

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
Annan, 41 Scalby Road, Burniston, Scarborough, YO13 0HN
Tel. 01723-870299
Email: clerk@cloughtonpc.org.uk

PARISH COUNCIL MEETING St. Mary's Church Hall Monday 3rd October 2022 at 7.30pm

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.

1. Apologies to receive & accept.
2. To receive member's declarations of interest in items of business on this agenda.
3. Minutes of Council meetings of 5th September 2022 [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) To receive & note letter of 20/9/22 from Treasurer of St. Mary's Church regarding their costs of graveyard upkeep and how grant money is spent.
 - b) To receive & note email of 13/9/22 from Citizen's Advice North Yorkshire thanking Council for its grant of £150.
 - c) Correspondence received after 28/9/22 requiring a response before next meeting.
8. Planning Matters:-
 - a) Applications Received – to agree comments:-
 - 1) 22/01787/HS Erect two storey and single storey side extensions, The Old Mill Lodge, Mill Lane;
 - 2) NYM/2022/0670 Amend NYM/2020/0327/FL to allow changes to fenestration and layout of reception building and amenity building and install solar panels to reception building, Cloughton Wood Lodges, White Way.
 - b) Decisions received to note:- none to hand at preparation of agenda.
 - c) To agree comments/note any planning matters/decisions received after 28/9/22.
9. Accounts to Authorise for online payment:- HMRC (Tax/Ni, July-Sept) £4; Duchy of Lancaster (playground rent to 28/9/23) £60; T Harland (rural verge cuts) £1,284.
10. To agree the date of next Parish Council meeting. (7th November).

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
28th September 2022

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 5th SEPTEMBER 2022 AT 7.30PM

Present: Councillor P Couch (Chairman)
Councillor D Baker
Councillor Mrs P Bleasdale
Councillor D Ford
Councillor Mrs D Readman
Councillor Mrs S Staveley

County Councillor D Bastiman (left 7.41pm), Mrs J Marley (Clerk to Council).

Absent: Borough Cllr. Backhouse.

65/22 **APOLOGIES FOR ABSENCE:** **Accepted** from Councillor Brooks (personal commitment).

66/22 **DECLARATIONS OF INTEREST:** None.

67/54 **MINUTES** Having been previously circulated, the minutes of the meeting of 4th July 2022 were **approved** as an accurate record and authorised for signature by the Chairman.

68/22 **PROCEDURAL MATTER** No suspension of Standing Orders as no public present.

69/22 **PUBLIC OPEN FORUM** No public present.

70/22 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

71/22 **REPORTS**

- a) **Police:** August report (*emailed to councillors 2/8/22*) and September report (*emailed to councillors 5/9/22*) were **received & noted**.
- b) **County:** County Cllr. Bastiman reported 1] Richard Flinton (Chief Executive of NYCC) had been appointed Chief Executive of North Yorkshire Council, 2] transition work to NYC continued, 3] waste, flooding and tourism had now been added to his portfolio, 4] various discussions were taking place on devolution.

At this point County Cllr. Bastiman left the meeting.

- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Mrs Readman asked what was happening about replacing the flagpole (matter in hand with Duchy); she also reported 1] many of the road gullies around the village appeared to be full of soil (some were growing a healthy crop of grass) – Clerk to pass to Highways and 2] roadside hedge opposite war memorial overhanging road causing traffic to pull into middle of road (Clerk to write to Highways unless Cllr. Staveley could find out who landowner was); Cllr. Mrs Staveley reported 1] the litter bin down Newlands Lane had been fired – Clerk to ask SBC to replace; 2] the mosaic building sessions continued apace; 3] the youth club at Burniston now had over 60 attendees. Cllrs. Mrs Bleasdale reported the National Park sign opposite the duckpond had been cleaned up by a NYMNP Ranger. Cllr. Couch thanked Cllr. Mrs Staveley and her husband for all the work they had done on re-painting the village phone box. He also reported 1] the small tree growing from the wall of the bridge on Beck Lane [*Minute 56/22 refers*] had been removed and 2] the gully opposite the Reading Rooms was subsiding.
- e) **Clerk:** No matters to report.

72/22 **MATTERS FROM JULY MEETING**

- a) Painting seats/bus shelter etc. – [*Minute 59/22e refers*] – **noted** a price of £510 had been negotiated and the work was in hand;
- b) Defib provision/location [*Minute 60/22b*] – **noted** Cllr. Mrs Staveley reported the phone box had been re-painted and the defibrillator was installed today. It would be available for use in about a week once all the registrations with the emergency services had taken place.

