

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
Annan, 41 Scalby Road, Burniston, Scarborough, YO13 0HN
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PARISH COUNCIL MEETING Monday 6th September 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 3rd May 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 (reports for incidents during June and July enclosed), County, Borough, Parish, Clerk - not to exceed 30 minutes in total.
7. Playground - to note the new playground was opened at the end of July;
8. 2021 Parish Assembly minutes [*enclosed*] - to confirm as accurate.
9. Bus shelter adjacent 51 High Street – 1] to note repairs will be short lived and it is more cost effective to replace the roof, an estimate of £1,850 has been accepted by the Clerk under delegated powers following discussion with the Chairman. The Duchy will be removing a sycamore tree in autumn, following which the re-roofing can take place. 2] to consider request from parishioner for improved bench & agree action.
10. Correspondence:-
 - a) SBC Planning – Local Plan site submissions (sites 24/03 to 24/11 and 20/06 to 20/07) – to note councillors comments were 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.
11. Planning Matters:-
 - a) Applications Received – to confirm comments submitted under delegated powers:-
 - 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 to note:-
 - 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) To agree comments/note any planning matters/decisions received after 30/8/21.

12. Finance Matters:-

- a) Welcome Back grant funding from SBC – following discussion with the Chairman, in accordance with Standing Order 51 (Delegated Powers) the Clerk applied for and has been promised a grant of £1,750 for seating and picnic tables.
- b) NYCC Locality Budget (Cllr. Bastiman) – to note a grant of £1,925-00 towards improving pedestrian safety outside the old school on West Lane corner has been received.
- c) Accounts paid under amended scheme of delegation – to note the following have been paid following 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;
- d) Accounts to Certify (online banking) Duchy (playground rent to 28/9/22) £60.

J. Marley

J. Marley (Mrs)

Clerk to the Parish Council

30th August 2021

**MINUTES OF ANNUAL MEETING OF CLOUGHTON PARISH COUNCIL HELD ON Zoom
PLATFORM ON MONDAY 3rd MAY 2021 AT 7.19PM**

Present: Councillor P Couch
Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor K Loy
Councillor D Readman
Councillor S Staveley (from 7.23pm)

3 members of public (left 8.06pm), S Burr (Kompan) from 8.31pm, Mrs J Marley (Clerk to Council)

Absent: County Cllr. D Bastiman

15/21 **ELECTION OF PARISH COUNCIL CHAIRMAN** **Resolved** Cllr. Couch be elected Chairman for the forthcoming year.

16/21 **CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
As this was a virtual meeting, **agreed** Clerk to make arrangements with Cllr. Couch for the signing of his declaration of acceptance of office.

17/21 **APOLOGIES FOR ABSENCE:** **Accepted** from County Cllr. Bastiman (prior commitment).

18/21 **DECLARATIONS OF INTEREST:** None.

19/21 **ELECTION OF VICE CHAIRMAN**
Resolved Cllr. Baker be elected Vice Chairman for the forthcoming year.

20/21 **ELECTION OF REPRESENTATIVES/OFFICERS**
Representatives/officers were **agreed** as follows:-
YLCA Clerk
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
Cloughton Relief in Need Charity Cllrs. Couch & Mrs Readman
Friends of the Railway Cllr. Couch

21/21 **MINUTES** Having been previously circulated, the minutes of the meeting of 12th April 2021 were **approved** as an accurate record and authorised for signature by the Chairman.

22/21 **PROCEDURAL MATTER** Standing Orders were suspended at 7.24pm.

23/21 **PUBLIC OPEN FORUM** No matters raised.

24/21 **PROCEDURAL MATTER** Standing Orders were resumed at 7.24pm.

25/21 **MATTERS RAISED IN PARISH ASSEMBLY AND PUBLIC OPEN FORUM**
Concerns regarding the number and location of sites submitted for housing consideration had already been expressed by councillors and comments/objections were being submitted by the Clerk.

