



PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

2 March 2023

You are **summoned** to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted at the Pannett Gallery on **Tuesday 7 March 2023 at 6:00pm**, the agenda for which is set out below.

Michael King
Town Clerk

To: Councillors Abbott, Barnett, Mrs Brown, Mrs Coughlan, Croft, Dalrymple, Goodberry, Harrison, Harston, Hinchliffe, Jones, Nock, Redfern, Riddolls, Smith, Mrs Sumner, Mrs Turner, Mrs Wild and Mrs 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
- b. North Yorkshire Police
- c. Scarborough Borough Council – Nick Edwards attending
- d. County Councillors
- e. Borough Councillors

5. MINUTES

		Page
a.	To approve , as an accurate record, minutes of the following meeting:	
i.	Council	10 January 2023 3
b.	To receive the (draft) minutes of the following committee meetings:	
i.	Human Resources	24 January 2023 11
ii.	Planning	24 January 2023 13
iii.	Pannett Art Gallery	25 January 2023 19

iv.	Events Working Party	25 January 2023	25
v.	Finance Policy & General Purposes	7 February 2023	27
vi.	Planning	14 February 2023	33
vii.	Town Development & Improvement	21 February 2023	39
viii.	Planning	28 February 2023	43

6. COMMITTEE RECOMMENDATIONS

a. FP&GP Committee 7 February 2023

351/22 APPROVAL OF EXPENDITURE

RECOMMENDED that the schedule of expenditure up to 31 January in the sum of **£82,502.10** (as attached) is approved. 28

b. Any other matters for consideration from the minutes noted above.

7. PROPOSALS TO AMALGAMATE SCHOOLS 49

To consider the town council's response to the consultation by the Local Education Authority at the request of the governing body of the Whitby Secondary Partnership.

8. NEIGHBOURHOOD PLAN 53

To award a contract to a planning consultant to guide the process of developing a Neighbourhood Plan

9. CIVILITY AND RESPECT PLEDGE 55

To consider adopting the pledge promoted by the National Association of Local Council and other relevant organisations.

10. REVIEW OF FEES AND CHARGES 59

To set discretionary charges for public toilets in 2023-24 and for the allotments in 2024-25.

11. 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.

12. MAYOR'S REPORT

Civic engagements since 11 January 2023 and other activities undertaken to note.

13. CLERK'S REPORT 61

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

14. FLOODING AWARENESS - STANDING ITEM

Tides above 5.5 metres up until 2 May 2023.

- 8-10 March
- 20-25 March
- 7-8 April
- 19-22 April

WHITBY TOWN COUNCIL

Minutes of the meeting of **FULL COUNCIL** held in Pannett Art Gallery, Pannett Park, Whitby on Tuesday 10 January 2023 at 6:00pm.

Present: Councillors R Dalrymple (Deputy Town Mayor), Abbott, Barnett, Mrs Brown, Mrs Coughlan, Goodberry, Harrison, Harston, Nock, Riddolls, Mrs Sumner, Mrs Turner and Mrs Wilson.

Also: M King, Town Clerk, Mrs A Cowey, Deputy Town Clerk, Mr N Edwards (CE Scarborough Borough Council), Councillors N Swannick, P Trumper (NYCC) and 5 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

303/22 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Croft, Redfern, Smith, and Mrs Wild.

MOVED by Councillor Nock seconded by Councillor Mrs Sumner and unanimously

RESOLVED that apologies for inability to attend from Councillors Croft, Redfern Smith and Mrs Wild are accepted.

304/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

305/22 PUBLIC PARTICIPATION

No Public Participation

STANDING ORDERS REINSTATED

306/22 EXTERNAL REPORTS

a. Anglo American

Apologies were received from Mr M Parsons

b. North Yorkshire Police

No police present

c. Scarborough Borough Council

Mr Edwards reported on:

- Local Government Review - The process is in place to appoint senior staff to the new North Yorkshire County Council. The Chief Executive has been appointed; Lisa Dixon and Dave Bradley Scarborough Borough Council Officers have been appointed to Assistant Directors positions in the new council.

- Pump Track - The proposed Pump Track has obtained support from the concessions on the West Cliff - Heads of Terms is being drawn up and once agreed planning permission can be applied for.
- Sunshine Fund - Repainting of benches and railings throughout the town has begun and should be completed before the start of the holiday season.

The tennis courts are completed and an application for flood lights has been submitted.

SBC is talking to suppliers about Interactive activities for the paddling pool.

- Mr Edwards has spoken to Yorkshire Water about issues raised at the last meeting regarding odours at sewage works. The representative hadn't been aware of any issues recently - the sludge holdings have been covered. The following number can be used to log any complaints 03451242424.

Mr Edwards responded to questions asked by Councillors:

- Councillor Nock asked Mr Edwards if short railings can be installed around the verges near Pizza West and the tennis courts to prevent cars driving over/parking on the grassed area.

MOVED by Councillor Nock, seconded by Councillor Mrs Brown

RESOLVED unanimously that a request for railings to be installed around the grassed areas near the tennis courts and Pizza West is sent to SBC.

- Funding is available for the cliff lift, but further investigation works have to be carried out to ensure that the repairs will be long term. SBC should have a clearer position on the situation and repairs required within the next 4 weeks;
- The intention is to relet the former Star in the Harbour property;
- Approval will need to be obtained from the new authority regarding the proposed new cemetery.

d. County Councillors;

Councillor Swannick reported on:

- the proposed budget and no decision had been made as yet regarding Council Tax.
- Ice and gritting – following the issues caused by the severe weather conditions before Christmas, NYCC are looking to form community gritting partnerships. NYCC highways have an on line map indicating where all the salt bins are throughout the town;
- Eskdale School and the proposals by the schools governing body for a technical closure and to amalgamate the three sites. A decision will be

made by 7 Feb whether or not to consult on the proposed closure – the consultation period if approved will be 20 February – 3 March with a decision made by the 4 June.

Councillor Trumper reported on:

- Funding secured from Anglo American for the VAS speed sign which will be maintained by WTC;
- Gritting – following the recent issues he suggested that the Town Council invites representative from NYCC to discuss the way forward. There were problems with the pavements;
- Area committees /Community Networks– these groups will have representation on them from Town/parish Councils/groups and organisations which already exist – there is still some confusion but they are evolving;
- Eskdale School – the number of students have reduced. The Eskdale School site to be included in the proposed Neighbourhood Plan;
- Budget deficit for the first year which will be taken out of reserves to make right

Councillors Trumper and Swannick answered questions on:

- Gritting/saltbins
- Council Tax
- Community Networks
- Eskdale School

e. Borough Councillors

Councillor Nock informed members that a meeting to discuss the Cumulative Impact Zone had been postponed to the 9th February 2023.

MOVED by Councillor Jones, seconded by councillor Mrs Turner

RESOLVED unanimously that the above reports are received.

307/22

MINUTES

MOVED by Councillor Nock seconded by Councillor Mrs Wilson and

RESOLVED unanimously that the Minutes of the meeting of the Full Council held on 8 November 2022 and the Extraordinary meeting of Council held on 22 November 2022 are confirmed as accurate records and signed by the Deputy Town Mayor.

MOVED by Councillor Mrs Wilson, seconded by Councillor Goodberry and

RESOLVED unanimously to receive *en bloc* the (draft) minutes of the following committee meetings:

Planning	15 November 2022
Planning	29 November 2022
Finance Policy & General Purposes	6 December 2022
Joint Management	13 December 2022
Planning	13 December 2022
Town Development & Improvement	20 December 2022

308/22

COMMITTEE RECOMMENDATIONS

a. FP&GP Committee 6 December 2022

265/22 d) REVISED CODE OF CONDUCT

RECOMMENDED the revised Code of Conduct be approved and recommended to the January meeting of Full Council for adoption.

MOVED by Councillor Jones, seconded by Councillor Mr Wilson and

RESOLVED that the revised Code of Conduct as recommended by Finance Policy and General Purposes Committee is approved and adopted by the Council. 1 abstention

b. FP&GP Committee 6 December 2022

269/22 APPROVAL OF EXPENDITURE

RECOMMENDED that the schedule of expenditure up to 30 September 2022 in the sum of **£149,139.78** (as attached) is approved.

MOVED by Councillor Jones, seconded by Councillor Harston and

RESOLVED unanimously that the schedule of expenditure up to 30 September 2022 in the sum of **£149,139.78** as recommended by Finance Policy and General Purposes Committee is approved.

c. FP&GP Committee 6 December 2022

270/22 RECOMMENDATION OF DRAFT BUDGET

RECOMMENDED that the draft budget, as presented, is recommended to Full Council for approval.

Deferred to Minute number 309/23 (below)

c. Joint Management Committee 13 December 2022

277/22 b) EXTERNAL DECORATION

RECOMMEND that a quotation received for the external decoration of the building; £13,950 for labour and materials plus £6,100 for scaffolding be submitted to Full Council for approval.

MOVED by Councillor Nock, seconded by Councillor Goodberry and

RESOLVED that the quotation received for the external decoration of the building £13,950 for labour and materials plus £6,100 for scaffolding as recommended by Joint Management is approved.

d. Any other matters arising from the minutes noted above
None.

309/22 BUDGET SETTING 023-2024

MOVED by Councillor Jones , seconded by councillor Harston

RESOLVED that the draft budget 2023-2024 as recommended for approval by Finance Policy and General Purposes Committee is approved.
11 in favour 3 against 1 abstention

310/22 NEIGHBOURHOOD PLAN

MOVED by Councillor Mrs Wilson, seconded by Councillor Harston

RESOLVED unanimously that Town Council a) seeks three quotations to deliver professional support from a qualified professional to manage the process, advise planning policy and to draft the plan and supporting documents for consideration at a future meeting; and b) establish a Neighbourhood Steering Group.

