

CLOUGHTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING

Monday 4th April 2022, 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.

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 7th March 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. Matters raised/mentioned at March meeting:-
 - a) Playground Beck Lane gate [*Minute 123/21 refers*] – deferred to April meeting to allow Cllr. Couch to report.
 - b) Replacing noticeboard [*Minute 123/21d refers*] – deferred to April meeting to allow Cllr. Couch to report;
 - c) Defib provision/location [*Minute 123/21e refers*] – to receive verbal updates from Cllrs. Ford/Readman/Staveley and Clerk & agree action/expenditure;
 - d) Online meeting with Police, Fire and Crime Commissioner, 26/5/22 6.30pm-7.45pm [*Minute 124/21a refers*] – deferred to April meeting to agree any questions to be asked
 - e) Salary backpay [*Minute 126/21a refers*] – to note online banking payments of £28-37 to J Marley and £7-20 to HRMC were authorised by Cllrs. Baker and Staveley & debited from Council's bank account on 16/3/22.
8. Correspondence:-
 - a) To receive & note letter from Duchy notifying rent increase from £35pa to £50pa effective 1/4/20 for Quiet Area;
 - b) Correspondence received after 29/3/22 requiring a response before next meeting.
9. Planning Matters:-
 - a) Applications Received – none at preparation of agenda;
 - b) Decisions received to note:- none at preparation of agenda
 - c) To agree comments/note any planning matters/decisions received after 29/3/22.
10. Finance Matters:-
 - a) Accounts to Certify (online banking) – YLCA (annual membership sub) £308.
11. To agree the date of parish assembly and next Parish Council meeting. (9th or 16th May)

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
30th March 2022

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 7th MARCH 2022 AT 7.30PM

Present: Councillor D Baker (Vice Chairman in the Chair)
Councillor M Brooks (from 7.56pm)
Councillor D Ford
Councillor Mrs S Staveley

County Cllr. Bastiman, R. Oliver (Mosaic Trail), 4 members of public (left meeting at various times), Mrs J Marley (Clerk to Council).

Absent: Councillor P Couch.

114/21 **APOLOGIES FOR ABSENCE:** Accepted from Cllr. Couch (family commitment).

115/21 **DECLARATIONS OF INTEREST:** None.

116/21 **MINUTES** Minute 107/21d) was amended by changing the word "cover" to "Cober". Having been previously circulated, the minutes of the meeting of 10th January 2022 as amended were **approved** as an accurate record and authorised for signature by Cllr. Baker as Chairman of the meeting.

117/21 **PROCEDURAL MATTER** Standing Orders suspended at 7.35pm for the Public Open Forum.

118/21 **PUBLIC OPEN FORUM** Matters raised included the flagpole needing repair/replacement.

119/21 **PROCEDURAL MATTER** Standing Orders were resumed at 7.37pm.

120/21 **MATTERS RAISED IN PUBLIC OPEN FORUM** **Noted** replacement of flagpole was in hand with Duchy.

121/21 **REPORTS**

- a) **Police:** report (emailed to councillors 3/3/22) was **received & noted**.
- b) **County:** County Cllr. Bastiman reported 1] NYCC was checking none of its contracts involved Russia; 2] the Structural Change Order for devolution was due for signature between 17th and 28th March; 3] Covid rates were dropping; 4] the kerbing work on the school corner was due to start soon.
- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Ford reported on the recent virtual meeting of NYCC, parish and town councils held in order to develop a parish charter with the new unitary authority and discuss arrangements for double devolution. Cllr. Staveley reported 1] a quarterly meeting of Burniston & Cloughton Village Hall was to be held on 13th March and 2] it was hoped to start a youth club on the last Thursday of the month.
- e) **Clerk:** no report to receive.

122/21 **CO-OPTION TO CASUAL VACANCY CAUSED BY RESIGNATION OF MRS LOY** **Received** letter of application from parishioner Mr Brooks of Moor Lane **agreed** he be co-opted to the vacancy with immediate effect. His Declaration of Acceptance of Office was completed and witnessed and at 7.56pm he left the public area and took his place at the Council table.

