

PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

29 October 2020

You are summoned to attend an ordinary meeting of the **TOWN COUNCIL OF WHITBY** to be conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page - <https://www.facebook.com/WhitbyTC/> on **Tuesday 3 November at 6:00pm**, the agenda for which is set out below.



Michael King
Town Clerk

To: Councillors Barnett, Brown, Coughlan, Dalrymple, Derrick, Harston, Jackson, Jennison, Lapsley, Nock, Smith, Stephenson, Sumner, Wild, Wilson and Winspear

NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and resolve upon apologies for inability to attend.

2. DECLARATION OF INTERESTS

To declare any interests which members have in the following agenda items.

3. PUBLIC PARTICIPATION

Standing Orders will be suspended for up to 15 minutes to allow for questions or statements about business items on the agenda, submitted by members of the public¹ (limited to 3 mins per person).

4. EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

- a. Anglo American – Matt Parsons and Heather King
- b. North Yorkshire Police
- c. County & Borough Councillors

5. MINUTES

- a. To approve as an accurate record minutes of the following meetings:
 - i. Council 7 July 2020
 - ii. Extraordinary Council 11 August 2020
 - iii. Extraordinary Council 23 September 2020
 - iv. Extraordinary Council 29 September 2020
- b. To receive the minutes of the following meetings:
 - i. Town Development & Improvement 14 September 2020
 - ii. Joint Management Committee 12 October 2020
 - iii. Planning 13 October 2020

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iv. Finance, Policy & General Purposes	20 October 2020
v. Town Development & Improvement	26 October 2020
vi. Planning	27 October 2020

6. COMMITTEE RECOMMENDATIONS

- a. JMC Committee 12 October
JMC049/20 Report on Property Matters

RECOMMENDED that the quotation to undertake the repairs to the museum hall floor be referred to Full Council meeting on 3 November.

- b. FP&GP Committee 20 October
F064/20 APPROVAL OF PAYMENTS

RECOMMENDED that the schedule of payments up to 15 October 2020 in the sum of **£22,849.46** (excluding WHG) and income of **£116,494.63** as attached hereto is approved and submitted to Full Council.

And, under separate resolution:

RECOMMENDED that supplemental to the schedule of payments up to 15 October the sum of **£100.00** (WHG) as attached hereto is approved and submitted to Full Council.

- c. JMC Committee 26 October
TDI070/20 WHITBY LOBSTER HATCHERY

RECOMMENDED that the Whitby Lobster Hatchery be invited to provide an update on its ambitious plans to a future meeting (of Full Council).

7. MAYOR'S REPORT

Civic engagements since 7 July 2020.

8. CLERK'S REPORT

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- a. Draft Visitor Economy Strategy and Destination Plan Consultation.
b. Christmas Lights – working with Whitby In Bloom
c. Christmas Closure

9. FLOODING AWARENESS —STANDING ITEM

Tides above 5.5 metres – to be reported at the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/83373418143?pwd=NIJFanZUYVVVibWY1YU9EK0EzSExlUT09>

Meeting ID: **833 7341 8143**

Passcode: **139782**

One tap mobile

02034815237,,83373418143#,,,,,0#,,139782# 02034815240,,83373418143#,,,,,0#,,139782#

Dial by your location (UK numbers)

0203 481 5237

0203 481 5240

0203 901 7895

0131 460 1196

0203 051 2874

Find your local number: <https://us02web.zoom.us/j/83373418143?pwd=NIJFanZUYVVVibWY1YU9EK0EzSExlUT09>

1. Anyone who wishes to register to participate under Item 3, please contact the Town Clerk (town.clerk@whitbytowncouncil.gov.uk)

WHITBY TOWN COUNCIL

Minutes of the Ordinary meeting of the **Town Council of Whitby**, held on **Tuesday 7 July 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:00pm.

Present Councillor Mrs L Wild (Mayor) and Councillors Mrs H J Brown, Mrs H R Coughlan, R Dalrymple, L Derrick, J Harston, G Jackson, T Jennison, J Nock, Mrs H Sumner, Mrs N L Wilson and C Winspear.

Also M King, Clerk, and Mrs A Cowey, Deputy Clerk, and one member of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

001/20 APOLOGIES

Apologies for inability to attend the meeting were received from Cllr S Lapsley.

002/20 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

003/20 PUBLIC PARTICIPATION SESSION

A member of the public expressed concerns regarding the future of Whitby Pavilion, highlighting the detrimental impact the closure of this venue could have on the business and tourism industry in Whitby, and asked that the Town Council is prepared and forewarned for anything it can do to retain the Pavilion as an entertainment venue.

STANDING ORDERS REINSTATED

004/20 EXTERNAL REPORT

- a. **NORTH YORKSHIRE POLICE** – No Police Reports
- b. **COUNTY & BOROUGH COUNCILLORS** – No County or Borough Council Reports

005/20 MINUTES

a. FULL COUNCIL 3 MARCH 2020

MOVED by Cllr J Harston, seconded by Cllr G Jackson and

RESOLVED unanimously that the Minutes of the ordinary meeting of the Full Council held on 3 March 2020 are confirmed as an accurate record of the meeting and signed by the Town Mayor.

b. COMMITTEE MINUTES

i PLANNING COMMITTEE 10 MARCH 2020

MOVED by Cllr R Dalrymple, seconded by Cllr J Nock and

RESOLVED unanimously that Minutes from the Planning Committee Held on 10 March 2020 are received.

ii FINANCE AND GENERAL PURPOSES 17 MARCH 2020

MOVED by Cllr T Jennison, seconded by Cllr C Winspear and

RESOLVED unanimously that Minutes from the planning Committee and the Finance Policy and General Purposes Committee held on 17 March 2020 are received.

**006/20 COMMITTEE RECOMMENDATIONS
FINANCE
F678/20APPROVAL OF PAYMENTS**

RECOMMENDED: That the schedule of payments up to 17 March 2020 in the sum of £ 20,137.56 as attached hereto is approved for payment and submitted to Full Council.

MOVED by Cllr Mrs N Wilson, seconded by Cllr G Jackson and

RESOLVED unanimously that the schedule of payments up to 17 March 2020 sum of **£20,137.56** as recommended by the Finance Policy and General Purposes Committee for payment is approved.

**007/20 MAYOR'S REPORT
CIVIC ENGAGEMENTS**

Due to Covid 19 there have been no Mayoral Engagements. The Town Mayor reported on her engagements prior to the lockdown and the work she has been carrying out in conjunction with the Town Clerk - keeping up with government legislation and communicating with the media, plus the work being carried out on the various committees relating to the Town Deal.

MOVED by Cllr G Jackson, seconded by Cllr Mrs H Sumner and

RESOLVED unanimously that a future meeting of the Town Council is called once the official documentation regarding the Town Deal is released, to enable members to consider the proposals and give an official response from the Town Council.

**008/20 CLERK'S REPORT
DECISIONS TAKEN UNDER DELEGATION**

Following consultation with members of the relevant committee, the following decisions were based on a quorate majority of responses received being in favour and ratified as follows.

i Planning Recommendations

Planning Recommendations from 24 March 2020, 14 April 2020, 28 April 2020, 26 May 2020, 9 June 2020 and 23 June 2020.

ii Finance Policy and General Purposes – Approval of Payments

That the schedules of payments attached as follows in the sums of:

31 March 2020	£2,163.74
21 April 2020	£43,582.49
19 May 2020	£37,110.43
16 June 2020	£16,872.19

iii **WHITBY PAVILION**

Cllrs discussed the announcement in the press relating to the operator of Whitby Pavilion, Sheffield International Venues being in consultation with its staff over possible redundancies and the possible mothballing of the venue. Concern regarding the effect the possible closure would have on the Town, community groups, tourism and leisure industry were highlighted and discussed.

