



PANNETT PARK | WHITBY | YO21 1RE
TEL: (01947) 820227 | E MAIL: info@whitbytowncouncil.gov.uk

Dear Councillor,

14 October 2021

You are summoned to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted Pannett Gallery on **Tuesday 19 October at 6:00pm**, the agenda for which is set out below.

Michael King
Town Clerk

To: Councillors Barnett, Coughlan, Dalrymple, Derrick, Goodberry, Harston, Jackson, Lapsley, Nock, Redfern, Smith, Sumner, Wild 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 public¹ (limited to 3 mins per person).

4. EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

- a. Anglo American (submitted report Annex 1 – **page 57**. Unable to attend)
- b. North Yorkshire Police
- c. County & Borough Councillors
- d. Scarborough Borough Council – Nick Edwards attending

5. MINUTES

Page 5

- a. To approve as an accurate record minutes of the following meeting:
 - i. Council 24 August 2021
- b. To receive the minutes of the following committee meetings:
 - i. Planning Committee (advisory notes) 31 August 2021 15
 - ii. Planning Committee 14 September 2021 19
 - iii. Harbour Committee 14 September 2021 25

iv.	Finance, Policy & General Purposes Committee	21 September 2021	29
v.	Planning Committee	28 September 2021	35
vi.	Joint Management Committee	30 September 2021	39
vii.	Town Development Committee	4 October 2021	43
viii.	Planning Committee	12 October 2021	47

6. COMMITTEE RECOMMENDATIONS

a. FP&GP Committee 21 September

i) F056/21 APPROVAL OF EXPENDITURE

RECOMMENDED that the schedule of expenditure up to 16 September 2021 in the sum of **£50,677.12** (as attached) is approved and that the income in the sum of **£95,277.62** is noted. (Page 33)

ii) F057/21 BUDGET MONITORING REPORT TO THE END OF AUGUST 2021

RECOMMENDED that unused codes should be recommended for removal in the forthcoming review of the budget for 2022/23.

iii) F059/21 BUDGET PREPARATION 2022/23

RECOMMENDED that (a) the budget timetable is as detailed in Section 2 of the submitted report;

(b) the position on tax base be noted;

(c) pay inflation of 2.25% be assumed (subject to the outcome of JNC negotiations);

(d) non-pay inflation of 2% be assumed; and

(e) any proposals for new budget items be submitted to the relevant committee in the next cycle.

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

7. REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

An opportunity for members appointed to represent the town council on named bodies to report on activity since the last meeting.

8. PLANNING CONSULTATION

Page 51

To consider a consultation response to an application relating to the 'reserved matters' at the development site of Land At Broomfield Farm Stainsacre Lane Whitby.

9. WHITBY SWING BRIDGE

To consider seeking a formal response from the Highways Authority, North Yorkshire County Council, over the state of repair and condition of the Swing Bridge following mechanical breakdowns experienced since August 2021.

10. VACANCIES TO BE FILLED BY CO-OPTION

Page 53

Report attached

11. INTERIM POLLING DISTRICT AND POLLING PLACE REVIEW

Page 55

To consider a formal response to the interim polling district and polling place review being conducted to allow any changes to be implemented ahead of scheduled polls in May 2022.

12. MAYOR'S REPORT

Civic engagements since 24 August 2021 and other activities undertaken to note.

13. CLERK'S REPORT

The Clerk will provide a verbal update on issues and correspondence arising since the last meeting.

14. FLOODING AWARENESS - STANDING ITEM

Tides at or above 5.5 metres up until 31 December 2021 (next Full Council 18 January 2022).

- 19-22 October
- 3-8 November
- 3-7 December

WHITBY TOWN COUNCIL

Minutes of the meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 24 August 2021 at 6.00pm.

Present Councillor Mrs L Wild (Mayor) and Councillors R Barnett, Mrs H Coughlan, R Dalrymple, G Goodberry, J Harston, G Jackson, T Jennison, J Nock, S Smith, Mrs H Sumner, and Mrs N L Wilson.

Also M King, Clerk, N Edwards, Scarborough Borough Council, and six 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.

013/21 APOLOGIES

It was noted that Colin Winspear had indicated to the Clerk that he was resigning but not yet (officially) to the Town Mayor – as required by s84(c) of the Local Government Act 1972, it must be made 'in writing', which can include an email, 'to the chairman of the parish or community council'.

014/21 DECLARATION OF INTERESTS

Cllr Smith declared an interest in respect of 032/21.

STANDING ORDERS SUSPENDED

015/21 PUBLIC PARTICIPATION

Four members of the public raised questions:

1. Does Whitby Town Council intend to pursue a Whitby Neighbourhood Plan?
2. Point related into the item at 030/21 – in support of the points raised in the consultation with residents, calling for improved parking facilities and controls.
3. Point related into the item at 032/21 – that the town council should hold a moratorium on any plans or proposals coming from Scarborough Borough Council in the 18 months prior to its abolition.
4. Point related into the item at 030/21 – residents required to maintain a permit for on-street parking all year to support the Park and Ride, which only operates seasonally.
5. Point related into the item at 030/21 – that based on preferred options further consultation with residents should be carried out.

STANDING ORDERS REINSTATED

016/21 EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

- a) North Yorkshire Police – it was noted that a written report had been circulated. There were no questions.
- b) Scarborough Borough Council – Nick Edwards attended, referenced current issues for the borough council and responded to questions:
 - Harbour audit challenge.
 - Town Deal.
 - Street cleansing and street condition – with options for 'Project Sunshine'.
 - There was a specific request for a dog and waste bin on White Point Bridge.
 - Difficulties with staff absence and recruitment due to Covid (principally environmental services front line services). It was noted that there are two dog wardens covering the coast.
 - NE undertook to take away questions relating to whether the Considerate Parking Scheme was still being promoted by wardens.
 - Opportunities to combine enforcement functions under a unitary council.
 - The borough council is seeking to locate a Changing Places toilet in the marina in conjunction with Whitby DAG.

MOVED by Mrs Sumner, seconded by Cllr Mrs Coughlan and unanimously

RESOLVED That members forward their priorities for action in relation to general activity and, specifically, the Project Sunshine Fund, through the TD&I committee.

MOVED by Cllr Mrs Coughlan, seconded by Cllr Jackson and unanimously

RESOLVED That a formal request for a waste bin and dog bin on the White Point Bridge be made.

- c) County & Borough Councillors – there were none present.

017/21 MINUTES Page 3

- a) To approve as an accurate record minutes of the following meeting:

Council

29 June 2021

MOVED by Cllr Jennison , seconded by Cllr Mrs Coughlan

RESOLVED unanimously that the Minutes of the ordinary meeting of the Full Council held on 29 June 2021 are confirmed as an accurate record of the meeting and signed by the Town Mayor.

- b) To receive a record of decisions delegated to the proper officer, under the council's Scheme of Delegation (as amended).

MOVED by Cllr Mrs Coughlan, seconded by Cllr Jackson and unanimously

RESOLVED That the information is received.

018/21 REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

- a) Cllr Jackson – YLCA Meeting – training programme over Covid has been rolled out virtually, but the YLCA is seeking to return to some face-to-face meetings.
- b) Cllr Mrs Wild – Anglo American Liaison Forum – the work at Egton almost complete.

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

RESOLVED that the information is noted.

019/21 NOTICE OF MOTION SUBMITTED BY MEMBERS

- (a) Parking Review

Submitted: a response to survey of residents to gather information the main issues with parking. There were 200 response of which 78 were residents within the West Cliff zone, 86 from other parts of Whitby. The response was that 89% felt something needed to be done to improve the situation.

AMENDMENT MOVED by Cllr Mrs Sumner, seconded by Cllr Harston and unanimously

RESOLVED that the words 'in robust consultation with the town council and residents' between 'urgent review' and 'and modelling'.

MOVED by Councillor Jackson, seconded by Councillor Dalrymple

RESOLVED That Whitby Town Council requests that North Yorkshire County Council and Scarborough Borough Council carry out an immediate and urgent review in robust consultation with the town council and residents and remodelling of the parking provision and systems currently in place in Whitby. To include, but not limited to, Whitby's West Cliff, East Side, Town Centre and Fishburn Park areas, in order to find a better solution for residents and visitors to the town. The current system is not fit for the volume of spaces required by residents and visitors, especially during the months of March to November.

020/21 PLANNING DOCUMENT CONSULTATION

Submitted: supplemental planning guidance published by Scarborough Borough Council for consultation – the point previously considered on Neighbourhood Planning, its interaction with the issues in the consultation documents and the opportunities to reinforce local occupancy conditions were considered as related.

MOVED by Cllr Jackson, seconded by Cllr Dalrymple and unanimously

RESOLVED That a paper on Neighbourhood Planning, to reflect the concerns of members be considered at a future meeting of the Town Development and Improvement Committee.

021/21 LOCAL GOVERNMENT REORGANISATION

The council considered whether to restate or amend its position on the devolution of ultra-local services to Whitby, following the decision to approve a single unitary council covering North Yorkshire from April 2023.

MOVED by Cllr Harston, seconded by Cllr Goodberry and unanimously

RESOLVED that the list as previously submitted remains the council's priority.

022/21 WHITBY HARBOUR CHALLENGE TO EXTERNAL AUDIT OF SCARBOROUGH BOROUGH COUNCIL

Submitted: information from *Fight 4 Whitby* regarding the harbour land and the challenge to the accounts of the borough council, which was to be referred to the court for determination.

MOVED by Cllr Mrs Wild, seconded by Cllr Smith

RESOLVED that Whitby Town Council supports efforts of all parties to seek clarification on the future of Whitby Harbour. (11 for, 1 against)

023/21 FUTURE MEETINGS

Members reviewed the location of future meetings and a return to meeting in person from September 2021. Three members requested paper agendas for future physical meetings (Cllrs Mrs Coughlan, Jennison and Smith).

