

CLOUGHTON PARISH COUNCIL

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

PARISH COUNCIL MEETING St. Mary's Church Hall Monday 1st December 2025 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. To receive apologies for absence given in advance of the meeting.
2. To consider the approval of reasons given for absence.
3. To receive member's declarations of interest in items of business on this agenda.
4. Minutes of Council meeting of 6th October 2025 [*enclosed*] to approve and sign.
5. To note no meeting was held in November due to the absence of the Clerk on sick leave.
6. Public Open Forum.
7. To consider & agree action as appropriate on matters raised in the Public Open Forum.
8. To receive application to the Casual Vacancy and agree action as appropriate.
9. Reports/updates to receive (as available) & agree action as appropriate – Police (October incident report emailed to councillors 23/11/25), Unitary, Parish, Clerk - not to exceed 30 minutes in total.
10. To receive and note action taken under Standing Order 51:- Parish Member vacancy on NYMNP – to note details of the three nominees had been circulated to all councillors by email on 4/11/25 and the majority vote for Cllr. Marley had been submitted to the NYMNP as this Council's choice.
11. Fracking [*Minute 71/25 refers*] – to receive update from Cllr. Fanthorpe and agree action as appropriate.
12. Increasing Council's public profile [*Minute 72 /25c) refers*] – to receive Cllr. Fanthorpe's report and agree action as appropriate.
13. Speed data – to note the surveys had been carried out; to receive Cllr. Fanthorpe's report thereon and agree action as appropriate.
14. Updates on matters raised at previous meetings:-
 - a) Planning matter on Station Lane [*Minute 34/25d) refers*] – to note a retrospective planning application had been submitted;
 - b) Planning matter on Quarry Bank [*Minute 56/25c) refers*] – to note the dormer falls within permitted development and no action is to be taken by the planning authority;
15. Correspondence:-
 - a) Ballot for the Parish Member vacancy on NYMNP – to note the count took place on 25/11/25 and Cllr. Marley was elected to the vacancy (note the appointment is subject to confirmation by the Secretary of State);
 - b) Correspondence received after 25/11/25 requiring a response before next meeting.
16. Planning Matters:-
 - a) Applications Received- to agree comments on:-
 1. NYM/2025/0702 Vary condition 3 of NYM/2023/0493 to allow commercial use of manege (retrospective) at Westfield Farm, Station Lane;
 2. ZF25/01294/HAS Vary conditions 1 (amended plans), 4 (holiday use) and 5 (28 day occupation) in relation to ZF25/00036/HS at 17 Station Lane;
 - b) Decisions received to note:-
 1. NYM/2025/0447 Enlarged replacement dormer at Shearwater, Hood Lane – granted with conditions;

2. ZF25/00753/HS Retrospective application for raised timber decking with pergola on raised decking area at 12 Littlemoor Close – withdrawn;
- c) To agree comments/note any planning matters/decisions received after 25/11/25.
17. Finance & Regulatory Matters
- a) Replacement of Internal auditor – to receive details and agree action as appropriate;
 - b) Rural verge cutting - to agree if this should be put out to tender for 26/27 onwards and for what period;
 - c) 26/27 Model Agreement (enclosed) – to note this has been amended and monies will only be paid for parks, playing fields and open spaces (£3,472.21) and churchyards (£278.10). This will result in a decrease in income of £2,549.70 on the current financial year;
 - d) 26/27 budget and precept – to receive attached recommendations and agree action as appropriate;
 - e) Standing Order to N Barnes – to note 1] a change of bank details was received 20/10/25, 2] the existing standing order was cancelled 23/11/25, 3] to authorise the replacement standing order in the sum of £455/month payable 15th December and 15th January which has been set up;
 - f) Availability of Section 106 monies (details emailed to councillors 15/10/25) – to receive and agree action as appropriate.
18. Accounts to Certify:- NYC (4 speed surveys) £440-00; Playsafety (playground inspection) £120-00; HMRC (tax/NI Oct-Dec) £39-00.

A U setup due to leave bank 4/12/25

J. Marley

J. Marley (Mrs)

Clerk to the Parish Council

26th November 2025

MINUTES OF ORDINARY MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 6th OCTOBER 2025 AT 7.30PM

Present: Councillors P Couch (Chairman), P Bleasdale, K Fanthorpe, D Ford, S Staveley. Four members of public (two left 7.40pm). Mrs J Marley (Clerk to Council).

Absent: Cllr. Baker.

63/25 **APOLOGIES GIVEN IN ADVANCE OF MEETING:-** Received from Cllr. Baker and North Yorkshire Cllr. Bastiman.

64/25 **APPROVAL OF REASONS FOR ABSENCE:-** Resolved the reasons of 'health' (Cllr. Baker) and 'prior commitment' (NY Cllr. Bastiman) be approved & accepted.