MOVED by Cllr Mrs L Wild, seconded by Cllr J Nock and

RESOLVED unanimously (a) that the Town Council takes all reasonable steps to secure the continuing operation of the Whitby Pavilion for the benefit of Whitby; and
(b) That the Town Clerk writes on behalf of the Town Council to the Chief Executive of Scarborough Borough Council requesting responses to the information highlighted in paragraph 3.2, of the Clerk's report regarding SBC's contract with SIV, understanding the Pavilion balance sheet and the value for money achieved for the people of Whitby.

009/20 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/20**

a. **Outturn expenditure and income statement**

MOVED by Cllr J Harston, seconded by Cllr R Dalrymple and

RESOLVED that the outturn expenditure and income statement is approved and received.

b. **Internal Auditor's Report**

MOVED by Cllr J Nock, seconded by Cllr Mrs H Brown and

RESOLVED unanimously that the Internal Auditor's Report is noted and received

c. **Approval of AGAR Sections 1 and 2**

MOVED by Cllr L Derrick, seconded by Cllr R Dalrymple and

RESOLVED unanimously that AGAR Section 1 the Annual Governance Statement is approved

MOVED by Cllr Mrs N Wilson, seconded by Cllr L Derrick and

RESOLVED unanimously that AGAR Section 2 Accounting Statement is approved

010/20 **FLOODING AWARENESS –STANDING ITEM**

Tides above 5.5 metres – 11, 23, 24, 25, 26, 27, and 28 July 2020.

MOVED by Cllr Mrs H Brown, seconded by J Nock, and

RESOLVED unanimously that this information is received.

WHITBY TOWN COUNCIL

Minutes of the Extraordinary meeting of the **Town Council of Whitby**, held on **Tuesday 11 August 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:25pm (delayed due to technical difficulties).

Present Councillor Mrs L Wild (Mayor) and Councillors R Barnett, Mrs H J Brown, R Dalrymple, L Derrick, J Harston, G Jackson, J Nock, S Smith, Mrs H Sumner and C Winspear.

Also M King, Clerk, and Mrs A Cowey, Deputy Clerk, and 6 members of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

011/20 APOLOGIES

An Apology for inability to attend the meeting was received from Councillor Mrs N Wilson

012/20 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

013/20 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

014/20 DEVOLUTION AND LOCAL GOVERNMENT REORGANISATION

The Town Clerk gave an outline of the process regarding devolution and local government reorganisations, explaining the role of town councils in devolution. Councillors discussed at length possible options available and the impact on Whitby Town Council.

MOVED by Councillor Mrs L Wild, seconded by Councillor C Winspear and

RESOLVED that Whitby Town Council, as a starting point,
(a) takes all reasonable steps to retain and support local assets and services, which benefit the people of Whitby, through the process of local government reorganisation in North Yorkshire and York;
(b) works with Scarborough Borough Council, North Yorkshire County Council and other relevant bodies to develop future service delivery models for Whitby which maximise the opportunities of unitary local government; and
(c) promotes the role of town and parish councils as the natural home of ultra-local services. (7 in favour 2 abstentions)

MOVED by Councillor C Winspear, seconded by Councillor J Nock and

RESOLVED that Standing Orders are suspended to allow County & District Councillor D Chance to speak about Devolution. (unanimously)

STANDING ORDERS SUSPENDED

Councillor Chance informed about the process of devolution highlighting that once the process is completed there will be a totally new Council in place with elections for councillors and the employment of officers for the new positions in a unitary authority. In his experience it appears that more is devolved to town/parish councils from the larger authorities than smaller authorities. Councillor Chance advised that town/parish councils listen to all the proposals put forward by the various authorities and formulate what the town council would wish and hope to take on, considering the impact on the council.

MOVED by Councillor R Barnett, seconded by Councillor L Derrick and

<p>RESOLVED (d) that information regarding the devolution and any proposals are communicated to all residents.</p> <p style="text-align: right;">(8 in favour 1 abstention)</p>
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MOVED by Councillor G Jackson, seconded by Councillor J Harston

<p>RESOLVED (e) that this item is made a standing item on the Full Council Agenda.</p> <p style="text-align: right;">(unanimously)</p>

STANDING ORDERS REINSTATED

(Councillor Harston Joined the meeting during the above agenda item)

(Due to technical difficulties Councillor Dalrymple as Deputy Mayor took the chair towards the latter part of discussion of the above agenda item until the Town Mayor could log back into the meeting)

Following the above votes Councillor C Winspear asked that business be progressed (SO 10vii), which was unanimously approved.

015/20 NOTICE OF MOTION SUBMITTED BY COUNCILLORS

Submitted by Councillor Derrick

"That Whitby Town Council adds its support to the initiative of a Whitby Aire at a specially designated parking area on the Council Abbey Headland carpark, during the period November to March, when parking is free"

Councillors discussed in depth the above motion, although overall in favour there were concerns regarding various issues including costs and enforcement.

An amendment to the motion was proposed

MOVED by Councillor J Nock, seconded by Councillor S Smith

<p>CARRIED that the motion is supported on the basis of a review at the end of January.</p> <p style="text-align: right;">(3 in favour, 1 against, 4 abstentions)</p>
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SUBSTANTIVE MOTION MOVED by Cllr L Derrick, seconded by Cllr Mrs H Brown and

RESOLVED (a) that Whitby Town Council adds its support to the initiative of a Whitby Aire at a specially designated parking area on the Council Abbey Headland carpark, during the period November to March, when parking is free, on the basis of a review at the end of January.
(unanimously)

MOVED by Councillor Mrs H Sumner, seconded by Councillor G Jackson and

RESOLVED (b) that clarification is sought on overnight parking areas, restrictions and enforcement on motor homes within the town. (unanimously)

016/20

FLOODING AWARENESS –STANDING ITEM

Tides above 5.5 metres – 10, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, and 31 August 2020.

MOVED by Cllr C Winspear, seconded by Cllr Mrs H Brown, and

WHITBY TOWN COUNCIL

Minutes of the Extraordinary meeting of the **Town Council of Whitby**, held on **Tuesday 23 September 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:00pm.

- Present** Councillor Mrs L Wild (Mayor) and Councillors Mrs H J Brown, Mrs H Coughlan, R Dalrymple, L Derrick, G Jackson, T Jennison, J Nock, Mrs H Sumner, Mrs N Wilson and C Winspear.
- Also** M King, Clerk, and Mrs A Cowey, Deputy Clerk, with Alex Richards (Scarborough Borough Council) Richard Marr (North Yorkshire County Council) and five members of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

031/20 APOLOGIES

An Apology for inability to attend the Extraordinary meeting was received from Councillor J Harston.

032/20 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

033/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

034/20 WHITBY TOWN DEAL PROPOSALS

Alex Richards gave a power point presentation (attached) of the proposed projects to form the Town Investment Plan to be submitted by SBC as accountable body on behalf of the Town Deal Board. Richard Marr informed members about the proposed pedestrianisation of Whitby Swing Bridge.

