

**MINUTES OF ANNUAL MEETING OF CLOUGHTON PARISH COUNCIL HELD ON Zoom
PLATFORM ON MONDAY 3rd MAY 2021 AT 7.19PM**

Present: Councillor P Couch
Councillor D Baker
Councillor J Brace
Councillor D Ford
Councillor K Loy
Councillor D Readman
Councillor S Staveley (from 7.23pm)

3 members of public (left 8.06pm), S Burr (Kompan) from 8.31pm, Mrs J Marley (Clerk to Council)

Absent: County Cllr. D Bastiman

15/21 **ELECTION OF PARISH COUNCIL CHAIRMAN** **Resolved** Cllr. Couch be elected Chairman for the forthcoming year.

16/21 **CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
As this was a virtual meeting, **agreed** Clerk to make arrangements with Cllr. Couch for the signing of his declaration of acceptance of office.

17/21 **APOLOGIES FOR ABSENCE:** **Accepted** from County Cllr. Bastiman (prior commitment).

18/21 **DECLARATIONS OF INTEREST:** None.

19/21 **ELECTION OF VICE CHAIRMAN**
Resolved Cllr. Baker be elected Vice Chairman for the forthcoming year.

20/21 **ELECTION OF REPRESENTATIVES/OFFICERS**
Representatives/officers were **agreed** as follows:-
YLCA Clerk
Coastal Forum Cllrs. Baker & Mrs Readman
Heritage Coast Cllrs. Mrs Loy & Mrs Readman
Scarborough & District Sports Council Cllr. Couch
Burniston & Cloughton Village Hall Cllr. Mrs Loy
Cloughton Relief in Need Charity Cllrs. Couch & Mrs Readman
Friends of the Railway Cllr. Couch

21/21 **MINUTES** Having been previously circulated, the minutes of the meeting of 12th April 2021 were **approved** as an accurate record and authorised for signature by the Chairman.

22/21 **PROCEDURAL MATTER** Standing Orders were suspended at 7.24pm.

23/21 **PUBLIC OPEN FORUM** No matters raised.

24/21 **PROCEDURAL MATTER** Standing Orders were resumed at 7.24pm.

25/21 **MATTERS RAISED IN PARISH ASSEMBLY AND PUBLIC OPEN FORUM**
Concerns regarding the number and location of sites submitted for housing consideration had already been expressed by councillors and comments/objections were being submitted by the Clerk.

26/21 **REPORTS**

- a) **Police:** Written report **received**.
- b) **County:** No report to receive.
- c) **Borough:** No report to receive.
- d) **Parish:** Cllr. Baker had attended the online Coastal Forum meeting which had mainly been about the NYMNP Management Plan. Cllr. Brace commented on the vehicle activated speed signs recently installed in Burniston. Cllr. Ford reported on the NYMNP Planning Committee's site visit to the old duchy sawmill in Cloughton Woods where holiday lodges were proposed. The meeting had been well attended and issues raised had included the lack of speed survey or collision history, the inability for cyclists to use a public footpath, the access to the site and its poor links to the public rights of way system. Cllr. Loy reported the cinder track and Saltpans had been tidied up [Minute 8/21d) refers]. Cllr. Staveley reported 1] a large pothole

on Saltpans road (would get a photo) and 2] problems with campervans parking overnight at Saltpans – **noted** there was no prohibition of overnight parking in that location, but possible Police may be able to take action. She also queried whether a new static caravan had been sited in the field behind Littlemoor Close. Cllr. Couch reported blocked gullies at 5/6 High Street, Tause's Lane to Cloughton Hall and on Mill Lane going south.

e) **Clerk:** No matters to report.

At this point (8.06pm) the Chairman suspended the meeting for ten minutes as the Clerk's internet connection had become unstable. The meeting reconvened at 8.17pm.

27/21 CORRESPONDENCE

- a) Correspondence received after 24/4/21 & requiring a response before next meeting:- 1) Email of 30/4/21 from Came & Co (insurers) with details of premium for 2021/22 insurance. **Noted** the premium was to rise 40% from £740-57 to £1,009-08. **Agreed** this was excessive and Clerk instructed to attempt to find the same or better cover for a more competitive price. Clerk to update councillors by email and decision to be made in accordance with Financial Regulation 3.5 as varied. 2) Email of 29/4/21 from SBC Planning re. convening an informal zoom meeting with councillors from Cloughton, Burniston and Newby & Scalby to discuss matters relating to design of new development. **Agreed** Cllrs. Brace, Ford, Loy and Readman to attend.

28/21 PLANNING MATTERS

- a) **Applications received:-** None at preparation of agenda.
b) **Decisions received & noted:-** None.
1) NYM/2021/0072/FL Retain agricultural storage building not built in accordance with NYM/2018/0002/AGRP at Linglands Farm, Gowland Lane – **granted**;
2) NYM/21021/0093/FL Erect agricultural storage building (retrospective) at Linglands Farm, Gowland Lane – **granted**.
c) **Planning matters received after 24/4/21:-** None.

29/21 FINANCE & REGULATORY MATTERS

- a) 2020/21 Annual Return (*circulated with agenda*) – 1] **received & noted** Internal Auditor's unqualified report; 2] Section 1 Annual Governance Statement **completed** & Chairman **authorised** to sign; 3] Section 2 Accounting Statements **approved** & Chairman **authorised** to sign; 4] Certificate of Exemption **confirmed** & Chairman **authorised** to sign; 5] documents necessary to ensure compliance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities to be published on the Parish Council's website.
b) Changes to Financial Regulations (*circulated with agenda*). Council **agreed** to recommendations in RFO's report, changes to take place with immediate effect. Financial Regulation 3.5 to be varied for a period of 6 months. Financial Regulation 6.1 to be permanently amended.

30/21 ACCOUNTS TO CERTIFY

R. Carey	Internal audit 2020/21	£30-00
St. Mary's Church	Contribution to churchyard maintenance 21/22	£227-75
B&C Village Hall	Contribution to ground maintenance 21/22	£700-00

Agreed invoices be **authorised** for payment, Cllrs. Brace and Staveley to do the online authorisations.

31/21 NEXT MEETING

Agreed 7th June or 5th July 2021 (date being dependent on Coronavirus advice/regulations & what is felt appropriate; if face to face meeting then probably in Church Hall, Cloughton).

32/21 PLAYGROUND

– [Minute 14/21 refers] At its last meeting Council had asked Clerk to go back to Kompan asking 1] could the Tipi Carousel with top brace be removed from the design and replaced with a wheelchair carousel, 2] could the wetpour area be extended towards the Beck Lane boundary to accommodate a future piece of equipment (possibly a climbing house or monkey bars) which could be crowd-

funded or bought with funds raised by parents, 3] could all gates have solid flooring at both sides in order to prevent the surrounding grass turning to mud.

Kompan had made various suggestions which Mr Burr outlined to the meeting. Following much discussion Council **agreed** 1] remove the Tipi Carousel and in its place install the wheelchair carousel, 2] not extend the wetpour towards the Beck Lane boundary for the moment (due to uncertainty about the type of equipment which would go there as that governed the area of wetpour cover needed), 3] Beck Lane access to have wear pad on ground inside the gate. These amendments were likely to increase the project cost by £5,000 to £6,000. Amended quotation to be provided by Kompan and Clerk to forward to councillors for their views, a decision would be made in accordance with Financial Regulations 3.5 and 19.2 as varied.

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

DRAFT
for approval
5/7/21