

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Monday 6th December 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 1st November 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. Matters raised/mentioned at November meeting - to note or agree action/expenditure:-
 - a) Parish council noticeboard [Minute 67/21) refers];
 - b) Phone box purchase [Minute 68/21b) refers];
 - c) Defib provision/location [Minute 68/21b) refers];
 - d) Picnic benches/seats (details emailed 17/10/21) [Minute 68/21c) refers];
 - e) Subscribing to FOI/GDPR package via YLCA [Minute 68/21d) refers];
 - f) Provision of dedicated email address to each councillor specifically for council business [Minute 68/21e) refers] – to note these have now been provided and all but Cllr. Readman has actioned her address;
 - g) Increase in bus shelter rent [Minute 69/21a) refers] – to note Duchy's response & agree action;
 - h) PC rep. on Village Hall Committee [Minute 69/21b) refers] – to agree replacement for Mrs Loy.
8. Correspondence:-
 - a) Correspondence received after 1/12/21 requiring a response before next meeting.
9. Planning Matters:-
 - a) Applications Received –
 - 1] NYM/2021/0823/FL, convert garage to holiday letting accommodation, Salt Pans Lodge, Newlands Lane;
 - 2] NYM/2021/0916/FL, vary condition 3 of NYM/2006/0245/FL so as to allow amalgamation of two adjoined holiday letting units into a residential annexe at Westfield Farm, Station Lane.
 - b) Decisions received to note:-
 - 1] 21/02024/LB Replace 3no. ground floor windows to front elevation with hardwood sliding sash windows, 46 High St – granted.
 - c) To agree comments/note any planning matters/decisions received after 1/12/21.

10. Finance Matters:-

- a) Christmas Lights Competition – to agree 1] is there to be one, 2] who is judging it, 3] amount of prize money (currently £50), 4] authorise payment of prize money to Clerk for her to draw cash.
- b) NYCC 22/23 verge cutting – to note they will again be contributing £195-99 to our costs;
- c) Banking – need to 1] remove Mrs Loy from approved signatories and 2] have another councillor with the same VSA authority as the RFO (in case RFO is unwell etc –suggest possibly Cllr. Baker).
- d) Accounts to Certify (online banking) – N. Barnes (mole trapping) £85-50.

J. Marley

J. Marley (Mrs)

Clerk to the Parish Council

1st December 2021

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 1st NOVEMBER 2021 AT 7.30PM

Present: Councillor P Couch
Councillor J Brace
Councillor S Staveley

Mrs J Marley (Clerk to Council), 2 members of public.

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

59/21 **APOLOGIES FOR ABSENCE:** **Accepted** from Councillors Baker (family illness), Ford (illness), Mrs Readman (work), Bastiman (prior commitment).

60/21 **DECLARATIONS OF INTEREST:** None.

61/21 **MINUTES** Having been previously circulated, the minutes of the meeting of 4th October 2021 were **approved** as an accurate record and authorised for signature by the Chairman.

62/21 **PROCEDURAL MATTER** Standing Orders suspended at 7.37pm for the Public Open Forum.

63/21 **PUBLIC OPEN FORUM** Matters raised included 1] concerns regarding the Borough Council's proposals to demolish the Argos building on Eastborough and borrow £22million in order to replace it with accommodation for students and NHS staff; 2] the new playground being extremely popular; 3] concerns that the timber boundary fence between 6 Beck Lane and the playground was rickety.

64/21 **PROCEDURAL MATTER** Standing Orders were resumed at 7.47pm.

65/21 **MATTERS RAISED IN PUBLIC OPEN FORUM** Items 1 and 2 were **noted**. Item 3 – the Chairman is to investigate and take photographs.

66/21 **REPORTS**

- a) **Police:** No report available.
- b) **County:** The Clerk read County Cllr. Bastiman's written report – 1] Covid figures in North Yorkshire (542) remained above the national average (479); 2] the draft Structural Change Order for devolution was imminent with a likely implementation date of March 2022.
- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Brace reported there did not appear to have been any work undertaken by Cober on the wall around the duckpond. Cllr. Couch reported the gully at between 18 and 19 High Street was not running well.
- e) **Clerk:** No matters to report.

67/21 **PARISH COUNCIL NOTICEBOARD**

Noted one of the legs had rotted resulting in the board falling over. The board had been removed by the Clerk for safety reasons. Council **agreed** to consider replacing the board, possibly with a recycled plastic one and both Clerk and councillors are to get prices.

68/21 **MATTERS FROM OCTOBER MEETING**

- a) Financial assistance with fallen tree in churchyard [*Minute 54/21d) refers*] – **agreed** no assistance to be provided.
- b) Phone box purchase/Defib provision/location [*Minute 57/21b) refers*] – **agreed** defer to December meeting and split into two separate items;
- c) Picnic benches/seats (details emailed 17/10/21) [*Minute 57/21b) refers*] – **agreed** defer to December meeting;

At this point (8.25pm) 1 member of public left the meeting.

- d) Subscribing to FOI/GDPR package via YLCA (Emailed to councillors 17/9/21) – **agreed** defer to December meeting;
- 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) – **agreed** Clerk to organise address for each councillor in the form cllr.firstname.lastname@domain;

69/21 CORRESPONDENCE

- a) **Received** letter of 13th October from Duchy wanting to increase licence fee for bus shelter from £35pa to £50pa (backdated to 25/3/2020) and **agreed** a 43% increase in rent was excessive and unacceptable. Clerk to enquire if Duchy would sell the land in question & report to future meeting.
- b) Correspondence received after 27/10/21 & requiring a response before next meeting:- **Noted** email of resignation received from Cllr. Mrs Loy and **agreed** Clerk to inform SBC of the casual vacancy created by her resignation.

70/21 PLANNING MATTERS

- a) **Applications Received – none.**
- b) **Decisions received-** the following was **noted:-**
 - 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) **Planning matters received after 27/10/21:-** None.

71/21 ACCOUNTS TO CERTIFY – none.

There being no further business, the Chairman declared the meeting closed at 8.48pm.