311/22 ASSET AND SERVICE TRANSFER – DOUBLE DEVOLUTION PILOT

The Town Clerk reported on the information and the expression of interest response circulated prior to the meeting including

MOVED Councillor Jones, seconded by Councillor Hinchliffe

RESOLVED unanimously that the circulated expression of interest is approved and sent.

312/22 NOTICE OF MOTION SUBMITTED BY MEMBERS

Social Housing Provision

MOVED by Councillor Barnett, seconded by Councillor Harrison

“That Whitby Town Council calls upon the relevant local planning authorities to ensure that only "Social Housing" is built within three miles of Whitby Town Centre, for a period of at least ten years and that these homes must prioritise the needs of people born, resident or employed in Whitby.”

Councillors discussed the proposed motion in full, it was suggested that this motion would include parishes outside Whitby, and would also break planning law.

RESOLVED
MOTION NOT CARRIED 7 in favour 8 against

313/22 REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

Councillor Mrs Coughlan reported on the fantastic work being carried out by the Friends of Pannett Park.

RESOLVED unanimously that the above report is received.

314/22 MAYOR'S REPORT

Deferred.

315/22 CLERK'S REPORT

The Town Clerk Reported on:

- Eskdale School – letter from governing body to parents circulated for information

MOVED by Councillor Mrs Wilson, seconded by Councillor Nock

RESOLVED unanimously that (a) it is noted that, subject to a decision on 7 February to open a consultation period by the county council's Executive Member for Education and Skills, public consultation on the proposal to amalgamate Caedmon College and Eskdale School, with the loss of the Eskdale site will take place between 20 February and 31 March; and (b) the governors of Whitby Secondary Partnership are invited to attend the next meeting of Full Council on 7 March which is within the proposed consultation period.

- Uppang Ravine – information circulated

RESOLVED unanimously that a draft joint letter is shared with Newholm cum Dunsley Parish Council to be sent to North Yorkshire Council after 1 April 2023.

- A letter received highlighting that there was nowhere in Whitby to purchase White goods;
- Councillor were made aware of the next zoom meeting of the YLCA and to submit any items they would like to see on the next agenda for discussion to the Town Clerk;
- Gareth Gilliard – Neighbourhood Police is looking to form a MAP team meeting to meet fortnightly to discuss neighbourhood issues and policies.

MOVED by Councillor Mrs Wilson, seconded by Councillor Nock and

RESOLVED that Councillors Mrs Brown and Mrs Turner are appointed to attend the MAP Team meetings as representatives of Whitby Town Council with the suggestion they should be monthly not fortnightly.

316/22 FLOODING AWARENESS – STANDING ITEM

MOVED by Councillor Mrs Coughlan, seconded by Councillor Mrs Turner

RESOLVED unanimously that information on tides above 5.5 metres up until 7 March 2023 be received:
22-27 January
7-8 February
19 – 24 February

Signature 7 March 2023

draft

WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in Pannett Art Gallery, Pannett Park, Whitby on Tuesday 24 January 2023 at 2.00pm.

Present: Councillors Mrs Coughlan, Goodberry, Harston, Smith, Mrs Wild and Mrs 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. The meeting was convened in accordance with Schedule 12, paragraph 9(1) of the Act.

317/22 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Dalrymple.

MOVED by Councillor Smith, seconded by Councillor Goodberry and unanimously

RESOLVED that apologies for inability to attend from Councillor Dalrymple are accepted

318/22 DECLARATION OF INTERESTS

There were no declarations of interest.

STANDING ORDERS SUSPENDED

319/22 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

320/22 MINUTES OF MEETING HELD ON 11 OCTOBER 2022

MOVED by Councillor Goodberry seconded by Councillor Smith

RESOLVED that the Minutes of the meeting held on 11 October 2022 are confirmed as an accurate record and signed by the Chair.

321/22 UPDATE ON ESTABLISHMENT

The Clerk provided an update on the procedure for undertaking performance appraisals in 2023, which are programmed to be completed by the end of March and the addition of one day to all leave allowances under the terms of the 2022/23 pay agreement.

MOVED by Councillor Mrs Coughlan seconded by Councillor Harston

RESOLVED That the information is noted.

322/22 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 323/22)

MOVED by Councillor Goodberry seconded by Councillor Coughlan

RESOLVED That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item 323/22 below, due to the confidential nature of the business to be transacted.

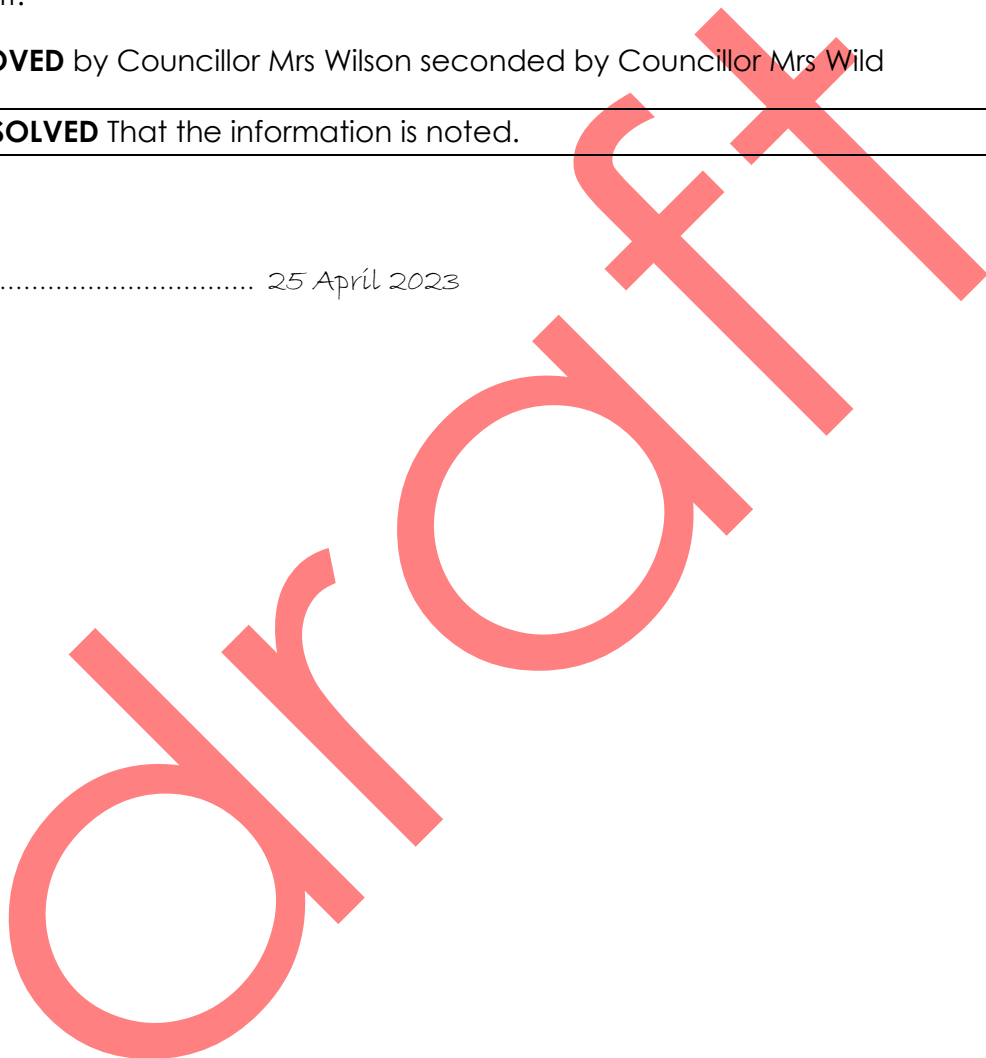
323/22 STAFFING

The Clerk provided an update on any issues affecting individual members of staff.

MOVED by Councillor Mrs Wilson seconded by Councillor Mrs Wild

RESOLVED That the information is noted.

Signature 25 April 2023



WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 24 January 2023** at 6.00pm.

Present: Councillor Mrs N Wilson (Chair) with Councillors, R Barnett, G Goodberry, J Harston, S Hinchliffe and J Nock.

Also: Mrs A Cowey Deputy Clerk with 2 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.

324/22 APOLOGIES FOR ABSENCE

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

MOVED by Councillor Nock, seconded by Councillor Harston

RESOLVED unanimously that the apologies for absence from Councillor Dalrymple is received.

325/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Goodberry declared a non-pecuniary interested in applications 22/02443/HS and 22/02444/LB White Horse Yard, Church Street, YO22 4BW

STANDING ORDERS SUSPENDED

326/22 PUBLIC PARTICIPATION

A member of the public spoke on behalf of the amended application 22/01831/FL – Abbey Wharf, Market Place Whitby, and answered questions from Councillors.

STANDING ORDERS REINSTATED

327/22 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.

MOVED by Councillor Nock, seconded by Councillor Hinchliffe

RESOLVED unanimously that following the increase in number of retrospective applications received, the Chief Planning Officer, David Walker SBC and the Chief Planning Officer, North Yorkshire Council are contacted requesting that it be included in planning policy that all builders must see approval of planning permission before they start any building/development/renovation work where it is required.

328/22 LISTED BUILDINGS

Nothing to report.

329/22 LICENSING

Councillor Nock reported that North Yorkshire County Council will be taking over Hackney carriage Policies from each of the district councils which will be amalgamated to form a policy to cover the county.

330/22 STREET NAMING

Councillors considered the names put forward by the developer for the new development off Green Lane, which they unanimously agreed were not suitable for Whitby. Councillor Harston researched the area of this development which is historic allotment/farming land, and the nearest residential street is Captain Cooks Crescent. It was proposed that the following street names are put forward – they are all linked to officers on Captain Cooks Voyages of Discovery.

