

PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

26 November 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 1 December 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, 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. North Yorkshire Police
- b. Whitby Boxing Club – Matthew Joseph (SBC)
- c. Walk With Heritage Project – Matthew Joseph (SBC)
- d. Green Lane Community Connections – Vicky Austin (Chair GLCC)
- e. Land at Broomfields Farm - Adrian Spawforth & Daniel Starkey, Spawforths
- f. County & Borough Councillors

5. MINUTES

- a. To approve as an accurate record minutes of the following meetings:
 - i. Council 3 November 2020
- b. To receive the minutes of the following meetings:
 - i. Finance, Policy & General Purposes 17 November 2020
 - ii. Town Development & Improvement 23 November 2020
 - iii. Human Resources 24 November 2020
 - iv. Planning 24 November 2020

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6. COMMITTEE RECOMMENDATIONS

- a. FP&GP Committee 17 November
F095/20 APPROVAL OF PAYMENTS

RECOMMENDED that the schedule of payments up to 15 November 2020 in the sum of **£31,938.17** (in respect WTC) and of **£1,010.34** (in respect PAG) as attached hereto is approved and submitted to Full Council. (Page 11)

- b. Any other matters arising from the minutes noted above.

7. MAYOR'S REPORT

Civic engagements since 3 November 2020 and other activities undertaken.

8. CLERK'S REPORT

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- a. Pedestrianisation of Swing Bridge.
b. COVID-19 Response

9. MARINE MANAGEMENT CONSULTATION

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To approve submission of the draft response.

10. CASUAL VACANCY IN THE WEST CLIFF WARD

To note the progress of the advertisement of the casual vacancy and to consider options for filling vacancies on the council. (verbal update)

11. COMMITTEE MEMBERSHIPS AND SUBSTITUTE MEMBERS

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To note the current vacancies and to appoint members to fill the vacant positions.

12. 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=NIJFanZUYVVVlbWY1YU9EK0EzSElUT09>

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=NIJFanZUYVVVlbWY1YU9EK0EzSElUT09>

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 2 November 2020** conducted on-line, via Zoom and livestreamed on the Town Council's Facebook page at 6:00pm.

Present Councillor R Dalrymple (Deputy Mayor) and Councillors R Barnett, Mrs H J Brown, Mrs H R Coughlan, L Derrick, J Harston, G Jackson, T Jennison, Cllr S Lapsley, J Nock, S Smith, and C Winspear.

Also M King, Clerk, and Mrs A Cowey, Deputy Clerk, with Mr M Parsons and Ms H King, (Anglo American) and three 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.

081/20 APOLOGIES

Apologies for inability to attend the meeting were received from Councillors Mrs H Sumner, Mrs L Wild (Town Mayor) and Mrs N L Wilson.

082/20 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

Councillor S Smith declared an interest in agenda item 8 Christmas lights

STANDING ORDERS SUSPENDED

083/20 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

084/20 EXTERNAL REPORT

a. ANGLO AMERICAN

Mr Parsons reported on the progress and work that has been carried out at the Woodsmith Mine site and on the tunnel since the takeover of this project by Anglo American. At present there are about 450 people on site. The company is advertising widely and hope to take on about 200 more people over the next 6 months for the shaft sinking process. Both shafts are prepared for sinking later this year/early next year. The tunnel is 10 weeks ahead of schedule 10½ km to mine site from Wilton.

Councillors asked questions regarding what the proportion of jobs are for local people and the apprentice scheme.

At the last audit two-thirds of the workforce was from the local area (the local area is classed as within a 1 hour commute) – out of 1,200 people, over 100 were from Whitby and surrounding villages. A new audit is required and will be carried out. Anglo American are ensuring that all job opportunities/vacancies are a made available to the local community and they will be advertised on the mine's website and in the local job centre. For employees with transferable skills training will be available.

