exemption (part 2, page 3) – **resolved** Burniston Parish Council was exempt from external audit for the year 2018/19 as its annual turn-over did not exceed £25,000 & Cllr. Baker as Chairman of meeting **authorised** to sign. 2] **noted** Internal Auditor's unqualified report (part 2 page 4); 3] governance statement (part 2 page 5) **completed** & Cllr. Baker as Chairman of the meeting **authorised** to sign; 4] **confirmed** figures at part 2 page 6 & Cllr. Baker as Chairman of the meeting **authorised** to sign; 5] documents necessary to ensure compliance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities to be published on the Parish Council's website
- c) Banking - Council considered the need to 1] change/add signatories with current bankers or 2] move to Unity (who do electronic banking for councils). **Agreed** No change to current signatories with Barclays for the moment; Clerk to get more information about Unity accounts and report to future meeting.

30/19 **ACCOUNTS TO CERTIFY**

Having been previously circulated, the following were approved for payment:

R. Carey	Internal audit 2018/19	£30-00
Scarborough B. Council	Uncontested election fees 2/5/19	£75-00
J Rotherham Ltd	War memorial repair & clean	£1,836-00
St. Mary's Church	Contribution to churchyard maintenance 19/20	£211-39
B&C Village Hall	Contribution to ground maintenance 19/20	£700-00
Came & Company	19/20 insurance	£485-81

31/19 **CIRCULATION** The following were handed to Cllr. Brace for circulation:- Duchy of Lancaster Tenant's newsletter [Spring 2019], Clerks and Councils Direct (May 19), Council Matters (Spring 19).

There being no further business, the Chairman declared the meeting closed at 8.41pm.

**MINUTES OF ANNUAL ASSEMBLY OF CLOUGHTON PARISH HELD IN ST. MARY'S
CHURCH HALL ON MONDAY 13th MAY 2019 AT 7.00PM**

Present: Cllr. D Baker (Vice Chairman of Parish Council)
5 parishioners
Mrs J Marley – Clerk to the Parish Council (minute taker)

A1/19 **ELECTION OF CHAIRMAN** – In the absence of the Chairman of Parish Council, the meeting agreed Cllr. Baker (Vice Chairman of the Parish Council) be Chairman of the Parish Assembly

A2/19 **APOLOGIES FOR ABSENCE** – **Received** from Cllr. P Couch (poorly), Cllr. Mrs Loy (prior commitment).

A3/19 **MINUTES OF 2018 ASSEMBLY**
Having been previously circulated & confirmed as accurate at the Parish Council meeting of 4/6/2018, the Minutes of the 2018 Annual Parish Assembly were approved and signed by Cllr. Baker as Chairman of tonight's meeting.

A4/19 **CHAIRMAN'S REPORT**
A written report had been submitted by Cllr. Couch. The re-development at Town Farm was now well on the way and some houses were already occupied. The Parish Council was progressing with finalising playground designs; funding in the region of £50,000 was now available and tenders would be going out later this year. The Tour de Yorkshire came through Cloughton this year. The Christmas Lights Competition had again proved popular. The annual village pantomime had been well attended. The Duchy of Lancaster had now taken 'in house' the management of their Cloughton Estate and their programme of renovation and upgrading of their properties was well advanced. The War Memorial has had some minor repairs done and been cleaned. Cllr. Geoff Hill stood down from the Parish Council after nearly 25 years service - passionate about helping parishioners and the village, his help, advice and guidance to many Chairmen, Councillors and Clerks will be sorely missed.

A5/19 **PUBLIC OPEN FORUM**
Comments that the new finger posts erected by the North York Moors National Park and showing footpaths and walks looked very good.

There being no further business, the Chairman declared the meeting closed at 7.05 pm.

Paul Couch, Parish Council Chairman
11th May 2020

Election Statement

Area: Coast

Candidates Name: Mr Leslie Morris Atkinson

Parish Council/Meeting: Fylingdales Parish Council

Elected member of Fylingdales Parish Council. Three years member of the NYM's National Park Authority, representing the Coastal Parishes. Speaking for the Park at coastal parish forums. Footpath secretary for Scarborough Ramblers - Plan/lead walks for them, plus Breath of Fresh Air walks for the Park and hold a gold certificate in navigation. I organise a voluntary work party too for the Park; clearing footpaths, bridleways, repair/build stiles/gates etc. Conduct RoW surveys every two years.

The Park has been voted National Park of the Year by the BBC Countryfile awards 2019. Our areas main income comes from visitors, 80% of them go for a walk somewhere in the Park, so we must have got something right! My life is dedicated to conserving/enhancing the natural beauty, wildlife, cultural heritage and helping people to understand and enjoy the special qualities of the Park.

Please vote for me, thanks.

Candidates Name: Mr George Robert Marley

Parish Council/Meeting: Burniston Parish Council

Born Seamer (Scarborough). Grew up on the family's tenanted farm near Thornaby till 1962 when my family rented a dairy/arable farm at Silpho until the Duchy sold it in 1996. After 35 years milking cows, then spent 15 years with the ambulance service (based at Whitby). Been a parish councillor for 12 years and vice chairman for six.

The Park is a unique place. Changes in agriculture have already had a huge impact on the area with the loss of family farms. The actions of today's society will have an equal impact going forward. It's vital the unique nature of the Park is preserved wherever possible and traditional ways of caring for the countryside and its flora/fauna are encouraged. I understand the need to encourage visitors yet protect the environment and livelihood of people who live/work in the Park.

Attend and foster the land as though you will live forever.

Candidates Name: Mr Richard Ian Thompson

Parish Council/Meeting: Newby and Scalby Parish Council

10 years plus as a previous parish member, I have missed the role for a few years but my enthusiasm and workload has never wavered; so much so that on a number of occasions I have been voted to chair the Coastal Parish Forum meetings which I have attended regularly over many years.

Conservation, enhancement of our terrific landscape, wildlife and cultural heritage have all been my priorities in managing their existence in connection with tourism, services, jobs and the local economy. Creating opportunities, understanding and enjoyment within coast and country.

With Community support we both can make a difference in decision making to benefit all who live and work in the Park, to build on the success of the five national awards culminating in the 2019 National Park of the Year. Proving the natural qualities of our precious landscape – North York Moors National Park.