Councillors asked questions regarding:

- **For the extension of the free Wi-Fi to include the Westcliff area and beach due to the large number of people who live/visit these areas. Will the 1GB Wi-Fi proposed be enough in 2035 with the change in technology?** Take on board what is said and will look to make the Wi-Fi stretch as far as it can and to include the proposed arts trail. The Wi-Fi will be programmed in over the next 18 months and will investigate further higher spec provision of Wi-Fi which will give top provision in 2035.
- **The inclusion of the Lobster Hatchery project within the bid.** It would not be taken forward at this point, but there may well be an opportunity to be intertwined within the Maritime project in stage 2 if stage 1 is successful
- **Concerns were raised regarding the pedestrianisation of the Swing Bridge – Traffic issues such as queuing to get on to the A171 from Church Street, and into the town on Bagdale; the need for early signage regarding parking to direct cars to the Abbey Headland Car Park with shuttle buses to transfer**

visitors into town and back to the car park; will Park and Ride be extended and open later? Will the consultation be live for the length of the 4 month consultation? *The trial period for the pedestrianisation will go live from the 1st April for 18 months to see how it will impact on the town. Whitby is not laid out for modern traffic and the issues with the junction on to the A171 has been highlighted and there are plans to price up the signalisation of this junction which may have to be carried out in phase 2 if funding is not available in phase 1. Signing on the outskirts of town is planned to catch people before they come into town informing that the swing bridge is closed. At present, although not settled NYCC are looking to close the swing bridge from 10.30am to 4pm as part of the experimental order. Officers have been asked to investigate advance signage and obtain specifications, but, due to time limits for submission it is highly unlikely that this would not be included in the first stage of the funding.*

Clarification on the Roundabout at Tin Ghant car park – *This is the current proposal but not a definite proposal, but an area is required for traffic turn Around – there has been a physical and table top survey carried out and large vehicles could be turned around in this area – The junction at the bottom of Green Land has been put forward as a turning area and NYCC should know imminently whether this area would be viable. Parking is a key concern for a lot of the schemes put forward – permit parking in Tin Ghant could be carried over to Church Street car Park with the possibility of the proposed WTC resident parking at Calla Beck.*

- **Would the Taxi rank need to be moved?** *The taxi rank could stay where it when the road is open but will need to find somewhere else for them to operate from when the closure is in place – this will need to be looked at and consultation will take place with the local taxi firms.*
- **Will there be more enforcement regarding deliveries on the cobbled area of Church Street?** *NYCC are looking into camera enforcement which will enable cameras to identify who break the enforcement notice and implement the process for enforcement.*
- **Emergency Vehicles struggle to go down Bagdale in busy times – It was suggested that the top end of Flowergate should be opened to allow traffic to move up St Hilda's Terrace. Low-level lighting be installed into the Park and Ride to enable it to remain open later. The need for another Park and Ride facility near Sainburys. Park and Ride tickets should be cheaper to encourage people to use it.**
- **Khyber Pass is not included in the within the red line of the pedestrianisation there will be a lot of opposition to the displaced parking.**
- **Management of the running of the Pavilion to be part of the innovation hub.** *The projects discussed to night are the first part of the town investment plan there is a holistic master plan which will be produced towards the end of October which will include the Pavilion.*

Standing Orders were suspended to allow Councillor Chance to make comment on the proposed pedestrianisation of the Swing Bridge.

Councillor Chance expressed reservations regarding the above but does support the Town Deal although he has reservations regarding consultation. He

would like to know what proportion of responses are from visitors compared to residents, hope that the residents' responses are taken on board. He has grave concerns about:

Church Street and the traffic lights on Mayfield road which are demand lead.

Grid lock on Bagdale which will affect the whole town

This has to be sold to the residents – 400,000 for a pilot scheme for 18 months 2 summer seasons a lot more though require before the test stage – not a simple matter to shut the bridge as it will disrupt the lives of residents of this town.

STANDING ORDERS REINSTATED.

035/20 SCHEDULE OF FORTHCOMING MEETINGS OF COUNCIL AND ITS STANDING COMMITTEES

A schedule of meetings was circulated prior to the start of the meeting.

MOVED by Councillor Mrs H Coughlan, seconded by Councillor G Jackson and

RESOLVED unanimously that the Schedule of Forthcoming meetings of council and its standing committees is received.

036/20 FLOODING AWARENESS –STANDING ITEM

Tides above 5.5 metres – 1st – 7th, 14th – 22nd, 28th – 31st October 2020

MOVED by Cllr Mrs N Wilson, seconded by Cllr G Jackson, and

RESOLVED unanimously that this information is received.

WHITBY TOWN COUNCIL

Minutes of the Extraordinary meeting of the **Town Council of Whitby**, held on **Tuesday 29th September 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:00pm.

Present Councillor Mrs L Wild (Mayor) and Councillors Mrs H J Brown, Mrs H Coughlan, R Dalrymple, L Derrick, G Jackson, T Jennison, S Lapsley, J Nock, S Smith, Mrs H Sumner, Mrs N Wilson and C Winspear.

Also M King, Clerk, and Mrs A Cowey, Deputy Clerk, with Steve Wilson -Planning Policy and Conservation Manager, Matthew Lickes – Senior Planning Officer, Peter Harrap Planning Policy Officer and David Walker Planning Services Manager (Scarborough Borough Council) and one members of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

037/20 APOLOGIES

No apologies received

038/20 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

039/20 PUBLIC PARTICIPATION SESSION

A member of the public submitted the following question, and agreed that it would be answered by SBC Planning Officers during or following the presentation:-
“Bearing in mind the possibility of Devolution for North Yorkshire, and the new Planning Laws, will SBC's Local Plan review include a full breakdown of information for all the Towns/districts to ensure “local” housing needs are identified, and that “suitable” housing requirements are identified particularly for local people rather than for holiday/second homes?”

STANDING ORDERS REINSTATED

040/20 SCARBOROUGH LOCAL PLAN – ISSUES AND OPTIONS CONSULTATION

Officers from SBC Planning Services gave a power point presentation about the SBC's Local Plan for the Borough (attached) which should take place every 5 years.

In answer to the member of the public's question Mr Wilson responded in terms of the requirement for housing, that the housing needs assessment will be carried out on the various towns and villages across the Borough – and the special housing requirement breakdown in terms of the last local plan Whitby received 12% of the housing allocation. Opinion Research Surveyors will carry out the work regarding housing spread of population which will be completed by end of November – this will be a public document. All Town and Parish Council's should be consulted on the housing requirement. The Government will be setting the housing numbers which at present could be a minimum of 335 – based on population, housing and economic projected growth. Information on second homes was carried out within the last local plan –

second homes percentage wise has not altered over the 5/10 years previously – further information regarding second homes could be obtained through the present council tax system but not sure how accurate that would be.

Councillors asked questions on the following:-

Do SBC have a policy on second homes - *SBC Planning does not have a policy on second homes – affordable housing is different as this is for local use/ controlled for local people/ people with a local connection/ people coming to work in the area. There is no control over private lettings under planning at present.*

Problems are caused by people buying a second homes and registering them as the primary residence to obtain parking concessions – there is a need to prevent this. *Staithe and Robin Hoods Bay come under National Parks which are a separate Planning Authority which has more control over second homes.*

Is there any provision for any extra parking in the future – Planning does not get involved with this, but if a site of available land is put forward for allocation for parking or park and ride it could be considered for inclusion in the local plan if put in WTC response.