MOVED by Cllr Mrs Wild, seconded by Cllr Mrs Wilson and unanimously

RESOLVED that from 1 September 2021
a) meetings would return to being face-to-face; and
b) that the extension to the scheme of delegation to the Clerk, as previously agreed, be suspended.

024/21 MAYOR'S REPORT

Civic engagements since 29 June 2021 and other activities undertaken to note.

6 July – Whitby Masterplan Consultation

21 July - Anglo American Liaison Group

5 August - Whitby Town Deal Board

6 August - Whitby United Charities AGM

8 August – received walkers covering the length of the UK for charity

22 August - Commodores' Lunch at the Yacht Club (Regatta Day)

24 August - Dalewood House 40th Anniversary

MOVED by Mrs Coughlan, seconded by Cllr Harston and unanimously

RESOLVED that the information be noted.

025/21 CLERK'S REPORT

a) Submitted: Call for evidence on the National Resilience Strategy

MOVED by Cllr Jackson, seconded by Cllr Dalrymple and unanimously

RESOLVED that any responses from members be collated and brought to FP&GP Committee meeting on 21 September for consideration.

b) Submitted: a request for information on whether there is to be a celebration of the 900th Anniversary of the grant of a Charter to Whitby Market.

MOVED by Cllr Dalrymple, seconded by Cllr Goodberry and unanimously

RESOLVED that the question be referred to Scarborough Borough Council as the relevant market authority.

c) Submitted information regarding work to be undertaken by the council's solicitors, Wellers Hedley, in pursuit of the reassignment of the lease for the museum library (*Cllr Harston declared a non-pecuniary interest and did not vote on this item).

MOVED by Cllr Smith, seconded by Cllr Mrs Coughlan and unanimously*

RESOLVED that approval in principle be given to for expenditure to resolve this issue, not to exceed £1,000 without further referral.

026/21

FLOODING AWARENESS - STANDING ITEM

Tides above 5.5 metres up until 19 October (next Full Council).

- 24-27 August
- 07-12 September
- 20-25 September
- 05-11 October
- 19 October

MOVED by Cllr Jennison, seconded by Cllr Dalrymple and unanimously

RESOLVED that the information be received.

WHITBY TOWN COUNCIL

Under the town council's Scheme of Delegation, as amended [007/21(k)], the following decisions were taken by the Proper Officer between 29 June 2021 and 24 August 2021.

1. **PLANNING APPLICATIONS** **6 July 2021**
 - a. 21/00915/HS Park Terrace
21/00912/FL Crescent Avenue
Replacement of timber door and windows in uPVC,
Support the application
 - b. 21/01329/FL Hunter Street
Proposed Change of Use from E(a) shop to holiday let (C3),
Support the application subject to the Environmental Health Officers comment being taken into consideration
 - c. 20/02631/HS Rose Avenue
Erection of a first-floor rear extension and single storey side extension
Support the application
 - d. 21/00527/HS Flowergate
Installation of replacement timber windows
Support the application subject to the use of heritage style windows
 - e. 21/00528/LB Flowergate
Installation of replacement timber windows
Support the application subject to use of heritage style windows
 - f. 21/01352/FL New Quay Road
Installation of air conditioning units in covered rear yard
Support the application
 - g. 21/00722/HS Castle Road
Erection of porch to front, 2 storey side extension and single storey rear extension
Support the application.

2. **FINANCE, POLICY & GENERAL PURPOSES** **13 July 2021**
 - a. **Income and Expenditure**
That the schedule of expenditure up to 7 July 2021 in the sum of £51,756.01 (in respect WTC) is approved, that income in the sum of £7,070.01 (in respect WTC) is noted (Appendix A).
 - b. **Consider the Internal Auditor's Report on the 2020/21 Accounts**
That a working party of Councillor Jackson, Councillor Mrs Wild and the Clerk develop recommendations on reviewing the town council's reserves policy and establishing an approach to implementing that policy through a medium-term financial plan for resolution at a later meeting.

3. **PLANNING APPLICATIONS** **3 August 2021**
 - a. 21/01419/LB Grape Lane

Installation of new fascia sign and repainting of shop frontage

Support this application

b. 21/01403/FL Church Street
Erection of a garden room in rear garden

Support this application

c. 21/01446/FL Grape Lane
Alterations to existing shop front, The Sandy Seahorse

Support this application

d. 21/01439/LB Grape Lane
Internal refurbishment, repair of internal brick walls and existing shop front, redecoration of shop front and brickwork with erection of signage

Support this application

e. 21/01647/HS St Hilda's Terrace
New railings to top of existing wall

Support this application

f. 21/01477/LB St Hildas Terrace
Erection of railings to existing wall and new opening in wall on ground floor to create kitchen dining area

Support this application

g. 21/01464/FL Guisborough Road
Erection of 2 no. single storey semi-detached holiday cottages (C&) with associated parking and landscaping

Support this application

h. NYM/2021/0512/FL Fairfield Way
Application for change of use of land, construction of site access and 4 no. buildings together with associated parking and landscaping works to enable the relocation of existing waste recycling and skip hire operation

Support the applications

i. 21/01478/RG4 Fish Pier
Installation of disabled access ramp, R N L I, Lifeboat Station, Fish Pier, Market Place

Support this application

j. 21/01479/LB Fish Pier
Installation of disabled access ramp, R N L I, Life Boat Station, Fish Pier, Market Place

Support this application

4. TOWN DEVELOPMENT & IMPROVEMENT

9 August

a. Town Deal Pedestrianisation

That the town council does not support the inconvenience to local people of the experimental scheme and would urge NYCC to return to the previous condition in the absence of a comprehensive scheme to manage traffic and visitors.

b. Open Space At Rievaulx Road Whitby

That the town council works with local residents to gather evidence with which to apply to register open space on either side of Rievaulx Road as a town green.

c. Electric Vehicle Charging Points

That the town council encourages both principal councils to state clearly what steps are being taken to assess and meet the demand for public charge points in Whitby.

Expenditure transactions - payments list – period to **7 July 2021****2021-22 Financial Year – WTC Expenditure**

Tn no	Gross	Date	Details	Heading
71	£594.30	25/05/2021	Total Gas and Power Electricity - May	5000/4/2
51	£1,172.10	26/05/2021	Everflow Limited Water Bill - May	5001/7
54/1	£1,038.29	27/05/2021	Blackwall Green Fine Art Insurance	5000/2/12
54/2	£10,726.06	27/05/2021	Blackwall Green Basic Premium	5000/2/12
74	£23.40	27/05/2021	Cathedral Hygiene Supply of Hygiene Services	5000/4/6
75	£192.18	28/05/2021	Document Solutions Telephone & Broadband	5000/2/5
76	£6.50	07/06/2021	Barclays Bank e-payment Plan Charges - May 2021	5000/2/13
77	£73.73	10/06/2021	Pitney Bowes Postage - Leasing Fee Charges	5000/2/4
57	£78.00	16/06/2021	SAGE UK Ltd	5000/2/9
78	£729.86	21/06/2021	ENGIE Gas Limited Gas - June	5000/4/1
81	£18.22	21/06/2021	EE Limited Mobile Telephone Contract 05 2021	5000/2/5
79	£808.70	23/06/2021	Total Gas and Power Electricity - May	5000/4/2
80/1	£13.41	23/06/2021	Barclaycard Cleaning Products (Amazon)	5000/4/11
82	£6.00	25/06/2021	Pitney Bowes Postage - paper invoice fee	5000/2/4
83	£1,210.15	28/06/2021	Everflow Limited Water Bill - June	5001/7
84	£23.40	29/06/2021	Cathedral Hygiene Supply of Hygiene Services	5000/4/6
64	£192.18	30/06/2021	Document Solutions Telephone & Broadband	5000/2/5
90	£15.00	01/04/2021	YLCA - Climate Emergency Webinar - 12 Jan 21	5000/3/2
67	£1,992.73	01/05/2021	ADT Fire & Security PLC - Annual Maintenance Intruder Alarm	5000/4/9
68	£540.22	01/05/2021	ADT Fire & Security PLC - Annual Maintenance emergency Li	5000/4/9
69	£829.70	01/05/2021	ADT Fire & Security PLC - Annual Maintenance Fire Alarm	5000/4/9
91	£90.00	10/05/2021	Stewart Gildroy - Repairs to ceiling in passageway	5000/4/10
89	£165.47	13/05/2021	Castle Water Limited - Rebilled Market Place	5001/7
56	£169.34	27/05/2021	Edge It Systems Ltd - BitDefender Antivirus and Take Control	5000/2/9
62	£22.91	31/05/2021	Sapphire Print Solutions - Cost per copy charges for May 2021	5000/2/2
63	£481.50	31/05/2021	Lewis Hart Security Services - Mobile Patrols (May)	5000/4/7
55	£11.85	03/06/2021	Whitby Cobbler - Key cutting	5001/1
58	£180.00	03/06/2021	2 Commune Ltd - Renew Manage & host domain - 2 years	5000/2/10
65	£12,000.00	09/06/2021	SBC - Financial Contribution East Pier Footbridge 19/20 & 20	5001/18
85	£47.83	09/06/2021	Rentokil Initial UK Ltd - Hygiene Contract July 2021	5000/4/6
66	£123.84	10/06/2021	Edge It Systems Ltd - 365 Monthly Fees (May)	5000/2/9
93	£85.00	16/06/2021	Richard Ponter Photography - Honorary Freeman Pictures	5000/3/6
70	£379.25	18/06/2021	PHS Group - Hygiene Supplies	5000/4/11
99	£6.50	18/06/2021	Barclays Bank - e-payment Plan Charges - June 2021	5000/2/13
94	£350.00	19/06/2021	Yorkshire Internal Audit - Final Internal Audit 2020-21	5000/2/7
86	£179.75	24/06/2021	Business Stream - Water Charges - Pannett Gallery & Museum	5000/4/3
87	£404.40	24/06/2021	Andrews Air Conditioning – Maint. & Delta Ts (15/04) Museum	5000/4/15
88	£388.34	24/06/2021	Andrews Air Conditioning – Maint. & Delta Ts (15/04) Gallery	5000/4/15
96	£12.00	30/06/2021	Sapphire Print Solutions - Cost per copy charges for June 2021	5000/2/2
97	£481.50	30/06/2021	Lewis Hart Security Services - Mobile Patrols (June)	5000/4/7
92	£85.20	01/07/2021	SAGE UK Ltd - SAGE 50 payroll subscription July	5000/2/9
95	£123.84	01/07/2021	Edge It Systems Ltd - 365 Monthly Fees (June)	5000/2/9
98	£212.08	01/07/2021	Grenke Leasing - Photocopier Equipment Lease Q2	5000/2/2
100	£3.31	30/06/2021	Wilf Nobel – Cabin Hook	5000/4/12
Sub	£36,288.04			
	£15,467.97		Confidential Transactions	
Total	£51,756.01			

