

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Monday 2nd November at 7.30pm Public welcome

To be held online – go to zoom.us and enter the meeting ID 831 9997 4763 and the password 555767

For those with poor or no internet connection, access the meeting (audio only) by ringing 0131 460 1196 and enter the meeting ID and password given above.

AGENDA

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

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 5th October 2020 [*enclosed*] to approve and sign.
Meeting to be suspended by Chairman to allow for next item.
4. Public Open Forum.
Meeting to be re-convened to continue with business on the agenda.
5. To consider & if appropriate, agree action on matters raised in the Public Open Forum.
6. Reports to receive (as available) & agree action as appropriate – Police, County, Borough, Parish, Clerk - not to exceed 15 minutes in total.
7. Updates on matters raised at last meeting:- 1] flagpole – to receive & agree action as appropriate.
8. Paddock to south of Wyke Lodge, Staintondale, NYM/2020/0022/FL – at the June 2020 meeting (Minute 10/20.1) Council agreed this granted application be monitored and an update be given at the November meeting. Clerk has no further information. To agree action as appropriate.
9. Christmas Lights – to agree 1] who is putting up the village lights; 2] if there is going to be a village lights competition and who is to judge it.
10. Correspondence:-
 - a) Code of Conduct consultation [*emailed to councillors 26/10/20*] to receive & agree action/comments as appropriate;
 - b) SBC Local Plan Review report [*emailed to councillors 23/9/20*] – following online presentation on 22/10/20 to agree action/comments as appropriate;
 - c) Correspondence received after 28/10/20 requiring a response before next meeting.
11. Planning Matters:-
 - a) Applications Received (to agree comments):-
 1. 20/02132/HS Erect single storey rear extension at 15 Granary Way;
 2. NYM/2020/0770/FL Construct vehicle storage building at Ray Owen Waste Disposal, Teydale Farm, Whitby Road;
 - b) Decisions Received (to note):-
 1. NYM/2020/0423/CLE Certificate of lawfulness for use of land for siting of shipping container and lorry trailer for storage purposes (Use Class B8) in excess of ten years – granted;
 2. NYM/2020/0583/FL Formation of vehicular farm access and associated track (part retrospective) at Newlands Farm, Newlands Road – refused.

3. NYM/2020/0637/FL Replacement single storey side extension (revised scheme to withdrawn application NYM/2020/0576/FL) at Hazelwood, Hood Lane – granted.
- c) Planning matters received after 28/10/2020 - to agree action as appropriate.
12. Finance Matters
 - a) Cloughton History Group (*Minute 47/20 refers*) – to formally receive details emailed to councillors by Clerk on 28/10/20 & agree action/expenditure as appropriate;
 - b) Verge cutting/village ground maintenance from April 2021 – to agree action as appropriate;
 - c) Model Agreement 2021/22 – to accept the £5,159-61 offered by SBC;
 - d) External auditor's report – to note 1] a qualified report has been received (it relates to the revaluation of assets); 2] the Clerk has asked for clarification of the basis upon which the qualification was made; 3] a response to 2] remains pending at 28/10/20;
 - e) Accounts to Authorise for online payment:- Duchy (additional payment due to incorrect invoice for playground) £10-00; PKF Littlejohn (external audit) £360.00
13. To agree the date/location of the next meeting (would normally be 7th December).

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
28th October 2020

**MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD
VIRTUALLY ON Zoom PLATFORM ON MONDAY 5th OCTOBER 2020 AT 7.30PM**

Present: Councillor P Couch (Chairman)
Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor Mrs D Readman
Councillor Mrs S Staveley

2 members of public (one left at 7.49pm), Mrs J. Marley (Clerk).

Absent: Cllr. Mrs K Loy, Borough Cllr. Backhouse, County Cllr. Bastiman.

41/20 **APOLOGIES FOR ABSENCE:** **Accepted** from Cllr. Loy (health), County Cllr. Bastiman (no reason given).

42/20 **DECLARATIONS OF INTEREST:** None.