Are Planning involved in the Town Deal – *this will not be addressed through the Local Plan*

The Town Deal Pedestrianisation of the swing bridge and provision for the emergency services, taxi service, disabled parking – *These issues are not relevant to the SBC Local Plan*

The Presentation is based upon the content of the White Paper – no decision can be made on what to build and where on a computer – Officers need to visit all areas involved and talk to the people regarding properties to be built. The developers will never build to the government target as this will tend to drive prices down, working against the interest of developers and builders. The White paper is an attempt to centralise the process in terms of design and quality which should come under the local authorities. The White paper will enable builder to build what they like without the need to provide as many affordable homes. Officers will be going out on site visits in person, will do best to deliver superior designs.

There are a number of key infrastructure providers but concerned that there are not enough residents or local council's opinion included - there is a need for formal consultation and a need for more reference to the residents and Town and Parish Councils. *Planning go above and beyond who they engage with – this is the first stage and the key providers such as Yorkshire Water have to be involved. All input from residents, Councils etc would be fed back to the relevant departments. The next consultation regarding proposed sites will be later this year or early next year, but this will be an ongoing process.*

Are the National Parks figures for housing included within the SBC total – *yes they are*

Education particularly secondary education, what plans are being made

regarding adult education following the Prime ministers statement – The provision comes under NYCC – planning for housing look at capacity for school and work closely with NYCC – A developer would have to pay the council to cover the increase in capacity per pupil required to provide education.

Does viability equal affordability – under ideal circumstances yes – affordable housing is transferred to a registered provider and the developer only gets back the cost or in some cases less than the cost of building it. Affordable housing is built to the same specification as private housing. Planning Services fight for affordable housing and commuted sums.

The Town Mayor thanked Officers from Scarborough Borough Council for informative presentation informing them that the Town Council would be submitting a corporate response to the Local Plan.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT & IMPROVEMENT** Committee held on **Monday 14 September 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:00pm.

Present Councillor J Harston (Chairman), and Councillors R Dalrymple, G Jackson, T Jennison, J Nock (Substitute), Mrs H Sumner, Mrs L Wild and C Winspear.

Also M King, Clerk, and Mrs A Cowey, Deputy Clerk, Councillor L Derrick, and one member of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

017/20 APOLOGIES

Apologies for inability to attend the meeting were received from Cllr Mrs N L Wilson.

018/20 DECLARATION(S) OF INTEREST

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

019/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

020/20 MINUTES

MOVED by Cllr R Dalrymple, seconded by Cllr C Winspear and

RESOLVED that the Minutes of the Town Development and Improvement Committee held on 2 March 2020 are confirmed as an accurate record of the meeting and signed by the Chairman. (1 Abstention)

021/20 ALLOTMENT SUB-COMMITTEE MINUTES

MOVED by Cllr C Winspear, seconded by Cllr Mrs L Wild and

RESOLVED unanimously that Minutes from the Allotment Sub-Committee Meeting held on the 3 March 2020 are received. (1 Abstention)

022/20 HOW CAN WHITBY TOWN COUNCIL SUPPORT THE CLIMATE CHANGE AGENDA

There has been no opportunity to move forward with information circulated at the last meeting – there had been concerns regarding the language used within the document, which now seems to be in keeping with recent documents produced on this subject by other councils. Councillors enquired what SBC's policy on climate change was and whether Whitby Town Council could link in with this.

MOVED by Councillor Mrs H Sumner, seconded by Councillor R Dalrymple and

RESOLVED unanimously that Whitby Town Council contacts SBC's link person regarding sustainability, inviting Mr Thompson to attend a future meeting to discuss this item.

MOVED by Cllr G Jackson, seconded by Cllr R Dalrymple and

RESOLVED unanimously that the proposed actions are put to Full Council to establish support from the Full Town Council by declaring a 'Climate Emergency' and commit to action to achieve a better environment and to support Scarborough Borough Council with their 'Climate' plan; this would involve: continue to work with local community groups and national organisations (including Scarborough's Sustainability Officer and Energy Manager) to develop a plan for Whitby through a 'Climate Action Group'; Communicate the plan and Council actions to wider community in Whitby via social media, press and in council minutes

023/20 **LESSONS LEARNED FROM COVID RESPONSE**

The concern and complaints received have been in relation to the number of people visiting the town and the lack of social distancing. It was felt that improvement on traffic management was required in areas like Skinner Street. Following discussion, the consensus of opinion from members was that the ambassador system used in Whitby was ineffective. The Chairman thanked the Town Mayor and Town Clerk for all the positive information they have put out on behalf of the Town Council.

MOVED by Cllr R Dalrymple, seconded by Cllr G Jackson and

RESOLVED unanimously that SBC is contacted seeking clarification on the role of Ambassadors within Whitby and whether the new rules from government will change this role or will it be adapted.

024/20 **THE TOWN DEAL**

The Town Clerk reported on the development of the proposals forming part of the Town Deal including the projects which will be significant to the Town Council. The proposals at present are conceptual and need to be approved in principle by the Secretary of State; once this has been achieved detailed business plans will then be drawn up and a formal consultation will take place. The Town Deal draft will be submitted to government in October. The Maritime Hub Project marks Whitby's draft application as different therefore attractive to Ministers. Councillor Mrs Sumner informed members about the proposed Lobster Hatchery Project.

MOVED by Councillor G Jackson, seconded by Councillor C Winspear and

RESOLVED unanimously that the information is noted, and a scoping activity is organised to discuss the Town Deal following the Government outcome.

025/20 TOWN HALL – CURRENT ARCHITECTURAL FEASIBILITY STUDY

The Town Clerk reported on the feasibility study which should maximise the benefit of this report to obtain a heritage condition of the building as well as identify the role of the Town Hall within the marketplace. Members were made aware that although the Town Council are the Client SBC will manage the project. There will be a meeting regarding this building next week, Councillors Mrs Wild, G Jackson, Town Clerk and Mr P Trumper appointed to attend. (Councillor Harston withdrew due to work commitments)

RESOLVED unanimously that this information is received.

026/20 WHITBY SPA PAVILION

No further information has been received regarding the operation of Whitby Pavilion. There is no scheduled use of this building for the rest of this year and the earliest reopening would appear to be January 2021. The question has been asked what the Borough Council's Plans are as the owner of the building and the commissions of the service of Sheffield International Venues to manage the building, and WTC await a response.

027/20 SPA WELL

Councillors considered the condition report and observation received from the Civic Society regarding the Spa Well. Heritage funds are available, and successful applications could be used towards the repair of this building. It was agreed that a proper maintenance inspection and repair programme was required for the upkeep of the Spa Well.

MOVED by Cllr G Jackson, seconded by Cllr Mrs H Sumner and

RESOLVED unanimously that a site visit at the Spa Well is organised inviting a representative from the Civic Society and Historic England to attend.

MOVED by Councillor Mrs Wild, seconded by Councillor C Winspear and

RESOLVED unanimously that quotations are obtained for the repair work required on the Spa Well.

