

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

Monday 4th July 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 meetings of 6th and 13th May 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 June meeting:-
 - a) Drainage ditch, Station Lane [*Minute 41/22d*] refers] – to note this is being investigated;
 - b) Defib provision/location [*Minute 42/22b*] refers] – to receive verbal updates from Cllrs. Ford/Readman/Staveley and agree action/expenditure;
8. Correspondence:-
 - a) National Park Parish Member Elections (Coastal Area) – to note Bob Marley received the majority vote (the appointment is subject to confirmation by the Secretary of State);
 - b) Correspondence received after 26/6/22 requiring a response before next meeting.
9. Planning Matters:-
 - a) Application Received – to agree comments on 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, Cloughton.
 - b) Decisions received to note:-
 - 1) NYM/2022/0085 Alterations to attached outbuilding to facilitate use as additional living accommodation, North End House, Hayburn Wyke - granted;
 - 2) NYM/2022/0259 Change of use reception building to manager's accommodation and owner's accommodation to holiday letting rooms (no external alterations), The Falcon Inn, Whitby Road - granted;
 - 3) NYM/2022/0303 Use of land as glamping site consisting of 4 bell tents and 20 pitch camp site, Hulleys Farm, Newlands Road – withdrawn.
 - c) To agree comments/note any planning matters/decisions received after 26/6/22.
10. Accounts to Authorise for online payment:- HMRC (tax/NI, April-June) £3-40, St. Mary's Church (Hall hire 1/9/21-30/6/22) £110-00.
11. To agree the date of next Parish Council meeting. (5th September)

J. Marley

J. Marley (Mrs)
Clerk to the Parish Council
27th June 2022

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 6th JUNE 2022 AT 7.30PM

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

1 member of public, Mrs J Marley (Clerk to Council).

Absent: County Councillor D Bastiman.

33/22 **APOLOGIES FOR ABSENCE:** **Accepted** from County Councillor Bastiman (prior commitment).

34/22 **DECLARATIONS OF INTEREST:** None.

35/22 **MINUTES** Having been previously circulated, the minutes of the meeting of 16th May 2022 were **approved** as an accurate record and authorised for signature by the Chairman.

36/22 **PROCEDURAL MATTER** Standing Orders suspended at 7.32pm for the Public Open Forum.

37/22 **PUBLIC OPEN FORUM** Matters raised included the proliferation of signs on roads into Scarborough area for events or places.

38/22 **PROCEDURAL MATTER** Standing Orders were resumed at 7.35pm.

39/22 **MATTERS RAISED IN PUBLIC OPEN FORUM** None of the signs were in Cloughton parish. From the description given it was believed the signs were unauthorised and as such should be reported to Highways who had the power to remove.

40/22 **VACANCY UNFILLED AT ELECTION BY REASON OF INSUFFICIENT NOMINATIONS:-** One vacancy existed. The member of public present expressed an interest. **Agreed** should a formal application for co-option be received then the Clerk would convene an additional Ordinary Meeting of Council before 24th June.

41/22 **REPORTS**

- a) **Police:** report (emailed to councillors 6/6/22) was **received & noted**.
- b) **County:** No report to receive.
- c) **Borough:** No report to receive.
- d) **Parish:** All present commented on how excellent the Jubilee celebrations had been. Cllr. Ford referred to the ongoing consultation about the proposed changes to Fire and Rescue services in North Yorkshire and York and asked if the changes would have an adverse impact on the parish. Cllr. Readman expressed concerns regarding the filled in drainage ditch on the bend at the southern end of Station Lane – Clerk to bring this to the attention of Highways. Cllr. Staveley passed on thanks from the Village Fund for the donation towards Jubilee celebrations.
- e) **Clerk:** The contractor approached for a price for installing seats/picnic tables [*Minute 26/22e) refers*] and noticeboard [*Minute 27/22a) refers*] had quoted £490 for seats/tables and £180 for noticeboard. Seats/tables price not accepted and Cllr. Couch to make enquiries elsewhere. Price for noticeboard accepted.