Income transactions - receipts list period to 7 July 2021

Tn no	Gross	Heading	Date	Details
1022	£10.00	4000/18	25/05/2021	School Toilet Code
1023	£1,430.70	4000/7	01/06/2021	Whitby Lit & Phil 60% entry
1024	£15.00	4000/1	07/06/2021	██████ - Donation
1025	£472.80	4000/2	16/06/2021	██████ - Allotment Rent 2021-22
1026	£666.61	4300	17/06/2021	HMRC JRS GRANT
1027	£10.00	4000/18	18/06/2021	School Toilet Code
1028	£10.00	4000/18	01/07/2021	School Toilet Code
1029	£10.00	4000/18	05/07/2021	School Toilet Code
1030	£40.00	4000/18	06/07/2021	School Toilet Code
1031	£30.50	4000/2	06/07/2021	██████ - Allotment Rent 2021-22
1032	£4,364.40	4000/7	06/07/2021	Whitby Lit & Phil 60% entry
1033	£10.00	4000/18	06/07/2021	School Toilet Code
Total	£7,070.01			

WHITBY TOWN COUNCIL

Notes of the advisory meeting of the **PLANNING** Committee conducted via zoom, on **Tuesday 31 August 2021** at 6:00pm.

Present Councillor Mrs N Wilson (Chair) with Councillors, J Harston, G Jackson, S Lapsley and J Nock.

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.

210831/01 APOLOGIES

Apologies for inability to attend were received from Councillor R Dalrymple.

210831/02 DECLARATION(S) OF INTEREST

Councillor G Jackson declared a non-pecuniary interest in planning application 21/01494/FL Normanby Terrace, YO21 3ES

Councillor J Nock declared a non-pecuniary interest in planning application 21/.01465/LB Mayfield Road YO21 1LT

STANDING ORDERS SUSPENDED

210831/03 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

210831/04 PLANNING APPLICATIONS

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

(Cllr Jackson did not vote on planning application 21/01494/FL)

210831/05 LISTED BUILDINGS

MARKET SQUARE

Concerns were raised about work which appears to have been carried out on a listed building without planning permission.

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

ADVISED unanimously that the Deputy Clerk contact SBC Planning Services and the Conservation Officer requesting that they investigate whether or not planning consent has been obtained for the work carried out on this listed property.

POETS VIEW

Councillors discussed the work being carried out on this property regarding the appropriateness of the design in the area as well concerns that the size of the building appears to be larger than the plans submitted and approved.

MOVED by Councillor G Jackson, seconded by Councillor J Harston

<p>ADVISED that this property is reviewed once the building work has been completed</p>
--

210831/06 LICENCING

Nothing to report.

Planning Applications Considered on 31 August 2021

1	<i>Plan Number</i> 21/090	<i>District Reference</i> 21/01196/FL	<i>Road/Street</i> Waterstead Lane	<i>Date of meeting</i> 31/08/2021
	<i>Applicant</i> Sharon Westcough	<i>House Name</i> St Hildas Roman Catholic Primary	<i>Road</i> Waterstead Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211PF	<i>Application date</i> 02/08/21

Change of use of part of school (F1) to a mixed use falling in use classes (B8/E/F2) with continued use of the day nursery (E(f)), Sharon Westcough, St Hildas Roman Catholic Primary School, Waterstead Lane, WHITBY, North Yorkshire, YO211PF

Comment

Support this planning application

2	<i>Plan Number</i> 21/091	<i>District Reference</i> 21/01494/FL	<i>Road/Street</i> Normanby Terrace	<i>Date of meeting</i> 31/08/2021
	<i>Applicant</i> Victoria Marriott	<i>House Name</i> Sunnyvale House	<i>Road</i> 12 Normanby Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213ES	<i>Application date</i> 09/08/21

Change of use from guest house (C1) to 8 bedroom holiday accommodation (sui generis). Victoria Marriott, Sunnyvale House, 12 Normanby Terrace, WHITBY, North Yorkshire, YO213ES

Comment

object to this application - effect on the amenity of the neighbours

3	<i>Plan Number</i> 21/092	<i>District Reference</i> 21/00278/FL	<i>Road/Street</i> Fairmead Way	<i>Date of meeting</i> 31/08/2021
	<i>Applicant</i> Mr Arnold Dixon	<i>House Name</i>	<i>Road</i> 2 Fairmead Way	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224JL	<i>Application date</i> 11/08/21

Erection of 1 no dwelling house, Mr Arnold Dixon, 2 Fairmead Way, WHITBY, North Yorkshire, YO224JL

Comment

Support this application

4	<i>Plan Number</i> 21/093	<i>District Reference</i> 21/01465/LB	<i>Road/Street</i> Mayfield Road	<i>Date of meeting</i> 31/08/2021
	<i>Applicant</i> Mr Jack Hallam (J Hallam Joinery)	<i>House Name</i>	<i>Road</i> 51 Mayfield Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LT	<i>Application date</i> 13/08/21

Replacement of 3no single-glazed timber windows to front with double glazed timber windows, Mr Jack Hallam (J Hallam Joinery), 51 Mayfield Road, WHITBY, North Yorkshire , YO211LT

Comment

Support this application subject to the use of traditional style windows

5	<i>Plan Number</i> 21/094	<i>District Reference</i> 21/00967/HS	<i>Road/Street</i> Jet Close	<i>Date of meeting</i> 31/08/2021
	<i>Applicant</i> Miss Claire Williams	<i>House Name</i>	<i>Road</i> 25 Jet Close	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213UH	<i>Application date</i> 16/08/21

Erection of side extension with external steps to form garage with balcony above, Miss Claire Williams, 25 Jet Close, WHITBY, North Yorkshire, YO213UH

Comment
Support this application

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted on **Tuesday 14 September 2021** at 6:00pm in Pannett Art Gallery, Whitby.

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

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.

P038/21 APOLOGIES

No apologies for inability to attend were received.

P039/21 DECLARATION(S) OF INTEREST

Councillor R Dalrymple declared a non-pecuniary interest in planning application 21/01636/HSA 7 Waterloo Place, Flowergate, YO21 3BN.

STANDING ORDERS SUSPENDED

P040/21 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

P041/21 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.

P042/21 LISTED BUILDINGS

Nothing to report.

P043/21 LICENCING

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

RESOLVED unanimously that Planning Services is contacted to arrange face to face Licencing training for Town Councillors

Planning Applications Considered on 14 September 2021

1	<i>Plan Number</i> 21/095	<i>District Reference</i> 21/01636/HSA	<i>Road/Street</i> Waterloo Place	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Ged Humphries	<i>House Name</i>	<i>Road</i> 7 Waterloo Place	<i>Locality</i> Flowergate
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BN	<i>Application date</i> 17/08/21

Variation of condition 1 and 2 decision 20/00759/HS dated 19.6.20 to allow changes to the balcony, Ged Humphries, 7 Waterloo Place, Flowergate, WHITBY, North Yorkshire , YO213BN

Comment

Object – original conditions should be adhered to

2	<i>Plan Number</i> 21/096	<i>District Reference</i> 21/01865/FL	<i>Road/Street</i> Land South New Gardens	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Mr Neil Hutchinson	<i>House Name</i> Land and buildings South of Ca	<i>Road</i>	<i>Locality</i> New Gardens Green Lane
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 18/08/21

Erection of a single storey workshop and storage building (B2/B8) Mr Neil Hutchinson, Land and buildings South of Caedmon, New Gardens, Green Lane, WHITBY, North Yorkshire

Comment

Object - Highways and access issues

3	<i>Plan Number</i> 21/097	<i>District Reference</i> 21/01569/LB	<i>Road/Street</i> St Hilda's Terrace	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Mr Michael Milner	<i>House Name</i>	<i>Road</i> 18 St Hilda's Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AE	<i>Application date</i> 18/08/21

Installation of replacement timber windows, Mr Michael Milner, 18 St Hilda's Terrace, WHITBY, North Yorkshire, YO213AE

Comment

Support - subject to the use of traditional style windows

4	<i>Plan Number</i> 21/098	<i>District Reference</i> 21/01485/FL	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> C Shone	<i>House Name</i>	<i>Road</i> 31 Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 18/08/21

Erection of first floor extension, creation of ground floor garage, lift access to top floor flat and associated alterations, C Shone, 31 Church Street, WHITBY, North Yorkshire, YO224AE

Comment

Object - Highways and access - negative affect on the building and street scene

5	<i>Plan Number</i> 21/099	<i>District Reference</i> 21/01861/FLA	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Dr Ali Tahmassebi	<i>House Name</i>	<i>Road</i> 16A Blackburns Yard	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DS	<i>Application date</i> 19/08/21

Variation of condition 1 on decision 19/02898/FL to allow alterations to rear fenestration, Dr Ali Tahmassebi, 16A Blackburns Yard, Church Street, WHITBY, North Yorkshire, YO224DS