26/21 **REPORTS**

- a) **Police:** Written report **received**.
- b) **County:** No report to receive.
- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Baker had attended the online Coastal Forum meeting which had mainly been about the NYMNP Management Plan. Cllr. Brace commented on the vehicle activated speed signs recently installed in Burniston. Cllr. Ford reported on the NYMNP Planning Committee's site visit to the old duchy sawmill in Cloughton Woods where holiday lodges were proposed. The meeting had been well attended and issues raised had included the lack of speed survey or collision history, the inability for cyclists to use a public footpath, the access to the site and its poor links to the public rights of way system. Cllr. Loy reported the cinder track and Saltpans had been tidied up [Minute 8/21d) refers]. Cllr. Staveley reported 1] a large pothole

on Saltpans road (would get a photo) and 2] problems with campervans parking overnight at Saltpans – **noted** there was no prohibition of overnight parking in that location, but possible Police may be able to take action. She also queried whether a new static caravan had been sited in the field behind Littlemoor Close. Cllr. Couch reported blocked gullies at 5/6 High Street, Tause's Lane to Cloughton Hall and on Mill Lane going south.

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

At this point (8.06pm) the Chairman suspended the meeting for ten minutes as the Clerk's internet connection had become unstable. The meeting reconvened at 8.17pm.

27/21 CORRESPONDENCE

- a) Correspondence received after 24/4/21 & requiring a response before next meeting:- 1) Email of 30/4/21 from Came & Co (insurers) with details of premium for 2021/22 insurance. **Noted** the premium was to rise 40% from £740-57 to £1,009-08. **Agreed** this was excessive and Clerk instructed to attempt to find the same or better cover for a more competitive price. Clerk to update councillors by email and decision to be made in accordance with Financial Regulation 3.5 as varied. 2) Email of 29/4/21 from SBC Planning re. convening an informal zoom meeting with councillors from Cloughton, Burniston and Newby & Scalby to discuss matters relating to design of new development. **Agreed** Cllrs. Brace, Ford, Loy and Readman to attend.

28/21 PLANNING MATTERS

- a) **Applications received:-** None at preparation of agenda.
b) **Decisions received & noted:-** None.
1) NYM/2021/0072/FL Retain agricultural storage building not built in accordance with NYM/2018/0002/AGRP at Linglands Farm, Gowland Lane – **granted**;
2) NYM/21021/0093/FL Erect agricultural storage building (retrospective) at Linglands Farm, Gowland Lane – **granted**.
c) **Planning matters received after 24/4/21:-** None.

29/21 FINANCE & REGULATORY MATTERS

- a) 2020/21 Annual Return (*circulated with agenda*) – 1] **received & noted** Internal Auditor's unqualified report; 2] Section 1 Annual Governance Statement **completed** & Chairman **authorised** to sign; 3] Section 2 Accounting Statements **approved** & Chairman **authorised** to sign; 4] Certificate of Exemption **confirmed** & Chairman **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.
b) Changes to Financial Regulations (*circulated with agenda*). Council **agreed** to recommendations in RFO's report, changes to take place with immediate effect. Financial Regulation 3.5 to be varied for a period of 6 months. Financial Regulation 6.1 to be permanently amended.

30/21 ACCOUNTS TO CERTIFY

R. Carey	Internal audit 2020/21	£30-00
St. Mary's Church	Contribution to churchyard maintenance 21/22	£227-75
B&C Village Hall	Contribution to ground maintenance 21/22	£700-00

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

31/21 NEXT MEETING

Agreed 7th June or 5th July 2021 (date being dependent on Coronavirus advice/regulations & what is felt appropriate; if face to face meeting then probably in Church Hall, Cloughton).

32/21 PLAYGROUND

– [Minute 14/21 refers] At its last meeting Council had asked Clerk to go back to Kompan asking 1] could the Tipi Carousel with top brace be removed from the design and replaced with a wheelchair carousel, 2] could the wetpour area be extended towards the Beck Lane boundary to accommodate a future piece of equipment (possibly a climbing house or monkey bars) which could be crowd-

funded or bought with funds raised by parents, 3] could all gates have solid flooring at both sides in order to prevent the surrounding grass turning to mud.