028/20 FUTURE OF ASSETS AND SERVICES IN LIGHT OF DEVO-LGR

RESOLVED unanimously that the information circulated regarding the above is received.

029/20 PLANNING AND LICENCING ENFORCEMENT

Councillors discussed in full the issues and concerns raised from breach of planning conditions within the town. The Town Clerk reported that SBC Licencing department have ordered the Fisherman's Wife to replace the wooden fencing installed with appropriate fencing for a conservation area (glass panelling). SBC Planning Officers are in negotiation with the owners of Papa's restaurant and are seeking a favourable outcome.

MOVED by Cllr J Nock, seconded by Cllr Mrs H Sumner and

RESOLVED unanimously that SBC is urged to be more active in its enforcement of planning and licencing conditions including premises which open without pre-commencement of business conditions being in place.

030/20 CONFIRMATION OF FUTURE MEETINGS

It was agreed that the Town Clerk organise a schedule of meetings for the ensuing year.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Monday 12 October 2020 at 4:30pm** via Zoom.

Present Whitby Town Council: Councillors Mrs H R Coughlan, R Dalrymple, J Nock, Mrs L Wild, Mrs N L Wilson and C Winspear;
Whitby Literary & Philosophical Society: Ms S Booth, D Rodwell, S Barnard and Mrs W Price.

Also Attending: Michael King, Town Clerk, Anne Cowey, Deputy Clerk, Helen Berry, Curator
Hazel Wright, Museum Manager and Denise Gildroy, Registrar.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

041/20 ELECTION OF CHAIRMAN FOR THE YEAR 2020-21
Cllr Dalrymple, as extant Vice Chair, took this item.

MOVED by Cllr Wilson, seconded by Cllr Wild

RESOLVED that Cllr Dalrymple be appointed as Chairman of the committee for 2020/21. (Unanimous)
--

042/20 ELECTION OF VICE-CHAIRMAN FOR THE YEAR 2020-21

MOVED by Sarah Booth, seconded by Cllr Wild

RESOLVED that Cllr Nock be appointed as Vice Chairman of the committee for 2020-21. (Unanimous)
--

043/20 APOLOGIES FOR ABSENCE

None.

044/20 DECLARATION(S) OF INTEREST & REQUESTS FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

045/20 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

046/20 MINUTES

MOVED by Cllr Nock, seconded by Cllr Willson

RESOLVED that the minutes of the committee meeting held on 21 January 2020 be approved as an accurate record (Unanimous)

047/20 PROCEDURAL REVIEW

MOVED by Cllr Nock, seconded by Cllr Willson

RESOLVED that the Terms of Reference of the Committee;
Delegation Arrangements to Employees;
Standing Orders, Policies and Procedures Relating to the Functions of
the Committee
Be adopted without amendment. (Unanimous)

048/20 ANTICIPATED COMMITTEE WORKLOAD FOR THE COMING YEAR

It was noted that operational meetings had been held to agree and risk assess the reopening of the Museum and Gallery over the summer and that the day-today operation remained under review.

MOVED by Cllr Coughlan, seconded by Cllr Winspear

RESOLVED that the information be received. (Unanimous)

049/20 REPORT ON PROPERTY MATTERS

Members noted that the condition of the wooden floor to the main museum hall remained the most urgent item requiring attention. A quotation had been received from an architectural joiner.

Additional names to be contacted were put forward.

It was noted that a building survey was due and that this would cover the mechanical, electrical and structural upkeep of the building.

The Lit & Phil were progressing works to the Café area and consequent alterations including additional security shutters, that would be subject to external approval, prior to consideration for inclusion in the work programme.

The Town Deal bid included provision for an extension of the Gallery, based on the plans previously considered for the Sutcliffe gallery, but with additional circulatory and education space.

The outline was included in the investment plan for submission to government and, if approved, would lead to the development of a detailed business case which would be subject to consultation with all affected partners bodies including the Lit & Phil.

Additional items for future consideration that were identified were:

Obtain a quote for a second manual winder for the security shutter between the main hall and the new wing, as previously determined.

Examine opportunities to improve signing on the wall and on the approach to the museum and gallery.

MOVED by Cllr Nock, seconded by Cllr Wild

RESOLVED that the information be received and that the quotation to undertake the repairs to the museum hall floor be referred to Full Council meeting on 3 November. (2 abstentions)

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted via zoom on Tuesday 13 October 2020 at 6:00pm.

Present Councillor Mrs N Wilson (Chair) with Councillors R Dalrymple, J Harston, G Jackson, J Nock and C Winspear.

Also Mrs A Cowey Deputy Clerk with M King, Town Clerk and Councillor Mrs L Wild.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

050/20 APOLOGIES

No apologies for inability to attend were received.

051/20 DECLARATION(S) OF INTEREST

Councillor J Nock declared a non-prejudicial interest in agenda Item 6 – Broomfield Farm.

STANDING ORDERS SUSPENDED

052/20 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

053/20 PLANNING APPLICATIONS

RESOLVED that the Planning Applications, as detailed at Annex A, were considered and the Planning Committees recommendations duly recorded and submitted to the Planning Authority.

054/20 LISTED BUILDINGS

Nothing to report

055/20 BROOMFIELD FARM

MOVED by Councillor G Jackson, seconded by Councillor C Winspear and

RESOLVED unanimously that the letter received from Spawforth regarding Keyland Development Ltd at Broomfield farm is received.

MOVED by Cllr G Jackson, seconded by Councillor J Nock and

RESOLVED that a representative from Keyland/consultant team and the Town Deal Board are invited to give a presentation on the Broomfield Farm Development to Full Council.

Planning Applications Considered on 13 October 2020

1 *Plan Number* *District Reference* *Road/Street* *Date of*
meeting
20/087 20/01679/LB St Hilda's Terrace 13.10.2020

Applicant *House Name* *Road* *Locality*
 Michael & Angela Milner & 18 St Hilda's

Terrace
 Sanderson

Town *County* *Post Code*

Application date
 WHITBY North Yorkshire YO213AE 22/09/20

Boundary wall alterations, Michael & Angela Milner & Sanderson, 18 St Hilda's Terrace,

WHITBY, North Yorkshire, YO213AE

Comment

Support application subject to the wall being kept at the same height as existing wall

2 *Plan Number* *District Reference* *Road/Street* *Date of*
meeting
20/088 20/01804/FL Stakesby Road 13.10.2020

Applicant *House Name* *Road* *Locality*
 Lidl Great Britain Limited Lidl Stakesby Road

Town *County* *Post Code*

Application date
 WHITBY North Yorkshire YO211HH 22/09/20

Demolition of two houses to provide extensions to foodstore and car park with associated

external works and alterations, Lidl Great Britain Limited, Lidl, Stakesby Road, WHITBY,

North Yorkshire, YO211HH

Comment

Support application subject to improvements to increase visibility at the exit

3 *Plan Number* *District Reference* *Road/Street* *Date of*
meeting
20/089 20/01960/HS Stakesby Road 13.10.2020

Applicant *House Name* *Road* *Locality*
 Mr & Mrs Cunane 59 Stakesby Road

Town *County* *Post Code*

Application date
 WHITBY North Yorkshire YO211JF 23/09/20

Removal of existing detached garage erection of a two storey sided extension and decking

to the rear, Mr & Mrs Cunane, 59 Stakesby Road, WHITBY, North Yorkshire, YO211JF

Comment

Support application

4 *Plan Number* *District Reference* *Road/Street* *Date of*
meeting
20/090 20/01847/HS St Marys Crescent 13.10.2020