65/25 **DECLARATIONS OF INTEREST:** None.

66/25 **MINUTES**
Having been previously circulated, **resolved** the minutes of the meeting of 1st September 2025 be **approved** as an accurate record & authorised for signature by the Chairman of the meeting.

67/25 **PUBLIC OPEN FORUM** No new matters raised.

68/25 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

Procedural note - With councillors approval agenda item 11a) was considered next.

69/25 **UPDATES ON MATTERS RAISED AT PREVIOUS MEETINGS:-**

- a) Unoccupied property Station Lane [Minute 55/25 refers] – Cllr. Couch gave an update on his site visit which was **received & noted** and recommended the parishioners contacted Environmental Health in their own right.

Procedural note – At this point 2 members of public left the meeting.

70/25 **REPORTS**

- a) **Police:** the report for September incidents (emailed to councillors 1/10/25) was **received & noted**.
b) **Unitary:** No report to receive.
c) **Parish:** Cllr. Staveley reported the loose kerb on West Lane corner had been replaced and the poor surface of the pavement on West Lane marked up for repairs. Reference was made to the lack of a swing suitable for babies in the playground and it was explained that while Cloughton's playground had been designed for children over the age of 5 there was one available in the playground at Burniston & Cloughton Village Hall.
d) **Clerk:** no matters to report.

71/25 **EA consultation on environmental permit for fracking** [Minute 57/25c) refers] – Cllr. Fanthorpe reported over 60 people had attended the Environment Agency's drop in consultation. The consultation timeline had been extended to 7/10/25 so it had not been necessary to hold the extraordinary council meeting on 15/9/25. Cllr. Fanthorpe's written report (circulated with agenda) was received and **resolved** it be submitted to the EA as this Council's observations on the proposals.

72/25 **Increasing Council's public profile** [Minute 58/25c) refers] – various suggestions were considered including holding "drop in" sessions and a newsletter – **resolved** Cllr. Fanthorpe to report to the December meeting.

73/25 **Standing Orders and Financial Regulations** – **noted** Clerk's report that these were in need of updating (having last been updated by council in 2021 and the Model Templates issued by NALC having been updated earlier this year). **Resolved** documents to be presented to Council by Clerk in due course.

74/25 **UPDATES ON MATTERS RAISED AT PREVIOUS MEETINGS:-**

- a) Increases in precept [Minute 55/25 refers] – **noted** the exchange of emails in early July between Clerk & parishioner had been emailed to councillors 1/9/25. A prolonged and robust exchange of views between the parishioner and councillors took place (during which the clerk left the room). Councillors re-iterated the reasons for their previous decisions. At the end of the exchange the parishioner left the room. The Clerk returned and councillors **resolved** the minute should read as above.

- b) Overnight camping, Saltpans [Minute 59/25a) refers] – **received & noted** report by Cllr. Couch that Burniston Parish Council supported a ban via Highways. **Received & noted** report by Clerk that to the best of her knowledge the highway extent did not go as far as the car park at Saltpans therefore a highway ban would not work. **Resolved** Clerk to contact Duchy to establish if any of the land was in their control and report to a future meeting.
- c) Speeding/Community Speedwatch [Minute 59/25b) refers] – **received & noted** Cllr. Fanthorpe's report – the good news was that 4 sets of speed data collection tubes would be installed for a seven day period (dates unknown); the bad news was that the lighting columns were light-duty and North Yorkshire Council would not agree to mounting vehicle activated signs on them. Any signs would have to be on separate posts (cost £500+VAT) and an electrical connection would be another £1,000+VAT)

75/25 CORRESPONDENCE

- a) Planning training at Helmsley 5.30-7.30 22/10/25 – **resolved** Cllr. Bleasdale to attend;
- b) Parish Member vacancy on NYMNP – **resolved** nobody wished to be nominated;
- c) Parish Election Recharge Policy (circulated with agenda) – **resolved** report be received and an election reserve be built into budget and earmarked reserves;
- d) Request for donation from N. Yorkshire CAB – **resolved** donation of £200 be made, Clerk to set up payment and Cllrs. Ford and Staveley to authorise;
- e) Correspondence received after 29/9/25 & requiring a response before next meeting:- 1] letter from Duchy re. rent review for playground and increasing annual rent to £69-50+VAT. **Resolved** the increase be reluctantly accepted; as rent had only recently been paid, Clerk to ask for invoice to cover the increase.

76/25 PLANNING MATTERS

- a) **Applications Received & Appeals Notified:-** None.
- b) **Decisions received:-** None.
- c) **Planning matters received after 29/9/25:-** None.

