

WHITBY TOWN COUNCIL

Minutes of the meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 19 October 2021 at 6.00pm.

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

Also Mrs A Cowey, Deputy Town Clerk, with Councillor D Chance, North Yorkshire County Council/Scarborough Borough Council.

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

098/21 APOLOGIES

It was noted that Terry Jennison had indicated to the Clerk that he was resigning due to ill health but not yet (officially) to the Town Mayor – as required by s84(c) of the Local Government Act 1972, which states, “it must be made ‘in writing’, which can include an e mail, to the chairman of the parish or community council”.

Apologies for absence were received from Councillors Mrs H Sumner and L Derrick.

099/21 DECLARATION OF INTERESTS

There were no declarations of interest.

STANDING ORDERS SUSPENDED

100/21 PUBLIC PARTICIPATION

No public Participation

STANDING ORDERS REINSTATED

101/21 EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

a) *Anglo American*

Apologies were received for inability to attend, and a report submitted.

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

RESOLVED that the report from Anglo American as circulated prior to the meeting is received

b) *North Yorkshire Police*

Not in attendance. It was reported that the last Police Report received in September was circulated to all members.

c) County & Borough Councillors –

Councillor Chance reported on the work being carried out by NYCC:

- the challenges overcome to enable officers and members to work from home during the pandemic.
- programmes activated by social services – stronger communities programme - 7 days a week social services care – extra care housing.
- Children's Services received an outstanding offer.
- Support Sectors have invested heavily in under achievers with an extra £1million put in the hardship fund which will continue as long as required.
- Record investment in road repairs.
- Investment in Broadband and mobile phone coverage.
- LGR devolution proposals are being drawn up for submission to the Secretary of state.
- Carbon reduction programme.

Councillors asked questions regarding

- The division of Whitby for unitary – Whitby Town could be split along the parish boundaries – East side to include Town North and Town South – West side with Mayfield, as this doesn't quite meet the criteria regarding the number of councillors to each ward NYCC will have to wait for a response from the Secretary of State.
- Elections - County Council elections could take place in May 2022 - elected Councillors to NYCC will be then transferred to the unitary authority - the Town/Parish Councils could be brought into line with the unitary elections – awaiting a decision by the Secretary of State. Basic services will be managed locally - directors and upper management will be based in Northallerton
- Parking in the town – Parking is not one of Councillor Chance committees, but he will check whether or not parking will be reviewed in the future or not.
- How many schools do NYCC manage – unknown by Cllr Chance.
- Will Area 3 Highway remain the same – Area Constituency Committees will be available for councillors to air district council grievances – 15 Councillors per constituency area.
- Councillor Chance as a Scarborough Borough Councillor reported on the harbour issue and the objection to the Harbour accounts and the need for officers to work out where SBC go. There was an amendment to the original motion that all harbour land is identified.

MOVED by Councillor Mrs H Coughlan, seconded by Councillor G Goodberry and unanimously

<p>RESOLVED unanimously the NYCC and SBC reports by Councillor Chance are received.</p>
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d) Scarborough Borough Council – Nick Edwards

Apologies were received from Mr Edwards who was unable to attend.

102/21 MINUTES

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

RESOLVED a) that the Minutes of the ordinary meeting of the Full Council held on 24 August 2021 are confirmed as an accurate record and signed by the Town Mayor; and
b) that the following committee minutes are received *en bloc*:

Planning Committee (advisory notes)	31 August 2021
Planning Committee	14 September 2021
Harbour Committee	14 September 2021
Finance, Policy & General Purposes Committee	21 September 2021
Planning Committee 2	8 September 2021
Joint Management Committee	30 September 2021
Town Development & Improvement Committee	4 October 2021
Planning Committee	12 October 2021

103/21 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.

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

RESOLVED that the schedule of expenditure up to 16 September 2021 in the sum of **£50,677.12** as recommended by the Finance Policy and General Purposes Committee is approved and that the income in the sum of **£95,277.62** is noted.

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.

MOVED by Councillor S Smith, seconded by Councillor J Harston and unanimously

RESOLVED that unused codes are removed in the forthcoming review of the budget for 2022/23 as recommended by the Finance Policy and General Purposes Committee.

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.

MOVED by Councillor J Harston, seconded by Councillor G Goodberry

RESOLVED unanimously that the above budget preparation 2022/23 as recommended by Finance Policy and General Purposes Committee are approved.

104/21 **REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) Cllr Jackson reported on the YLCA Meeting –
- YLCA has moved to Tadcaster from York
 - Code of Conduct training, Chairmanship training and new Councillor training will be available soon
 - There is a suggestion that there could be elections in May 2022, if the parliamentary order goes ahead to enact this it will affect any possible future co-options prior to elections.
 - A request to give Town Councils the authority to enforce home owners to cut back overhanging hedges on the public highway.
 - The siting of defibs – Whitby has a good number sited throughout the town.

105/21 **PLANNING CONSULTATION**

Councillors considered planning application 21/01889/RM – Land at Broomfield Farm, Stainsacre, Whitby YO22 4NW

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

RESOLVED That the Town Councils original response to refuse is reiterated and it supports completely the objections given by the Civic Society.

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

RESOLVED that representatives from Spawforth and the developers are invited to attend an extraordinary meeting of the Full Council.

106/21 **WHITBY SWING BRIDGE**

Standing Orders were suspended to allow Councillor Chance to report on the Swing Bridge.

STANDING ORDERS SUSPENDED

Councillor Chance gave an Informal response regarding the swing bridge, which appears to be working efficiently stating that the recent issues have been operator errors. The maintenance of the bridge is as good as it can be and the sensors and hydraulics are in good working order.

Councillors asked questions and raised concerns regarding:

- the lack of transport made available to help people get from one side of the town to the other once the bridge is stuck. That it was disingenuous to blame the operators for the failure of the bridge to operate correctly.
- the need for a new bridge with a separate pedestrian crossing.
- a defined sequence is required for the operating of the swing bridge

STANDING ORDERS REINSTATED

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

RESOLVED that a formal response is obtained 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.

107/21 **VACANCIES TO BE FILLED BY CO-OPTION**

Taking into account the possibility of elections taking place in May 2022, Councillors discuss options for attracting members of the public to stand for co-option on to the Town Council.

MOVED by Councillor J Harston, seconded by Councillor S Smith and unanimously

RESOLVED that the vacant seats are advertised on the Town Council Website, notice boards and in a press release inviting prospective candidates to meet with Councillors informally.

108/21 **INTERIM POLLING DISTRICT AND POLLING PLACE REVIEW**

MOVED by Councillor J Harston, seconded by Councillor R Dalrymple

RESOLVED that Whitby Town Council supports the preferred option of Whitby Library as the interim polling place.

109/21 **MAYORS REPORT**

The Town Mayor reported on her Mayoral engagements including meetings regarding the Maritime Hub, Old Town Hall, St Ninians as well as a walk about with the Dog Control Officer.

MOVED by Councillor Mrs Coughlan, seconded by Councillor J Redfern and unanimously

RESOLVED that the Mayoral report is received.

110/21 **CLERKS REPORT**

The Town Clerk will circulate a detailed report on Friday.

111/21 FLOODING AWARENESS - STANDING ITEM

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

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

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

RESOLVED that the information be received.



18 January 2022

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

Whitby Town Council

Expenditure 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	