Applicant *House Name* *Road* *Locality*

	Adam Noble	38 St Marys Crescent	
Town	County	Post Code	
Application date			
WHITBY	North Yorkshire	YO224ER	24/09/20

Erection of single storey side and rear extension, Adam Noble, 38 St Marys Crescent,

WHITBY, North Yorkshire, YO224ER

Comment

Support Application

5	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
20/091	20/01899/FL		Station Square	13.10.2020
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Greggs PLC (Mr Dominic	Fulton Foods	16 Station Square	

Fallone)

	Town	County	Post Code
	Application date		
	WHITBY	North Yorkshire	YO211DU 28/09/20

Refurbishment of frontage and replacement of external air conditioning units

Greggs PLC

(Mr Dominic Fallone), Fulton Foods, 16 Station Square, WHITBY, North Yorkshire,

YO211DU

Comment

Support Application

Additional litter bins will be required outside this building

6	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
20/092	20/01900/AA		Station Square	13.10.2020
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Greggs PLC (Mr Doninic	Fultons Foods	16 Station Square	

Fallone)

	Town	County	Post Code
	Application date		
	WHITBY	North Yorkshire	YO211DU 28/09/20

Installation of 3 no. fascia signs and 2 no. projecting signs, Greggs PLC (Mr Dominic Fallone), Fultons Foods, 16 Station Square, WHITBY, North Yorkshire, YO211DU

Comment

object - no internally illuminated signage permitted within the conservation area.

7	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
20/093	20/01912/FLA		St Hilda's Terraced	13.10.2020
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr S Hanlon & Ms E Matthews	Church Hall	St Hildas Terrace	
	Town	County	Post Code	
	Application date			
	WHITBY	North Yorkshire	YO213AG	29/09/20

Variation of condition 1 of decision reference 18/02561/FL dated 19.10.2018 Mr S Hanlon &

Ms E Matthews, Church Hall, St Hildas Terrace, WHITBY, North Yorkshire, YO213AG

Comment

Support

8	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of</i>
<i>meeting</i>				
20/094	20/02034/HS	Borough Place	13.10.2020	
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
		Mr D Rush	14 Borough Place	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	
	<i>Application date</i>			
	WHITBY	North Yorkshire	YO224BJ	02/10/20

Erection of rear extension at first floor, Mr D Rush, 14 Borough Place, WHITBY, North Yorkshire, YO224BJ

Comment

Support Application

9	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of</i>
<i>meeting</i>				
20/095	20/01174/LB	Bagdale		
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Peter Gilgan	Basement flat	14 Bagdale	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	
	<i>Application date</i>			
	WHITBY	North Yorkshire	YO211QS	06/10/20

Windows to be changed to French Windows, Mr Peter Gilgan, Basement flat, 14 Bagdale,

WHITBY, North Yorkshire, YO211QS

Comment

Support Application

10	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of</i>
<i>meeting</i>				
20/096	20/01968/HS	Royal Crescent	13.10.2020	
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Ms Trudi Lowe	Flat 4	2 Royal Crescent	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	
	<i>Application date</i>			
	WHITBY	North Yorkshire	YO213EJ	29/09/20

Replacement windows in upvc, Ms Trudi Lowe, Flat 4, 2 Royal Crescent, WHITBY, North

Yorkshire, YO213EJ

Comment

Support Application subject to the use of heritage style windows with bars.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance, Policy and General Purposes** Committee held via Zoom on Tuesday 20 October 2020 at 6:00pm.

Present: Councillors Mrs H Coughlan, J Harston, G Jackson, Mrs N Wilson, Mrs L Wild and C Winspear.

Also: M King, Town Clerk & Cllr S Lapsley.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972

F056/20 ELECTION OF CHAIRMAN FOR THE YEAR 2020/21

Following the resignation of the previous Chairman, Cllr Harston took the Chair for this vote.

Proposed by Councillor Mrs Wild, seconded by Councillor Mrs N Wilson and unanimously

RESOLVED that Cllr G Jackson be elected as Chairman of the Finance Policy and General Purposes Committee for the municipal year 2020-21.

F057/20 ELECTION OF VICE CHAIRMAN FOR THE YEAR 2020/21

Proposed by Councillor Mrs Coughlan, seconded by Councillor Mrs N Wilson and unanimously

RESOLVED that Cllr J Harston be elected as Vice Chairman of the Finance Policy and General Purposes Committee for the municipal year 2020-21.

F058/20 APOLOGIES FOR ABSENCE

Apologies were received from Councillor R Dalrymple.

F059/20 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Cllr G Jackson declared an interest in one of the items on the schedule of payments (Item F064/20) as a member of the Whitby Hospitality Group. This was noted.

F060/20 PUBLIC PARTICIPATION

No members of the public were present.

GENERAL PURPOSES & POLICY

F061/20 MINUTES

Proposed by Councillor J Harston, seconded by Councillor C Winspear and unanimously

RESOLVED that the Minutes of the Finance Policy & General Purposes Committee meeting, held 17 March 2020, be taken as read and confirmed as a correct record and signed by the Chairman.

F062/20 ACTION OUTSTANDING FROM PREVIOUS MEETING

The Clerk provided a verbal update on items deferred from earlier meetings: principally events which due to Covid-19 had been cancelled and the Spa Well, which had been progressed in conversation with the Civic Society and by resolution of Committee (TD&I026/20).

F063/20 CONFIRM MEMBERSHIP AND FUTURE MEETINGS OF EVENTS SUBCOMMITTEE

The committee considered the membership and forward schedule of meetings of the Events Subcommittee. Given the suspension of the events programme, members reflected on how best to support the community's efforts to develop ideas and activities for Whitby.

Proposed by Councillor Mrs. N Wilson, seconded by Councillor C Winspear and unanimously

RESOLVED that the Events Subcommittee be suspended temporarily and that the Clerk email members to seek self-nomination for two members to join the Deputy Clerk as a contributor to the Whitby Hospitality Group for recommendation to Full Council.

FINANCE

F064/20 APPROVAL OF EXPENDITURE AND INCOME

To approve payments and receipts on behalf of the Council to 15 October.

Proposed by Councillor Mrs. H Coughlan, seconded by Councillor J Harston and unanimously

RESOLVED that the schedule of payments up to 15 October 2020 in the sum of **£22,849.46** (excluding WHG) and income of **£116,494.63** as attached hereto is approved and submitted to Full Council.

Cllr Jackson withdrew from the debate and Cllr Harston took the Chair.

Proposed by Councillor Mrs. N Wilson, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that supplemental to the schedule of payments up to 15 October the sum of **£100.00** (WHG) as attached hereto is approved and submitted to Full Council.

F065/20 INCOME AND EXPENDITURE AGAINST BUDGET TO 30 SEPTEMBER 2020

Members considered the budget to end of Month 11, the Clerk discussed the requirements for virements and transfers to and from reserves required for the financial year end.

Proposed by Councillor C Winspear, seconded by Councillor G Jackson and unanimously

RESOLVED that the budget to the end of Month 6, 2020/21 is received.

