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Dear Councillor,

21 October 2020

You are summoned to attend a meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT COMMITTEE** to be conducted on-line, via Zoom¹, on **Monday 26 October 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 14 September 2020. (attached)

¹ Link to join Zoom Meeting

<https://us02web.zoom.us/j/88690043391?pwd=WEhFNnJhOXFCU0E1R2UxK2dRcEN5Zz09>

Meeting ID: 886 9004 3391

Passcode: 941747

Dial by your location: 0203 901 7895 or 0131 460 1196

5. LOBSTER HATCHERY

A short presentation summary of the Whitby Lobster Hatchery project including key developments, core themes and ambitions for the project, given by:

Joe Redfern

MRes Marine Biology, MSc Marine Biology and Coastal Ecology

Project Manager for The Yorkshire Lobster Hatchery

6. ALLOTMENT SUB COMMITTEE MEETING

To confirm future meetings of the Allotment Sub Committee.

Current membership of the subcommittee is: Councillors Barnett, Dalrymple, Harston, Nock, Mrs Wild, Winspear and two subs (vacant).

Meetings have previously been held monthly during office hours at 11am on the day of Full Council. In line with other meeting of the town council under the provisions of the Coronavirus Act 2020, these will be held via Zoom. The relevant dates for future meetings in the current municipal year are:

3 November, 1 December 2020

12 January, 2 February, 2 March, 7 April (Wednesday), 4 May 2021

7. TOWN HALL - CURRENT ARCHITECTURAL FEASIBILITY STUDY

A copy of the Agenda of the meeting held on 20 October is attached, together with the notes of the meeting held on 5 October. (attached)

8. WHITBY SPA PAVILION

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

9. WHITBY HIGHWAYS SIGN

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

The stone plinth is broken and beyond repair. SBC assesses that the fix will be expensive unless council elects for the cheaper option of mounting it on a steel frame. Members may wish to consider seeking a quotation from appropriate stonemasons or for a metal frame (estimated at £350) or to challenge the assumption that the sign, which is not listed on the council's asset register, is the responsibility of the town council.



10. MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN TOWN

Opportunity for members to highlight areas of concern which may be brought to the attention of the appropriate department at either the borough or county council.

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.

TDI017/20 APOLOGIES

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

TDI018/20 DECLARATION(S) OF INTEREST

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

TDI019/20 PUBLIC PARTICIPATION SESSION

No public participation

STANDING ORDERS REINSTATED

TDI020/20 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)

TDI021/20 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)

TDI022/20 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

TDI023/20 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.

TDI024/20 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.

TDI025/20 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.

TDI026/20 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.

TDI027/20 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.

TDI028/20 FUTURE OF ASSETS AND SERVICES IN LIGHT OF DEVO-LGR

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

TDI029/20 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.

TDI030/20 CONFIRMATION OF FUTURE MEETINGS

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

Project: 1594

Whitby Old Town Hall

Meeting: Design Team Progress Meeting

Date: 20th October 2020 at 2pm

Agenda:

1. Matters arising since last meeting

2. Measured Surveys

- Review existing information received from MT surveys.

3. Design Update

- Discuss the possible spatial Interventions
- Discuss updated Reports and Statements

4. Programme

- Discuss any changes to the programme

5. AOB

OLD TOWN HALL WHITBY**Project Working Group****Date:** Monday 5 October 2020**Time:** 2pm – 3pm**Venue:** Microsoft Teams**Notes of Meeting****Present** Kerry Levitt **KLV** (from item 2)

SBC

Dr John Field JF

Civic Society

Michael King MK

WTC

Cllr Linda Wild LW

WTC

Faye Davies FD

BFF

George Johnson **GJo**

BFF

Cllr Phil Trumper PT

SBC

Stephen Gandolfi **SG**

SBC

Cllr Garath Jackson **GJa**

WTC

Kerry Babington **KB**

Historic England

Dan Maher DM

Aecom

ACTIONS

- ☑ DM to chase the Arts Council for initial thoughts
- ☑ GJ to contact Whitby Museum re the archives
- ☑ KLV to speak with SBC Officers re public engagement options
- ☑ FD to advise date of next meeting
- ☑ KLV to ensure press release is issued

1. MATTERS ARISING

1.1 KB has contacted Giles Proctor regarding placing the building on the Heritage at Risk Register and he is broadly receptive. Consideration could be given to including the building – specific issues such as lintels.

1.2 DM hasn't received any feedback from the Arts Council yet but will chase.

2. PROGRAMME

2.1 FD shared the proposed programme by email before the meeting outlining the key steps. Work is behind schedule by one week but the measured survey is due by Monday 12th October. This will enable BFF to test the options in the available space. All surveys will be combined to create a full condition report. Repairs will be costed by the QS and graded by priority.

2.2 The meeting held discussions around glazing in the undercroft and potential uses for the building.

2.2. GJ shared the current draft of the Heritage Statement with the meeting and ran through the key elements. GJ still needs to check the archives and will make contact with Whitby Museum.

3. SURVEYS – INITIAL FINDINGS

3.1 As discussed under Item 2.

4. ENGAGEMENT

4.1 Engagement is scheduled to take place with key stakeholders such as the market traders w/c 2nd Nov and public engagement is due to commence w/c 16th Nov.

4.2 Engagement will be held with traders via a zoom meeting. All traders, new and old to be included. Separate meetings can be arranged, if necessary, with local businesses in the immediate vicinity of the market place.

4.3 Discussion held around how best to engage with the public. Meetings can be held on Zoom and broadcast live via Facebook or Public. Consideration could also be given to hold a special Town Council meeting. KLV to speak to SBC consultation officer and IT re a zoom account and linking to social media. Any empty shops along Church Street could also be used to display material.

4.4 KLV has made Initial contact with NYCC highways regarding the project but still awaiting a response from them.

5. AOB

5.1 SBC's Communications Officer is drafting a press release to be issued which will require a quote from WTC. KLV to arrange for a copy to be sent to MK.

5.2 SG advised SBCs planning committee are still meeting regularly but a schedule has not been set and published. Aiming for a December submission.

5.3 KLV can arranged site visits for the project team when required. Just drop KLV an email and a mutual time can be arranged.

6. Date of Next meeting

To be arranged for w/ 19th October when full survey results are in.