Fourteen apprentices were taken on to train as multi skilled engineers, and all are still at the mine. Although it needs confirmation there should be 50 further

engineering apprenticeships which will be advertised, and recruitment will take place in September 2021.

b. NORTH YORKSHIRE POLICE – No Police Report

Councillors were disappointed that there was no attendance or report from North Yorkshire Police, and the Town Clerk was asked to contact North Yorkshire Police and request a written report for future Council meetings.

c. COUNTY & BOROUGH COUNCILLORS

No County or Borough Council Reports

085/20

MINUTES

a. FULL COUNCIL 7 July 2020

EXTRAORDINARY COUNCIL 11 August 2020, 23 September 2020 and 29 September 2020

MOVED by Cllr J Nock, seconded by Cllr T Jennison and

RESOLVED unanimously that the Minutes of the ordinary meeting of the Full Council held on 7 July 2020 and Extraordinary meetings of the Full Council held on the 11 August 2020, 23 September 2020 and 29 September 2020, are confirmed as an accurate record of the meetings and signed by the Town Mayor.

b. COMMITTEE MINUTES

MOVED by Cllr T Jennison, seconded by Cllr J Nock and

RESOLVED unanimously that the following Committee Minutes are received: -
 Town Development and Improvement held on 14 September and 26 October 2020
 Joint Management held on 12 October 2020
 Planning Committee Held on 13 and 27 October 2020
 Finance, Policy and General Purposes held on 20 October 2020

086/20

COMMITTEE RECOMMENDATIONS

JOINT MANAGEMENT COMMITTEE

JMC 049/20 Report on Property Matters

MOVED by Councillor S Smith, seconded by Councillor G Jackson and

RESOLVED unanimously that the existing quotation to repair the museum hall floor be accepted and approved

FINANCE

F064/20 APPROVAL OF PAYMENTS

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

RESOLVED unanimously 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 recommended by the Finance Policy and General Purposes Committee for payment is approved.

MOVED by Cllr T Jennison, seconded by Cllr Mrs H J Brown and

RESOLVED unanimously that the supplemental to the schedule of payments up to 15 October 2020 sum of £100.00 (WHG) as recommended by the Finance Policy and General Purposes Committee for payment is approved.

TOWN DEVELOPMENT AND IMPROVEMENT COMMITTEE

TD70/20 Whitby Lobster Hatchery

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

RESOLVED unanimously that Whitby Lobster Hatchery be invited to a future meeting of the Full Council to update members on its ambitious plans

TD022/20 How can Whitby Town Council support the Climate Change Agenda

MOVED by Councillor G Jackson, seconded by Councillor L Derrick

RESOLVED unanimously that WTC declares 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) Communicate the plan and Council actions to wider community 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

FINANCE POLICY AND GENERAL PURPOSES COMMITTEE

F063/20 Confirm membership and future meetings of Events Sub-Committee

MOVED by Councillor G Jackson, seconded by Councillor S Smith and

RESOLVED unanimously that Councillors L Derrick and S Lapsley are appointed to represent Whitby Town Council on the Whitby Hospitality Group

087/20

MAYOR'S REPORT

CIVIC ENGAGEMENTS

The Town Mayor attended the opening of the sculpture trail. The Deputy Mayors regalia has been repaired and back in the Town Council Office. Councillors were made aware that due to the present lockdown the Remembrance Service at St Mary's Church has been cancelled.

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

RESOLVED unanimously that the above information is received.

088/20 CLERK'S REPORT**Draft Visitor Economy Strategy and Destination Plan Consultation**

Members discussed the above document and the disappointment that the Town Council had not been formally invited to take part in this consultation.

MOVED by Councillor J Nock, seconded by L Derrick and

RESOLVED unanimously that a collective response is submitted by the Town Clerk highlighting the concern that the document is very Scarborough Centric - the lack of information about various Whitby Events - the need to identify Pannett Art Gallery as visitor destination including Whitby Museum and Pannett Park – there is no mention of the Pavilion - the need for the inclusion of alternative strategies for events post Covid to extent the season.

Christmas Lights – Working with Britain in Bloom

Councillor Smith spoke on behalf of Whitby in Bloom regarding its request for financial support to provide Christmas lights around the railway station which will be lit from the middle of December through to January. Councillor Jackson suggested that Whitby in Bloom could work with the Hospitality Group which aims to 'Dazzle Whitby' by encouraging businesses and hotels to put up Christmas lights on their premises.

MOVED by Councillor G Jackson, seconded by Councillor L Derrick and

RESOLVED that Whitby in Blooms request for £232.00 to provide the Christmas lights and batteries is approved. (one against)

Councillor S Smith declared an interest in the above agenda item and did not vote

Christmas Closure

The Town Clerk reported that the Office will be officially closed from the 24 December 2020 until 2 January 2021. The Gallery would be closed from 2 November and staff would be working from home due to the present lockdown. Staff that met the criteria for furlough would be furloughed when necessary.