WHITBY TOWN COUNCIL
FINANCE POLICY & GENERAL PURPOSES COMMITTEE – 20 OCTOBER 2020

APPROVAL OF EXPENDITURE AND INCOME

1. Expenditure transactions - approval list

	Tn no	Gross	Heading	Details
1144	£24.38			Barclaycard - Statement to 16 September
1	£14.39	5000/2/9		Zoom Subscription - 2 Sep 2020
2	£9.99	5000/2/1		Amazon - Stationery - 9 September 2020
1145	£84.00	5000/4/10		Ivy Construction Ltd - Reprogram Rear Entry Keypad - Labour Only
1147	£111.50			Pitney Bowes - August Invoice
1	£100.00	5000/2/4		Meter Reset
2	£5.50	5000/2/4		Transaction Fee
3	£6.00	5000/2/4		Paper Invoice Fee
1148	£335.00	5000/3/19		Pete Witney - Supply & fit information board Battery Parade
1149	£10.00	5000/2/18		Yorkshire Local Councils Association - Charities Overview of Trustees
1150	£6.50	5000/2/13		Barclays Bank - Commission
1151	£0.19	5000/4/3		Business Stream - Water Charges
1152	£175.86	5000/5/1		Business Stream - Water Charges (Stakesby Vale)
1153	£23.40	5000/4/6		Cathedral Hygiene - Hygiene Contracts
1154	£35.00	5000/2/8		Information Commissioners Office - Registration
1155	£183.59	5000/2/5		Document Solutions - Telephone & Broadband
1156	£1,802.00	25/09/20		Scarborough Borough Council - NDR Toilets
1	£499.00	5000/4/5		NDR Toilet 1
2	£86.00	5000/4/5		NDR Toilet 2
3	£127.00	5000/4/5		NDR Toilet 3
4	£55.00	5000/4/5		NDR Toilet 4
5	£511.00	5000/4/5		NDR Toilet 5
6	£524.00	5000/4/5		NDR Toilet 6
1157	£100.00	5000/3/1		Whitby Hospitality Group - Mayoral Support to Whitby Hospitality Group
1158	£123.84	5000/2/9		Edge It Systems Ltd - Microsoft 365 - Monthly Fees
1159	£226.97	5000/2/2		Sapphire Print Solutions - Photocopy charges
1160	£481.50	5000/4/7		Lewis Hart Security Services - September Patrols
1161	£2,610.00	5000/5/12		Burrell Foley Fischer LLP - Old Town Hall Phased Payment 1
1165	£182.70	5000/2/5		Document Solutions - Telephone & Broadband
1166	£414.60	5000/4/3		Castle Water Limited - Annual Payment to 20 Jan
1167	£105.84	5000/4/11		PHS Group - Consumables
1168	£212.08	5000/2/2		Grenke Leasing - Photocopier /leasing
	£15,700.51			Confidential Transactions
	Total £22,949.46			

2. Income transactions - approval list

	Tn no	Gross	Heading	Details
58	£4,004.73	4200		HM Customs & Revenue - VAT refund 01/04/20
54	£20.00	4000/18		Victoria Primary School, Keighly for 2x toilet pass
55	£110,000.00	4100		Scarborough Borough Council - Precept Part 2
59	£2,469.90	4000/6		Literary & Philosophical Society - 60%
	Total £116,494.63			

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT & IMPROVEMENT** Committee held on **Monday 26 October 2020** conducted on-line, via Zoom at 6:00pm.

Present Councillor J Harston (Chairman), and Councillors G Jackson, T Jennison, J Nock (Substitute), Mrs H Sumner (from TDI070), Mrs L Wild and C Winspear.

Also M King, Clerk and J Redfern (WLH).

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

066/20 APOLOGIES FOR ABSENCE

Apologies for inability to attend the meeting were received from Cllr Dalrymple.

067/20 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

068/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

069/20 MINUTES

MOVED by Cllr G Jackson, seconded by Cllr J Nock and unanimously

RESOLVED that the Minutes of the Town Development and Improvement Committee held on 14 September 2020 are confirmed as an accurate record of the meeting and signed by the Chairman.

070/20 LOBSTER HATCHERY

The committee received a presentation from project manager Joe Redfern, providing an executive summary of the current plans of the Whitby Lobster Hatchery to regenerate two units and the Watch House on the fish quay at Pier Road to support restocking lobster numbers in local fishing grounds and to provide a visitor attraction to enhance that part of the harbour side.

MOVED by Cllr J Harston, seconded by Cllr C Winspear and

RESOLVED unanimously that the Committee offers its wholehearted support to the project and recommends to Council that the Whitby Lobster Hatchery be invited to provide an update on its ambitious plans to a future meeting.

071/20 ALLOTMENT SUB COMMITTEE MEETING

It was noted that a schedule of meetings of the allotments Subcommittee would resume as virtual meetings, during the working day with the extant membership, subject to confirmation by Council of the filling of current

vacancies, which would form part of a report covering all committees and subcommittees of the council at the next meeting on 3 November.

072/20 TOWN HALL - CURRENT ARCHITECTURAL FEASIBILITY STUDY

A copy of the Agenda and notes of the meeting held on 20 October was circulated, together with the notes of the earlier meeting held on 5 October. Cllrs Jackson and Mrs. Wild both supported the circulation of information generated by the study to the committee and members noted that the architects were working with SBC to engage local businesses and residents to comment on the emerging options.

MOVED by Cllr T Jennison, seconded by Cllr C Winspear and

RESOLVED unanimously that the information be received.

073/20 WHITBY SPA PAVILION

The Clerk updated the committee on a meeting to be held with the responsible director at Scarborough Borough Council. It was noted that Scarborough had signalled its intention to retake control of the Pavilion (and the Scarborough Spa) from the contractor SIV and reopen on a phased basis in 2021.

074/20 WHITBY HIGHWAYS SIGN

The Highway Officer had asked SBC to forward information that the 'Whitby' sign on the southern approach on the A171 has been knocked over. SBC and NYCC were stated to believe that this was the responsibility of Whitby Town Council.

MOVED by Cllr J Nock, seconded by Cllr J Harston and

RESOLVED unanimously (a) that the Clerk establish proof of ownership in discussion with the Highways Authority; and
(b) that, subject to the above, quotations be obtained for the replacement of the sign.

075/20 MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN TOWN

This item gives members an opportunity to highlight areas of concern which may be advanced or brought to the attention of the appropriate department at either the borough or county council. In addition to those items listed, it was noted that licensing issues in respect of street cafes should be clarified with SBC, which was subsequently considered by the Planning Committee.

1. Ashes Well Lane in Whitby - the footpath between Newton Street and Walker Street

MOVED by Cllr J Harston, seconded by Cllr T Jennison;

2. Story Boards (installed by the Town Council) at various locations requiring cleaning and basic maintenance

MOVED by Cllr Mrs H Sumner seconded by Cllr T Jennison;

3. String of Lights from the lighting columns on Church Street

MOVED by Cllr Mrs L Wild seconded by Cllr G Jackson;

**4. Drainage pipe 250m east of Upgang ravine,
Handrail to beach steps 500m east of Upgang Ravine,
Clarkson Street and Hunter Street surfacing and unenforceable markings**

MOVED by Cllr J Knock, seconded by Cllr J Harston and

<p>RESOLVED unanimously <i>en bloc</i> that those items listed be referred to the responsible body for action.</p>

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted via zoom on Tuesday 27 October 2020 at 6:00pm.