MOVED by Councillor Harston, seconded by Councillor Goodberry

RESOLVED unanimously that the following street names are submitted to SBC:

Street Annotated Pink

Joseph Banks Drive – (the famous botanist who sailed with Cook on his first voyage on the Endeavour – with this being allotment land it fits with a botanist)

Street Annotated Green

Whalebone Lane – competition winning name from local schools as proposed by the developer

Street Annotated Blue

Harrison Court – (John Harrison was the inventor of the marine chronometer – a precision timepiece that is carried on a ship and employed in the determination of the ship's position by celestial navigation. He sailed with Captain Cook on his second voyage of discovery on the Resolution).

Street Annotated Yellow

Sparman Gardens – (Ander Sparman was a well-known botanist who sailed with Captain Cook on his second Voyage on the Resolution - with this being allotment land it fits with a botanist)

Signature 2023

Planning Applications Considered on 24 January 2023

1	<i>Plan Number</i> 004/23	<i>District Reference</i> 22/02462/FLA	<i>Road/Street</i> Mayfield Field	<i>Date of meeting</i> 24.01.23
	<i>Applicant</i> Mr & Mrs M & L Coates	<i>House Name</i>	<i>Road</i> 115 Mayfield Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LT	<i>Application date</i> 11/01/23

Variation of condition 1 decision 22/00400/FL dated 27.05.2022, to allow proposed extension to be used in connection with dwelling, Mr & Mrs M & L Coates, 115 Mayfield Road, WHITBY, North Yorkshire, YO211LT

Comment

Support this application

2	<i>Plan Number</i> 005/23	<i>District Reference</i> 22/02460/FL	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 24.01.23
	<i>Applicant</i> Middle Earth Tavern	<i>House Name</i>	<i>Road</i> 25-26 Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 11/01/23

Retrospective application for installation of 2no. Doors and juliet balconies at first floor front, Middle Earth Tavern, 25-26 Church Street, WHITBY, North Yorkshire, YO224AE

Comment

REFUSE - Planning history of the site (this is one of a number of retrospective applications from this applicant) - out of keeping with the area - disturbance

3	<i>Plan Number</i> 20/71/AMENDED	<i>District Reference</i> 22/00670/FLA	<i>Road/Street</i>	<i>Date of meeting</i>
	<i>Applicant</i> Open Aspect Property Consultants Ltd (Mr C Middleton)	<i>House Name</i> The Mount	<i>Road</i> Cliff Street	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213DD	<i>Application date</i> 09/01/23

20/71 - Amended plan Amended Plans require to demonstrate removal of amenity space to rear of proposed vehicular parking

Comment

Support the amendment

4	<i>Plan Number</i> 22/162/AMENDED	<i>District Reference</i> 22/01831/FL	<i>Road/Street</i> Market Place	<i>Date of meeting</i> 24.01.23
	<i>Applicant</i> Mr Paul Clemitchaw	<i>House Name</i> Abbey Wharf	<i>Road</i> Market Hall	<i>Locality</i> Market Place
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DD	<i>Application date</i> 18/01/23

22/162 - Amended plan Re-design of proposed rooftop terrace, omission of first floor balcony to northern elevation and mixed stone, render and composite cladding to exterior of 1960s extended addition,

Comment

Support this amendment

5 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 22/197 22/02342/HS High Street, Ruswarp 24.01.23

Applicant *House Name* *Road* *Locality*
 Mr John Bradley 33 High Street RUSWARP

Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO211NH 04/01/23

Erection of a single storey extension to the rear, Mr John Bradley, 33 High Street, RUSWARP, WHITBY, North Yorkshire, YO211NH

Comment
REFUSE - support highways recommendation for refusal

6 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 22/198 22/02343/LB High Street, Ruswarp 24.01.23

Applicant *House Name* *Road* *Locality*
 Mr John Bradley 33 High Street RUSWARP

Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO211NH 04/01/23

Erection of a single storey extension to rear, internal alterations, replacement side window and new rooflights, Mr John Bradley, 33 High Street, RUSWARP, WHITBY, North Yorkshire, YO211NH

Comment
REFUSE - support the Highways recommendation for refusal

7 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 22/199 22/02284/HS Windsor Terrace 24.01.23

Applicant *House Name* *Road* *Locality*
 Mr D Sharp 19 Windsor Terrace

Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO211ET 06/01/23

Erection of dormer window to front elevation, Mr D Sharp, 19 Windsor Terrace, WHITBY, North Yorkshire, YO211ET

Comment
REFUSE - effect on the character and appearance of the area - conservation area - would set a precedent

8 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/001 22/02443/HS White Horse Yard 24.01.23

Applicant *House Name* *Road* *Locality*
 Mr J Kilner 2 White Horse Yard Church Street

Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO224BW 10/01/23

Replacement timber windows to front elevation and addition of 2no roof lights to rear elevation Mr J Kilner, 2 White Horse Yard, Church Street, WHITBY, North Yorkshire, YO224BW

Comment
Support this application

9	<i>Plan Number</i> 23/002	<i>District Reference</i> 322/02444/LB	<i>Road/Street</i> White Horse Yard	<i>Date of meeting</i> 24.01.23
	<i>Applicant</i> Mr J Kilner	<i>House Name</i> 2 White Horse Yard	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BW	<i>Application date</i> 10/01/23

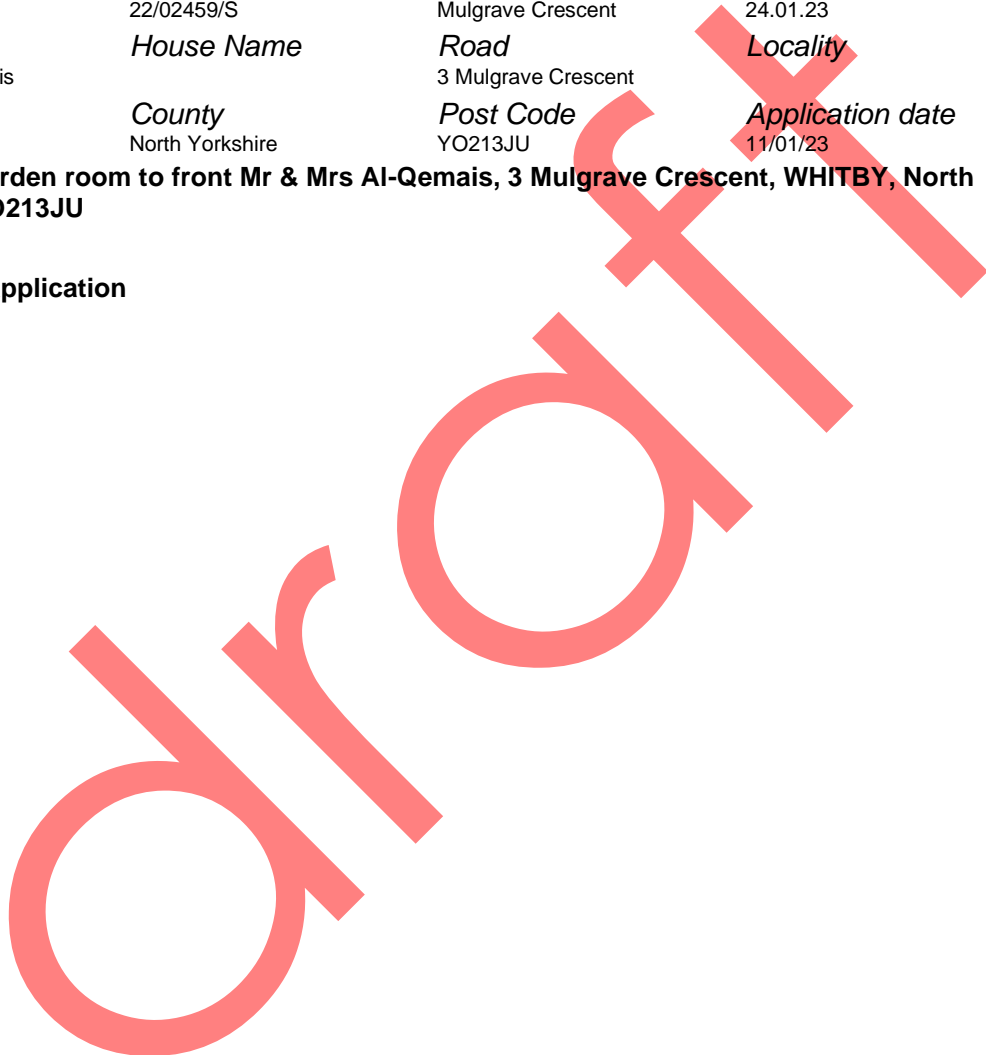
Replacement timber windows to front elevation, addition of 2no roof lights to rear elevation and internal alteration, Mr J Kilner, 2 White Horse Yard, Church Street, WHITBY, North Yorkshire, YO224BW

Comment
Support this application

10	<i>Plan Number</i> 23/003	<i>District Reference</i> 22/02459/S	<i>Road/Street</i> Mulgrave Crescent	<i>Date of meeting</i> 24.01.23
	<i>Applicant</i> Mr & Mrs Al-Qemais	<i>House Name</i>	<i>Road</i> 3 Mulgrave Crescent	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JU	<i>Application date</i> 11/01/23

Erection of garden room to front Mr & Mrs Al-Qemais, 3 Mulgrave Crescent, WHITBY, North Yorkshire, YO213JU

Comment
Support this application



WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Wednesday 25 January 2023** at 1.30pm in the Pannett Art Gallery, Pannett Park, Whitby.

Present: Councillors Mrs H Coughlan (Chair) with Councillors Mrs A Brown, G Goodberry (Substitute) and Mrs N Wilson.

Also: Mrs A Cowey - Deputy Clerk and Mrs H Berry – 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

331/22 APOLOGIES FOR ABSENCE

Apologies for inability to attend were received from Councillors R Dalrymple, J Harston, A Jones, Mrs L Wild and Helen Thornton (Gallery Mentor).

RESOLVED unanimously that apologies from Councillors Dalrymple, Harston, Jones and Mrs Wild are accepted.

