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Dear Councillor,

09 September 2020

You are summoned to attend a meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT COMMITTEE** to be conducted on-line, via Zoom¹, on **Monday 14 September 2020 at 6:00pm**, the agenda for which is set out below.



Michael King
Town Clerk

To: Councillors Dalrymple, Harston, Jackson, Jennison
Sumner, Wild and Winspear (Subs. Derrick and Nock)

Cc: Councillors Barnett, Brown, Coughlan, Lapsley, Smith,
Stephenson and Wilson.

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 public (limited to 3 mins per person).

4. MINUTES

To approve as an accurate record the minutes of the Town Development and Improvement Meeting held on 2 March 2020. (attached)

¹ Link to join Zoom Meeting

<https://us02web.zoom.us/j/83215853820?pwd=QkxuQkhNV0p1eEpyMUF0R0pmTWRRidz09>

Meeting ID: 832 1585 3820 - Passcode: 555738

Or dial by your location - 0203 481 5237 / 0203 901 7895 (United Kingdom)

5. ALLOTMENT SUB COMMITTEE MEETINGS

To receive minutes of the Allotment Sub Committee meetings held on 3 March 2020.
(attached)

6. HOW CAN WHITBY TOWN COUNCIL SUPPORT THE CLIMATE CHANGE AGENDA

To receive a proposal from Councillor G Jackson and Councillor Mrs H Sumner in support of the above – deferred from 30 March 2020. (attached)

7. LESSONS LEARNED FROM COVID-RESPONSE

To consider the collective response of agencies in Whitby to social distancing, management of crowds, use of public toilets, and activities aimed at visitors, in the period since the introduction of public health measures in March 2020.

8. THE TOWN DEAL

To note progress in developing the proposals forming part of the Town Deal Investment Plan, for which the accountable body is Scarborough Borough Council, particularly those affecting the town council directly (Pannett Gallery Extension and the Old Town Hall) and those of significance (pedestrianisation and Maritime Hub).

9. TOWN HALL - CURRENT ARCHITECTURAL FEASIBILITY STUDY

The agenda of the initiation meeting with the architects appointed to undertake the feasibility study, which was held on 27 August, is attached for information. Pending the receipt of minutes, a verbal update will be given. (attached)

10. WHITBY SPA PAVILION

Current position from Scarborough Borough Council – verbal report of the Clerk.

11. SPA WELL

The Civic Society has produced a conditions report with observations and suggestions for the preservation of the Victoria Spa Well for the consideration of the town council and others. (attached)

12. FUTURE OF ASSETS AND SERVICES IN LIGHT OF DEVO-LGR

Town councillors have prioritised a long-list of assets and services for local delivery subject to the introduction of a unitary authority to replace the current borough and county council serving Whitby. This list is to be used as the basis of the town council's response to the consultation requests of Scarborough Borough Council and North Yorkshire County Council during the current review of structures. (attached)

13. PLANNING & LICENSING ENFORCEMENT

Current position from Scarborough Borough Council – verbal report of the Clerk.

14. CONFIRMATION OF FUTURE MEETINGS

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT & IMPROVEMENT** Committee held in the Pannett Art Gallery, Pannett Park, Whitby on Monday 2nd March 2020 at 6.15 p.m.

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

ALSO PRESENT Mrs P Dobson, Town Clerk, Cllr. Mrs H Brown

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

TD660/20 APOLOGIES

No apologies were received.

TD661/20 DECLARATION OF INTERESTS

There were no declarations of interest.

TD662/20 PUBLIC PARTICIPATION

There were no Members of the public were present.

TD663/20 MINUTES

Members had previously been circulated with minutes of the Town Development and Improvement Committee meeting held 27th January 2020.

Proposed by Councillor T Jennison, seconded Councillor R Dalrymple and unanimously **RESOLVED** that the minutes of the Town Development and Improvement Committee Meeting held 27th January 2020 be taken as read and signed as a correct record.

TD664/20 ALLOTMENT SUB COMMITTEE MEETINGS

Members received the minutes of the Allotment Sub Committee meeting held 4th February 2020.

Proposed by Councillor C Winspear, seconded Councillor R Dalrymple and unanimously **RESOLVED** that the minutes of the Allotment Sub Committee meeting held 4th February 2020 are received.