73/22 **CORRESPONDENCE**

- a) **Received & noted** letter of 14/7/22 to Chairman and Clerk from parishioner regarding the Parish Council's handling of and comments on the parishioner's planning application and Chairman's verbal report on the action taken.

- b) **Received** email of 26/7/22 from PCC requesting financial assistance with replacing guard rail etc to rear fire escape of hall. Also **received & noted** advice from YLCA regarding the request. **Agreed** Council unable to help at this time. Hall users should only be using the rear fire escape door and ramp for the purpose for which it was designed, not as a shortcut to the playground.
- c) Email dated 18/8/22 from Citizen's Advice requesting donation towards their services – **received & agreed** a donation of £150 be made. Clerk to obtain bank details, create online payment & Cllrs. Baker and Ford to authorise.
- d) Correspondence received after 29/8/22 & requiring a response before next meeting – none.

74/22 **PLANNING MATTERS**

a) **Applications Received:-**

- 1) 22/01404/FL Replace upvc windows with timber double glazed windows, Blacksmiths Arms – **agreed** no objections;
- 2) 22/01405/LB Replace upvc windows with timber double glazed windows, Blacksmiths Arms – **agreed** no objections;
- 3) 22/01517/FL Erect 1no. dwelling, land at the Old Mill, Mill Lane – **agreed** object, outside development limits, not considered to comply with Paragraph 80 of National Planning Policy Framework.;
- 4) NYM/2022/0602 Use of land as campsite for 15 tents (revised scheme to withdrawn NYM/2022/0303, The Hulleys Farm, Newlands Road – **agreed** While Council supports the principle of the proposal it has strong concerns in respect of highways access/visibility; also wonders what is happening in terms of toilet facilities for these tents since the foul sewage section of the application form implies there is no provision for foul sewage.

b) **Decisions received: –**

- 1) 22/00697/HS Retrospective application for erection of single storey sunroom, 6 Shippon Way – **refused**;
- 2) NYM/2022/0242 Closing off of existing access and creation of new vehicular access together with change of use of and alterations to stable building to dual use as either residential annexe accommodation or holiday letting accommodation at Providence Heath, Whitby Road, – **granted**;
- 3) NYM/2022/0363 Remove stables and erect three timber lodges to provide rooms ancillary to country inn, Bryherstones, Newlands Road – **granted**;
- 4) NYM/2022/0483 Alterations to attached outbuilding to facilitate use as additional living accommodation, North End House, Hayburn Wyke – **granted**;
- 5) NYM/2022/0487 Convert garage to holiday letting accommodation (revised scheme to refused NYM/2021/0823/FL), Salt Pan Lodge, Newlands Lane – **refused**.

c) **Planning matters received after 29/8/22:-**

- 1] 22/01440/HS Erect single storey side extension and new glass screen to eastern boundary, The Grange, 1 Granary Way – **Agreed** no objections.

75/22 **FINANCE & REGULATORY MATTERS**

- a) Banking – **noted** Cllrs. Bleasdale and Brooks are now signatories/internet banking users on council's accounts;
- b) External Audit 2021/22 accounts – **noted** an unqualified opinion has been received, **agreed** the Conclusion of Audit Notice be displayed until 31st October and **noted** all necessary notices have been displayed;
- c) Playgroup Lease – **agreed** lease be extended for a term of 5 years with effect from 1/9/22. The next rent review was due on 1/9/23 [*Minute 82/17*] refers and it was **agreed** the rent would have to increase, though a sum was not decided on. Clerk to contact Playgroup to inform them so they had time to plan.

76/22 **ACCOUNTS TO CERTIFY** – Having been previously notified/agreed, the following were approved for payment via online banking (Cllrs. Baker and Ford to do the online authorisation within 24 hours):-

Greenbarnes Ltd	Noticeboard	£908-38
Kompan	Playground retention invoice	£3,388-63
PKF Littlejohn	21/22 external audit	£360-00
Community Heartbeat Trust (Solutions) Ltd	Defibrillator	£3,084-00

77/22

DATE OF NEXT COUNCIL MEETING

Agreed 3rd October 2022, St. Mary's Church Hall.

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

DRAFT
for approval
3/10/22