77/25 ACCOUNTS TO CERTIFY – The following were approved for payment via online banking (Cllrs. Ford & Staveley to do the online authorisation within 24 hours):-

N. Barnes	Moles and paths	£58-75
T Harland	Rural verge cutting	£900-00
M Eyres	External painting Reading Rooms	£320-00
Sneakytrick	Domain renewal	£10-00

There being no further business, the Chairman declared the meeting closed at 9.41pm.

SHORT RESUME FOR CLOUGHTON PARISH COUNCIL

PERSONAL DETAILS

Name: Anne Thompson	Title/Status: Mrs/Married	D.O.B: REDACTED
Address: REDACTED	Phone: REDACTED	Email: REDACTED

WHY I WANT TO JOIN CLOUGHTON PARISH COUNCIL

I am interested in joining the council because I love the village and would like to contribute alongside you all in serving the local community. I think I have some skills and personal qualities (see below) that are suited to the role of councillor, and I hope to use these as appropriate when needed. I have lived in the village for the past three and a half years. During the twenty years prior to moving here, my wife and I spent several holidays each year staying in her cousin's house in Cloughton whilst he worked abroad.

EDUCATION / WORK BACKGROUND

I am educated to master's degree level, holding a BA Hons (2:1) degree in Social Studies and an MA (Hons with Distinction) degree in Social Work. I also have a Certificate of Qualification in Social Work (CQSW) and a Further and Adult Teacher's Certificate 730-7.

Most of my paid work has been within the Sport Development sector. I have led and managed several local and regional council-based Sport Development Projects (E.g. Sport Development Project Manager for Preston Road New Deal for Communities/Hull City Council, Coach Development Consultant for Hull/East Riding of Yorkshire Council).

My last paid work was in 2021 when I retired from my role as Head of Rugby League Development for the City of Hull. Over several previous years I had worked full-time for the governing body of rugby league (RFL) in a few roles (E.g. Regional Talent Coach for Yorkshire, Senior Coach Educator and Club and Coach Development Officer).

I have spent over 35 years volunteering on community-based rugby league club and league management committees. I have taken mostly leadership positions such as Chairperson, Coaching Coordinator, Coach Mentor etc. I am still a qualified rugby league coach and RFL trained Coach Developer but no longer coach regularly.

PERSONAL SKILLS AND QUALITIES

My education, work and personal life experiences have both supported and challenged me to develop several skills and personal qualities I think would help me play a full and useful part on the council.

When I have worked on various committees and within teams of people, I am often told by others that what they like and respect about me most is my authenticity. They tell me they see me as 'real -what you see is what you get etc.' I am confident to present myself in a genuine way and to act honestly, sincerely and without pretence. People have also told me they respect and value my clear thinking, judgement and decision making. They mention my ability to listen, learn and evaluate all sides of an issue before making my own decisions. Lastly, others tell me they value my ability to plan and lead others to success in project and team situations.

As a councillor I would try my best to use the best of myself to serve the council and the residents of Cloughton and the surrounding areas.

Jonathan Clubb
Head of Parks & Grounds
North Yorkshire Council
County Hall
Racecourse Lane
Northallerton
DL7 8AD

Clerk Jools Marley
Cloughton Parish Council
Sent by Email

17 November 2025

Dear Jools,

RE: Executive decision on Future of Scarborough Model Agreement

I am writing to confirm that North Yorkshire Council's Executive resolved unanimously on Tuesday 21 October as follows:

- I. To agree that the SMA [Scarborough Model Agreement] funding is replaced with the revised schedule of payments that will form individual agreements between services with individual parishes as summarised in paragraph 4.1 of this report and set out in detail in Appendix A.
- II. To note the overall opportunity to deliver savings of up to £102,347.26 as part of the Environment transformation programme.
- III. That NYC convene an in-person engagement event in the Scarborough area for parishes at the earliest opportunity after the Executive's decision, to support and assist stakeholders. [Held on Thursday 23 October].

The full report is published on the Council's website at [Agenda for Executive on Tuesday, 21 October 2025, 11.00 am | North Yorkshire Council](#).

For each of the thematic areas e.g. Parks & Open Spaces (POS), Verges, Burials etc. a rationale is set out for each within paragraph 4 of the report at the link above. A short summary is provided table below.

Service area	Summary of decision
Parks, playing fields and open spaces	Maintain current funding level via individual agreements whilst further assessment is undertaken.

Roadside verges (grass cutting)	Removal of all SMA payments as visibility splays already funded by NYC Highways.
Burial grounds and church yards	Funding limited to 15 locations that are the responsibility of NYC.
Public seats – maintenance	Removal of all SMA payments (except Filey) as maintenance will move to NYC.
Public Shelters & Bus Shelters	Removal of all SMA payments (maintenance will move to NYC).
Public clocks	Removal of all SMA payments.
Administration	Removal of all SMA payments.

