

MINUTES OF ANNUAL MEETING OF CLOUGHTON PARISH COUNCIL HELD IN ST. MARY'S CHURCH HALL ON MONDAY 13th MAY 2024 AT 7.10PM

Present: Councillor P Couch (Chairman), Councillors P Bleasdale, K Fanthorpe, D Ford.

No members of public, Mrs J Marley (Clerk to Council)

Absent: Cllrs. D Baker and S Staveley, North Yorkshire Unitary Cllr. D Bastiman

12/24 **ELECTION OF PARISH COUNCIL CHAIRMAN** **Resolved** Cllr. Couch be elected Chairman for the forthcoming year.

13/24 **CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
Received Cllr Couch's signed declaration of acceptance of office, countersigned by the Clerk as Proper Officer.

14/24 **ELECTION OF VICE CHAIRMAN**
Resolved Cllr. Baker be elected Vice Chairman for the forthcoming year.

15/24 **ELECTION/CONFIRMATION OF REPRESENTATIVES/OFFICERS**
Representatives/officers were **agreed** as follows:

	CURRENTLY
YLCA	Clerk
Coastal Forum	Cllrs. Baker & Mrs Bleasdale
Heritage Coast	Cllrs. Ford & Vacancy
Scarborough & District Sports Council	Cllr. Couch
Burniston & Cloughton Village Hall	Cllr. Mrs Staveley
Friends of the Railway	Cllr. Couch
CAP Group	Cllr. Baker

17/24 **APOLOGIES:-** **Received & accepted** from Cllrs Baker and Staveley (health).

18/24 **DECLARATIONS OF INTEREST:** None.

19/24 **MINUTES**
Having been previously circulated, the minutes of the meeting of 8th April 2024 were **approved** as an accurate record & authorised for signature by the Chairman.

20/24 **PUBLIC OPEN FORUM** No public present.

21/24 **MATTERS RAISED IN PARISH ASSEMBLY AND PUBLIC OPEN FORUM** None.

22/24 **REPORTS**
a) **Police:** the report for incidents during April had been circulated with the agenda and was **received**.
b) **Unitary:** no report to receive.
c) **Parish:** Cllr. Ford reported the gate on Ripley's Road was still locked (to get photo and pass to Clerk). Cllr. Bleasdale reported problems on Newlands road with stone walls and self-seeded sycamores (Clerk to refer to Highways) . Cllr. Couch reported gully problems at 6 High Street, East Meon and outside the church hall (Clerk to pass to Highways).
d) **Clerk:** No matters to report.

23/24 **UPDATES ON MATTERS RAISED AT PREVIOUS MEETINGS:-**

a) **Speeding/Community Speedwatch** [*Minute 8/24a*) refers]. Cllr. Fanthorpe gave a detailed update and all councillors were asked to individually report their concerns via the Speedwatch reporting form. Also **noted** Clerk's report that the additional roundel request had been passed to the engineers for consideration.

24/24 **CORRESPONDENCE**

a) Correspondence received after 6/5/24 & requiring a response before next meeting – none.

25/24 **PLANNING MATTERS**

a) **Applications Received & Appeals Notified:-**
1. NYM/2024/0291 Erect agricultural building, Linglands Farm, Gowland Lane – **agreed** no objections.

b) Decisions received: –

1. NYM/2024/0146 Demolish conservatory, erect single storey side extension, The Gatehouse, Newlands Road – **granted with conditions**;
2. ZF24/00656/TCA Crown lift 1 cherry tree and 1 sycamore tree, Kirkstones, Mill Lane – **granted**.

c) Planning matters received after 6/5/24:- none.

26/24 FINANCE & REGULATORY MATTERS

- a) 2023/24 Accounts (*circulated with agenda*) – **received & approved**; Chairman **authorised** to sign;
- b) 2023/24 Annual Return (*circulated with agenda*) – 1] **Resolved** Certificate of Exemption be **approved**; 2] **Resolved** Annual Internal Audit Report be **received & noted**; 3] **Resolved** Annual Governance Statement (Section 1) be **completed** & Chairman **authorised** to sign; 4] **Resolved** Accounting Statements (Section 2) be **approved** & Chairman **authorised** to sign; 5] **Resolved** public inspection period to be 3/6/24 to 12/7/24 inclusive and 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 as necessary.
- c) **Resolved** R A Carey be confirmed as internal auditor for 2024/25.
- d) Schedule of meetings till May 2025 [*list circulated with agenda*]. **Resolved** meetings to be held St. Mary's Church Hall commencing 7.30pm (unless otherwise stated) on 3/6/24, 1/7/24, 2/9/24, 7/10/24, 4/11/24, 2/12/24, 6/1/25, 3/2/25, 3/3/25, 7/4/25 (start not before 7.05pm), 12/5/25. Clerk to place Schedule on noticeboard.
- e) **Bank account signatories – resolved** to add Cllr. Fanthorpe to cheque and online signatories.

27/24 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):-

R. Carey	Internal audit 2023/24	£30-00
St. Mary's Church	Contribution to churchyard maintenance 24/25	£271-05
B&C Village Hall	Contribution to ground maintenance 24/25	£725-00

There being no further business, the Chairman declared the meeting closed at 7.58pm.