

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Monday 1st November 2021, 7.30pm 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. To receive member's declarations of interest in items of business on this agenda.
3. Minutes of Council meeting of 4th October 2021 [*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. Parish council noticeboard – to note this has been removed by the Clerk for safety reasons and to consider replacing it (possibly with a recycled plastic one).
8. Matters raised/mentioned at October meeting - to agree action/expenditure:-
 - a) Financial assistance with fallen tree in churchyard [Minute 54/21d) refers];
 - b) Phone box purchase/Defib provision/location [Minute 57/21b) refers];
 - c) Picnic benches/seats (details emailed 17/10/21) [Minute 57/21b) refers];
 - d) Subscribing to FOI/GDPR package via YLCA (Emailed to councillors 17/9/21);
 - e) Provision of dedicated email address to each councillor specifically for council business (removes need for use of private email addresses and subsequent problems with FOI requests or GDPR issues);
9. Correspondence:-
 - a) Letter from Duchy wanting to increase bus shelter rent from £35pa to £50pa (backdated to 25/3/2020) - to receive & agree action as appropriate;
 - b) Correspondence received after 27/10/21 requiring a response before next meeting.
10. Planning Matters:-
 - a) Applications Received – none at preparation of agenda;
 - b) Decisions received to note:-
 - 1] Appeal against refusal of NYM/2020/0583/FL, formation of a vehicular farm access and associated track (part retrospective) at Newlands Farm, Craven Hill – appeal dismissed;
 - c) To agree comments/note any planning matters/decisions received after 27/10/21.
11. Finance Matters:-
 - a) Accounts to Certify (online banking) – none at preparation of agenda.

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
27th October 2021

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 4th OCTOBER 2021 AT 7.30PM

Present: Councillor P Couch
Councillor J Brace
Councillor D Ford
Councillor S Staveley

Mrs J Marley (Clerk to Council)

Absent: Councillors D Baker, Mrs K Loy, Mrs D Readman County Cllr. D Bastiman.

48/21 **APOLOGIES FOR ABSENCE:** **Accepted** from Councillors Baker (away), Mrs Loy (away), Mrs Readman (poorly), Bastiman (prior commitment).

49/21 **DECLARATIONS OF INTEREST:** None.

50/21 **MINUTES** Having been previously circulated, the minutes of the meeting of 6th September 2021 were **approved** as an accurate record and authorised for signature by the Chairman.

51/21 **PROCEDURAL MATTER** No suspension of Standing Orders as no public present.

52/21 **PUBLIC OPEN FORUM** No public present.

53/21 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

54/21 **REPORTS**

- a) **Police:** The report for September had been emailed to councillors that afternoon and was **received**.
- b) **County:** No report to receive.
- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Ford reported problems caused by a transit-type lowloader parked in the filter lane opposite the Blacksmith's – it was often parked at the end of the filter lane and restricted the width of the highway especially when two HGVs were side by side – **agreed** Clerk to bring to the attention of the Police. Cllr. Staveley reported 1] the cricket outfield was not currently being cut as there was no Cloughton Cricket Team and 2] the dip on Mill Lane near the Old Mill was again flooding in times of heavy or prolonged rainfall. Cllr. Brace reported the wall near the duck pond remained in an unsatisfactory state. Cllr. Couch had received a request for financial assistance with the cost of removing a fallen tree in the churchyard – **agreed** to consider at November meeting.

55/21 **CORRESPONDENCE**

- a) **Speed limit through village** – a parishioner had requested Council gave consideration to getting the speed limit through the village changed to 20mph. Clerk reported she had asked NYCC about this being done; as a speed survey hadn't been carried out on the High Street for some time, they suggested the parishioner submitted a speed concern form to the traffic bureau, which would trigger a new survey. Data from that speed survey would then be used to determine the action needed. **Agreed** Clerk to reply accordingly to parishioner.
- b) Correspondence received after 28/9/21 & requiring a response before next meeting:- None

56/21 **PLANNING MATTERS**

- a) **Applications Received** – to agree comments:-
 - 1] 21/02024/LB Replace 3no. ground floor windows to front elevation with hardwood sliding sash windows at 46 High Street – agreed no objections.
- b) **Decisions received**- the following were noted:-
 - 1] 20/02672/FL Convert and extend existing building to form a one bedroom dwelling, Red Lion, 28 High street – **granted with conditions**;
 - 2] NYM/2021/0599/FL Change of use of land to domestic garden and erect summerhouse at Calfthwaite Farmhouse - **granted with conditions**;
- c) **Planning matters received after 28/9/21:-** None.

57/21 FINANCE & REGULATORY MATTERS

- a) DEFERRED FROM SEPTEMBER MEETING. Welcome Back grant funding from SBC [Minute 46/21a) refers]. **Agreed** to defer to November meeting, Clerk to circulate details of possible picnic benches and seating in the meantime.
- b) DEFERRED FROM SEPTEMBER MEETING Purchase of BT payphone in High Street [Minute 44/21b) refers] **Agreed** further information needed on implications and costs of defibrillator provision, location etc. – Clerk to obtain and circulate to councillors.
- c) Extension of scheme of delegation – Proposed Cllr. Couch, seconded Cllr. Ford and **resolved** that in order to cope with any administrative difficulties which may be posed by a national or local Covid 19 lockdown over the coming months, the current scheme of financial delegation [FR3.5 and FR19.2] be extended to run from 11/10/2021 to 10/10/2022. The scheme should not be used as a first resort.

58/21 ACCOUNTS TO CERTIFY

Sneakytrick Web hosting/maintenance to June 2022 £144-00

Agreed invoices be **authorised** for payment, Cllrs. Brace and Staveley to do the online authorisation.

There being no further business, the Chairman declared the meeting closed at 8.58pm.

DRAFT
for approval
1/11/21