

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Monday 4th January 2021 at 7.30pm Public welcome

To be held online – go to zoom.us and enter the meeting ID 868 2944 9535 and the password 698543

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 7th December 2020 [*enclosed*] to approve and sign.
4. Results of Christmas Lights Competition to note.

Meeting to be suspended by Chairman to allow for next item.

5. Public Open Forum.

Meeting to be re-convened to continue with business on the agenda.

6. To consider & if appropriate, agree action on matters raised in the Public Open Forum.
7. Reports to receive (as available) & agree action as appropriate – Police, County, Borough, Parish, Clerk - not to exceed 15 minutes in total.
8. Playground [*Minute 33/20 refers*] To re-assess the situation (with special regard to public consultation) in light of the continuing Covid-19 pandemic & agree action to be taken.
9. Correspondence:-
 - a) Correspondence received after 29/12/20 requiring a response before next meeting.
10. Planning Matters:-
 - a) Applications Received (to agree comments):-
 1. NYM/2020/0327/FL Amended details – erect 15no. holiday lodges with external decking, alterations to access, proposed internal access road, parking and linkage paths with recreation space and landscaping works at land at Cloughton Woods
 2. NYM/2020/0996/FL Alterations and construction of single and two storey extensions and erection of shed at Seagrove (formerly Little Pastures), hood Lane
 - b) Decisions Received (to note):-
 1. 20/02132/HS Erect single storey rear extension, 15 Granary Way – granted;
 2. 20/02310/HS Replacement windows & doors (retrospective) at 3 Lockwood Chase - granted
 - c) Planning matters received after 29/12/2020 - to agree action as appropriate.

11. Finance Matters
 - a) Precept – to set the precept for 2021/22
 - b) External auditor's report [*Minute 79/20b) refers*] – to note external auditor's reason for being unable to reissue its report.
 - c) To approve a standing order to N. Barnes (£425/month from 15/4/2021 to 15/11/2021)
 - d) Accounts to Authorise for online payment:- HMRC (tax/NI Oct-Dec) £6-20.
12. To agree the date/location of the next meeting (would normally be 1st February 2021).

J. Marley

J. Marley (Mrs)

Clerk to the Parish Council

29th December 2020

**MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD
VIRTUALLY ON Zoom PLATFORM ON MONDAY 7th DECEMBER 2020 AT 7.30PM**

Present: Councillor P Couch (Chairman)
Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor Mrs K Loy
Councillor Mrs D Readman
Councillor Mrs S Staveley (from 7.40pm)

3 members of public (2 7.30pm-7.50pm, 1 7.36pm-8.25pm), Mrs J. Marley (Clerk).

Absent: County Cllr. Bastiman, Borough Cllr. Backhouse.

70/20 **APOLOGIES FOR ABSENCE:** None.

71/20 **DECLARATIONS OF INTEREST:** None.

71/20 **MINUTES** The minutes of the meeting of 2nd November 2020 were **approved** as an accurate record and Cllr. Couch was authorised to sign them as Chairman of the meeting.

72/20 **PROCEDURAL MATTER** Standing Orders suspended at 7.31pm for the Public Open Forum.

73/20 **PUBLIC OPEN FORUM** No matters members of the public wished to raise.

74/20 **PROCEDURAL MATTER** Standing Orders were resumed at 7.32pm.

75/20 **MATTERS RAISED IN PUBLIC OPEN FORUM** None to consider.

76/20 **REPORTS**

- a) **Police:** Report (*circulated with agenda*) was **received & noted**.
- b) **County & Borough:** No reports to receive.

Cllr. Mrs Staveley & a member of public joined the meeting during the next item

- c) **Parish:** Cllr. Ford asked how people without internet access were expected to complete their 2021 census (he is to contact P Jackson at SBC who sent the original email re this). He also made reference to the Action Fraud hotline 0300 123 2040 in respect of online fraud in general. Cllr. Baker had been unable to attend the online Police meeting for late November but would be available for the January meeting. Cllr. Mrs Readman asked if the pavement past Cloughton Hall could be swept of leaves (Clerk to contact SBC) and report the gully outside her property was again blocked. Cllr. Brace reported a pothole approx. 18"x12" on the junction of Hood Lane and Newlands Road (Clerk to report to Highways). Cllr. Mrs Staveley reported that when walking children to/from school the speed of traffic at the Littlemoor Close end of the village seemed excessive (Cllr. Baker to raise at next Police meeting). Cllr. Couch reported the gullies at number 6 and 7 High Street were full of silt (Clerk to report to Highways).
- d) **Clerk:** Reported the rural verge cutting invoice from T Harland in the sum of £1,164-00 had been received today and it was **agreed** the invoice be added to those to be authorised for payment at agenda item 9c).

77/20 **CORRESPONDENCE**

- a) Correspondence received after 2/11/20 requiring a response before next meeting – none.

78/20 **PLANNING MATTERS**

a) **Applications received:-**

- 1. 20/02310/HS Replacement windows and doors (retrospective) at 3 Lockwood Chase - **agreed** no objections;

b) **Decisions received & noted:-** none.

- 1. NYM/2020/0770/FL Construct vehicle storage building at Ray Owen Waste Disposal, Teydale Farm, Whitby Road – granted;

c) **Planning matters received after 2/12/20:-** None.

Two members of public left the meeting at this point

79/20 FINANCE MATTERS

- a) **Urban verge cutting/village ground maintenance from April 2021** – [Minute 68/20b) refers] Clerk reported current contractor had increased his price from £3,152 (for 2019/20 and 2020/21) to £3,400 for 2021/22. Cllr. Brace suggested Council go out to tender in order to demonstrate value for money was being taken into account when awarding a contract. After prolonged discussion it was agreed Mr Barnes price of £3,400 for 2021/22 be accepted. Clerk to inform Mr Barnes.
- b) **External auditor's 2019/20 report** – [Minute 68/20d) refers] **received & noted** email from PKF Littlejohn (*circulated with agenda*) which stated the qualified report had been raised in error and while it was not possible to reissue their report Council was free to publish a copy of their email alongside their report. Clerk said that if the auditor had been in any doubt as to how to interpret the information they should have contacted her in order to clarify the matter, not made an assumption. **Agreed** Clerk to write back to Littlejohn's saying that while Council reluctantly accepted their explanation, it was not happy about the implication that it was the Clerk who provided the wrong information in the first place
- c) **Accounts to Authorise for online payment:-**
- | | | |
|-----------|--|-----------|
| LITE | Replacement/spare Xmas lights sets | £264-00 |
| J Marley | Cash for Xmas Light competition prizes | £50-00 |
| T Harland | Rural verge cutting | £1,164-00 |
- Agreed** invoices be **approved for payment**, Cllrs. Brace and Staveley to do the online authorisations within next 24 hours.

80/20 NEXT MEETING – **Agreed** to be held 4th January 2021 at 7.30pm (likely to be virtual instead of face to face meeting).

There being no further business, the Chairman declared the meeting closed at 8.25pm.