Marine Management Consultation

The above Consultation had been circulated to all members. If Councillors were in agreement a draft response would be submitted for approval at the next meeting of the Full Council

MOVED by Councillor R Barnett, seconded by Councillor L Derrick

RESOLVED that the Clerk's report is received regarding the Christmas closure and that a draft response is written for approval at next meeting of the Full Council. A request for a formal update from SBC regarding development over the Pavilion and SBC plans to take it back.

089/20 FLOODING AWARENESS –STANDING ITEM

Tides above 5.5 metres – 13 -18 November 2020.

Item 5

MOVED by Cllr T Jennison, seconded by Councillor G Jackson, and

RESOLVED unanimously that this information is received.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance, Policy and General Purposes** Committee held via Zoom on Tuesday 17 November 2020 at 6:00pm.

Present: Councillors G Jackson (Chair), Mrs H Coughlan, B Dalrymple, J Harston, Mrs L Wild, Mrs N Wilson and C Winspear (from item 095/20).

Also: M King, Town Clerk.

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

090/20 APOLOGIES FOR ABSENCE

It was noted that G Stephenson (substitute) had resigned as a councillor.

091/20 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

092/20 PUBLIC PARTICIPATION

No members of the public were present.

GENERAL PURPOSES & POLICY

093/20 MINUTES

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

RESOLVED that the Minutes of the Finance Policy & General Purposes Committee meeting, held 20 October 2020, be taken as read and confirmed as a correct record and signed by the Chairman.

094/20 ACTION OUTSTANDING FROM PREVIOUS MEETING

The Clerk provided a verbal update on an item resolved at Full Council further to minute F063/20, whereby Cllrs Derrick and Lapsley had been appointed as representatives to the Whitby Hospitality Group.

Proposed by Councillor B Dalrymple, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that Clerk write to Cllr Lapsley to establish his availability to attend the next meeting of the Whitby Hospitality Group.

FINANCE

095/20 APPROVAL OF EXPENDITURE

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

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

RESOLVED that the schedule of payments up to 15 November 2020 in the sum of **£31,938.17** (in respect WTC) and of **£1,010.34** (in respect PAG) as attached hereto is approved and submitted to Full Council.

096/20 NOTICE OF COMPLETION OF LIMITED ASSURANCE REVIEW

Proposed by Councillor Mrs L Wild, seconded by Councillor J Harston and unanimously

RESOLVED that the committee notes the receipt of an unqualified certificate from the council's external auditor concluding the 2019/20 Annual Accountability and Governance Review, to be published on the town council's website by 30 November 2020.

097/20 BUDGET PREPARATION 2021/22

Submitted: a report setting out a preparation timetable for the 2021/22 budget, the major pressures to be considered in preparing the budget and seeking Members' views and direction on the principles to be adopted for 2021/22.

Proposed by Councillor J Harston, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that the budget preparation assumptions on inflationary pressure be noted and that the timetable and mechanism be adopted for preparation of the 2021/22 budget.

**WHITBY TOWN COUNCIL
FINANCE POLICY & GENERAL PURPOSES COMMITTEE – 17 NOVEMBER 2020**

APPROVAL OF EXPENDITURE

1. Expenditure transactions (WTC) - approval list

	Tn no	Gross	Heading	Details
1171	£478.29	5000/4/2	Total Gas and Power - Electricity Charges September	
1184	£46.97	5000/4/6	Rentokil Initial UK Ltd - Sanitary Bins November 2020	
1174	£7.53		Pitney Bowes - Postage	
	£6.00	5000/2/4	Paper Invoice Fee	
	£1.53	5000/2/4	Royal Mail Underpayment and Fee	
1172	£14.39		Barclaycard - Statement to 16 October	
	£14.39	5000/2/9	Zoom Subscription	
1180	£418.70	5000/4/4	Scarborough Borough Council - Commercial Waste Charges 20/21	
1178	£10,106.29	5000/5/7	Castle Water Limited - Water Annual - New Quay Road	
1179	£180.00	5000/4/10	Brian Oakley - External Windows October	
1173	£1,802.00		Scarborough Borough Council - NDR Toilets	
	£499.00	5000/4/5	NDR Toilet 1	
	£86.00	5000/4/5	NDR Toilet 2	
	£127.00	5000/4/5	NDR Toilet 3	
	£55.00	5000/4/5	NDR Toilet 4	
	£511.00	5000/4/5	NDR Toilet 5	
	£524.00	5000/4/5	NDR Toilet 6	
1169	£37.00	5000/3/11	Royal British Legion - Donation - 2 off wreaths	
1175	£370.78		Siemens Financial Services Ltd - Lease Rental	
	£267.40	5000/2/5	Lease Rental	
	£103.38	5000/2/5	Asset Protection Charge	
1176	£23.40	5000/4/6	Cathedral Hygiene - Hygiene Contracts	
1170	£28.16	5000/2/1	Normans Business Solutions - Stationery	
1181	£481.50	5000/4/7	Lewis Hart Security Services - October Patrols	
1182	£1,200.00	5000/2/7	PKF Littlejohn - Limited Assurance Annual Fee 19/20	
1177	£6.80	5000/2/13	Barclays Bank - e-payment plan charges	
1183	£570.00	5000/3/3	C W Sellors - Restoration Deputy Mayor's Chain	
	£16,166.36		Confidential Transactions	
Total	£31,938.17			