Comment

Support this application

6	<i>Plan Number</i> 21/100	<i>District Reference</i> 21/01496/HS	<i>Road/Street</i> White Point Road	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Mr Michael Cleever	<i>House Name</i>	<i>Road</i> 6 White Point Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JR	<i>Application date</i> 19/08/21

Removal of privet edge and replace with fencing replace metal shed with wooden shed and new tarmac hardstanding, Mr Michael Cleever, 6 White Point Road, WHITBY, North Yorkshire, YO213JR

Comment

Support this application subject to being in line with the current highway conditions

7	<i>Plan Number</i> 21/101	<i>District Reference</i> 21/01543/HS	<i>Road/Street</i> Halls Yard	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Mr D Ward	<i>House Name</i>	<i>Road</i> 5 Halls Yard	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AG	<i>Application date</i> 24/08/21

Construction of decking and formation of new path and steps, Mr D Ward, 5 Halls Yard, Church Street, WHITBY, North Yorkshire, YO224AG

Comment

Object - no design and heritage statement available

8	<i>Plan Number</i> 21/102	<i>District Reference</i> 21/01616/FL	<i>Road/Street</i> Guisborough Road	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> The Inn Collection Group	<i>House Name</i> Cross Butts Farm	<i>Road</i> Guisborough Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211TL	<i>Application date</i> 26/08/21

Proposed demolition of redundant farm buildings and ancillary structures to facilitate two storey extension providing 25no. Guest rooms, alterations to existing barn to create 5 no. guest rooms, removal of ancillary structures in north courtyard and replacement with single storey extension and bin store erection of new cold cellar, replacement sunroom together with new windows to farmhouse and associated parking, access, landscape and drainage works The Inn Collection Group, Cross Butts Farm, Guisborough Road, WHITBY, North Yorkshire, YO211TL

Comment

Support this application

9	<i>Plan Number</i> 21/103	<i>District Reference</i> 21/01617/LB	<i>Road/Street</i> Guisborough Road	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> The Inn Collection Group	<i>House Name</i> Cross Butts Farm	<i>Road</i> Guisborough Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211TL	<i>Application date</i> 26/08/21

Proposed demolition of redundant farm buildings and ancillary structures to facilitate two storey extension providing 25no. Guest rooms, alterations to listed barn to create 5no guest rooms, removal of ancillary structures in north courtyard and replacement with single storey extension and bin store, erection of new cold cellar, replacement sunroom together with new windows to farmhouse reconfiguration of internal layout of hotel and restaurant, and associated parking, access, landscape and drainage works, The Inn Collection Group, Cross Butts Farm, Guisborough Road, WHITBY, North Yorkshire, YO211TL

Comment
Support this application

10	<i>Plan Number</i> 21/104	<i>District Reference</i> 21/0981/LB	<i>Road/Street</i> St Hilda's Terrace	<i>Date of meeting</i> 14.09.21
	<i>Applicant</i> Mrs Cara Dobson	<i>House Name</i>	<i>Road</i> 4 St Hilda's Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AE	<i>Application date</i> 07/09/21

Internal and external works to include, at 2nd floor level partial demolition of external rear wall to create new window opening and replacement of existing window unit, demolition of chimney breast and stud wall in dining room, removal of wall partitions in bedrooms, installation of tanking, new plasterboards to be skimmed in gypsum plaster, and other works of repair, Mrs Cara Dobson, 4 St Hilda's Terrace, WHITBY, North Yorkshire, YO213AE

Comment
Support this application

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Harbour** Committee held in Pannett Art Gallery, Whitby, on Tuesday 14th September 2021 following a meeting of the Planning Committee.

Present Councillor Mrs L Wild (Chair) and Councillors R Dalrymple, G Goodberry, T Jennison, Mrs N Wilson.

Also Mrs A Cowey, Deputy Town Clerk with Mr Chris Burrows and Mr Gary Pearson (Whitby Harbour Master and Deputy Harbour Master).

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.

HC044/21 ELECTION OF CHAIR

MOVED by Councillor R Dalrymple, seconded by Councillor Mrs N Wilson and

RESOLVED unanimously that Councillor Mrs L Wild be elected Chair of the Harbour Committee for the ensuing year.

HC045/21 APOLOGIES

Apologies for inability to attend was received from Councillor J Redfern.

HC046/21 ELECTION OF VICE-CHAIR

MOVED by Councillor Mrs L Wild, seconded by Councillor R Dalrymple and

RESOLVED unanimously that Councillor T Jennison is appointed Vice-Chair of the Harbour Committee for the ensuing year.

HC047/21 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION

There were no declarations of disclosable pecuniary interests, and other interests or dispensation requests.

HC048/21 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH THE TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR.

a) Confirmation of the accuracy of the minutes of the last meeting of the Committee held on 23 February 2021.

MOVED by Councillor T Jennison, seconded by Councillor R Dalrymple and

RESOLVED unanimously that the Minutes of the Harbour Committee held on 23 February 2021 having been circulated be taken as read and signed by the Chairman as an accurate record.

MOVED by Councillor T Jennison, seconded by Councillor R Dalrymple and

RESOLVED unanimously that items b-e be taken on block and approved.

- b) Review of the terms of reference of the Committee.
- c) Review of delegation arrangements to employees and to any sub-committee(s) of the Harbour Committee
- d) Review and adoption of appropriate standing orders, financial regulations, policies and procedures relating to the functions of the

Committee.
e) Review of the anticipated Committee workload for the coming year.

STANDING ORDERS SUSPENDED**HC049/21 PUBLIC PARTICIPATION**

No members of the public present.

STANDING ORDERS REINSTATED**HC050/21 HARBOUR MASTER**

Mr Chris Burrows introduced the Deputy Harbour Master Mr Gary Pearson, and went through the Harbour Masters briefing notes and notes from the Harbour Executive Committee (attached) and answered members questions regarding:

- White fish
- Safety issues – anglers casting out over the harbour – staff were on site to talk to anglers during Regatta, and this issue continues to be monitored.
- Dogger Bank – Licences have just been issued by Government – Whitby will have a smaller part to play than initially hoped due to transport links and will be looking to incorporate this into the Maritime Training Port.

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING HELD VIA VIDEO CONFERENCE
TUESDAY 4 MAY 2021 AT 12:30 VIA VIDEO CONFERENCE**

Executive: Nick Edwards, Director (NE) & Chair
Cllr J Jefferson, Portfolio Holder (JJ)
Alex Richards, Economic Development Project Manager (AR)

Requested Supporting Officers:

Capt. Ian Vasey, Port Manager (IV)
Capt. Chris Burrows, Borough Harbour Master (CB)
James Buck, Deputy Harbour Master (JB)
Gary Pearson, Deputy Harbour Master (GP)
Kevin Wardell, Accountant (KW)
Lesley Dale, Ports Business Manager (LD)

1. Welcome and Apologies

John Woodhead and Martin Lloyd sent their apologies.

2. Notes of Previous Meeting

Notes of meetings on 1 February 2021 (Appendix 1) were agreed as accurate record.

3. Matters Arising (not on agenda)

There were no matters arising.

4. Port Marine Safety Code (PMSC) (GP)

GP advised the Group of three incidents since the last meeting. A fishing vessel had damaged a fender at Scarborough an invoice would be issued for the costs of repair. A pleasure tripping craft had grounded at Whitby with passengers on board, this was reported to the MAIB. A pollution incident at Scarborough from an overspill whilst transferring fuel. There had been a further grounding over the previous weekend as the skipper had misjudged the tide.

5. Stakeholder Engagement on Strategy/ Strategic Direction (AR)

CB updated the Group, regular meetings are being held with the stakeholder consultation due in 4 weeks. There were no major changes to the vision except water feature had been removed. The Town Deal funding does not cover all of the proposed scheme and the plans are considered as phase one, which will be extended should more funding become available. Plans to go to the Town Deal Board. The Group considered it essential that the fishermen's requirements should be accommodated within the scheme where possible.

6. Borough Harbour Master Briefing Note – 4 May 2021 (Appendix 2)

CB presented the report, which was received. He explained that the fishing continues to contract at Whitby due to many factors. The electricity to the Scarborough West Pier continues to be an issue and it was proposed that James Hird, Energy Manager, be invited to the next meeting.

ACTION: Invite JH

7. Financial Report (KW)

KW provided general update, Scarborough Harbour was currently showing a projected £5K surplus given the requisite Government COVID rebate, reserves were projected to stand at £123k holding and any unspent maintenance budget would be added to these for utilisation

in future years. Accruals were made to cover the cost of unbilled water charges. Whitby was showing a shortfall in income but it was hoped that central government funding would assist with any shortfall. KW updated the Group on the Dredger Management financial arrangements. CB advised of the operational side, still awaiting update on excavator pump. NE to contact Managing Director of Dalby Offshore and a Teams meeting to be arranged with NE, KW, CB and Managing Director, Dalby Offshore.

ACTION: NE & LMD

8. Maintenance and Assets

NE had requested that JW and ML complete capital bids for the Fish Pier and Eskside Wharf.

9. Fish pier (JW/ML)

CB advised meetings with the RNLI are progressing but the RNLI engineers have made alternative proposals which are being discussed.

10. PRIVATE & CONFIDENTIAL

11. Whitby Maritime Training Hub

AR updated Group on the Whitby Town Deal Board and the proposal to establish a Maritime Training Hub on Endeavour Wharf. Many partners have expressed an interest and are keen to be included with the hope of establishing a Beacon of Excellence. The Government have approved the £10M Bid and the project is to be delivered before 2025. Project and advisory Groups have been established to progress the schemes. The possible requirement for a Harbour Revision Order is also a consideration. Plans/footprint of the proposed building are those previously submitted by Dalby Offshore Ltd, which were widely consulted on.