TD665/20 NYCC - HIGHWAY SAFETY, PARKING AND TRAFFIC MANAGEMENT ETC

To consider the following issues –

- a) Missing Double Yellow lines at Upgang Lane and Argyll Road

Proposed by Councillor R Dalrymple, seconded Councillor Mrs L Wild and unanimously **RESOLVED** that this is reported to NYCC Highways and added to the list for discussion at the proposed meeting with Mr R Marr NYCC

- b) Meeting with Richard Marr NYCC Highways

The Clerk reported that she had spoken to Mr Marr and sent all the information again, however to date nothing further had been heard

Proposed by Councillor G Jackson, seconded Councillor C Winspear and unanimously **RESOLVED** that the Clerk will continue to press for a date for the meeting.

TD666/20 CLERKS UPDATES ON MATTERS RAISED PREVIOUSLY

Paul Thompson SBC will attend the next Town Development & Improvement Committee on 30th March to discuss cleansing, litter and dog fouling.

It was also noted that the Stop Seagull attacks sign at the bandstand was obscured and requires a more prominent location, the Clerk will report this.

Proposed by Councillor G Jackson, seconded Councillor C Winspear and unanimously **RESOLVED** that the information is noted and actions taken as suggested.

TD667/20 HOW CAN WHITBY TOWN COUNCIL SUPPORT THE CLIMATE CHANGE AGENDA

Members had previously been circulated with reports from Councillor Jackson regarding how Whitby Town Council can support the climate change agenda. Members had a lengthy discussion regarding the actions the Town Council could take to mitigate the effects of climate change and what form this should take.

Proposed by Councillor C Winspear, seconded Councillor R Dalrymple and unanimously **RESOLVED** that Councillor Jackson and Councillor Mrs Sumner work together on a proposal to be submitted to the next Town Development meeting on 30th March and the subject is added to the agenda for the Town Assembly on 21st April 2020

TD668/20 WHITBY BEACH CLEAN GROUP

The Clerk had contacted the groups who had taken part previously and only 3 had responded, these had indicated they would be available for meeting either 16th or 30th March 2020

Proposed by Councillor G Jackson, seconded Mrs L Wild and unanimously **RESOLVED** that due to the low response numbers Ana Cowie Yorkshire Wildlife Trust is contacted to ask if we can have an agenda item at her next meeting on 29th April to revisit the environmental discussion group.

TD669/20 YORKSHIRE WATER BIODIVERSITY ENHANCEMENT PROGRAMME

Members received information on funding application opportunity, the area of California Beck would be a possible project but with the short timescale the involvement of Whitby Nats. Whitby in Bloom and Yorkshire Wildlife Trust would be required to put together an application.

Proposed by Councillor Mrs L Wild, seconded Councillor G Jackson and unanimously **RESOLVED** that the Clerk contacts Whitby Nats. Whitby in Bloom and Yorkshire Wildlife Trust regarding a possible joint application.

TD670/20 CHANGE TO TIMES OF MEETINGS

Members considered changing the times of future meetings to 6.00 p.m. to simplify and align with other Council committees.

Proposed by Councillor J Harston, seconded by Councillor G Jackson and unanimously **RESOLVED**: That future meetings commence at 6.00 p.m.

TD671/19 DATE OF NEXT SCHEDULED MEETING – 30th March 2020

WHITBY TOWN COUNCIL

Minutes of the meeting of the Allotment Sub Committee held in the Staithes Gallery, Pannett Art Gallery, Whitby on Tuesday 3rd March 2020 at 11.00 a.m.

PRESENT Councillors C Winspear (Chairman), R Barnett, R Dalrymple, J Nock and Mrs L Wild

ALSO

PRESENT Mrs P Dobson, Town Clerk, Councillor Mrs H Brown, 3 representatives from Stakesby Vale and 1 from Cala Beck Allotments

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

A672/20 APOLOGIES

Apologies had been received from Councillor J Harston

A673/20 DECLARATION OF INTERESTS

There were no declarations of interest.

A674/20 PUBLIC PARTICIPATION SESSION

Proposed by Councillor Mrs L Wild, seconded by Councillor R Dalrymple and unanimously **RESOLVED:** that standing orders are suspended to allow allotment holders to speak and ask questions where necessary and reinstated to make the resolution.

A675/20 MINUTES

Members had been circulated with the Minutes of the meetings held 4th February 2020 Proposed by Councillor R Dalrymple, seconded by Councillor Mrs L Wild and with one abstention.

RESOLVED that the Minutes of the Allotment Sub Committee meetings held on 4th February 2020 be taken as read, confirmed as a correct record of the meeting and signed by the Chairman

A676/20 STAKESBY VALE ALLOTMENTS

i) To receive an update from Stakesby Vale Allotment Holders.

The Clerk reported on discussions with Keith Brown regarding the Stakesby Vale Allotment, a quote of £3,600 had been received for the clearing of Plot 16. The problem had been inherited by the Town Council, but it needed to be a priority and other planned works may have to be delayed.