332/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

333/22 MINUTES

MOVED by Councillor Mrs N Wilson, seconded by Councillor Mrs A Brown

RESOLVED that the Minutes of the meeting of the Pannett Art Gallery Committee held on the 4 May 2022 having been circulated be taken as read, approved and signed by the Chairman.

334/22 PUBLIC PARTICIPATION

No public participation.

335/22 CURATORS REPORT

The Curator went through her report (Attached) which was circulated to all members prior to the meeting.

MOVED by Councillor Mrs Wilson, seconded by Councillor Mrs Brown

RESOLVED unanimously that following advice received, the Bridgeman Library is approached to explore whether it would be interested in representing the PAG and its works of art.

MOVED Councillor Mrs Brown, seconded by Councillor Goodberry

RESOLVED unanimously that the PAG reduces its commission to 10% on paintings sold from the Whitby Art Society charitable exhibition 'Still Life to Save Lives' to maximise donations to the Air Ambulance

MOVED by Councillor Mrs Brown, seconded by Councillor Goodberry

RESOLVED unanimously that the Curators Report is received.

336/22 FINANCE

a. PAYMENT OF CHEQUES

MOVED by Councillor Mrs Wilson, seconded by Councillor Goodberry

RESOLVED that a) the payment of accounts as circulated up to 18 January 2023 totalling £21,606.29 are approved and
b) The Financial Officer is asked to investigate a cheaper credit card option for the PAG Shop.

b. SECURING AND CARING FOR THE COLLECTION

MOVED by Councillor Mrs Wilson, seconded by Councillor Mrs Brown

RESOLVED unanimously that all payments are approved towards securing and caring for the Soper collection, and the Curator is able to spend up to £1,000.00 with the approval of the Town Clerk towards anything required for care of the PAG collection.

337/22 SOPER COLLECTION

See Curator's Report

338/22 EXHIBITIONS, EVENTS AND COMMUNITY ENGAGEMENTS

4 February – 7 May	PAG - <i>Exploring the Pannett Paintings</i>	A glimpse at some of the paintings that aren't normally on display.
8 May – 15 June	Whitby Art Society - <i>Still Life to Save Lives</i>	Charity selling Exhibition in air of Air Ambulance.
17 June – 18 June	Caedmon College Whitby	Artwork from Whitby Sixth Form and GCSE students.
24 June – 17 Sept	PAG - <i>The Natural World</i>	The Artwork of George, Eileen, and Eva Soper.
19 Sept – 29 Oct	Fylingdales Group of Artists -	Annual Exhibition.
31 Oct – Christmas Closing	Whitby Art Society	Annual Exhibition.

339/22 ACQUISITION

MOVED by Councillor Mrs Brown seconded by Councillor Mrs Wilson

RESOLVED that a painting by Walter Stuart Lloyd (Staithe Group of Artists) donated by George Bednar is received and included in the PAG Collection.

340/22 ACCREDITATION

See Curators Report

341/22 DATE OF NEXT MEETING

To be confirmed.

CURATOR'S REPORT**Soper Collection**

After lengthy negotiations we agreed a loan contract acceptable to Pannett Art Gallery, the Soper Trust, and the Whitby Town Council solicitors.

Arranging the insurance of the collection, and in particular the insurance to cover the delivery of the artworks, was almost as protracted. We had to arrange overnight security cover for the collection before its arrival at the gallery.

We have now created additional storage space with shelving above the front office. We have also purchased a Museums standard dehumidifier to ensure collections care standards are adhered to. Tim is currently creating additional new storage in other under-utilised spaces.

Without these additional expenditures we would not have been able to satisfy the Soper Trust, or our insurers, that we could take on these paintings and artifacts.

The scale of the collection is immense but is well documented in an extensive series of ring binder files. We have also created a storage solution for these.

To help with some of these costs the Soper Trust have given us a substantial donation.

I continue to seek additional funding to assist with the long-term care and use of these works, to maximise this exciting opportunity. I am very keen that we ringfence the Soper donation to act as partnership funding for future funding applications. This will significantly strengthen any bid.

We understand that copyright for the artworks was bequeathed to the Artists Benevolent Fund, administered by the Chris Beetles Gallery. I am exploring this further to determine how we can capitalise on the more commercial images in the collection.

Once the copyright details are established, if it seems to be a viable option, is the Committee happy for me to approach Bridgeman Library "*the world's leading specialists in licensing fine art, cultural and historical media for reproduction*" to explore whether they might be interested in representing us with these artworks.

To make the most of this collection we will be displaying different elements at various points throughout the year in the main gallery.

Exhibitions, Events and Community Engagement

Exhibitions 2022

We successfully exhibited the **Peace Rose**, on loan from the Imperial War Museum, as part of our Falklands Anniversary display.

Other successful exhibitions included:

- The display of artwork by A level pupils from Caedmon College.
- Beautiful prints by Hull based artist Richard Lees
- Whitby Art Society
- Fylingdales Group of Artists

One Small Step – an open exhibition and community project encouraging awareness, conversations, and commitment to action, of the many small ways individuals can modify behaviour or adapt their lifestyles, to reduce carbon emissions and improve the environment.

Events / Community Engagement



One Small Step - With funding from Woodsmith Foundation we provided 10 sessions in local primary schools with an Environmental Superhero, 'Enviro-girl', raising awareness and promoting discussions, reaching over 300 primary school children.



These were followed up with seven art and craft sessions in the participating schools (approx 150 participants) to create artworks for the exhibition.

In addition, we provided six sessions, working with 3 different community groups ensuring we were engaging an older audience.

A Full project evaluation report is available.

Queens Platinum Jubilee



To celebrate the Platinum Jubilee We installed a knitted street party in the gallery, with knit items created by members of the community.

The knitting was later displayed in Whitby Library for approximately 1 month.

Fish and Ships Festival



With funding secured from Scarborough Borough Council we delivered two days of creative activities as part of the Fish and Ships Festival 2022. This took place during the One Small Step exhibition and we continued the theme of sustainability, focussing on sustainable fishing. A total of 175 members of the public, mainly families, engaged with this activity. A Full project evaluation report is available.

I am currently planning gallery activities for Fish and Ships 2023.

March Maths Month

The National Literacy Trust ran a storytelling session in the gallery, alongside a maths trail around the park, with free books for participants. This was extremely successful and will be repeated this year.

Forthcoming Workshops and Events

Art UK Wild Escape

With Funding from Art UK we are planning a programme of craft and creative writing of workshops for families, focussing on the birds in the Soper Collection.

Farmers Breakfast

In May I am presenting a session for Ryedale Carers, around the paintings in our collection on the theme of farming/ rural life, to the participants at Farmers Breakfast.

Esk Estuary event

In February I will be promoting our collections, focusing on paintings of the Esk, at an event at the Mission to Seamen.

2023 Exhibitions

Exploring the Pannett Paintings, February 4th –May 7th

A glimpse at some of the paintings that aren't normally on display.

Whitby Art Society. 'Still Life to Save Lives', May 8th – June 15th

A charity selling exhibition in aid of the Air Ambulance. **WAS have requested that we take a reduced commission on this exhibition to maximise the donations to the Air Ambulance.**

Caedmon College Whitby, June 17th – 18th

Artwork from Whitby Sixth Form and GCSE students.

The Natural World - The Artwork of George, Eileen, and Eva Soper, June 24th – September 17th

Fylingdales Group of Artists - Annual Exhibition, Sept 19th – October 29th

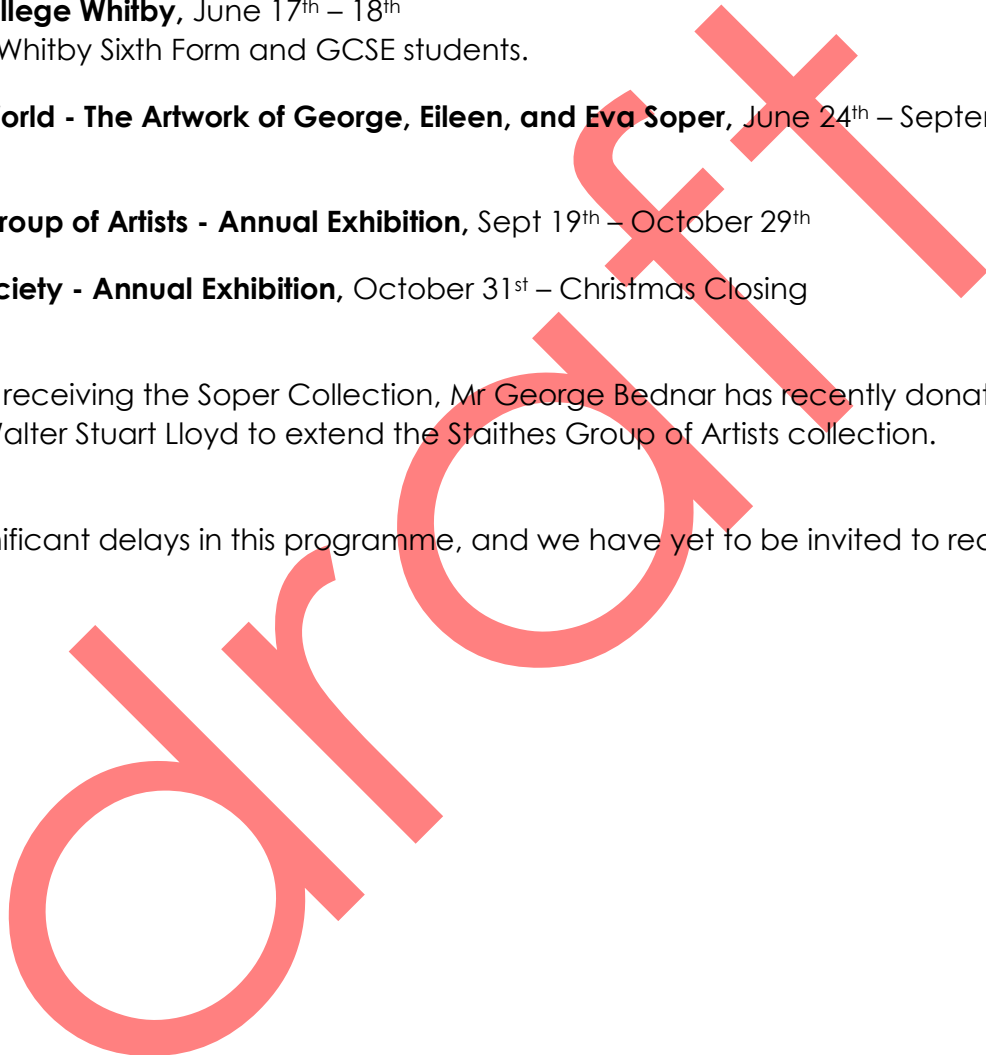
Whitby Art Society - Annual Exhibition, October 31st – Christmas Closing

Acquisitions

In addition to receiving the Soper Collection, Mr George Bednar has recently donated a painting by Walter Stuart Lloyd to extend the Staithes Group of Artists collection.