12. PRIVATE & CONFIDENTIAL

13. Partnership Agreements

CB advised Group of history of leisure craft partnerships and how vessel owners had been using this to bypass the waiting lists, which were considerable. A plan of Scarborough Harbour showed 32 of the 77 partnerships had family connections. A customer had recently disclosed that some were actually attempting to 'sell' the berth with the boat using the partnership as a cover. It was proposed to establish a new procedure to stop this occurring and to backdate it for 2 years. CB to consult with User Groups and new procedure to be established. All partnerships requests from 1 April 2021 to be suspended until procedure established.

ACTION: CB & LMD

14. PRIVATE & CONFIDENTIAL

15. Any Other Business

Ian Vasey, Port Manager – NE advised this would be the last meeting with Ian and thanked him for all his help, support and guidance.

Filey – JJ advised that a local Councillor had asked if land to the South of the Coble Landing could be transferred to Filey Town Council as part of the upcoming Government reorganisation.

16. Date of Next Meeting

Monday 23 August 2021 at 13.30 pm via video conference

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance, Policy and General Purposes** Committee held in the Pannett Gallery on Tuesday 21 September 2021 at 6:00pm.

Present: Councillors G Jackson (Chair), Mrs H Coughlan, B Dalrymple, J Harston, T Jennison, Mrs L Wild, and Mrs N Wilson.

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

F051/21 APOLOGIES FOR ABSENCE

None.

F052/21 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

F053/21 PUBLIC PARTICIPATION

No members of the public were present.

GENERAL PURPOSES & POLICY

F054/21 NOTES OF MEETING HELD ON 13 JULY 2021

MOVED by Councillor Mrs Coughlan, seconded by Councillor Mrs Wilson and unanimously

RESOLVED that the notes of the advisory meeting of the Finance Policy & General Purposes Committee meeting, held 13 July 2021 are accepted as an accurate record and the list of actions delegated to the Clerk are noted.

F055/21 ACTION OUTSTANDING FROM PREVIOUS MEETING

The Clerk provided a verbal update on the progress of resolutions from the previous meeting, which had been referred to Council, where required, and confirmed otherwise.

MOVED by Councillor Dalrymple, seconded by Councillor Harston and unanimously

RESOLVED that the information be received.

FINANCE

F056/21 APPROVAL OF EXPENDITURE & NOTING OF INCOME

To approve payments and receipts on behalf of the Council to 16 September (Appendix A).

Members noted the position with respect to the payment of contractual income from the toilet contract for the year to the end of June 2021, which was anticipated. The Clerk confirmed that year-end figures were expected to enable net income to be invoiced from the contractor and that the figure was expected to be circa £90,000.

It was noted that, prior to the pandemic, discussions had begun about reviewing the flexibility built into the contract and the scheduled 'works'. The additional work identified for New Quay Road, as a result of the water leak from above and the condition of Ruswarp were both considered suitable for further discussion with Danfo to identify, programme and fund refurbishments.

MOVED by Councillor Harston, seconded by Councillor Mrs Coughlan and unanimously

RESOLVED (a) that the schedule of expenditure up to 16 September 2021 in the sum of **£50,677.12** (as attached) is approved and submitted to Full Council and that the income in the sum of **£95,277.62** is noted.

MOVED by Councillor Dalrymple, seconded by Councillor Harston and unanimously

RESOLVED (b) that a meeting should be convened as soon as possible with Danfo to discuss the conditions of the contract.

F057/21 BUDGET MONITORING REPORT TO THE END OF AUGUST 2021

Submitted: a report of income and expenditure to the end of August 2021.

Members noted that some cost centre headings, now unused, should be identified for removal at the next budget review. The Chair asked for details of the council's gas supply contract, given recent publicity about the rise in wholesale prices. The Clerk undertook to circulate that information to members.

(The council is on a fixed rate with Engie for gas of 4.2141 p/kWh with a standing charge of £2.325 per day to September 2024, through a brokerage arrangement entered into in 2017 – confirmed via email 22/09/21).

MOVED by Councillor Mrs Coughlan, seconded by Councillor Jennison and unanimously

RESOLVED That (a) the information be noted; and
(b) unused codes should be recommended for removal in the forthcoming review of the budget for 2022/23.

F058/21 NOTICE OF COMPLETION OF LIMITED ASSURANCE REVIEW

Submitted: notice of the conclusion of the limited assurance review by the council's external auditor, PKF Littlejohn.

MOVED by Councillor Harston, seconded by Councillor Mrs Coughlan and unanimously

RESOLVED That the notice be received and relevant documents posted to the town council's website by the due date, 30 September 2021.

F059/21 BUDGET PREPARATION 2022/23

Submitted: a report setting out a preparation timetable for the 2022/23 budget, the major pressures to be considered in preparing the budget and seeks Members' views and direction on the principles to be adopted for 2022/23.

MOVED by Councillor Mrs Wilson, seconded by Councillor Mrs Coughlan and unanimously

RESOLVED That (a) the budget timetable is as detailed in Section 2 of the submitted report;
(b) the position on tax base be noted;
(c) pay inflation of 2.25% be assumed (subject to the outcome of JNC negotiations);
(d) non-pay inflation of 2% be assumed; and
(e) any proposals for new budget items be submitted to the relevant committee in the next cycle.

**FINANCE POLICY & GENERAL PURPOSES COMMITTEE – 21 SEPTEMBER 2021
APPROVAL OF EXPENDITURE & NOTING OF INCOME**

Whitby Town CouncilExpenditure transactions - payments approval list – period to **16 September 2021**

Tn no	Gross	Date	Details	Heading
104	£95.85	15/07/2021	Green End Electrical - Thermostat (like for like replacement)	5000/4/10
108	£18.22	21/07/2021	EE Limited - Mobile Telephone Contract 06 2021	5000/2/5
110	£369.73	22/07/2021	ENGIE Gas Limited - Gas - July	5000/4/1
109	£25.30	23/07/2021	Barclaycard - Hygiene Products - Internet	5000/4/11
111	£948.73	23/07/2021	TotalEnergies Gas & - Electricity - June	5000/4/2
112	£23.40	27/07/2021	Cathedral Hygiene - Supply of Hygiene Services	5000/4/6
113	£6.00	27/07/2021	Pitney Bowes - Postage - paper invoice fee	5000/2/4
114	£370.78	28/07/2021	Siemens Financial - Quarterly Charge (Annual Statement in	5000/2/5
115	£192.18	30/07/2021	Document Solutions - Telephone & Broadband	5000/2/5
116	£788.08	02/08/2021	Everflow Limited - Water Bill - June	5001/7
117	£37.01	04/08/2021	Barclays Bank - e-payment Plan Charges - July 2021	5000/2/13
119	£85.20	16/08/2021	SAGE UK Ltd - SAGE 50 payroll subscription August	5000/2/9
145	£342.55	23/08/2021	ENGIE Gas Limited - Gas - August	5000/4/1
146	£58.80	23/08/2021	Conversion Company - New PC Power Supply	5000/2/11
147	£11.38	23/08/2021	Amazon Services Europe - 2 Drado Meter Box Key Metal	5000/4/12
152	£13.91	23/08/2021	EE Limited - Mobile Telephone Contract 07 2021	5000/2/5
139	£1,076.21	24/08/2021	TotalEnergies Gas & - Electricity - July	5000/4/2
150	£780.00	24/08/2021	Align Property Partners Ltd - PV2111 Pannett Park, Whitby - Building	5000/4/10
126	£1,273.03	26/08/2021	Everflow Limited - Water Bill - August	5001/7
144	£6.00	27/08/2021	Pitney Bowes - Postage - paper invoice fee	5000/2/4
151	£23.40	27/08/2021	Cathedral Hygiene - Supply of Hygiene Services	5000/4/6
122	£194.17	31/08/2021	Document Solutions - Telephone & Broadband	5000/2/5
118	£1,235.16	01/09/2021	Edge It Systems Ltd - AdvantEDGE Online Contract (5th	5000/2/9
120	£481.50	01/09/2021	Lewis Hart Security Services - Mobile Patrols (July) - Payment	5000/4/7
121	£180.00	01/09/2021	Brian Oakley - Windows August	5000/4/11
123	£123.84	01/09/2021	Edge It Systems Ltd - 365 Monthly Fees (July)	5000/2/9
124	£5,874.00	01/09/2021	Scarborough Lifts - Supplied and fitted replacement ropes	5000/4/10
127	£7.00	01/09/2021	AGI DIY Wearhouse Ltd - Keys cut	5000/4/12
128	£714.00	01/09/2021	Tutorcare - First Aid Training - 4 October 2021	6000/5
129	£6.32	01/09/2021	Normans Business Solutions - Diaries 2022	5000/2/1
130	£240.00	01/09/2021	UK Safety Management - PAT Testing	5000/4/10
131	£47.83	01/09/2021	Rentokil Initial UK Ltd - Hygiene Contract August 2021	5000/4/6
157	£8.00	07/09/2021	Barclays Bank - e-payment Plan Charges - August 2021	5000/2/13
149	-£15,966.30	08/09/2021	Castle Water Limited - Rebilled New Quay Road (REFUND)	5001/7
132	£1,220.36	10/09/2021	PHS Group - Hygiene Supplies	5000/4/11
133	£355.94	10/09/2021	PHS Group - Hygiene Supplies	5000/4/11
135	£123.84	10/09/2021	Edge It Systems Ltd - 365 Monthly Fees (August)	5000/2/9
136	£480.00	10/09/2021	2 Commune Ltd - UKLC Website hosting, support and	5000/2/10
137	£19.93	10/09/2021	Sapphire Print Solutions - Cost per copy charges for August 2021	5000/2/2
138	£336.00	10/09/2021	BAUER Radio Ltd - Greatest Hits Radio (Yorkshire Coast) Stage	5001/19
141	£476.60	10/09/2021	Society of Local Council Clerks - National Conference 2021	5000/2/18
142	£118.00	10/09/2021	Drain Devil - Hydro Scrubbed & unblocked foul drain	5000/4/10
143	£47.83	10/09/2021	Rentokil Initial UK Ltd - Hygiene Contract September 2021	5000/4/6
156	£73.73	10/09/2021	Pitney Bowes - Postage - Leasing Fee Charges	5000/2/4
134	£85.20	16/09/2021	SAGE UK Ltd - SAGE 50 payroll subscription	5000/2/9
	£3,028.71		Sub Total	
	£47,648.41		Confidential Transactions	6000
	£50,677.12		Total	