The Clerk reported that the tenant of Plot 19 had asked to keep it rather than giving it up. A discussion took place regarding the suggested moving and replacement of the manure bins between Plots 19 and 20. Following the consultation with the users of the manure bins it had been suggested by plot holders that they would prefer to have the manure delivered and then transport it to their own plots where they could store it if required. This would mean there was enough space to extend plot 20 without moving the gate and reduce the cost to the Town Council. A surface of road planings or grasscrete would be required inside the gate to receive deliveries of manure. The Clerk will need to write to all those with manure bins to inform them of the new plans. If the removal of the manure bins could coincide with the clearing of Plot 16 this would be helpful but may not be practical.

Proposed by Councillor Mrs L Wild, seconded by Councillor J Nock and unanimously **RESOLVED** that the quote for clearing Plot 16 is accepted. The additional information is noted and action taken as agreed.

The Clerk reported that a letter had been received from owner of 1 Stakesby Vale regarding the ownership of the boundary fence, the Clerk will carry out an investigation on the property deeds.

The Clerk had written a letter to the holder of Plot 26 requesting that the conservatory parts are removed from Plot 8 and asking for information regarding the lack of cultivation, no response has been received to date.

Proposed by Councillor Mrs L Wild, seconded by Councillor J Nock and unanimously **RESOLVED** that this information is noted and action taken as agreed.

A677/20 CALIFORNIA BECK ALLOTMENTS

The Whitby Lighthouse Project had indicated an interest in taking over Plot 1 as a community allotment if the land could be cleared and access created.

Councillor Barnett suggested that the Plot should also be divided into smaller areas and involve the schools if they wanted to participate in a community allotment. Councillor Barnett volunteered to take an active role in pursuing this.

Proposed by Councillor Mrs L Wild, seconded by Councillor J Nock and unanimously **RESOLVED** that approval is given for the use of Plot 1 as a community allotment and other actions taken as required to achieve this.

The Clerk reported on discussions with Keith Brown regarding quotes for other works to be carried out at California Beck but these had not been received yet.

The Cala Beck representative reported that there were no other issues to be raised at present.

Members agreed they would hold a site meeting at Cala Beck on Tuesday 10th March at 11.00 a.m.

Proposed by Councillor Mrs L Wild, seconded by Councillor J Nock and unanimously **RESOLVED** that this information is noted.

A678/20 CHOLMLEY ALLOTMENTS

There were no representatives of the Cholmley allotment present. The Clerk reported on discussions with Keith Brown regarding the strimming of the Abbey footpath and weedkilling on the paved area. Members suggested that the diagonal grass path to the allotments should also be strimmed at the same time.

Proposed by Councillor R Dalrymple, seconded by Councillor J Nock and unanimously **RESOLVED** that the works are carried out as soon as possible.

A679/20 DATE OF NEXT MEETING – the next meeting will be held on 7th April 2020 at 11.00 a.m.

CLIMATE CHANGE WITHIN WHITBY

The Earth's climate is changing. Global temperatures are projected to continue rising, bringing changes in weather patterns, rising sea levels and increased frequency and intensity of extreme weather for the UK. Whitby has already experienced higher tides and damage from extreme weather during the last few years resulting in businesses and homes being severely damaged. The new flood defences on Church Street are on-going to protect many of these, but more action is needed if we are to play our part in supporting the global call to halt climate change and become carbon neutral in the future.

The extent of change will depend greatly on how successfully we cut our greenhouse gas emissions. We need to understand how our climate might change so that we can prepare. The impacts of climate change, including flooding and droughts, will vary from place to place meaning that action at the local and regional level is vitally important to help reduce the risks.

Adapting to climate change means changing the way we do things – in all areas of our lives – to respond to the changing circumstances. It means not only protecting against negative impacts, but also making us better able to take advantage of any opportunities. Local Councils have a clear role to play.

The first step has to be accepting that some form of climate change is happening, assessing the risks and then taking action within our own community to reduce your vulnerability to these changes.

Proposed actions:

- 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.
- 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 the wider community in Whitby via social media, press and in council minutes.