123/21 **MATTERS FROM JANUARY MEETING**

- a) Playground (Beck Lane gate) [Minute 106/21 refers] deferred to April meeting to allow Cllr. Couch to report.
- b) Proposed Mosaic Trail [Minute 106/21 refers] – Mrs Oliver gave a comprehensive report on what was planned. There were to be regular Tuesday evening sessions during which the public could help create the mosaics.
- c) Traffic mirror [Minute 106/21 refers] – 1] **noted** that following the Clerk's discussion with Cllr. Couch a mirror had been purchased and installed on 26th February; 2] **noted** the mirror purchase payment online to Insight Security in the sum of £266-34 had been authorised on 17/2/22 by Cllr. Baker and Staveley.
- d) Replacing noticeboard [Minute 109/21a) refers] – deferred to April meeting to allow Cllr. Couch to report.
- e) Defib provision/location [Minute 109/21b) refers] – Cllrs. Ford and Staveley reported on their talks with various organisations regarding provision of a Defib. The cost overall was likely to be in the region of around £2,100+VAT. Planning consent would not be needed. How to fund was discussed – Clerk to obtain advice from

YLCA on crowd-funding and VAT implications arising from receipt of any personal donations. Clerk reported Council's insurers had confirmed no changes to cover were needed. Decision deferred to next meeting.

8.37pm. A member of public left during discussion on the above item.

124/21 CORRESPONDENCE

- a) An online meeting has been arranged by the YLCA with the Police, Fire and Crime Commissioner and questions are invited. **Agreed** defer to April meeting in order to agree any questions this Council wished to ask.
- b) A letter from NYMNP re. the timetable for election of parish members to the authority was **noted**.
- c) Correspondence received after 2/3/22 & requiring a response before next meeting – none.

125/21 PLANNING MATTERS

- a) **Applications Received:-** None.
- b) **Decisions received-** the following was **noted:-**
 - 1] 21/0268/HS Erect single storey extension (retrospective), 7 Shippon Way – **granted**;
 - 2] NYM/2021/0937/FL Create new vehicular access and close off the 2 existing accesses, Rockhaven, Newlands Road – **refused**.
- c) **Planning matters received after 2/2/22:-**
 - 1] 21/02893/FL Erect building to form barn and 4no. stables, OS field 6773, Whiteway – **agreed** object as concerns re lack of natural light/rooflights, stable doors double width, unclear from plans if timber on walls is Yorkshire boarding or not, intensification of traffic. If granted, then conditions to restrict use to private horse use only and no external lights without consent.
 - 2] NYM/2022/0137 Change of use from paddock to campsite comprising two glamping pods with associated parking, access path and package treatment plant, land at Newlands Cottage, Newlands Road, Cloughton – **agreed** concerns in respect in light pollution and the creation of a new campsite (albeit small), on balance no objections.

126/21 FINANCE MATTERS –

- a) **Noted** the National Joint Council for Local Government Services had agreed a pay award of 1.75% from 1/4/21 and **agreed** to pay this award (backdated to 1/4/21) at the earliest opportunity. Clerk to do necessary calculations which could be authorised by Cllrs. Baker and Staveley providing the total of the sums to be paid did not exceed £50. Full details to be reported to next meeting.

9.00pm. A member of public left the meeting at this point.

127/21 ACCOUNTS TO CERTIFY – Having been previously notified/agreed, the following were approved for payment via online banking (Cllrs. Baker and Staveley to do the online authorisations within 24 hours):-

HMRC	Tax/NI Jan-March	£32-60
AC Large	Re-roof bus shelter	£2,300-00
J Marley	21/22 contractual and year end salary adjustment	£235-88
Duchy of Lancaster	Bus shelter rent to 24/3/23	£60-00
N Barnes	Mole trapping	£18-00

There being no further business, the Chairman declared the meeting closed at 9.04pm.