2. Expenditure transactions (PAG) - approval list

	Tn no	Gross	Heading	Details
23	£133.34	5002	Global Payments - Card Processing Charges	
25	£6.80	5001	Barclays - e-payment Plan Charges	
26	£595.20	5014	David Duggleby Ltd - Laura Knight Sketch (at auction)	
Total		£1,010.34		

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT & IMPROVEMENT** Committee held on **Monday 23 November 2020** conducted on-line, via Zoom at 6:00pm.

Present Councillors J Harston (Chair), B Dalrymple, G Jackson, T Jennison, Mrs L Wild and C Winspear.

Also M King, Clerk & Cllr G Goodberry (SBC)

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

098/20 APOLOGIES FOR ABSENCE

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

099/20 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

100/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

101/20 MINUTES

MOVED by Cllr G Jackson, seconded by Cllr Mrs L Wild and unanimously

RESOLVED that the Minutes of the Town Development and Improvement Committee held on 26 October 2020 are confirmed as an accurate record of the meeting and signed by the Chairman.

102/20 CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY

It was noted that:

- Ashes Well Lane was unadopted;
- Clarkson Street and Hunter Street were being pursued by NYCC Street-works and the road markings remain enforceable;
- The drainage pipe to the promenade east of Upgang Ravine was to be repaired and the handrail had been repaired;
- The Welcome To Whitby sign was unclaimed by NYCC.

MOVED by Cllr G Jackson, seconded by Cllr Mrs L Wild and

RESOLVED unanimously (a) that the information be received;
 (b) that the Clerk obtain estimates for the repair of the Welcome to Whitby sign; and
 (c) that the Clerk enquire of Yorkshire Water whether there is a collapsed culvert causing the subsidence in Ashes Well Lane.

103/20 2021-22 BUDGET BIDS

Members identified the following areas as possible future projects to submit as budget bids for 2021-22:

- Welcome To Whitby sign maintenance;
- Public community engagement relating to the declared Climate Emergency;
- Victoria Spa Well maintenance;
- War Memorial maintenance – in relation to Bannial Flatt, Sleights Road end (see below).

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

RESOLVED unanimously that the identified items be referred to the meeting of the Finance Policy and General Purposes Committee meeting on 15 December.

104/20 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.

1. **Story Boards** (installed by the Town Council) at various locations requiring cleaning and basic maintenance. The Clerk noted that, subject to Covid regulations, a condition survey would be undertaken.
2. **Street Lights** on New Quay road – noted that NYCC have a reporting tool on their website for inoperative lighting columns.
3. **Christmas Lights** it was noted that some units were unlit or partially unlit. The Clerk noted that the contractor did attend to rectify faults and that units would be tested and condition recorded after dismantling in January. A report will be made to the Christmas Lights Subcommittee.
4. **War Memorial** in relation to the first enemy aircraft shot down in WWII at Bannial Flatt, Sleights Road. It was noted that this site falls outside the parish boundary and is part of Aislaby Parish. The Clerk noted that enquiries would be made with Aislaby Parish to assess the options for the memorial.
5. **Battery Parade** the condition of the powder houses and the temporary fencing at both ends of Battery Parade were noted as of concern. Enquiries would be made of Scarborough Borough Council to understand the options for enforcement options in relation to planning and licensing.
6. **War Memorial Dock End** – reports that the metal railings may be in need of painting.

MOVED by Cllr B Dalrymple, seconded by Cllr T Jennison and

RESOLVED unanimously *en bloc* that those items listed be referred to the responsible body for action.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held on **Tuesday 23 November 2020** conducted on-line, via Zoom at 4:30pm.