20 Actions Parish and Town Councils Can Take on The Climate and Nature Emergency

Action	Explanation of the action	WTC Actions
Be a force for good		
Encourage the formation of Climate Action groups.	Parish, town and community councils should encourage and support the formation of these groups	
Actively support small and large planning applications for new renewable energy in the area		
Promote practical action by local people.	An impartial local guide that provides information on 20 actions parish and town councils can take on the climate and nature emergency - Friends of the Earth accredited local businesses can be invaluable and help keep money in the local economy	
Bring together groups of people for bulk purchases.		
Develop and promote lift-sharing scheme.		
Use your voice.	Use your voice when possible to oppose high-carbon developments, promoting sustainable alternatives instead	
Demonstrate leadership through your own practical actions		
Save energy.	Ensure any council buildings are as energy efficient as possible and any street lighting uses well-directed LED lighting	

Action	Explanation of the action	WTC Actions
Produce green energy.	Install renewable energy generation at council buildings	
Reduce pesticide use and other harmful activities.	Reduce activities that harm wildlife, from using peat-free compost to shunning pesticides and ensuring light pollution is controlled	
Manage land for nature	Parish, town and community councils can have responsibility for allotments, bridleways, burial grounds, commons and open spaces, and village greens	
Increase tree cover	Parish, town and community councils should aim to double tree cover and, if necessary, go beyond this to reach the 20% minimum	
Buy green		
Use green transport.	Employees and councillors should be encouraged to walk, cycle or use public transport or car-share	
Minimise waste going to landfill or incineration	In your own operations, ensure all your waste is recycled or composted, but also consider setting-up community recycling facilities for hard-to-recycle items when the local authority hasn't done so	
Ensure money is invested wisely	The council should still ensure any council funds are invested safely in low-risk sustainable banks or investment fund	
Use your powers wisely		
Ensure you know the climate change or nature implications of decisions before you make them.	It isn't credible to accept the need for rapid action on climate change and nature and then make decisions without knowing whether they'll be harmful or helpful	

Action	Explanation of the action	WTC Actions
Designate sites within the Neighbourhood Plan for trees, renewable energy and nature restoration	The Neighbourhood Planning shows it means business on protecting and enhancing the environment for future generations	
Use the Neighbourhood Plan to require new homes to be energy efficient, nature friendly, and located close to public transport and amenities	Identify sites for future housing and push for these to be zero-carbon and nature friendly. Homes should be fitted with renewable energy & be located close to amenities and public transport to avoid car dependency	
Designate safe walking and cycle routes in the Neighbourhood Plan	Identify safe walking and cycling routes and where necessary work in partnership with district and county councils to deliver them.	
Use differential car-parking charges to support low-carbon vehicles	Any car-parks run by the council should offer low cost or free car-parking to electric vehicles and dedicated spaces with electric charging points	

I594 – Old Town Hall Whitby

Inaugural Meeting Agenda

27.08.20

1. Introductions**2. Design Team**

Confirmation of members of the Architect's team and any other professionals contributing to the study and their respective responsibilities.

3. Client

Confirmation of members of the Client's team and their respective responsibilities and authority to make decisions.

4. Potential Users

Confirmation of Potential users. (Market Traders, Public)

5. Other Stakeholders

- A) Confirmation of other stakeholders, current and potential.
- B) Details of the areas of interest of individual stakeholders, the level to which they have currently engaged with the project and the expectations of how they will be consulted during the course of this study. Previous reports and other information available
- C) Confirmation of all previous reports and information held by the client and currently available to the team. i.e. Condition Surveys / Asbestos Survey etc.
- D) Confirmation of changes that the client is aware have occurred since those reports were prepared.
- E) Discussion of potential areas of research to source further information and confirmation of where the client is aware which of these have already been consulted
- F) Confirmation of the discussions to date with the potential users and their initial thoughts on what they might use the building for.
- G) Discussion of any other potential tenants or uses already identified by the client.
- H) Discussion of any other potential uses to which the building might lend itself.

6. Brief development**7. Funding**

- A) Discussion on potential funding streams including those already identified by the client.
- B) Confirmation of the initial reaction of any potential funders already approached.
- C) Other potential funding sources.

8. Budget

Discussion of any previously prepared headline budgets and the client's first thoughts on how much they currently think it might be realistic to raise.

9. Programme

- A) Confirmation from the client as to any particular milestones that they wish to and/or need to meet.
- B) Confirmation from the client and stakeholders as to any existing pattern of meetings the programme should be aligned with, to enable timely decision making and authorisation to progress with particular options. **Note:** Programme is to be adjusted

10. Arrangement for site visits**11. Appointing the measured survey**



February 2020.

Condition report, observations and suggestions for the preservation of the Victoria Spa Well.

WCS working with WTC and Local Trades.

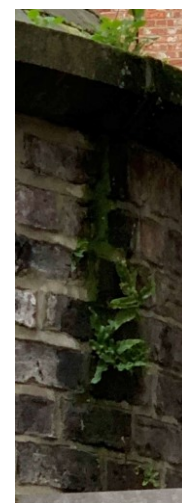
Inspection notes:

The current state of the guttering is poor.
Vegetation growing in a number of areas.