Accreditation

There are significant delays in this programme, and we have yet to be invited to reapply.



WHITBY TOWN COUNCIL

A report of the **EVENTS WORKING PARTY** held in the Normanby Room, Whitby Museum on **Wednesday 25 January 2023** at 3.30pm.

Present: Councillors Mrs N Wilson (Chairman), Mrs H Coughlan, Mrs S Turner and S Hinchliffe (Whitby Town Council), P Trumper (resident) and M Ward (Rotary)

Also: Mrs A Cowey, Deputy Town Clerk, Mrs H Berry PAG Curator and Mr T Cole Maintenance Manager

342/22 **APOLOGIES FOR ABSENCE**

Apologies for inability to attend were received from Councillors Mrs L Wild, R Dalrymple (Whitby Town Council) and FSK Burt (RAF Fylingdales)

343/22 **EVENTS 2023**

Members discussed in full events to be scheduled for 2023.

CORONATION – 6 May

- A Picnic in the Park will be organised to celebrate the Coronation of King Charles III. It was agreed that the Picnic would take place on Sunday 7 May and take the same format as last year's celebration for the Queen's Platinum Jubilee.
- Design a Crown Competition – three different age groups.
- Whitby College to be contacted to laser-cut crowns.
- Friends of Pannett Park be invited to help organise/take part in the event.

ARMED FORCES DAY – 24 June

- The format to be the same as in previous years.
- Contact RAF to see if there is a possibility of having a flypast.
- Invite the Town Bugler to play for flag raising and lowering.
- This year's charity to be 'Combat Stress'
- Enquire whether or not the trampolines will be available for the day in place of the climbing wall.

REMEMBRANCE DAY 12 November

- A secular service to be held on Dockend format the same as previous years.
- Contact REME to see if they will be attending.
- Contact Royal Fisheries regarding Fish and Chips for servicemen.

CHRISTMAS FESTIVAL 17 – 19 November

- To be held over the weekend of the 17 November subject to funding.
- Contact environmental health for more bins – food waste and recycling waste bins.

- If possible, to have 'This is the Coast Radio' for 3 days.
- Obtain a cost for the firework display.
- The light switch-on to take place at 7.45 on the first night.
- Rotary (Father Christmas) will be attending.
- To approach the relevant officer regarding two spurs for electricity on Front Marina Car Park (funding could possibly be obtained from – Town Deal/Sunshine Fund/Woodsmith Mine)
- Concern was raised about the number of Christmas lights not working – No column lights on Church Street – the need for larger Christmas Trees, very small last year.

344/22 REVIEW OF EVENTS HELD IN 2022

- Overall it was felt that all the events held in 2022 were successful.
- Friends of Pannett Park felt the picnic in the park had been a successful family event.
- Rotary had its most successful collection at last year's Christmas Festival.
- There were some sound issues at the Remembrance Service and the positioning of the speakers will need to be looked at prior to this year's service.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **FINANCE, POLICY AND GENERAL PURPOSES** Committee held in the Pannett Gallery on Tuesday 7 February 2023 at 6:00pm.

Present: Councillors Dalrymple (Chair), Abbott, Mrs Coughlan, Harston, Jones, Mrs Wild and Mrs Wilson.

Also: M King, Town Clerk, Cllrs Goodberry and Mrs Turner.

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

345/22 APOLOGIES FOR ABSENCE

None.

346/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

347/22 PUBLIC PARTICIPATION

No Public Participation

STANDING ORDERS REINSTATED

348/22 MINUTES OF MEETING HELD ON 6 DECEMBER 2022

MOVED by Councillor Mrs Wilson seconded by Councillor Jones and unanimously

RESOLVED that minutes of the meeting held on 6 December 2022 be approved and signed by the Chair as a correct record.

349/22 ACTION OUTSTANDING FROM PREVIOUS MEETINGS

The Clerk provided a verbal update on items from earlier meetings. It was noted that actions had been taken other than as listed on this agenda.

MOVED by Councillor Harston, seconded by Councillor Jones and unanimously

RESOLVED that the information be noted.

350/22 REVIEW OF INTERNAL CONTROLS

a) Risk Register

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

RESOLVED that the revised Risk Register be adopted.

b) Asset Register

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

RESOLVED that the revised Asset Register including the additions and the write-offs of 2 (off) gazebos and Christmas Lighting be approved.

351/22

APPROVAL OF EXPENDITURE

Submitted: a schedule of invoices dated from 1 December 2022 to 31 January 2023.

MOVED by Councillor Abbott, seconded by Councillor Jones and unanimously

RESOLVED that the schedule of expenditure up to 31 January in the sum of **£82,502.10** (as attached) is approved and submitted to Full Council.

352/22

INTERNAL AUDITOR'S REPORT

Submitted: The independent Internal Auditor's report.

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

RESOLVED that (a) the report is received; and
(b) the Clerk formally requests a statement on the total amount of admission money from the Museum.

353/22

MEDIUM TERM FINANCIAL PLAN

Submitted: a revised plan for approval. The committee identified that future provisions for polls and future provision for the Pier Footbridge payment be kept under review,

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

RESOLVED that the Medium-Term Financial Plan is approved.

354/22

RESERVES REVIEW

Submitted: the month ten position and recommend movements for consideration. The committee identified that, the following potential movements should be prioritised for action at year-end:

Transfers from the Christmas Lights and Toilets reserves to the General Fund in respect to in-year expenditure and transfer to the Mayoral Allowance and Election & Polls reserves from the General Fund in respect of underspends.

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

RESOLVED that (a) the reserves position is noted; and
(b) the potential movements identified should be prioritised for recommendation at year-end.

355/22

PROVISION OF TABLET COMPUTERS FOR COUNCILLORS

The Chair suspended Standing Orders during the debate to enable Cllrs Goodberry and Mrs Turner to participate. Members considered whether or not to obtain quotations for alternative approaches to providing tablet computers

and as to the means of funding this from current budgets. Standing Orders were reinstated for the vote.

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

RESOLVED that (a) it is noted that there is no budget provision for the purchase or lease of equipment for members in the 2023/34 budget; and (b) that obtains quotations for 19 (off) tablet computers for councillors, with appropriate software, support and training to enable effective corporate working.

Signature 4 April 2023

APPROVAL OF EXPENDITURE TO 31 JANUARY 2023

Date	Tran	Net	Organisation	Detail
05/12/2022	290	£13.00	Barclays Bank	Commission Charges 13 Oct - 12 Nov
07/12/2022	291	£28.25	Botham's of Whitby	Summer Whitby Mug - 2 off
07/12/2022	292	£25.50	Post Office	Mayor's Christmas Cards - Special D
16/12/2022	294	£71.00	SAGE UK Ltd	Payroll Subscription December 2022
20/12/2022	295	£2,720.00	Blachere Illumination UK Ltd	Additional fittings
20/12/2022	296	£477.98	PHS Group	Consumables
20/12/2022	297	£459.34	ADT Fire & Security PLC	Work on fire system (15/11/22)
20/12/2022	299	£206.40	Whistlestop Café	Refreshments - Christmas Festival
20/12/2022	300	£150.83	Harrisons Van Hire	Hire of 2 vans - 21/11 - 22/11
20/12/2022	301	£7.07	Amazon Services Europe S.A.R.L	Furniture lock - brass cam
21/12/2022	289	£13.11	EE Limited	Mobile Phone Charge (December)
21/12/2022	302	£1,690.27	TotalEnergies Gas & Power	Electricity (PAG & Museum) December
21/12/2022	303	£228.00	Siemens Financial Services Limited	Telephone lease charge and fee (reb
23/12/2022	288	-£1,000.00	Macy Browns	Reimbursement of Water Charges - Ne
23/12/2022	304	£85.60	Amazon Services Europe S.A.R.L	Microphones and cables
23/12/2022	305	£458.33	Vaillant Group UK Limited	Call-out repair of boiler
23/12/2022	306	£10.82	Boyes of Whitby	Consumables Christmas Festival
23/12/2022	307	£60.00	Holmans Bookshop	Books for Christmas festival
23/12/2022	308	£8.73	Yorkshire Trading Company	Consumables
23/12/2022	309	£7.50	Argos Whitby	Cable for sound desk connection
23/12/2022	310	£62.50	B&M (Whitby)	Consumables - Christmas Festival
23/12/2022	311	£556.44	Preservation Equipment Ltd	Dehumidifiers, acid free paper and
23/12/2022	312	£28.35	David Duggleby	Painting courier costs
23/12/2022	313	£208.00	Pitney Bowes	Meter reading and transaction fee b
28/12/2022	314	£1,085.30	Everflow Limited	Water Bill - December
28/12/2022	315	£71.49	Cathedral Hygiene	Air Freshener Servicing (November)
28/12/2022	316	£156.23	Document Solutions	November Bill
03/01/2023	338	£50.68	Pitney Bowes	Quarterly rental in advance
05/01/2023	320	£176.73	Grenke Leasing	Quarterly Charge - Photocopier Leas
05/01/2023	321	£720.69	ENGIE Gas Limited	Gas Charges - December 2022
09/01/2023	319	£8.80	Barclays Bank	Commission Charges 13 Nov - 12 Dec
10/01/2023	277	£935.00	Fools Paradise Ltd	Reckless Inventions as Cocky Robins
16/01/2023	318	£71.00	SAGE UK Ltd	Payroll Subscription January 2023
23/01/2023	355	£13.11	EE Limited	Mobile Phone Charge (January)
25/01/2023	322	£956.88	ENGIE Gas Limited	Gas Charges - January 2022
26/01/2023	350	£1,727.32	Everflow Limited	Water Bill - January
27/01/2023	339	£2.30	Pitney Bowes	Meter reading and transaction fee b
27/01/2023	354	£71.49	Cathedral Hygiene	Air Freshener Servicing (December)
30/01/2023	203	£9,391.70	Blackwall Green	Public toilet insurance
30/01/2023	317	£312.50	Society of Local Council Clerks	Practitioners' Conference (1-2 Febr
30/01/2023	323	£2,339.47	Business Stream	Water Charges - Museum 24 Sep
30/01/2023	324	£153.76	Business Stream	Water Charges - Allotment 24 Sep
30/01/2023	325	£180.00	Scarborough Borough Council	PreApp Advice on Pannett extension
30/01/2023	326	£117.25	H E Wooley LTD	Fire Extinguisher Testing
30/01/2023	327	£68.61	Normans Business Solutions	Stationery