Present Councillors Mrs N Wilson (Chair), B Dalrymple, Mrs H Coughlan, T Jennison, Mrs L Wild and C Winspear.

Also M King, Clerk & Mrs A Cowey, Deputy Clerk

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

105/20 APOLOGIES FOR ABSENCE

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

106/20 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

107/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

108/20 MINUTES

MOVED by Cllr Winspear, seconded by Cllr Mrs Dalrymple and unanimously

RESOLVED that the Minutes of the Human Resources Committee held on 17 December 2019 are confirmed as an accurate record of the meeting and signed by the Chairman.

109/20 INFORMATION FOR SCHEME EMPLOYERS AFFECTED BY THE 95k EXIT CAP

It was noted that the Local Government Association had published an information note for employers on the exit cap. The document set out a process for employers to follow from 4 November 2020 for redundancy and efficiency exits, where the employee is a member of the LGPS and aged 55 or over

MOVED by Cllr Jennison, seconded by Cllr Winspear and

RESOLVED unanimously that the information be noted.

110/20 2021-22 BUDGET BIDS

Members identified the following proposal to submit as budget bids for 2021-22:

- An additional, part-time curator to provide weekend and sickness cover in the Gallery

MOVED by Cllr Mrs Coughlan, seconded by Cllr Mrs Wild and

RESOLVED unanimously that the item be referred to the meeting of the Finance Policy and General Purposes Committee meeting on 15 December.

111/20 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM HR112, BELOW)

MOVED by Cllr Jennison, seconded by Cllr Mrs Wild and

RESOLVED unanimously that under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item HR112, below, due to the confidential nature of the business to be transacted.

112/20 STAFFING

MOVED by Cllr Mrs H Coughlan, seconded by Cllr Mrs L Wild and

RESOLVED unanimously that the Town Clerk and Responsible Financial Officer has successfully completed his probationary period (30 March 2020 to 29 September 2020)

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

RESOLVED unanimously that the condition to obtain CiLCA within two years of taking up the position of Town Clerk is relaxed.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted via zoom, on **Tuesday 24 November 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.

113/20 APOLOGIES

Apologies for inability to attend was received from Councillor L Derrick

114/20 DECLARATION(S) OF INTEREST

None received

STANDING ORDERS SUSPENDED

115/20 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

116/20 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.

117/20 LISTED BUILDINGS

The Deputy Clerk reported that the Conservation Officer will inspect the listed Powder House buildings on the Battery when he is next in Whitby, and acknowledgement has been received from SBC of receipt of our email regarding seating issues outside of JK's on Wellington Road to be investigated by Planning Services.

118/20 CONSULTATION

Councillors considered the consultation from North Yorkshire County Council for Proposed extension to 40mph limits, A174, Sandsend Road.

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

RESOLVED that Whitby Town Council supports NYCC proposed extension to the 40mph Limit on the A174, Sandsend Road and would like to see this extended to include the full stretch of the 174 to the existing 40mph limit leading into Whitby.

Planning Applications Considered on 24th November 2020

1	<i>Plan Number</i> 20/103	<i>District Reference</i> 20/02308/FL	<i>Road/Street</i> Victoria Place	<i>Date of meeting</i> 24.11.2020
	<i>Applicant</i> Cellnex	<i>House Name</i> Whitby Telephone Exchange	<i>Road</i> Victoria Place	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211DX	<i>Application date</i> 03/11/20

Installation of 3 no panel antenna on the roof. The 3no Antennas will be located at 3 sectors

on the east and west of the building with additional 114.3mm x 5mm x 5000mm support poles being fitted to provide the required height increase Removal and installation of ancillary equipment required thereto on the rooftop of the Existing telecoms exchange site, Cellnex, Whitby Telephone Exchange, Victoria Place, WHITBY, North Yorkshire, YO211DX

Comment

Support the application

2	<i>Plan Number</i> 20/104	<i>District Reference</i> 20/02334/FL	<i>Road/Street</i> Fairfield Way	<i>Date of meeting</i> 24.11.2020
	<i>Applicant</i> Mr Ken Jones	<i>House Name</i> Unit B	<i>Road</i> Whitby Retail Park	<i>Locality</i> Fairfield Way
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224PU	<i>Application date</i> 05/11/20

Creation of new shopfronts to front elevation including new and relocated entrance doors and the replacement of existing shopfronts to side elevation together with new cladding, Mr

Ken Jones, Unit B, Whitby Retail Park, Fairfield Way, WHITBY, North Yorkshire, YO224PU