Income transactions - payments approval list period to **16 September 2021**

Tn No	Gross	Date	Details	Heading
1043	£43,000.00	12/07/2021	Scarborough Borough Council	4000/17
1035	£27,431.18	13/07/2021	HM Revenue & Customs	4200
1044	£10.00	13/07/2021	Toilet Code	4000/18
1045	£23.63	13/07/2021	Allotment Rent	4000/2
1046	£55.00	13/07/2021	Allotment Rent	4000/2
1036	£337.00	15/07/2021	Literary & Philosophical Society	4000/6
1047	£20.00	16/07/2021	Toilet Code	4000/18
1048	£10.00	03/08/2021	Toilet Code	4000/18
1049	£7.63	04/08/2021	Barclays Bank	4000/15
1050	£5,733.60	06/08/2021	Literary & Philosophical Society	4000/7
1051	£200.00	09/08/2021	Stall-Holder	4000/17
1052	£435.00	10/08/2021	Stall-Holder	4000/17
1053	£260.00	11/08/2021	Stall-Holder	4000/17
1055	£1,000.00	11/08/2021	Scarborough Borough Council	4000/17
1054	£200.00	12/08/2021	Stall-Holder	4000/17
1056	£200.00	13/08/2021	Stall-Holder	4000/17
1057	£200.00	13/08/2021	Stall-Holder	4000/17
1058	£400.00	16/08/2021	Stall-Holder	4000/17
1059	£435.00	16/08/2021	Stall-Holder	4000/17
1060	£220.00	17/08/2021	Stall-Holder	4000/17
1061	£350.00	17/08/2021	Stall-Holder	4000/17
1062	£200.00	18/08/2021	Stall-Holder	4000/17
1063	£250.00	18/08/2021	Stall-Holder	4000/17
1064	£350.00	18/08/2021	Stall-Holder	4000/17
1065	£250.00	18/08/2021	Stall-Holder	4000/17
1066	£250.00	19/08/2021	Stall-Holder	4000/17
1067	£710.00	20/08/2021	Stall-Holder	4000/17
1068	£250.00	26/08/2021	Stall-Holder	4000/17
1069	£250.00	26/08/2021	Stall-Holder	4000/17
1070	£200.00	27/08/2021	Stall-Holder	4000/17
1071	£250.00	27/08/2021	Stall-Holder	4000/17
1072	£85.00	31/08/2021	Stall-Holder	4000/17
1073	£350.00	31/08/2021	Stall-Holder	4000/17
1074	£350.00	31/08/2021	Stall-Holder	4000/17
1075	£250.00	31/08/2021	Stall-Holder	4000/17
1076	£200.00	01/09/2021	Stall-Holder	4000/17
1077	£8,734.20	07/09/2021	Literary & Philosophical Society	4000/7
1078	£0.38	07/09/2021	Barclays Bank	4000/15
1079	£220.00	07/09/2021	Stall-Holder	4000/17
1080	£250.00	13/09/2021	Stall-Holder	4000/17
1081	£1,000.00	13/09/2021	Scarborough Borough Council	4000/17
1082	£350.00	13/09/2021	Stall-Holder	4000/17
	£95,277.62		Total	

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted on **Tuesday 28 September 2021** at 6:00pm in Pannett Art Gallery, Whitby.

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

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.

P060/21 APOLOGIES

Apologies for inability to attend were received from Councillor S Lapsley.

P061/21 DECLARATION(S) OF INTEREST

Councillor J Harston declared a non-pecuniary interest in planning application 21/01913/HS, Boulby Bank, YO22 4HA.

STANDING ORDERS SUSPENDED

P062/21 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

P063/21 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.

P064/21 LISTED BUILDINGS

RESOLVED that the Conservation Officer is contacted regarding 2 large signs installed on the outside entrance to the Congregational Hall, Silver Street.

P065/21 LICENCING

Nothing to report

P066/21 CONSULTATION – PERMITTED DEVELOPMENT RIGHTS

RESOLVED unanimously that this agenda item is deferred to the next meeting of the Planning Committee

Planning Applications Considered on 28 September 21

1	<i>Plan Number</i> 21/052/AMENDED	<i>District Reference</i> 21/00915/HS	<i>Road/Street</i> Park Terrace	<i>Date of meeting</i> 28.09.21
	<i>Applicant</i> Daryll Diggall	<i>House Name</i>	<i>Road</i> 2 Park Terrace	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO211PN	<i>Application date</i> 13/09/21

21/052 - Amended plan Construction of front and rear dormers, single storey rear extension and new access with hardstanding,

Comment

Object to the amended plans subject to highways objections

2	<i>Plan Number</i> 21/105	<i>District Reference</i> 21/02023/HS	<i>Road/Street</i> Chancel Way	<i>Date of meeting</i> 28.09.21
	<i>Applicant</i> Mr & Mrs J & H Brown	<i>House Name</i>	<i>Road</i> 34 Chancel Way	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213NW	<i>Application date</i> 08/09/21

Single storey rear extension, Mr & Mrs J & H Brown, 34 Chancel Way, WHITBY, North Yorkshire, YO213NW

Comment

Support this application

3	<i>Plan Number</i> 21/106	<i>District Reference</i> 21/01811/HS	<i>Road/Street</i> Stalesby Vale Court	<i>Date of meeting</i> 28.09.21
	<i>Applicant</i> Mr Alan Ingram	<i>House Name</i>	<i>Road</i> 3 Stalesby Vale Court	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211SB	<i>Application date</i> 09/09/21

Erection of single storey extension to front, Mr Alan Ingram, 3 Stalesby Vale Court, WHITBY, North Yorkshire, YO211SB`

Comment

Support this application

4	<i>Plan Number</i> 21/107	<i>District Reference</i> 21/01913/HS	<i>Road/Street</i> Boulby Bank	<i>Date of meeting</i> 17.09.21
	<i>Applicant</i> Richardson & Smith	<i>House Name</i>	<i>Road</i> 25 Boulby Bank	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224HA	<i>Application date</i> 09/09/21

Replacement 2 no. windows and door, Richardson & Smith, 25 Boulby Bank, WHITBY, North Yorkshire, YO224HA

Comment

Support this application subject to use of traditional style sash windows

5	<i>Plan Number</i> 21/108	<i>District Reference</i> 21/01527/HS	<i>Road/Street</i> Royal Crescent	<i>Date of meeting</i> 28.09.21
	<i>Applicant</i> Mr Peter Carrington	<i>House Name</i> Flat 2	<i>Road</i> 15 Royal Crescent	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213EJ	<i>Application date</i> 15/09/21

Rendering of first, second and third floors to front, Mr Peter Carrington, Flat 2, 15 Royal Crescent, WHITBY, North Yorkshire, YO213EJ

Comment
Support this application

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Thursday 30 September 2021 at 2:00pm** in the Normanby Room, Whitby Museum.

Present Whitby Town Council: Councillors R Dalrymple (Chair), Mrs H R Coughlan, G Goodberry, J Nock, Mrs L Wild, Mrs N Wilson;
Whitby Literary & Philosophical Society: Ms S Booth, S Barnard, Mrs D Gildroy, Mrs A Roberts and Mrs H Wright.

Also: Michael King, Town Clerk, Helen Berry, PAG Curator.

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

JM067/21 ELECTION OF CHAIR FOR THE YEAR 2020/21

MOVED by Councillor Mrs Wilson, seconded by Councillor Mrs Coughlan and

RESOLVED unanimously that Councillor Dalrymple be elected Chair of the committee for the year 2021/22.

JM068/21 ELECTION OF VICE-CHAIR FOR THE YEAR 2020/21

MOVED by Ms Booth, seconded by Councillor Mrs Coughlan and

RESOLVED unanimously that Councillor Nock be elected Vice-Chair of the committee for the year 2021/22.

JM069/21 APOLOGIES FOR ABSENCE

Apologies were received from Mr C Pyrah, Mr D Rodwell and Councillor Mrs L Wild.

JM070/21 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

JM071/21 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

JM072/21 MINUTES

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan and

RESOLVED unanimously that the minutes of the Joint Management Committee held on 21 January 2021 having been circulated be taken as read and signed as a correct record subject to an amendment to record that approved accounts for PAG would be forwarded to the L&P.

JM073/21 PROCEDURAL REVIEW

- a) **Terms of Reference of the Committee.**
- b) **Delegation Arrangements to Employees**
- c) **Adoption of Appropriate Standing Orders, Policies and Procedures Relating to the Functions of the Committee**

MOVED by Councillor Mrs Coughlan, seconded by Councillor Nock and unanimously that,

RESOLVED a) the Terms of Reference and Delegation Arrangements (as submitted) be approved and adopted; and
b) the Standing Orders, Policies and Procedures approved and adopted by Whitby Town Council at its meeting 4 May 2021, be noted.

JM074/21 ANTICIPATED COMMITTEE WORKLOAD FOR THE COMING YEAR

Members considered the workload of the Committee under the following headings:

- Day-to-day Operational Improvements
- Potential for Investment and Development
- Repairs and Maintenance (see items 075-079, below).

It was noted that there was potentially much to do over the year and that additional meetings would be advantageous.