Minutes

Item 5b(v)

Date	Tran	Net	Organisation	Detail
30/01/2023	328	£10.32	Normans Business Solutions	Stationery
30/01/2023	331	£250.00	Gordon Fletcher	Interim Audit Fee
30/01/2023	332	£56.40	PHS Group	Consumables
30/01/2023	333	£30.92	Sapphire Print Solutions	November Invoice - Printing Charges
30/01/2023	334	£760.00	Medics UK	Medical Cover - Christmas Festival
30/01/2023	335	£242.50	Medics UK	Medical Cover - Armed Forces Day
30/01/2023	336	£39.86	Rentokil Initial UK Ltd	Hygiene Services December 22
30/01/2023	337	£227.50	Scarborough Lifts	Engineer visit to the lift in the W
30/01/2023	340	£125.00	Yorkshire Society	Subscription 2022-23
30/01/2023	341	£22.27	Sapphire Print Solutions	December Invoice - Printing Charges
30/01/2023	344	£39.86	Rentokil Initial UK Ltd	Hygiene Services January 23
30/01/2023	345	£250.00	European Water Technology	RPZ Testing January 2023
30/01/2023	347	£800.00	Powercare	Christmas Festival stage pyros
30/01/2023	348	£250.00	Powercare	Christmas Lighting Cross Street rep
30/01/2023	349	£260.00	Scarborough Lifts	Annual maintenance cover
30/01/2023	352	£416.00	Society of Local Council Clerks	Membership 2023
30/01/2023	353	£80.00	Keighley Town Council	Mayor's Dinner Tickets (2 off)
31/01/2023	346	£155.15	Document Solutions	December Bill
		£29,203.11		
		£53,298.99	Confidential Transactions	
		£82,502.10		

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 14 February 2023** at 6.00pm.

Present: Councillor Mrs N Wilson (Chair) with Councillors; R Dalrymple, G Goodberry, S Hinchliffe and J Nock.

Also: Mrs A Cowey, Deputy Clerk.

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

356/22 APOLOGIES FOR ABSENCE

Apologies for inability to attend were received from Councillors R Barnett and J Harston.

MOVED by Councillor Nock, seconded by Councillor Hinchliffe

RESOLVED unanimously that the apologies for absence from Councillors Barnett and Harston are received.

357/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Goodberry declared a non-pecuniary interested in applications 22/024506/HS 30 Mill Court, The Carrs, Ruswarp YO21 1YL and 22/02462/FLA 115 Mayfield Road, YO21 1LT

STANDING ORDERS SUSPENDED

358/22 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

359/22 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

360/22 LISTED BUILDINGS

Members considered an email from Planning Enforcement regarding 9 St Hilda's Terrace – Non-compliance with approved plans - case reference 19/00021/NC.

MOVED by Councillor Dalrymple, seconded by Councillor Goodberry

RESOLVED unanimously that the Planning Committee are happy with the work carried out at this property.

361/22 LICENSING

Councillor Nock reported that the Police Commissioner Zoe Metcalf has agreed to visit Whitby during the summer season to ascertain for herself the detrimental effect of the stag/hen parties have on the town.

362/22 SCARBOROUGH LOCAL PLAN

MOVED by Councillor Dalrymple, seconded by Councillor Mrs Wilson

RESOLVED unanimously that the Planning Committee approve the amendments made to the Scarborough Local Plan and no response be submitted.

Signature March 2023

draft

Planning Applications Considered on 14 February 2023

1	Plan Number	District Reference	Road/Street	Date of meeting
	22/158/AMENDED	22/01832/LB		
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Paul Clemitshaw	Abbey Wharf Market Hall	Market Place	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
		North Yorkshire	YO224DD	30/01/23

22/158 - Amended plan

Re-design of proposed rooftop terrace, omission of first floor balcony to northern elevation and mixed stone, render and composite cladding to exterior of 1960s extended addition.

Comment

Support this amendment

2	Plan Number	District Reference	Road/Street	Date of meeting
	23/004	22/02397/HS	Park Terrace	14.02.23
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Simon Pritchard		9 Park Terrace	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211PN	19/01/23

Creation of parking space to front and new dormer window to rear, Mr Simon Pritchard, 9 Park Terrace, WHITBY, North Yorkshire, YO211PN

Comment

REFUSE in line with highways objections

3	Plan Number	District Reference	Road/Street	Date of meeting
	23/005	23/00005/HS	Holmstead Avenue	14.02.23
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr R Hartley		43 Holmstead Avenue	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211NA	25/01/23

Erection of first floor side and rear extension over existing ground floor extension, R Hartley, 43 Holmstead Avenue, WHITBY, North Yorkshire, YO211NA

Comment

Support this application

4	Plan Number	District Reference	Road/Street	Date of meeting
	23/006	23/00052/FL	Cleveland Terrace	14.02.23
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Geoffrey Wolstenholme	The Manse, Flat 3	20 Cleveland Terrace	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211PB	25/01/23

Conversion of existing first floor flat and ground floor store to form 1 no. dwellinghouse and associated external alterations, Mr Geoffrey Wolstenholme, The Manse, Flat 3, 20 Cleveland Terrace, WHITBY, North Yorkshire, YO211PB

Comment

Support this application

5	<i>Plan Number</i> 23/007	<i>District Reference</i> 23/00068/HS	<i>Road/Street</i> Blackburns Yard	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Martin Tucker Ltd (Mr Martin Tucker)	<i>House Name</i> 2 Blackburns Yard	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DS	<i>Application date</i> 27/01/23

Internal and external alterations and repairs to outbuilding, Martin Tucker Ltd (Mr Martin Tucker), 2 Blackburns Yard, Church Street, WHITBY, North Yorkshire, YO224DS

Comment

Support this application

6	<i>Plan Number</i> 23/008	<i>District Reference</i> 23/00073/HS	<i>Road/Street</i> Dunsley Crescent	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Mr Sven Bailey	<i>House Name</i>	<i>Road</i> 5 Dunsley Crescent	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JH	<i>Application date</i> 27/01/23

Erection of single storey front and rear extensions, Mr Sven Bailey, 5 Dunsley Crescent, WHITBY, North Yorkshire, YO213JH

Comment

Support this application

7	<i>Plan Number</i> 23/009	<i>District Reference</i> 23/00072/HS	<i>Road/Street</i> East Way	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Mr Mike Whitehead	<i>House Name</i>	<i>Road</i> 11 East Way	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213PE	<i>Application date</i> 27/01/23

Extension of concrete driveway to front and widening of dropped kerb, Mr Mike Whitehead, 11 East Way, WHITBY, North Yorkshire, YO213PE

Comment

Support this application subject to highways conditions being implemented

8	<i>Plan Number</i> 23/010	<i>District Reference</i> 23/00091/HS	<i>Road/Street</i> Westbourne	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Mr & Mrs Rutherford	<i>House Name</i>	<i>Road</i> 16 Westbourne Avenue	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213NF	<i>Application date</i> 31/01/23

Erection of first floor side extension incorporating rear balcony, Mr & Mrs Rutherford, 16 Westbourne Avenue, WHITBY, North Yorkshire, YO213NF

Comment

Support this application

9	<i>Plan Number</i> 23/011	<i>District Reference</i> 22/02506/HS	<i>Road/Street</i> Mill Court	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Mr G Chaddock	<i>House Name</i> 30 Mill Court	<i>Road</i> The Carrs	<i>Locality</i> RUSWARP
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211YL	<i>Application date</i> 01/02/23

Alterations to rear first floor bay window to form walk in bay, Mr G Chaddock, 30 Mill Court, The Carrs, RUSWARP, WHITBY, North Yorkshire, YO211YL

Comment

REFUSE - out of keeping - effect on the appearance of the neighbourhood - we understand there is a historic covenant in place to maintain the appearance of the Court.