Comment

Support the application

3	<i>Plan Number</i> 20/105	<i>District Reference</i> 20/02218/HS	<i>Road/Street</i> East Cliff	<i>Date of meeting</i> 24.11.2020
	<i>Applicant</i> Beyond Housing (Mr Simon Armistead)	<i>House Name</i>	<i>Road</i> 2,3 and 5 Old Coastguard Cotta	<i>Locality</i> East Cliff
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224JS	<i>Application date</i> 10/11/20

Replacement of ground floor windows with doors to West elevation, Beyond Housing (Mr Simon Armistead), 2,3 and 5 Old Coastguard Cotta, East Cliff, WHITBY, North Yorkshire, YO224JS

Comment

Support the application subject to the windows matching existing

4	<i>Plan Number</i> 20/106	<i>District Reference</i> 20/02234/HS	<i>Road/Street</i> Starbeck Close	<i>Date of meeting</i> 24.11.2020
	<i>Applicant</i> Mr Craig Storr	<i>House Name</i>	<i>Road</i> 5 Starbeck Close	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LF	<i>Application date</i> 10/11/20

Installation of dropped kerb Mr Craig Storr, 5 Starbeck Close, WHITBY, North Yorkshire, YO211LF

Comment

Support application

5	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
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20/107	20/01173/FL	Bagdale	24.11.2020
Applicant	House Name	Road	Locality
Mr Peter Gilgan	Basement Flat 14	Bagdale	
Town	County	Post Code	Application date
WHITBY	North Yorkshire	Y21 1QS	11/11/20

Replacement windows with French windows, Mr Peter Gilgan, Basement Flat 14, Bagdale, WHITBY, North Yorkshire, Y21 1QS

Comment

Support application subject to the use of heritage style windows with bars

6	Plan Number	District Reference	Road/Street	Date of meeting
	20/108	20/02396/HS	Mulgrave Crescent	24.11.20
Applicant	House Name	Road	Locality	
Mr R & Mrs M Marshall		2 Mulgrave Crescent		
Town	County	Post Code	Application date	
WHITBY	North Yorkshire	YO213JU	12/11/20	

Erection of two storey rear and side extension with alterations to roof. Formation of balcony to front, Mr R & Mrs M Marshall, 2 Mulgrave Crescent, WHITBY, North Yorkshire, YO213JU

Comment

Support application

7	Plan Number	District Reference	Road/Street	Date of meeting
	20/109	20/02420/HS	Poplar Row	24.11.2020
Applicant	House Name	Road	Locality	
Peter and Linzi Magee		1A Poplar Row		
Town	County	Post Code	Application date	
WHITBY	North Yorkshire	YO213AF	12/11/20	

Installation of dormer to front and removal of entrance porch, Peter and Linzi Magee, 1A Poplar Row, WHITBY, North Yorkshire, YO213AF

Comment

Support application

8	Plan Number	District Reference	Road/Street	Date of meeting
	20/110	20/02037/FL	East Crescent	24.11.2020
Applicant	House Name	Road	Locality	
Mr Mark Tinkler		3 East Crescent		
Town	County	Post Code	Application date	
WHITBY	North Yorkshire	YO213HD	17/11/20	

Replacement of timber window with pvc sliding sash to lower ground floor front elevation, Mr Mark Tinkler, 3 East Crescent, WHITBY, North Yorkshire, YO213HD

Comment

Support application subject to the use of heritage style windows

9 *Plan Number* 20/111 *District Reference* 20/02021/HS *Road/Street* Esplanade *Date of meeting* 24.11.2020
Applicant Mrs Joanne Ward *House Name* Flat 1 *Road* 12 Esplanade *Locality* WHITBY
Town WHITBY *County* North Yorkshire *Post Code* YO213HH *Application date* 18/11/20

Replacement of timber bay windows with UPVC sash windows to front elevation, Mrs Joanne Ward, Flat 1, 12 Esplanade, WHITBY, North Yorkshire, YO213HH
Comment
Support application subject to the use of heritage style windows

10 *Plan Number* 20/112 *District Reference* 20/02325/FL *Road/Street* Argyle Road *Date of meeting* 24.11.2020
Applicant Mr David Kent *House Name* Berkeley Mansions *Road* Argyle Road *Locality* WHITBY
Town WHITBY *County* North Yorkshire *Post Code* YO213HT *Application date* 18/11/20

Replacement windows and doors in upvc, Mr David Kent, Berkeley Mansions, Argyle Road, WHITBY, North Yorkshire, YO213HT
Comment
Support application