Kompan had made various suggestions which Mr Burr outlined to the meeting. Following much discussion Council **agreed** 1] remove the Tipi Carousel and in its place install the wheelchair carousel, 2] not extend the wetpour towards the Beck Lane boundary for the moment (due to uncertainty about the type of equipment which would go there as that governed the area of wetpour cover needed), 3] Beck Lane access to have wear pad on ground inside the gate. These amendments were likely to increase the project cost by £5,000 to £6,000. Amended quotation to be provided by Kompan and Clerk to forward to councillors for their views, a decision would be made in accordance with Financial Regulations 3.5 and 19.2 as varied.

There being no further business, the Chairman declared the meeting closed at 9.16pm.

DRAFT
for approval
5/7/21

**MINUTES OF ANNUAL ASSEMBLY OF CLOUGHTON PARISH HELD ON THE Zoom
PLATFORM ON 3rd MAY 2021 AT 7.00PM**

Present & able to vote as on electoral roll for parish:

Cllr. P Couch (Chairman of Cloughton Parish Council)
D Baker, J Brace, D Ford, D Lawson, N Lawson, D Readman, C Watson

In attendance but unable to vote as not on electoral roll for parish:

Mrs J Marley – Clerk to the Parish Council (minute taker)

- A1/21** **ELECTION OF CHAIRMAN** – Not necessary as Chairman of the Parish Council present.
- A2/21** **APOLOGIES FOR ABSENCE** – **Received** from Borough Cllr. D Bastiman (prior commitment).
- A3/21** **Noted** no parish assembly was held in 2020 due to the Coronavirus pandemic and the subsequent restrictions on travel and public meetings.
- A4/21** **MINUTES**
Having been previously circulated, the minutes of the Annual Assembly of 13th May 2019, having been confirmed as accurate at a Parish Council meeting held on 3rd June 2019, Minute 41/19 refers, were **approved**.
- A5/21** **CHAIRMAN'S REPORT**
A written report had been submitted by Cllr. Couch. The Coronavirus pandemic had had a significant impact on all aspects of life and had delayed the re-development of the village playground. The re-development at Town Farm was now complete. The Christmas Lights Competition had again proved popular. The annual village pantomime had been well attended. The Duchy of Lancaster was considering creating a Cloughton office from which to manage its estate.
- A6/21** **OTHER REPORTS**
1st Cloughton Brownies Snowy Owl (Marie Couch) submitted a written report. Meetings had not been possible but the girls had been kept in touch with via WhatsApp. A generous donation had been received from Cloughton Village Fund which had helped with payment of the annual bills.
- A7/21** **PUBLIC OPEN FORUM**
Comments about the excessive number of sites which had been submitted by landowners for consideration by the Borough Council for inclusion in the Local Plan as a potential housing site. The potential impact on the village if all these sites were to be accepted was huge, and could result in removing the division between Cloughton and Burniston.

There being no further business, the Chairman declared the meeting closed at 7.15 pm.

Paul Couch, Parish Council Chairman
9th May 2022

Police Report

Burniston & Cloughton Parish Councils: Figures July 2021 meeting



Burniston & Cloughton Figures:

Breakdown data based on 01/04/2021 to 30/06/2021
versus same period in previous two years

Group	Crime Type	2019-20	2020-21	2021-22	Diff 2022 from 2021
Victim Based	Arson & Criminal Damage	0	1	1	0
	Burglary	3	0	0	0
	Sexual Offences	1	1	0	-1
	Fraud	1	1	2	+1
	Theft	0	0	3	+3
	Vehicle Offences	0	0	0	0
	Violence against the person	4	0	7	+7
	Total victim based crimes	9	3	13	+10
	Drugs offences	0	1	4	+3
	Misc Crimes Against Society	0	0	1	+1
Crimes Against Society	Possession Of Weapons	0	1	0	-1
	Public Order Offences	4	6	5	-1
	Total crimes against society	4	8	10	+2
	Total	13	11	23	+12

violent and abusive offending by a potentially violent individual to their partner where this may help protect them from further violent and abusive offending.

- 63 domestic incidents/violence.
- 96 concern for safety incidents.
- 8 civil disputes.
- 6 animal incidents
- 28 highway disruptions
- 99 violence crimes.
- 7 sexual offences.
- 30 thefts.
- 1 stolen motor vehicles.
- 10 fraud or forgery.
- 5 drug offences.
- 19 criminal damages.
- 3 dwelling or commercial burglaries.
- 1 auto crimes.
- 93 anti-social behaviour reports.