MOVED by Councillor Nock, seconded by Councillor Jackson and unanimously that,

RESOLVED a) The next meeting of the JMC should be in three months, with subsequent meeting at three-monthly intervals, subject to review; and
b) The information be received.

JM075/21 NEW WHITBY MUSEUM MAIN ENTRANCE PROPOSAL

Submitted: concepts for the improvement of visitor access to the building. It was noted that agreement in principle was reserved to the Whitby Museum and Pannett Art Gallery Trust, as landlord, and subject to referral to Full Council meeting in that capacity. It was further noted that works affecting the wider curtilage of the building would be subject to referral to Full Council meeting in the capacity of the Pannett Park Trust.

MOVED by Councillor Mrs Coughlan, seconded by Councillor Nock and

RESOLVED unanimously that the issue be referred to meetings of the respective trusts for consideration.

JM076/21 INSTALLATION OF DIVIDER IN THE NORMANBY ROOM

Submitted: proposals for installation of a folding room divider in the Normanby Room by the L&P. The committee raised the following points for clarification/resolution prior to implementation:

- To take professional advice on fire exit/fire safety approach,
- To clarify liability for maintenance, ensuring operation is by trained persons only, the extent of the landlord's liability at the end of any warranty period and whether a maintenance reserve would be established by the L&P,
- To clarify whether a floor channel was necessary and whether there would be any impact on underfloor heating.

MOVED by Councillor Nock, seconded by Councillor Jackson and

<p>RESOLVED that approval be given, subject to clarification/resolution of the points raised. (One abstention)</p>

JM077/21 ALTERATIONS TO THE LOWER GROUND FLOOR

Planning approval had been given to installation of external double doors into the café. A security shutter will be installed at the same time on the inside of the proposed doors. Work to re-position the air conditioning unit was imminent. Work would be required to link the door to the intruder alarm system.

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan and

<p>RESOLVED unanimously that progress be noted.</p>
--

JM078/21 LIFT MAINTENANCE

Submitted: a summary of the operational issues affecting the passenger lift in the new wing and of quotations for works. (As circulated)

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan and

<p>RESOLVED unanimously that the quotations for an auto dialler, pit light, access ladder and absorbent granules to the lift shaft be accepted.</p>
--

JM079/21 REPORT ON PROPERTY MATTERS

It was noted that following outline review of the electrical and heating systems and the inability of the appointed surveyor to carry out a survey in 2020, new quotations for a full structural and condition survey of the building were required.

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan and

<p>RESOLVED unanimously three quotations be obtained for a full structural and condition survey of the museum and gallery building and its services.</p>

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT & IMPROVEMENT** Committee held on **Monday 4 October 2021** conducted in the Pannett Gallery at 6:00pm.

Present Councillors L Wild (Chair as Town Mayor, ex-officio), B Dalrymple, Mrs H Coughlan (sub), S Lapsley (sub), J Nock, and Mrs N Wilson (sub).

Also M King, Clerk and six 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.

TD080/21 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Harston, Jackson and Jennison.

TD081/21 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

No declarations of interests or requests for dispensations were received.

STANDING ORDERS SUSPENDED

TD082/21 PUBLIC PARTICIPATION SESSION

Standing Orders were suspended to enable a member of the public who had raised the issue to be considered at Minute TDI087 (below) to speak on the issue.

STANDING ORDERS REINSTATED

TD083/21 NOTES OF MEETING HELD ON 9 AUGUST 2021

MOVED by Cllr Mrs Wilson, seconded by Cllr Mrs Coughlan and unanimously

RESOLVED that the notes of the advisory meeting of the Town Development and Improvement Committee held on 9 August 2021 are accepted as an accurate record and the list of actions delegated to the Clerk are noted.

TD084/21 CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY

The Clerk confirmed that the issues raised at the last meeting had been passed onto the relevant bodies. Responses were awaited from Scarborough Borough Council and from North Yorkshire County Council.

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

RESOLVED that the position be noted and that the Clerk prompt the borough and county councils for responses.

TD085/21 WHITBY PUMP TRACK

A representative of the Whitby Pumptrack CIC attended the meeting to present plans for a major cycle facility in the grounds of the sixth form college. It was noted that North Yorkshire County Council was engaging the CIC about access to the grounds and operation of a pump track at that location, but that discussion was still required on the insurance liabilities of relevant parties.

MOVED by Cllr Nock, seconded by Cllr Mrs Wilson and unanimously

RESOLVED that the Town Council offers its support, in whatever way possible, to Whitby Pumptrack CIC in the development of this facility.

TD086/21 PARKING ON A171 MAYFIELD ROAD

Submitted: issues of dangerous parking on the A171 Mayfield Road, Whitby specifically between the junctions of Pembroke Way and Mayfield Place on the south side of the carriageway, which have been raised by residents.

MOVED by Cllr Mrs Coughlan, seconded by Cllr Nock and unanimously

RESOLVED a) that the Town Council supports the introduction of restrictions on the A171 Mayfield Road, Whitby between the junctions of Pembroke Way and Mayfield Place; and
b) that the town council calls on North Yorkshire County Council Highways to undertake a systemic review of the junctions onto the A171 or A174 or at other busy points such as roundabouts, providing a list of those areas which have been considered and the conditions by which these have been graded for action or inaction.

TD087/21 TOWN DEAL PEDESTRIANISATION

Committee noted the county council's decision to terminate seven-day closure of the Swing Bridge and return to weekend-only closures as part of its experimental pedestrianisation from 30 September 2021.

Members shared the view that the implementation of the experimental scheme had been haphazard and that there was no clear timetable for its evaluation or for identifying the next steps in the fast track or main Town Deal project.

MOVED by Cllr Dalrymple, seconded by Cllr Nock and unanimously

RESOLVED that the Clerk write to North Yorkshire County Council Highways to ask them to reaffirm their timetable for the continuation and end of the experimental closure, outline the next steps to be taken in developing the proposed pedestrianisation and when a report will be made to the town council and to the people of Whitby.

TD088/21 PROJECT SUNSHINE

Submitted: a note of projects forwarded to SBC for consideration under this scheme.

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

RESOLVED a) that the list of projects be reaffirmed to Scarborough Borough Council for their prioritisation, feedback and delivery; and
b) that the borough and county councils be asked to reinstate regular round-table meetings to review works or repair and maintenance in the town's public realm.

TD089/21 MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN TOWN

The following areas of concern were identified to be brought to the attention of the appropriate department at the borough or county council and the rail operator.

1. **Vegetation in gutters and hard landscaping**, members noted hot spots in Westfield Road, Bagdale and Spital Bridge.
2. **Condition of the railway station car park**, members noted similar growth of vegetation in and the general condition of the Whitby station carpark

MOVED *en bloc* by Cllr Dalrymple, seconded by Cllr Nock and

RESOLVED unanimously a) That the Clerk write to Scarborough Borough Council in respect of vegetation in gutters and hard landscaping, to be added to the Project Sunshine list; and
b) That the Clerk contact Northern in respect of vegetation in and the general condition of the Whitby station carpark.

draft

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee conducted on **Tuesday 12 October 2021** at 6:00pm in Pannett Art Gallery, Whitby.

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

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.

P090/21 APOLOGIES

No apologies for inability to attend were received.

P091/21 MINUTES

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

RESOLVED unanimously that the minutes of the Planning Committee held on the 14 and 28 September having been circulated be taken as read and confirmed as a corrected record and signed by the Chairman

P092/21 DECLARATION(S) OF INTEREST

No declarations of Interest

STANDING ORDERS SUSPENDED

P093/21 PUBLIC PARTICIPATION

No public participation

STANDING ORDERS REINSTATED

P094/21 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.

P095/21 LISTED BUILDINGS

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

RESOLVED unanimously that Scarborough Borough Council Planning Services and Environmental Health are contacted regarding the condition of the old toilet building on Khyber Pass and the amount of litter collecting in and around it.

P096/21 LICENCING

Nothing to report.

P097/21 CONSULTATION – PERMITTED DEVELOPMENT RIGHTS

Members went through the above consultation document responding to each question

RESOLVED unanimously that the responses as agreed are submitted.

draft

Planning Applications Considered on 12 October 2021

1	<i>Plan Number</i> 21/109	<i>District Reference</i> 21/01978/HS	<i>Road/Street</i> Rose Avenue	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Mr Stephen Boddy	<i>House Name</i>	<i>Road</i> 3 Rose Avenue	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JA	<i>Application date</i> 22/09/21

Erection of a porch to front, Mr Stephen Boddy, 3 Rose Avenue, WHITBY, North Yorkshire, YO213JA

Comment

Support this application

2	<i>Plan Number</i> 21/110	<i>District Reference</i> 21/01185/HS	<i>Road/Street</i> Meadowfields	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Mr & Mrs Michael & Julianne Estill	<i>House Name</i>	<i>Road</i> 12 Meadowfields	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211QF	<i>Application date</i> 22/09/21

Rendering of part of dwelling, front and side wall, in acrylic render, Mr & Mrs Michael & Julianne Estill, 12 Meadowfields, WHITBY, North Yorkshire, YO211QF

Comment

Support this application

3	<i>Plan Number</i> 21/111	<i>District Reference</i> 21/02122/FL	<i>Road/Street</i> Mulgrave Crescent	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Mr Glen Toomes	<i>House Name</i>	<i>Road</i> 5 Mulgrave Crescent	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JU	<i>Application date</i> 22/09/21

Demolition of existing bungalow and erection of 2 new houses Mr Glen Toomes 5 Mulgrave Crescent, Whitby, North Yorkshire YO21 3JU

Comment

Object to this application - Over development - Out of Keeping - Highways & Access - Infrastructure issues drainage - appearance will be out of keeping with the area

4	<i>Plan Number</i> 21/112	<i>District Reference</i> 21/01809/LB	<i>Road/Street</i> Henrietta Street	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Mr John Carlill	<i>House Name</i>	<i>Road</i> 23 Henrietta Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DW	<i>Application date</i> 23/09/21