10	<i>Plan Number</i> 23/012	<i>District Reference</i> 23/00099/HS	<i>Road/Street</i> Resolution Way	<i>Date of meeting</i>
	<i>Applicant</i> Wendy Banks	<i>House Name</i>	<i>Road</i> 3 Resolution Way	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211NP	<i>Application date</i> 01/02/23

Roof alteration/extension to provide 2 storey frontage, Wendy Banks, 3 Resolution Way, WHITBY, North Yorkshire, YO211NP

Comment

Support this application

11	<i>Plan Number</i> 23/013	<i>District Reference</i> 23/00137/FL	<i>Road/Street</i> Stainsacre Lane	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Enquire Learning Trust (Mr Paul Kennedy)	<i>House Name</i>	<i>Road</i> East Whitby Primary School	<i>Locality</i> Stainsacre Lane
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224HU	<i>Application date</i> 02/02/23

Erection of a single storey extension on South and East elevations. Conversion of educational space into dormitory accommodation and provision of additional parking, Enquire Learning Trust (Mr Paul Kennedy), East Whitby Primary School, Stainsacre Lane, WHITBY, North Yorkshire, YO224HU

Comment

Support this application

12	<i>Plan Number</i> 23/014	<i>District Reference</i> 22/02462/FLA	<i>Road/Street</i> Mayfield Road	<i>Date of meeting</i> 14.02.23
	<i>Applicant</i> Mr & Mrs M & L Coates	<i>House Name</i>	<i>Road</i> 115 Mayfield Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LT	<i>Application date</i> 25/01/23

Variation of conditions 1 (approved plans) and 2 (occupancy restriction) of decision 22/00400/FL, to allow proposed extension to be used in connection with dwelling, Mr & Mrs M & L Coates, 115 Mayfield Road, WHITBY, North Yorkshire, YO211LT

Comment

Support the variation of condition

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT** Committee held in the Pannett Gallery on Tuesday 21 February 2023 at 6:00pm.

Present: Councillors Harston (Chair), Coughlan (sub), Dalrymple, Jones, Nock, Smith and Mrs Wilson.

Also: M King, Town Clerk, Cllr Croft and one member of the public.

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

363/22 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Mrs Brown.

MOVED by Councillor Harston, seconded by Councillor Nock and unanimously

RESOLVED that Cllr Brown's apologies be accepted.

364/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

365/22 PUBLIC PARTICIPATION

One member of the public spoke in support of the Whitby Green Space initiative tabled under item 366/22.

STANDING ORDERS REINSTATED

The Chair agreed to rearrange the remainder of the agenda to address this issue in turn.

366/22 WHITBY GREEN SPACE

Members considered to what extent the town council could engage with the work undertaken by the Whitby Community Network to publicise or pursue the objectives set out in its Whitby Green Space initiative and whether there are any additional areas that could be considered within the analysis or within the proposals that could form part of a wider community dialogue as part of, or alongside, the development of the Neighbourhood Plan

MOVED by Councillor Dalrymple, seconded by Councillor Nock and unanimously

RESOLVED that the Council:

- a) provides a link to the study undertaken by the Whitby Community Network and the ten-point plan from the town council website; and
- b) refers the topic to the Neighbourhood Plan steering group, once constituted.

367/22 MINUTES OF MEETING HELD ON 20 DECEMBER 2022.

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

RESOLVED that the minutes of the meeting held on 20 December 2022 be approved and signed by the Chair as a correct record.

368/22 CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY

a) **294/22 REQUEST FOR ROAD MARKINGS**

The committee considered information provided by NYCC in response to the request from a member of the public for the extension of yellow lines around the corner of Gray Street and onto North Road for the safety of North Road.

MOVED by Councillor Nock, seconded by Councillor Smith and unanimously

RESOLVED that the re-lining of Gray Street/North Road should be monitored and the Area 3 Highways Team be requested to provide further updates.

b) Verbal report from the Clerk

The Clerk noted that the resolutions of the previous meeting had been actioned and that he was to attend a scheduled meeting with Highways Officers to further explore the issues around street lighting and salt bins.

MOVED by Councillor Nock, seconded by Councillor Dalrymple and unanimously

RESOLVED that officers of Area 3 Highways be invited to attend a future meeting to provide an update for members.

369/22 NOTICE OF MOTION

Members noted that the government had recently announced the extension of the reduced fare scheme until June, but that, nonetheless, the eventual end of the scheme would disadvantage local people making rural journeys and reduce bus usage.

MOVED by Cllr Jones, Seconded by Cllr Mrs Wilson and unanimously

RESOLVED that Whitby Town Council calls on North Yorkshire County Council and on the Mayor of the Tees Valley Combined Authority, Ben Houchen to use their powers as Travel Concession Authorities to extend the Government's £2 bus fare scheme past its end date, to support working people during the cost-of-living crisis and to help facilitate a modal-shift towards more efficient and environmental forms of transport.

370/22

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.

- a) **Street Lighting** It was noted that on White Point Avenue, the long part of the road, does not have any streetlights. A response had been received to this issue, reported on the NYCC on-line system, to the effect that the light would be replaced at some point. The light is owned by SBC and maintained by NYCC.
- b) **Pavilion Car Park** members noted that the car-park barrier and several cones appear to be discarded on the cliff side. These had been previously notified to SBC and were to be cleared in August 2022.
- c) **Dog Fouling** members noted the current prevalence of dog fouling in Whitby streets and wanted to enquire what success SBC's dog wardens were having in identifying and penalising irresponsible dog owners under the existing PSPO.
- d) **Murrayfield Gardens** there is a missing (wooden) handrail in this location.

MOVED by Cllr Smith, seconded by Cllr Jones and unanimously

RESOLVED That the Clerk write to the district council to request an update on progress to resolving these issues.

Signature 18 April 2023

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 28 February 2023** at 6.00pm.

Present: Councillor Mrs N Wilson (Chair) with Councillors; R Barnett, R Dalrymple, J Harston, J Nock and Mrs S Turner (Substitute).

Also: Mrs A Cowey, Deputy Clerk.

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

208/22 APOLOGIES FOR ABSENCE

Apologies for inability to attend were received from Councillors G Goodberry and S Hinchliffe.

MOVED by Councillor Nock, seconded by Councillor Dalrymple

RESOLVED unanimously that the apologies for absence from Councillors Goodberry and Hinchliffe are received.

371/22 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

No declarations of interest

STANDING ORDERS SUSPENDED

372/22 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

373/22 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

374/22 LISTED BUILDINGS

Nothing to report.

375/22 LICENSING

Nothing to report.

209/22 ENFORCEMENT

Members considered emails from Scarborough Borough Council regarding outstanding enforcement issues raised by the Town Council;

20/00012/LIB 38 Flowergate – members still have concerns regarding the size of the blue plaque erected on this listed building which appears to be totally out of character and would like this issue investigated further.

- 20/00239/COM JK's Wellington Road – There is an on-going issue with the permitted area for external seating, which in the holiday season appears to be set beyond the approved space. The Town Council would like this to be investigated further and would also like a list of all premises in Whitby with a licence to have external seating.
- 20/00058/LIB Ramsdens, 127 Church Street – no further action required.
- 20/00056/COM 78 Baxtergate, erection of signage – Members would still like to know whether or not this signage has been approved.
- 20/00068/LB 4 Bagdale, work to boundary wall – no further action required.
- 20/00237/LIB Powder Houses, Battery Parade – members still require an urgent investigation into the maintenance of these listed buildings which are of historical importance.

Signature March 2023

DRAFT

Planning Applications Considered on 28 February 2023

1	<i>Plan Number</i> 20/122/AMENDED	<i>District Reference</i> 20/01632/FL	<i>Road/Street</i> Land west of Spital Bridge	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> ICP (Heckmondwike) Ltd	<i>House Name</i>	<i>Road</i> Land West of Spital Bridge	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 17/02/23

20/122 - Amended plan

Amended Scheme Proposing and alternative design and reduced number of dwellings to 5 - Land West of Spital Bridge accessed from California Road, Whitby.

Comment

OBJECT -Over development - Highways and Access - Community Safety - out of character with the area - no flood risk report.

2	<i>Plan Number</i> 22/122/AMENDED	<i>District Reference</i> 22/01661/FL	<i>Road/Street</i>	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Sue Duck	<i>House Name</i> Mademoiselles Café Bistro	<i>Road</i> 1 Skinner Street	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AH	<i>Application date</i> 21/02/23

22/122 - Amended plan Revised plans received to meet concerns

Comment

OBJECT - Highway and access - no parking for the number of rooms - detracts from the character and appearance of the area

3	<i>Plan Number</i> 22/123/AMENDED	<i>District Reference</i> 22/01662/LB	<i>Road/Street</i>	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Sue Duck	<i>House Name</i> Mademoiselles Café Bistro	<i>Road</i> 1 Skinner Street	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AH	<i>Application date</i> 21/02/23

22/123 - Amended plan Revised Plan received

Comment

OBJECT - Highway and access - no parking for the number of rooms - detracts from the character and appearance of the area

4	<i>Plan Number</i> 22/173/AMENDED	<i>District Reference</i> 22/01374/FL	<i>Road/Street</i> Khyber Pass	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> The Fishermans Wife	<i>House Name</i> Graveleys	<i>Road</i> Khyber Pass	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213PZ	<i>Application date</i> 17/02/23

22/173 - Amended plan

Comment

Support this application

5	<i>Plan Number</i> 23/015	<i>District Reference</i> 22/02528/FL	<i>Road/Street</i> Bridge Street	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Mr Nik Hill	<i>House Name</i>	<i>Road</i> 16 Bridge Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BG	<i>Application date</i> 09/02/23

Conversion of upper floors to form holiday apartment (sui generis) with associated alterations, Mr Nik Hill, 16 Bridge Street, WHITBY, North Yorkshire, YO224BG

Comment
Support this application

6	<i>Plan Number</i> 23/016	<i>District Reference</i> 22/02452/FL	<i>Road/Street</i> Cholmley Way	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Dalewood Trust	<i>House Name</i>	<i>Road</i> Cholmley Way	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NQ	<i>Application date</i> 09/02/23