11 *Plan Number* 20/113 *District Reference* 20/02224/HS *Road/Street* Pannett Way *Date of meeting* 24.11.2020
Applicant Mr Geoff Brown *House Name* 2 Pannett Way *Road* 2 Pannett Way *Locality* WHITBY
Town WHITBY *County* North Yorkshire *Post Code* YO211NZ *Application date* 18/11/20

Erection of 2 storey rear extension, Mr Geoff Brown, 2 Pannett Way, WHITBY, North Yorkshire, YO211NZ
Comment
Support application

12 *Plan Number* 20/114 *District Reference* 20/02324/FL *Road/Street* Baxtergate *Date of meeting* 24.11.2020
Applicant Mr Jon Tully *House Name* BonMarche *Road* 26-27 Baxtergate *Locality* WHITBY
Town WHITBY *County* North Yorkshire *Post Code* YO211BW *Application date* 18/11/20

Conversion of upper floors to two holiday flats, with associated alterations and alteration to shop front, Mr Jon Tully, BonMarche, 26-27 Baxtergate, WHITBY, North Yorkshire,
Comment
Support application

13 *Plan Number* 20/115 *District Reference* 20/02380/HS *Road/Street* Castle Road *Date of meeting* 24.11.2020
Applicant M Joseph *House Name* 13 Castle Road *Road* 13 Castle Road *Locality* WHITBY
Town WHITBY *County* North Yorkshire *Post Code* YO213NJ *Application date* 18/11/20

Erection of single storey rendered front extension, single storey rear extension. Alterations to existing outbuilding and access, M Joseph, 13 Castle Road, WHITBY, North Yorkshire, YO213NJ
Comment
Support application

Clerk's Report

a. **Pedestrianisation of Swing Bridge.**

Following the engagement session with members held on 12 November, NYCC Highways have been developing an engagement letter for distribution to local residents and businesses. At the time of preparing this agenda, this was not available, but will be circulated to members once a copy is provided.

b. **COVID-19 Response**

The council has received a number of emails from residents raising the public health response to Covid-19 and the publicity of restrictions before and during the current lock-down and going into the tiered approach from 2 December. These have been circulated separately. At the time of writing, it has been confirmed that Whitby is a Tier 2 area along with the rest of North Yorkshire and York. All surrounding areas including the rest of Yorkshire and Humberside, the Tees Valley and North East England will be Tier 3.

The town council is without specific powers in relation to the regulations governing the response to Covid-19. To date public health messages and advice from the relevant organisations have been promoted and relayed via the council's website, Facebook and Twitter pages and in the press. In some instances, the timeliness of these messages has been questioned and the effectiveness of the methods used by other organisations has been challenged.

I am seeking information on the approach to be taken from 2 December, specifically from the county and borough councils to understand how best the town council might represent and respond to the interests of residents and businesses in the town.

I will provide an update at the meeting.

Marine Management Consultation – Draft Response

How would you rate your level of awareness of the Draft North East Marine Plan?

Low

Over the last 12 months, has your organisation used the Draft North East Marine Plan when making any decisions?

No

Over the last 12 months, how much do you agree that you have seen an improved consideration of the following factors in decision-making as a result of the Draft North East Marine Plan?

Don't know (all sections)

In the last 12 months, have you observed changes to public access to, and within, the draft north east marine plan areas?

No change observed

In the last 12 months, how frequently did you consider public access policy NE-ACC-1 when making decisions?

Note: Policy NE-ACC-1 is:

Proposals demonstrating appropriate enhanced and inclusive public access to and within the marine area, and that also demonstrate the future provision of services for tourism and recreation activities, will be supported.

Where enhanced public access cannot be provided, proposals should demonstrate that they will, in order of preference:

- a) avoid
- b) minimise
- c) mitigate significant adverse impacts on public access.

'Decisions' includes authorisation and enforcement decisions, which normally refer to something that can be applied for, such as a marine licence, and also other kinds of decisions, for example, commenting on a marine licence application or developing a local plan.

Not Applicable

In your opinion, how has the Draft North East Marine Plan affected your activities, infrastructure or organisation's ability to deal with future challenges, such as potential impacts of climate change or increasing competition for marine resources?

No difference

Has your organisation been involved in developing and/or submitting a proposal to a formal decision-making process within the north east marine plan areas?

No

In the past 12 months, have you seen any changes in water quality in the north east marine plan areas? Examples of observed changes in water quality could be increased or decreased levels of silt or chemicals.