Replacement of upvc windows with timber windows to side and rear, Mr John Carlill, 23 Henrietta Street, WHITBY, North Yorkshire, YO224DW

Comment

Support this application subject to the use of traditional style windows

5	<i>Plan Number</i> 21/113	<i>District Reference</i> 21/02237/HS	<i>Road/Street</i> St Peters Road	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Matthew Love	<i>House Name</i>	<i>Road</i> 105 St Peters Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224HY	<i>Application date</i> 04/10/21

Erection of single storey side extension and application of render to existing facing brickwork, Matthew Love, 105 St Peters Road, WHITBY, North Yorkshire, YO224HY

Comment
Support this application

6	<i>Plan Number</i> 21/114	<i>District Reference</i> 21/01961/HS	<i>Road/Street</i> Horners Terrace	<i>Date of meeting</i> 12.10.21
	<i>Applicant</i> Mr Anthony Wadsworth	<i>House Name</i>	<i>Road</i> 2 Horners Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224EJ	<i>Application date</i> 05/10/21

Installation of slate pitched rooves to rear extension and front and rear dormers, Mr Anthony Wadsworth, 2 Horners Terrace, WHITBY, North Yorkshire, YO224EJ

Comment
Support this application



Planning Consultation – Broomfield Farm

An application relating to the 'reserved matters' at the development site of 'Land At Broomfield Farm Stainsacre Lane Whitby North Yorkshire YO22 4NW' has been submitted to Scarborough Borough Council (21/01889/RM), by the developer.

An extension for submission of comments by the town council has been agreed to enable a consultation response from the town council at this meeting (19 October 2021) to be submitted to SBC by 20 October.

Details of the application, and of the comments received to date, appear on the Scarborough Borough Council Planning Portal

<https://planning.scarborough.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QX81ANNSKRY00>

Responding to the initial consultation on the hybrid full and outline planning application in November 2020 (20/00249/FL), the town council's response was to "object due to over development, inappropriate development close to the wastewater treatment works, impact on the local area and the views of consultees and interested parties. Part of the development is considered to be contrary to the adopted planning policy."

The hybrid application was granted by Scarborough, as the local planning authority, with conditions and reserved matters to which this application responds. The decision notice on the earlier application is on this link:

https://planning.scarborough.gov.uk/online-applications/files/0AAB8E2200A2908D08C2815006234CB8/pdf/20_00249_FL-Decision-933886.pdf

The town council is invited to make a consultation response on the latest application.

Vacancies To Be Filled by Co-option

It has been confirmed by Scarborough Borough Council that, following the resignation of the previous member for the Town South Ward, no poll had been claimed in the advertised period and that, consequently, the town council should proceed to fill the vacancy by co-option. This brings the current number of vacancies to 4 (of 19) seats.

Ruswarp Ward (1 of 2)

Stakesby Ward (1 of 5)

Town South Ward (1 of 1)

West Cliff Ward (1 of 1)

Members should note that, at time of writing, no vacancy has been formally declared in the White Leys Ward.

Previously, the town council has invited expressions of interest in vacancies using its existing co-option procedure. Details of the form used appear below.

Members are asked to consider whether to follow this procedure or to modify it in this round. Members may also wish to consider over what timescale these vacancies should be advertised and at which future meeting co-option should be considered.

Procedure

Applicants are asked to submit a written summary covering their reasons for wishing to be a councillor; previous voluntary / community / council work; any other skills they can bring to the Council; their interests and recent career history.

The criteria are:

“In order to be eligible for co-option as a Whitby Town Councillor you must be a British subject, or a citizen of the Commonwealth or the European Union; and be 18 years of age or over on the ‘relevant date’ (i.e. the day on which you are nominated or if there is a poll the day of the election). You must additionally be able to meet one of the following qualifications:

- I am registered as a local government elector for the parish of Whitby, **or**
- I have, during the whole of the twelve months preceding the date of my co-option, occupied as owner or tenant, land or other premises in the parish of Whitby, **or**
- My principal or only place of work during those twelve months has been in the parish of Whitby, **or**
- I have during the whole of twelve months resided within 3 miles of the parish of Whitby.

Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being elected as a Local Councillor or being a member of a Local Council if he/she:

- a) holds any paid office or employment of the local council (other than the office of Chairman) or of a joint committee on which the Council is represented, **or**
- b) is a person who has been adjudged bankrupt or has made a composition or arrangement with his/her creditors* (but see below), **or**
- c) has within five years before the day of election, or since his/her election, been convicted in the UK, Channel Islands or Isle of Man of any offence and has been sentenced to imprisonment (whether suspended or not) for not less than three months without the option of a fine, **or**
- d) is otherwise disqualified under Part III of the representation of the People Act 1983 for corrupt or illegal practices.

Each application must also carry a nomination proposed and seconded by a voter registered in the relevant ward.

Interim Polling District and Polling Place Review

Scarborough Borough Council has carried out an interim review of polling places in the district. This was forwarded to members of the town council by email on Friday 8 October and referenced in the weekly update on the same date.

The review covers one polling place in Whitby, covering the Town South - Whitby (FC) Polling District. The background for this review is that an undertaking was given during the 2020 interim review to bring this area back to review, as it was felt by some that Whitby Mission and Seafarer's Centre was not the most appropriate venue for those voting in the FC polling district. Reasons were based on distance from the residential area.

At the time of the last interim review the previously designated polling place of St Hilda's RC School was facing potential closure, and a relocation was deemed necessary. Representations received suggested potential alternatives, such as Whitby Library, St Hilda's Business Centre, Whitby Harbour Office and The Coliseum. Many of those venues were assessed thoroughly during an interim review of stations for the Whitby Abbey No.1 (FA) polling district during 2016, and the Whitby Mission was also deemed the most suitable venue for those voters, as was also concluded in 2020 for the Whitby - Town South (FC) voters.

In its review, the borough council has considered the following alternatives:

Whitby Library: Located a short walk from bus station on an incline. 1 car parking space for electoral staff. Disabled car parking directly opposite. No parking for electors. Well known prominent location. Disabled access lifts. Access to meeting room (which would be the polling station) via library. This meeting room was not available during 2020 as it was being used as a quarantine zone for books, which is no longer the case, and the room is available for hire. A lift is available for disabled users. Library access would remain open for polling after library services closed. Representations received in previous reviews of this district all mentioned this venue as a preferred alternative, especially as it is located so close to the polling district boundary, but not within.

St Hilda's Business Centre: Availability of units is problematic as tenants move in and out. Unable to allocate as a designated polling place with no guaranteed availability at any one time. Communal area has limited privacy and no natural daylight. No bus service close to the venue, but large car park and good staff facilities.

The Coliseum: Plenty of space for polling with disabled access. Main Theatre is most suitable area. If the Main Theatre were unavailable then Flute room would need to be used, which is on 1st Floor. Parking available for staff, not electors. Located outside the ward of Streonshalh, and within the Ward of Whitby West Cliff.

Whitby Harbour Office: Since the last review of this venue in 2016, the layout and use of the building has changed. The Tourist Information Centre now occupies the majority of the bottom floor. Only one relatively small side room could be an option, but that would leave the venue without its usual staff restroom and would see many voters passing through the TIC entrance. It sits slightly further away from the residential area than The Library (above).

Last In First Out Pub: within the heart of the residential area but hidden within the narrow streets of the estate. Difficult parking. Limited space and privacy for voting inside. Polling

would limit the pubs usual trade. Deemed less suitable than others above which have been looked at.

The recommendations of the review are that the polling place should be Whitby Library.

The town council is requested to make comments on this recommendation.

Consultation will close on Friday 5 November 2021. All representations will be formally recorded and considered, and final recommendations presented to Scarborough Borough Council Cabinet on Tuesday 14 December 2021, and Full Council on Monday 17 January 2022.

Woodsmith Project update – October 2021

By way of an update, development of the Woodsmith Project has continued to progress, with a workforce that now stands at 1,300. At the mine site, shaft boring has started in the services shaft from a depth of 118 metres, while good progress is also being made on the production shaft infrastructure in readiness for the main shaft sinking.

In respect of the mineral transport system, which is the tunnel that will link the mine site to the processing facility at Teesside, the tunnel boring machine has now reached over 16km along its route towards the Woodsmith site from Wilton.

At the two intermediate shaft locations, which will provide ventilation and access to the tunnel, shaft sinking at the Lockwood Beck site is complete, with shaft fit out starting in the next few months. Preparatory works have just started on the intermediate shaft location at Ladycross Plantation, with shaft sinking due to start next year.

We would also like to invite you to the next Liaison Group Forum (LGF) meeting on Thursday 21 October at 1.00pm. This will take place via Zoom. Please contact us directly if you would like to attend and we will provide the details. The LGF minutes for all meetings are available on our website - uk.angloamerican.com. The quarterly meetings are an opportunity to ask any questions you may have or indeed raise any concerns. Parish, Borough and County Council representatives in addition to the North York Moors National Park Authority representatives will be in attendance as always.

The Sirius Minerals Foundation has a new round of funding which open until the end of October. The focus for these grants is children and young people and more details can be found at www.siriusmineralsfoundation.co.uk.

As always, we are sponsoring the annual Scarborough Science and Engineering Week which takes place October 12-14. We look forward to seeing students from the area at our stand in the Spa to try out our new interactive games. After a year off, it will be extra special this year.

We are also recruiting seven Cyber Security Apprentices to start in October 2022. The application process will be open from 13 October until the end of December this year. A cohort of five to seven cyber apprentices will then be recruited each year.

The two-year course will combine working with Anglo American's Information Management (IM) department to develop their practical skills, alongside studying to gain a Level 4 qualification (equivalent to the first year of a degree). We are holding an information event on 21 October from 6.00 – 7.30 at Resolution House if you are interested in finding out more.