Other News

Please note that in addition to the traditional 999 or 101 we can be contacted on our email address is snafiley@northyorkshire.pnn.police.uk. Please do not report incidents to this email, but if you would like to speak to a member of our team for advice then please use it.

If an incident of Anti-Social Behaviour occurs which you would like Police to deal with then please report this as soon as possible after the event to allow Officers the best chance to deal with the culprits. Please do not wait until next time you happen to bump into an Officer or Parish Councillor. It allows us to make connections with other incidents and deal with individuals for patterns of behaviour rather than incidents in isolation. It does not matter if no suspects have been seen or cannot be identified; we may have this reported on another nearby incident and be able to link them.

If you wish to look at crime statistics, along with stop-searches, news & events and other information for your area, then please visit www.police.uk. There is a multitude of information on this website.

- Still always phone 999 in emergency and 101 to report incidents or crimes.
- 999 text service - <https://northyorkshire.police.uk/contact/emergency-sms-text-service/>
- Local Station but likely not get same day response at present - snafiley@northyorkshire.pnn.police.uk
- General NYP email address - generalenquiries@northyorkshire.pnn.police.uk
- Who to contact for any issue & other agency contact details <https://northyorkshire.police.uk/do-it-online/report-it/>
- NYP service directory - <https://northyorkshire.police.uk/do-it-online/service-directory/>
- General Police advice - <https://www.askthe.police.uk/content/default.mth>
- Silent solution system, helps victims of domestic violence/stalking who cannot talk - <https://northyorkshire.police.uk/contact/the-silent-solution-system/>

Police Report

Burniston & Cloughton Parish Councils: Figures August 2021 meeting



Burniston & Cloughton Figures:

Breakdown data based on 01/04/2021 to 31/07/2021
versus same period in previous two years

Group	Crime Type	2019-20	2020-21	2021-22	Diff 2022 from 2021
Victim Based	Arson & Criminal Damage	1	1	1	0
	Burglary	3	0	0	0
	Sexual Offences	1	1	0	-1
	Fraud	2	2	3	+1
	Theft	1	1	4	+3
	Vehicle Offences	0	0	0	0
	Violence against the person	12	8	7	-1
	Total victim-based crimes	20	13	15	+2
	Drugs offences	0	1	4	+3
	Misc Crimes Against Society	0	0	1	+1
Crimes Against Society	Possession Of Weapons	0	1	0	-1
	Public Order Offences	4	0	6	+6
	Total crimes against society	4	2	11	+9
	Total	24	15	26	+11

- 6 hoax calls.
- 3 Domestic Violence Disclosure Scheme – *commonly referred to as 'Clare's Law' The Scheme was introduced to set out procedures that could be used by the police in relation to disclosure of information about previous violent and abusive offending by a potentially violent individual to their partner where this may help protect them from further violent and abusive offending.*
- 66 domestic incidents/violence.
- 85 concern for safety incidents.
- 6 civil disputes.
- 4 animal incidents
- 20 highway disruptions
- 107 violence crimes.
- 10 sexual offences.
- 35 thefts.
- 0 stolen motor vehicles.
- 10 fraud or forgery.
- 7 drug offences.
- 20 criminal damages.
- 6 dwelling or commercial burglaries.
- 2 auto crimes.
- 79 anti-social behaviour reports.

Other News

Please note that in addition to the traditional 999 or 101 we can be contacted on our email address is snafiley@northyorkshire.pnn.police.uk. Please do not report incidents to this email, but if you would like to speak to a member of our team for advice then please use it.

If an incident of Anti-Social Behaviour occurs which you would like Police to deal with then please report this as soon as possible after the event to allow Officers the best chance to deal with the culprits. Please do not wait until next time you happen to bump into an Officer or Parish Councillor. It allows us to make connections with other incidents and deal with individuals for patterns of behaviour rather than incidents in isolation. It does not matter if no suspects have been seen or cannot be identified; we may have this reported on another nearby incident and be able to link them.

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- General Police advice - <https://www.askthe.police.uk/content/default.mth>
- Silent solution system, helps victims of domestic violence/stalking who cannot talk - <https://northyorkshire.police.uk/contact/the-silent-solution-system/>