

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Monday 4th October 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 6th September 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. Correspondence:-
 - a) Speed limit through village – emails from parishioner requesting a 20mph limit – to receive & agree action as appropriate;
 - b) Correspondence received after 28/9/21 requiring a response before next meeting.
8. Planning Matters:-
 - a) Applications Received – to agree comments:-
 - 1] 21/02024/LB Replacement of 3no. ground floor windows to front elevation with hardwood sliding sash windows at 46 High Street;
 - b) Decisions received to note:-
 - 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 Calthwaite Farmhouse - granted with conditions;
 - c) To agree comments/note any planning matters/decisions received after 28/9/21.
9. Finance Matters:-
 - a) DEFERRED FROM SEPT. MEETING [*Minute 46/21a*] refers] Welcome Back grant funding from SBC (£1,750 for seating and picnic tables) – to consider how the grant should be spent and agree action as appropriate.
 - b) DEFERRED FROM SEPT. MEETING [*Minute 44/21b*] refers] Purchase of BT payphone in High Street – to agree action as appropriate.
 - c) Extension of scheme of delegation - In order to cope with any administrative difficulties which may be posed by Covid 19 etc. over the coming months, Council is asked to extend the current scheme of financial delegation [FR3.5 and FR19.2] to run from 11/10/21 for a period not in excess of 12 months. The scheme should not be used as a first resort.
 - d) Accounts to Certify (online banking) Sneakytrick (web hosting and maintenance to June 2022) £144-00.

J. Marley (Mrs)
Clerk to the Parish Council
28th September 2021

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 6th SEPTEMBER 2021 AT 7.30PM

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

County Cllr. D Bastiman (left 8.10pm) 1 member of public, Mrs J Marley (Clerk to Council)

Absent: Councillor Mrs K Loy

- 33/21** **APOLOGIES FOR ABSENCE:** **Accepted** from Councillor Mrs Loy (Covid, isolating).
- 34/21** **DECLARATIONS OF INTEREST:** None.
- 35/21** **MINUTES** Having been previously circulated, the minutes of the meeting of 3rd May 2021 were **approved** as an accurate record and authorised for signature by the Chairman.
- 36/21** **PROCEDURAL MATTER** Standing Orders were suspended at 7.31pm.
- 37/21** **PUBLIC OPEN FORUM** Concerns re. the amount of grass overhanging the pavement on Trattles Hill (it was causing people to walk in the road).
- 38/21** **PROCEDURAL MATTER** Standing Orders were resumed at 7.33pm.
- 39/21** **MATTERS RAISED IN PUBLIC OPEN FORUM** Clerk to see if grass could be cut by a contractor.
- 40/21** **REPORTS**
- a) **Police:** Written reports for incidents in June, July and August **received**.
 - b) **County:** County Cllr. Bastiman reported 1] he was now a member of NYCC's Executive; 2] elections for the new Unitary authority would take place in 2022 and would be for a 5 year term (1 year as a shadow council and then 4 years as a unitary); 3] NYCC libraries had extended their free computer access to one hour a day free of charge. A full boundary review would take place in the period 2023-2027.
 - c) **Borough:** Borough Cllr. Bastiman reported on a SBC Full Council meeting which had taken place earlier in the day – 1] a motion in respect of the creation of a Town Council for Scarborough (the area which is currently unparished) was carried and 2] a motion in respect of re-evaluating the costings of the project to redevelop the former Argos building in Eastborough was carried.
 - d) **Parish:** Cllr. Baker continued to attend the online meetings with the Police, though he regretted no progress had been made on speed checks on West Lane. Cllr. Staveley reported all potholes she had mentioned on Saltpans had now been filled. Cllr. Couch 1] reported several gullies were blocked, 2] asked who owned the fence on the Utriss Field/playground boundary (it needed repair before cattle could be put in the field), 3] said that during the summer holidays local youngsters had done an excellent job of creating a bike track in the quarry and at the same time had done some coppicing and cleared the area of a lot of rubbish, 4] reported a parishioner's concerns about the lack of highway/verge weed spraying on Linton Close/Station Lane (Clerk to let County Cllr. Bastiman know if this was done by NYCC or funded by them – he would then progress the matter at NYCC level).