Personalised implications for your parish

Financial implications for all parishes are contained in Appendix A of the decision report. For ease of reference these are reproduced for Cloughton in the 2026/27 financial year below.

POS	Verges	Burials	Seats	Shelters	Clocks	Admin	Total	Reduction
3,472.21	0.00	278.10	0.00	0.00	0.00	0.00	3,750.31	-2,549.70

(Figures show in £, and subject to inflationary increase).

Next steps and further information

Individual services within North Yorkshire Council will prepare new agreements for each parish where funding is available next year and will share these in the New Year to begin the process of formalising the arrangements.

The Executive agreed to maintain current funding in 2026/27 for maintenance of parks and open spaces (POS) whilst a review of costs and value for money is undertaken. Where applicable, the Parks and Grounds service at North Yorkshire Council will contact individual parishes seek their input when undertaking this review. The team can be contacted at parksandgrounds@northyorks.gov.uk where parishes require advice or have any questions.

For queries relating to burial grounds and churchyards, please contact Bereavement@northyorks.gov.uk

For enquiries relating to benches, please contact memorialbenches.sca@northyorks.gov.uk

For enquiries regarding grass cutting of highway verges, please contact HAM@northyorks.gov.uk

I hope this information is useful and If you have any queries about potential devolution proposals as a result of the impacts of the Scarborough Model Agreement decision please contact localdevolution@northyorks.gov.uk, for more general enquiries please contact parishliaison@northyorks.gov.uk.

Yours sincerely



JON CLUBB
Head of Parks & Grounds
Jonathan.Clubb@northyorks.gov.uk

Future of Scarborough Model Agreement - Summary of Proposals

Council	Current [2025/26]								Proposed [2026/27]								
	POS	Verges	Burials	Seats	Shelters	Clocks	Admin	Total	POS	Verges	Burials	Seats	Shelters	Clocks	Admin	Total	Reduction
BURNISTON	2,973.22	6,358.02	656.30	518.05	621.34	0.00	1,390.87	12,517.80	2,973.22	0.00	0.00	0.00	0.00	0.00	0.00	2,973.22	-9,544.58
CLOUGHTON	3,472.21	1,417.48	278.10	346.43	85.79	0.00	700.00	6,300.01	3,472.21	0.00	278.10	0.00	0.00	0.00	0.00	3,750.31	-2,549.70
Newby and Scalby	1,795.69	0.00	3,716.93	0.00	293.99	0.00	725.83	6,532.44	1,795.69	0.00	3,716.93	0.00	0.00	0.00	0.00	5,512.62	-1,019.82

N. Barnes
 BURNISTON
 Quiet area rest
 Playground rest
 Playground insp
 Xmas live prizes
 3640
 725
 60
 60
 120
 50
 3640
 725
 60
 60
 120
 50
 4655
 inc
 VAT
 4615
 ex
 VAT

so 26/27 cpe will be
 AT LEAST 1,200 short on POS
 Plus losses for verges, seats, shelters & admin (2,550)
 so total short 1,750

**PROJECTED
RECEIPTS
26/27**

BUDGET 26/27

AGENCY SERVICES

0.00	Bus shelters	65.00
278.10	Churchyard	278.10
0.00	Verges (SBC)	750.00
3,472.21	Parks	4,655.00
0.00	Clock	0.00
0.00	Seats	100.00
0.00	Admin %	0.00
3,750.31		5,848.10
223.97	Verges (NYCC)	223.97
<u>3,974.28</u>	<u>0.00</u>	<u>6,072.07</u>

Marley:

Contractor 455*8=3640
Xmas lights=50
Rospa=110
B&CVH ground maint=725
Pground rent Duchy=65
Q area Duchy=65

Budgeted expenditure

6,072.07

5,290.00

11,362.07

PRECEPT

25/26 is £7464

Audit	300.00
Bank charges	72.00
Clerk allowances	135.00
Clerk expenses	0.00
Clerk salary	2,553.00
Pension Contribs.	240.00
Tax/NI	160.00
Hall hire	110.00
Insurance	950.00
Misc	50.00
Petty cash	10.00
Stat/off. Exp	10.00
Subs	400.00
Training	100.00
Website	200.00

5,290.00

Guaranteed Income

2,600.00

3,974.28

6,574.28

Shortfall to be financed by precept

11,362.07

6,574.28

4,787.79

Need to raise earmarked reserves
parish property £1,500 to £2,000
election £1,500 to £2,500

PLAYGROUP

2,600.00

Recommend precept remains at £7464
which will result in Band D charge of
£23.25 (a decrease from current year
of £23.47)