No change observed

Have new activities (eg fishing or recreational activities) and/or infrastructure (for

example, a fish farm or new marina) had an impact on water quality in the north east marine plan areas?

No

Are you a port or harbour representative?

No

Committee and Subcommittee Membership as of 26 November 2020

PLANNING COMMITTEE 7 MEMBERS (quorum 4) (Subs 2 training required)
Cllr R Dalrymple
Cllr L Derrick
Cllr J Harston
Cllr G Jackson
Cllr J Nock
Cllr Mrs N Wilson (Chairman)
Cllr C Winspear
Sub. vacant
Sub. vacant

PANNETT ART GALLERY & WHITBY MUSEUM JOINT MANAGEMENT COMM. 9 MEMBERS (quorum 6) (Subs 2)
Cllr Mrs H Coughlan
Cllr R Dalrymple (Chairman)
Cllr L Derrick
Cllr G Jackson
Cllr J Nock (Vice Chairman)
Cllr Mrs H Sumner
Cllr Mrs L Wild
Cllr C Winspear
Cllr Mrs N Wilson (Chairman of Human Resources)
Sub. vacant
Sub. vacant

HUMAN RESOURCES 7 MEMBERS (quorum 4)
Cllr Mrs H Coughlan (Vice Chairman)
Cllr R Dalrymple
Cllr G Jackson
Cllr T Jennison
Cllr Mrs L Wild
Cllr Mrs N Wilson (Chairman)
Cllr C Winspear

PANNETT ART GALLERY COMMITTEE 7 MEMBERS 7 OF 9 FOR JOINT MANAGEMENT (quorum 4) (Subs 2)
Cllr Mrs H Coughlan
Cllr R Dalrymple (Chairman)
Cllr L Derrick
Cllr Mrs H Sumner
Cllr Mrs L Wild
Cllr Mrs N Wilson
Cllr C Winspear
Sub. vacant
Sub. vacant

FINANCE POLICY & GENERAL PURPOSES COMMITTEE 7 MEMBERS (quorum 4) (Subs 3)
Cllr Mrs H Coughlan
Cllr R Dalrymple
Cllr J Harston (Vice Chairman)
Cllr G Jackson (Chairman)
Cllr C Winspear
Cllr Mrs L Wild
Cllr Mrs N Wilson
Sub. vacant
Sub. vacant

TWINNING SUBCOMMITTEE (Finance & General Purposes) 6 MEMBERS
Cllr. Mrs H Coughlan
Cllr. R Dalrymple
Cllr. T Jennison
Cllr. J Harston
Cllr. Mrs L Wild
Cllr. Mrs N Wilson
Cllr. C Winspear
Sub. vacant

EVENTS SUBCOMMITTEE (Finance & General Purposes) 6 MEMBERS
Cllr R Dalrymple
Cllr L Derrick
Cllr G Jackson
Cllr Mrs H Sumner
Cllr Mrs L Wild
Cllr Mrs N Wilson
Cllr C Winspear
Sub vacant
Sub vacant

TOWN DEVELOPMENT & IMPROVEMENT COMMITTEE 7 MEMBERS (quorum 4) (Subs 3)
Cllr R Dalrymple
Cllr J Harston (Chairman)
Cllr T Jennison
Cllr G Jackson (Vice Chairman)
Cllr Mrs H Sumner
Cllr Mrs L Wild
Cllr C Winspear
Sub. Cllr L Derrick
Sub. Cllr J Nock

CHRISTMAS LIGHTS SUBCOMMITTEE (Town Development & Improvement) 6 MEMBERS
Cllr R Dalrymple
Cllr Mrs H Sumner
Cllr S Smith
Cllr Mrs L Wild
Cllr C Winspear
Vacant
Sub vacant
Sub vacant

ALLOTMENTS SUBCOMMITTEE (Town Development & Improvement) 6 MEMBERS
Cllr R Barnett
Cllr R Dalrymple
Cllr J Harston
Cllr J Nock
Cllr Mrs L Wild
Cllr C Winspear
Sub vacant
Sub vacant

HARBOUR COMMITTEE 7 MEMBERS (quorum 4) (Subs 2)
Cllr R Dalrymple
Cllr T Jennison
Cllr Mrs H Sumner
Cllr G Jackson
Cllr Mrs L Wild
Cllr Mrs N Wilson
Cllr C Winspear
Sub. J Harston
Sub. Vacant