Recommend guttering be cleaned asap and all
vegetation removed before severe damage
occurs to this feature.

Access needed from both adjacent private back
yards in order to clean all around.

Scaffolding/Cherry Picker?



Some joints may require re-
pointing with appropriate
mortar.

Whether the affixed washing line is inappropriate on a listed building?

The slates are detached in a few areas and we believe
priority should be given to re-tiling the conical dome
before damage occurs to the internal woodwork which
would be highly difficult to replace should this become
damaged by water ingress.



Internally tiles could be cleaned quite effectively with
an approved bio-diverse cleaning agent. A manual
operation as opposed any form of power jetting.



Thought could be given to lighting internally via a commercial solar light with the panel being located, with
permission, on a bracket off the building structure to the rear. This could give around 3 hours lighting to allow the
public to view the internal décor. As an example, see: <https://www.prolectric.co.uk/permanent-solar-lighting/ae2solar-led-lighting/>

Professional advice could be sought regarding a special heavy-duty glass cover, to replace the present concrete well cover, to allow viewing of the well below. Further investigations could be carried out. Replacement of the ladder could be considered. Educational value – Water systems.



BENEATH YOUR FEET is a basement room about 8 feet deep with whitewashed brick walls and a rough clay floor.

The water from the spring is led into the iron cistern seen in the lower photographs, from which a feed pipe leads to the pump above; also a waste pipe leads back down from the sink.

The feed pipe is on the right, and the waste pipe on the left, in the three central photographs.

The waste pipe then skirts the iron cistern and joins the large overflow pipe which presumably discharges into Bagdale Beck.

Bagdale Beck, which was largely an open stream prior to the erection of Broomfield Terrace, now runs in a culvert deep below the yards of the houses.

The stability of the wood surrounds to the glass panes should be checked for stability as there is some weight taken by these wooden supports.

If found to be rotting metal support bracing could be employed on the inside to allow the feature to be fully retained. Repair carried out if necessary.



The entry door needs to be looked at in order to provide sufficient security. Also in need of refurbishment. A wireless security system with camera could be employed if the Spa is close enough to The Coliseum to pick up their broadband and they were willing to allow this connection. This could be managed remotely by an app.

Exploring the possibilities on Working together.

WTC, WCS, Local trades, Volunteers.

Using contacts and social media local tradespersons may be willing to give some time free for a reduced fee.

- roofing, woodwork
- re-mortar of the guttering
- A professional Consulting Engineer approached for an opinion on the well itself – ladder, glass top - Vinyl story boards
- Volunteers to affect the tile cleaning, install solar lighting. (WCS) - Security company to advise, install system



Prioritised Asset and Services Matrix

Members scored each service against how locally it should be managed, commissioned, owned or funded – where '1' represents the unitary authority and '10' represents Whitby. This table is sorted based on the average of the response to each service or asset.

Service/Asset	How Local Should This Be?
1 Allotments	10.00
2 Control of Markets	10.00
3 Some Aspects of Planning Development Control	9.75
4 Museum Management or Ownership	9.25
5 Leisure and Tourism Provision.	9.00
6 Beach Management (Chalets and Deckchairs)	9.00
7 Public Conveniences	8.88
8 Harbours	8.75
9 Community Buildings	8.50
10 Public Art and Statues	8.38
11 Street Naming	8.38
12 Unused Land	7.88
13 Parks	7.69
14 Recreation Areas	7.63
15 Arts Centres	7.63
16 Play Areas	7.50
17 Theatres and Halls	7.50
18 Tree Preservation orders	7.38
19 Control of Dogs	7.38
20 Street Furniture and Benches	7.38
21 Office Buildings	7.25
22 Redundant Buildings	7.25
23 Licences for Taxis, Street Trading or Public Entertainment	6.75
24 Regulated Car Parking	6.38
25 Road Safety and Restriction Measures	6.25
26 Street Cleansing (Such As Litter Picking, Sweeping and Graffiti Removal)	6.00
27 Issue of Bus and Rail Passes or Other Transport Voucher Schemes	6.00
28 Noise and Nuisance Abatement Including Local Warden Services	5.75
29 Sports Centres	5.63
30 Library Management or Ownership	5.38
31 Recycling Provision	5.25
32 Parking Restrictions	5.13
33 Maintenance of Closed Churchyards	4.57
34 Maintenance of Open Spaces	4.25
35 Maintenance of Footpaths	4.13
36 Street Lighting (Except on Principal Roads)	3.88
37 Maintenance of Highway Verges	3.75
38 'Lengths Man' Services, Highway Potholes	3.69