42/22 **MATTERS FROM MAY MEETING**

- a) Replacing noticeboard [*Minute 27/22a) refers*] – Clerk reported the noticeboard had been ordered, projected delivery date mid-August.
- b) Defib provision/location [*Minute 27/22b) refers*] – Cllr. Ford reported it was hoped that matters would be finalised at a meeting later in the week. Clerk had sent handwritten letter of thanks to parishioner for their generous donation of £2,660 which would allow the purchase & installation of a defibrillator.

43/22 **CORRESPONDENCE**

- a) Minutes of 2022 Parish Assembly [*circulated with agenda*] – confirmed as accurate.

- b) National Park Parish Member Elections (Coastal Area) – details of candidates received and **agreed** this Council's vote be for Bob Marley. Ballot slip completed accordingly, Clerk to post.
- c) Correspondence received after 29/5/22 & requiring a response before next meeting – none.

44/22 PLANNING MATTERS

- a) **Applications Received:-** NYM/2022/0363 Remove stables and erect three timber lodges to provide rooms ancillary to country inn, Bryherstones, Newlands Road. Concerns expressed regarding 1] possible inaccurate plans since they implied Danby Cottage was part of the application site; 2] area of site used would be considerably more than that used by the stables resulting in unacceptable intensification of use; 3] sewage system; 4] no screening of lodges from site; 5] potential disturbance/impact on Newlands Cottage. **Agreed** object.
- b) **Decisions received –**
 - 1] 21/02893/FL Erect building to form barn and 4no. stables, land at OS Field 6773, Whiteway – **granted**;
 - 2] NYM/2022/0137 change of use existing paddock to campsite comprising two glamping pods with associated parking, access path and package treatment plant, Newlands Cottage, Newlands Road – **granted**.
- c) **Planning matters received after 29/5/22:-** None.

45/22 FINANCE & REGULATORY MATTERS

- a) **Noted** the standing order set up to pay N Barnes 20th day monthly [*Minute 27/22e refers*] had been rejected by the receiving bank and a new order to pay on 27th day monthly had been authorised by Cllrs. Baker and Staveley (this payment had been accepted by the receiving bank).

46/22 ACCOUNTS TO CERTIFY – Two invoices had been received after preparation of the agenda and were circulated to councillors on 3rd June. Having been previously notified/agreed, the following were approved for payment via online banking (Cllrs. Ford and Staveley to do the online authorisation within 24 hours):-

Duchy	Quiet Area rent to 23/6/23 and back rent 1/4/20-23/6/22	£100-14
Sneakytrick	Website hosting & support to 31/5/23	£144-00

47/22 DATE OF NEXT COUNCIL MEETING

Agreed 4th July 2022, St. Mary's Church Hall.

There being no further business, the Chairman declared the meeting closed at 8.40pm.

**MINUTES OF EXTRA ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN
ST. MARY'S CHURCH HALL ON MONDAY 13th JUNE 2022 AT 7.30PM**

Present: Councillor P Couch (Chairman)
Councillor D Baker
Councillor Mrs P Bleasdale (from 7.32pm)
Councillor M Brooks
Councillor D Ford
Councillor Mrs D Readman
Councillor Mrs S Staveley

1 member of public (to 7.32pm), Mrs J Marley (Clerk to Council).

Absent: Councillor Mrs S Staveley.

48/22 **APOLOGIES FOR ABSENCE:** **Accepted** from Councillor Mrs Staveley (family commitment).

49/22 **VACANCY UNFILLED AT ELECTION BY REASON OF INSUFFICIENT NOMINATIONS:-** One vacancy existed. A letter of application had been received from a parishioner. **Agreed** Mrs Pamela Bleasdale be co-opted to the Ordinary Vacancy. Clerk to inform SBC Elections Office.

50/22 **DECLARATION OF ACCEPTANCE OF OFFICE**
Received Cllr Mrs Bleasdale's signed declaration of acceptance of office, countersigned by the Clerk as Proper Officer.
Cllr. Mrs Bleasdale took her place at the Council table.

51/22 **DATE OF NEXT COUNCIL MEETING**
Noted this would be held on 4th July 2022, St. Mary's Church Hall.

There being no further business, the Chairman declared the meeting closed at 7.33pm.