Present: Councillor Mrs N Wilson (Chair) with Councillors R Dalrymple, J Harston, G Jackson, J Nock and C Winspear.

Also Mrs A Cowey Deputy Clerk

NOTICE OF MEETING – Public Notice of the Meeting has been given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

P076/20 APOLOGIES

No apologies for inability to attend were received

P077/20 DECLARATION(S) OF INTEREST

None received

STANDING ORDERS SUSPENDED

P078/20 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

P079/20 PLANNING APPLICATIONS

RESOLVED that the Planning Applications, as detailed at Annex A, were considered and the Planning Committees recommendations duly recorded and submitted to the Planning Authority.

P080/20 LISTED BUILDINGS

POWDER HOUSES – The Battery

MOVED by Councillor G Jackson, seconded by Councillor R Dalrymple

RESOLVED unanimously that SBC is contacted following concerns raised regarding the poor condition of the Powder Houses on the Battery which are both grade II Listed Buildings.

OUTSIDE SEATING AREAS – JK's, Baxtergate

MOVED by Councillor Mrs N Wilson, seconded by Councillor C Winspear

RESOLVED unanimously that NYCC and SBC are contacted regarding the increased outside seating area taken up by JK's, Baxtergate, and request a copy of the definitive list of all business in Whitby with permission/license to encroach on the pavement/pedestrian areas with outside seating etc.

Planning Applications Considered on 27 October 2020

1	<i>Plan Number</i> 20/097	<i>District Reference</i> 20/01857/FL	<i>Road/Street</i> Highfield Road	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mrs Irina Smith	<i>House Name</i>	<i>Road</i> 4 Highfield Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213LW	<i>Application date</i> 07/10/20

Erection of 1 no. two storey detached dwelling Mrs Irina Smith, 4 Highfield Road, WHITBY, North Yorkshire, YO213LW

Comment

Support the planning application

2	<i>Plan Number</i> 20/098	<i>District Reference</i> 20/02054/HS	<i>Road/Street</i> Castle Road	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mr & Mrs A & D Forbes	<i>House Name</i>	<i>Road</i> 10 Castle Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213NJ	<i>Application date</i> 07/10/20

Rear single storey extension, Mr & Mrs A & D Forbes, 10 Castle Road, WHITBY, North Yorkshire, YO213NJ

Comment

Support the planning application

3	<i>Plan Number</i> 20/099	<i>District Reference</i> 20/02066/FL	<i>Road/Street</i> Spring Vale	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mr & Mrs Tomlinson	<i>House Name</i>	<i>Road</i> 55 Spring Vale	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211JG	<i>Application date</i> 08/10/20

Erection of 1 no. dwelling, Mr & Mrs Tomlinson, 55 Spring Vale, WHITBY, North Yorkshire, YO211JG

Comment

Support the planning application

4	<i>Plan Number</i> 20/100	<i>District Reference</i> 20/02100/HS	<i>Road/Street</i> Castle Road	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mr Adam Bryant	<i>House Name</i>	<i>Road</i> 24 Castle Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213NQ	<i>Application date</i> 12/10/20

Widening of dropped kerb, Mr Adam Bryant, 24 Castle Road, WHITBY, North Yorkshire, YO213NQ

Comment

Support the planning application

5	<i>Plan Number</i> 20/101	<i>District Reference</i> 20/02156/LB	<i>Road/Street</i> Mayfield Road	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mr & Mrs Eddon	<i>House Name</i>	<i>Road</i> 59 Mayfield Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LT	<i>Application date</i> 15/10/20

Removal of a modern single storey conservatory to the rear, replacement with a two storey flat roofed extension and insertion of a window in the gable of the original building, Mr & Mrs Eddon, 59 Mayfield Road, WHITBY, North Yorkshire, YO211LT

Comment

object - out of keeping/character of the area and will have a negative impact on a listed building

6	<i>Plan Number</i> 20/102	<i>District Reference</i> 20/02103/FLA	<i>Road/Street</i> Caedmon Avenue	<i>Date of meeting</i> 27.10.2020
	<i>Applicant</i> Mr Daniel Harvey -StudioDH	<i>House Name</i> Poets View	<i>Road</i> Caedmon Avenue	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JT	<i>Application date</i> 20/10/20

Variation of condition 1 of decision reference 20/00285/FL to allow various alterations to th design and siting of the approved building, Mr Daniel Harvey -StudioDH, Poets View, Caedmon Avenue, WHITBY, North Yorkshire, YO213JT

Comment

Object - this property will become overdeveloped as the height and mass of the building will be increased from the original plans - the impact of the solar panels will be out of keeping in this conservation area and should have been included in the original planning

Clerk's Report

a. Draft Visitor Economy Strategy and Destination Plan Consultation

Scarborough Borough Council has opened its Draft Visitor Economy Strategy and Destination Plan Consultation (link below)

On page 9/10 (Point 6) it lists *Place-making and infrastructure improvements* identified for major capital investment, including Wild Eye project, Town Hall development and Pedestrianisation of Whitby, but no mention of Pannett Art Gallery.

In the action plan on page 30 the first action is identifying the capital regeneration projects that will have a positive impact on the visitor economy.

<https://www.scarborough.gov.uk/borough-scarborough-draft-visitor-economy-strategy-and-destination-plan-consultation>

There is an opportunity for Council to agree a response incorporating this point which is pertinent to ensuring the prominence of the Gallery (and Museum and Park) as a visitor destination. There will be other comments worthy of inclusion. I will summarise any other issues arising verbally at the meeting, in addition to any specific areas upon which members would like to comment to enable the Council to come to a collective view.

b. Christmas Lights – working with Whitby In Bloom

The following request has been submitted by Steve Smith on behalf of Whitby In Bloom:

Wearing one of my other hats for Whitby in Bloom and with the Christmas season fast approaching, WTC has in previous years worked with WiB to provide Christmas lights on some horticultural displays. There were four areas last year: a very large hanging basket tree on Dockend, a small one on the Market

Place and another on Church St car park, (20 baskets in total) and 16 barrels on the West Cliff. Two of these hanging basket trees have now been removed (they belonged to SBC).

If you wish to continue the scheme this year we propose to use the bollards around the train station and on the West Cliff and the barrels in the Dementia Garden (bottom of the 199 Steps), which would give 25 units in total - we have secured business sponsorship for 14 of the barrels on the West Cliff so are not looking for the Town Council to provide those this year.

The lights, batteries and plants per unit cost £ 21.00, Whitby in Bloom supply the hanging baskets, bollard brackets and our labour!

Looking to 2021 before covid we supplied 2 hanging baskets at the front of the museum and 2 at the New Quay Toilets which we plant up and water through the season July to September. These are £75 each

We have noticed the 4 barrels have been removed from the cenotaph. We understand it is the policy of SBC not to do barrels. We could provide these as well.

Whitby in Bloom hope that in 2021, covid permitting, we will promote the town in Yorkshire in Bloom, with the aim of maintaining our gold medal tradition.

c. Christmas Closure

We have been asked by staff and volunteers working in the museum what the Christmas Closure plan is this year. I understand that the office is formally shut for a period starting on 24 December running to 2 January. I would suggest that a formal closure, during which staff will take leave to cover the non-statutory days should be continued and that, in addition, staff who would be in the building ordinarily work from home from 14 December.