At this point (8.10pm) County Cllr. Bastiman left the meeting

- 41/21** **PLAYGROUND** – [Minute 32/21 refers] The updated & revised quotation of £61,477.17 excluding VAT and the proposed additional works at £309-60 ex vat had been accepted by individual councillors. Following discussion with the Chairman the Clerk/RFO had used her delegated powers and instructed Kompan to proceed. The works had been completed in July and the playground was proving extremely popular and well used. The old chicane gate at the top of the High Street was restricting access by prams - Cllr. Couch was to do some temporary changes to it and Clerk to get cost of a new gate from Kompan

- 42/21** **MINUTES OF 2021 PARISH ASSEMBLY** [circulated with agenda] Confirmed as accurate.
- 43/21** **BUS SHELTER ADJACENT 51 HIGH STREET** [Minute 8/21d) refers] Clerk reported that following a thorough inspection of the shelter roof it had become clear that any minor repairs would be short lived and it would be more cost effective to replace the roof. The Duchy had agreed to remove the sycamore tree which was the underlying cause of many of the problems once it was autumn. Estimates to re-roof the shelter and other associated works had been obtained and with the agreement of the Chairman the Clerk/RFO had used her extended powers and accepted a price of £1,850 for the work. A parishioner had asked if the bench in the shelter could be extended inside so as to allow someone to be seated but still see through the small window – Council accepted the Chairman’s offer to do the work and **agreed** he would be reimbursed the reasonable cost of materials on production of invoices.
- 44/21** **CORRESPONDENCE**
- a) **SBC Planning – Local Plan** (site submissions 24/03 to 24/11 and 20/06 to 20/07) **Noted** councillors comments had been collated and on 11/5/21 under Clerk’s delegated powers, general comments were submitted on all the sites and their cumulative impact.
 - b) Correspondence received after 30/8/21 & requiring a response before next meeting:- 1) Email of 1/9/21 re. electrical supply to BT payphone in High Street – **agreed** defer to October meeting so this could be considered together with the purchase agreement which had been emailed to councillors on 9/7/21
- 45/21** **PLANNING MATTERS**
- a) **Applications Received** – comments submitted under delegated powers were **confirmed** as follows:-
 - 1] NYM/2021/0313/FL Construct triple garage/storage building with playroom above, Rockwood Farm, Gowland Lane – no objections;
 - 2] NYM/2021/0457/FL Alterations/construct single storey rear extension, Gowland Lodge, Gowland Lane – no objections;
 - 3] 21/00979/HS Erect conservatory & greenhouse, 3 Lockwood Chase – no objections;
 - 4] 21/01229/FL Erect 1 dwelling on land at The Old Mill, Mill Lane – object, outside development limits, not considered to comply with Paragraph 79 of National Planning Policy Framework.
 - b) **Decisions received**- the following were noted:-
 - 1] NYM/2020/0327/FL Erect 15 holiday lodges, decking, parking, landscaping, land at Cloughton Woods – **granted with conditions**;
 - 2] NYM/2021/0313/FL Construct triple garage/storage building with playroom above, Rockwood Farm, Gowland Lane – **granted with conditions**;
 - 3] NYM/2021/0457/FL Alterations/construct single storey rear extension, Gowland Lodge, Gowland Lane – **granted with conditions**;
 - 4] 21/00526/HS Erect single storey rear extension, 8 Church Beck Cottages – **granted with conditions**;
 - 5] 21/00979/HS Erect conservatory and greenhouse, 3 Lockwood Chase – **granted with conditions**;
 - 6] 21/01229/FL Erect 1 dwelling on land at The Old Mill, Mill Lane – **refused**.
 - c) **Planning matters received after 30/8/21:-**
 - 1] NYM/2021/0599/FL Change of use of land to domestic garden and erect summerhouse at Calthwaite Farmhouse, Calthwaite Farm, Cloughton – **agreed** no objections.
- 46/21** **FINANCE & REGULATORY MATTERS**
- a) Welcome Back grant funding from SBC – in accordance with Standing Order 51 (Delegated Powers) the Clerk reported that following discussion with the Chairman, she had applied for and been promised a grant of £1,750 for seating and picnic tables (to be purchased via SBC). **Received, noted and agreed** locations etc. to be agreed at October meeting.
 - b) NYCC Locality Budget (Cllr. Bastiman) – **noted** a grant of £1,925-00 towards improving pedestrian safety outside the old school on West Lane corner had been received.

- c) Accounts paid under amended scheme of delegation – **noted & confirmed** payment of the following via online authorisation by Cllrs. Baker and Staveley:- Kompan (inv. 1/3) £24,000; Kompan (inv. 2/3) £24,000; Kompan (inv. 3/3) £22,455-49; T Hicks (seat/shelter painting) £355; Centurion (replacement window playgroup) £410.00; Play Inspection Co (independent post installation inspection) £354.00; business Services CAS (21/22 insurance) £714.02; Duchy (Quiet Area rent to 23/6/22) £42; N Barnes (mole catching) £15; HMRC (tax/NI April-June) £67.20;

47/21 ACCOUNTS TO CERTIFY

Duchy	Playground rent to 28/9/22	£60-00
HMRC	Tax/NI (July-Sept)	£1-80

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

There being no further business, the Chairman declared the meeting closed at 8.47pm.

DRAFT
for approval
4/10/21