43/20 **MINUTES** Cllr. Brace proposed and it was agreed that minute 36/20a) be amended to read "Correspondence received after 2/9/20 & requiring a response before next meeting – none." The amended minutes of the meeting of 7th September 2020 were **approved** as an accurate record and Cllr. Couch was authorised to sign them as Chairman of the meeting.

44/20 **PROCEDURAL MATTER** Standing Orders suspended at 7.32pm for the Public Open Forum.

45/20 **PUBLIC OPEN FORUM** Matters raised included 1] details of the informal "Cloughton History Group" which was hoping to create a history trail in the village and 2] the confusion caused at the new traffic lights at the Scalby Road/Hospital junction due to the changed lane markings.

46/20 **PROCEDURAL MATTER** Standing Orders were resumed at 7.47pm.

47/20 **MATTERS RAISED IN PUBLIC OPEN FORUM** 1] Mrs Shannon to draw together details of funding obtained and sought and the group's proposals for the trail with a view to the matter being considered at the next Parish Council meeting; 2] Clerk to write to Area3 Highways.

A member of the public left the meeting at this point

48/20 **REPORTS**

a) **Police:** No report to receive.

b) **County & Borough:** At County Cllr. Bastiman's request, Clerk reported he had met with Highways re. problems with HGVs catching the kerb on High St/West Lane corner [Minute 32/20c) refers] – they were costing up a scheme to raise the kerb edge.

c) **Parish:** Cllr. Baker reported 1] gully between Cloughton Hall and Tause's Lane blocked (Clerk to report to Highways); 2] the hedge near Old Mill overhanging pavement (Clerk to write to person believed to be landowner); 3] the hedge on Mill Lane/Burniston High Street overhanging verge and pavement (Clerk to write to person believed to be landowner). Cllr. Brace reported SBC had installed a litter bin at the bottom of Hood Lane [Minute 32/20c) refers]. Cllr. Ford reported continuing problems with wall collapsed onto pavement Newlands Road at top of Trattles Hill [Clerk had written to farmer without success, Minute 32/20c) refers] – agreed Cllr. Ford to take photos and email to Clerk who will refer matter to Highways for action. Cllr. Staveley reported greatly improved visibility now the hedge at the allotment plot adjacent the Blacksmith's had been cut back [Minute 32/20c) refers] Cllr. Mrs Readman asked if the flagpole could be replaced – Chairman explained this had been in hand with the Duchy but due to staff changes it would probably have to be re-started, in interim Clerk to investigate cost of fibreglass pole.

d) **Clerk:** No matters to report.

49/20 **Updates on matters raised at last meeting** [Minute 35/20 refers] Clerk reported no further correspondence from NYCC or SBC regarding devolution/unitary authority proposals.

50/20 CORRESPONDENCE

- a) SBC Housing consultation report [*emailed to councillors 23/9/20*] **received &** agreed no comment;
- b) SBC Local Plan Review report [*emailed to councillors 23/9/20*] **received**. Clerk reported SBC had offered to give an online presentation on the review – councillors wished to accept this offer, Clerk to make arrangements;
- c) Playground annual inspection report [*emailed to councillors 29/9/20*] **received & noted**. Cllr. Couch to repair picnic bench.
- d) Correspondence received after 29/9/20 requiring a response before next meeting – none.

51/20 PLANNING MATTERS

- a) **Applications received:-** none.
- b) **Decisions received & noted:-** none.
- c) **Planning matters received after 29/9/20:-** None.

52/20 FINANCE MATTERS

- a) **Urban verge cutting/village ground maintenance from April 2021** – discussion regarding whether or not this should be put out for prices on the basis of a two or three year contract. **Agreed** to ask current contractor for his price for coming year.
- b) **Accounts to Authorise for online payment:-**

YLCA	Training Cllrs. Baker & Brace	£45-00
Playsafety Ltd	Playground annual inspection	£82.20
HMRC	Tax/NI July-Sept.	£5-20

Agreed invoices **authorised** and Cllrs. Baker and Staveley to do the online authorisations within next 24 hours.

53/20 NEXT MEETING – **Agreed to be held 2nd November at 7.30pm (likely to be virtual instead of face to face meeting).**

54/20 CIRCULATION None.

There being no further business, the Chairman declared the meeting closed at 9.06pm.