Erection of replacement conservatory entrance, Dalewood Trust, Cholmley Way, WHITBY, North Yorkshire, YO224NQ

Comment
Support this application

7	<i>Plan Number</i> 23/017	<i>District Reference</i> 22/02529/LB	<i>Road/Street</i> Bridge Street	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Mr Nik Hill	<i>House Name</i>	<i>Road</i> 16 Bridge Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BG	<i>Application date</i> 09/02/23

Conversion of upper floors to form holiday apartment with associate alterations, Mr Nik Hill, 16 Bridge Street, WHITBY, North Yorkshire, YO224BG

Comment
Support this application

8	<i>Plan Number</i> 23/018	<i>District Reference</i> 23/00187/FL	<i>Road/Street</i> Crescent Terrace	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Mrs J Ward	<i>House Name</i> Riviera Hotel	<i>Road</i> 4 Crescent Terrace	<i>Locality</i> North Terrace
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213EL	<i>Application date</i> 10/02/23

Erection of first floor rear extension with associated alterations, Mrs J Ward, Riviera Hotel, 4 Crescent Terrace, North Terrace, WHITBY, North Yorkshire, YO213EL

Comment
Support this application

9	<i>Plan Number</i> 23/019	<i>District Reference</i> 22/02472/FL	<i>Road/Street</i> Old Market Place	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Mr Kieran Robinson	<i>House Name</i> Custom House	<i>Road</i> 1 Old Market Place	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BT	<i>Application date</i> 13/02/23

Conversion of 1st and 2nd floor offices and alterations to existing 3rd floor apartment to form 3no holiday apartments, with associated external alterations, Mr Kieran Robinson, Custom House, 1 Old Market Place, WHITBY, North Yorkshire, YO213BT

Comment

Support this application - Councillors would like the the Custom House Sign retained

10	<i>Plan Number</i> 23/020	<i>District Reference</i> 22/02473/LB	<i>Road/Street</i> Old Market Place	<i>Date of meeting</i> 13.02.23
	<i>Applicant</i> Mr Kieran Robinson	<i>House Name</i> Custom House	<i>Road</i> 1 Old Market Place	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BT	<i>Application date</i> 13/02/23

Conversion of 1st and 2nd floor offices and alterations to existing 3rd floor apartment to form 3no. Holiday apartments, with associated external alterations, Mr Kieran Robinson, Custom House, 1 Old Market Place, WHITBY, North Yorkshire, YO213BT

Comment

Support this application - Councillors would like the Custom House Sign retained

11	<i>Plan Number</i> 23/021	<i>District Reference</i> 23/00013/FLA	<i>Road/Street</i> Guisborough Road	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> James Welch	<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> 14/02/23

Variation of condition 1 (approved plans) on decision reference 19/02127/FL to allow alterations to site roads, lodge/pod layout and associated hard surfaces, James Welch, Cross Butts Farm, Guisborough Road, WHITBY, North Yorkshire, YO211TL

Comment

OBJECTIONS - support the HSE concerns

12	<i>Plan Number</i> 23/022	<i>District Reference</i> 23/00045/HS	<i>Road/Street</i> Blackburns Yard	<i>Date of meeting</i> 28.02.23
	<i>Applicant</i> Mr C Myring	<i>House Name</i> 16 Blackburns Yard	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DS	<i>Application date</i> 15/02/23

Proposed single storey extension and garden canopy, Mr C Myring, 16 Blackburns Yard, Church Street, WHITBY, North Yorkshire, YO224DS

Comment

OBJECT - out of keeping - Affect on amenity of neighbours - views of consultees and interested parties - totally out of keeping within a conservation area

13 *Plan Number* 23/023 *District Reference* 22/02394/HS *Road/Street* Mayfield Road *Date of meeting* 28.02.23
Applicant Mr Neil Lonsdale *House Name* *Road* 52 Mayfield Road *Locality*
Town WHITBY *County* North Yorkshire *Post Code* YO211LX *Application date* 17/02/23

Erection of new pitched roof dormer, 2 storey front extension, rendering first floor external walls and alterations to parking area and front wall, Mr Neil Lonsdale, 52 Mayfield Road, WHITBY, North Yorkshire, YO211LX

Comment
Support this application

14 *Plan Number* 23/024 *District Reference* 23/00197/HS *Road/Street* Black Horse Yard *Date of meeting* 28.02.23
Applicant Mr Justing Waring *House Name* The Old Coach Stable *Road* 7 Black Horse Yard *Locality* Church Street
Town WHITBY *County* North Yorkshire *Post Code* YO224BP *Application date* 20/02/23

Installation of a new window to first floor front elevation, Mr Justing Waring, The Old Coach Stable, 7 Black Horse Yard, Church Street, WHITBY, North Yorkshire, YO224BP

Comment
Support this application subject to the use of heritage style windows

15 *Plan Number* 23/025 *District Reference* 23/00153/FL *Road/Street* St Hildas Terrace *Date of meeting* 28.02.23
Applicant Mr A & Mrs M Wilson *House Name* *Road* 24 St Hildas Terrace *Locality*
Town WHITBY *County* North Yorkshire *Post Code* YO213AE *Application date* 21/02/23

Installation of rooflights to rear elevation - Mr A & Mrs M Wilson, 24 St Hildas Terrace, WHITBY, North Yorkshire, YO213AE

Comment
Support this application

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 7 MARCH 2023**

PROPOSAL TO AMALGAMATE SCHOOLS

1. Introduction

1.1. Following a decision of the NYCC Executive Member on 7 February, a consultation period has been called on its proposal to amalgamate Caedmon College Whitby and Eskdale School from 1 September 2024.

1.2. The consultation document was forwarded to members by email on 20 February.

2. Process

2.1. In December 2022, the Governing Board of the Whitby Secondary Partnership decided to ask North Yorkshire County Council to commence a consultation process on their proposal to amend the structure of the Whitby Secondary Partnership. Their initial proposal was that Caedmon College Whitby and Eskdale School amalgamate from 1 September 2023. Following further consideration, the Governing Board requested, and the County Council has agreed, to consult on the amalgamation taking place from 1 September 2024.

2.2. The Governing Board set out three linked factors as the reasons for their proposal to amalgamate Caedmon College Whitby and Eskdale School:

- low pupil numbers,
- significant financial challenges at both schools and
- an imperative to give the best education and curriculum to the young people of Whitby.

More details about these are set out in the consultation document.

2.3. The Governing Board has asked North Yorkshire County Council to consult on the following proposal:

- 1 That the Local Authority should amalgamate Caedmon College Whitby and Eskdale School from 1 September 2024.
- 2 This would result in the technical closure of Eskdale School.
- 3 The Eskdale School site is declared surplus to school requirements and is returned to Local Authority management.

2.4. Amalgamation is a proposal to technically close one school (in this Eskdale School) and enlarge an existing school (in this case Caedmon College Whitby), to accommodate all pupils. The remaining school would retain its original registration number and age range.

2.5. There is an opportunity to rename Caedmon College Whitby as part of this reorganisation process, and this is something governors propose to do ahead of the amalgamated school's proposed opening on 1 September 2024.

2.6. The consultation period lasts until 5pm on Friday 31 March.

2.7. The basic questions on which a response is invited are set out at Appendix A.

3. Conclusion

3.1. The governors of the WSSP were invited to address this meeting and declined to do so. Two public consultation meetings on the proposed merger are to take place on Wednesday 8 March at Whitby Pavilion at 12:30pm and 6:30pm at which the governors and NYCC will present the case for change and take questions.

Recommendation – a) That council considers its response to the consultation document; and

b) That council considers whether it wishes to delegate responsibility for communicating its response to a member who can be present at the public meeting to be held on 8 March.

Michael King
Town Clerk & RFO

Caedmon College Whitby and Eskdale School

This is a consultation on proposals to amalgamate Caedmon College Whitby and Eskdale School from 1 September 2024.

We are collecting this information for the purpose of gathering views on the proposal. Your personal data will not be published or passed to any other organisation unless a legal obligation compels us to do so.

Reading our Privacy Notice will help you understand how and why we process your personal data. www.northyorks.gov.uk/privacy-notices

Do you have any comments about the amalgamation proposal?
(Please do not disclose any personal information in your answer)

Do you support these proposals? Yes/No/Don't know

What is your interest/status? Parent / Governor / Teacher / Community / Other

Other (please state)

Name of school:
(if applicable)

To confirm your proximity to school and to prevent duplicate responses we are asking you to provide your name and address. This information will be removed from any analysis or reports.

Name:

Address:

Postcode:

To help us assess whether we have provided clear information, please let us know whether you found this consultation easy to understand? **Yes / No**

Do you have any suggestions for improvement?

Please send this response sheet to the following "FREEPOST" address. You do not need to use a postage stamp.

FREEPOST RTKE-RKAY-CUJS
Caedmon College Whitby & Eskdale School
Strategic Planning
North Yorkshire County Council
County Hall
NORTHALLERTON
DL7 8AE

Or to submit your response online go to:

<https://consult.northyorks.gov.uk/snapwebhost/s.asp?k=167542956340>

To be received by no later than **5pm on 31 March 2023**

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 10 JANUARY 2023**

NEIGHBOURHOOD PLAN

1. Introduction

- 1.1. At the January meeting, Council resolved to invite quotations to provide support from a suitably qualified professional to manage the development of a neighbourhood plan, to advise on planning policy and to draft the plan and supporting documents. Covering:
- Project management
 - Data profiling and analysis
 - Design and delivery of the community consultation and stakeholder engagement
 - Policy drafting and writing the Neighbourhood Plan – including graphic design and layout
 - Writing the submission support documents
 - Guidance through independent examination and referendum.

2. Process

- 2.1. Four consultancies were approached to provide a quotation.
- 2.2. These were:
Compasspoint;
Locality;
Praxis Planning Ltd; and
Stovell & Millwater Limited;
- 2.3. Each was asked to provide a brief proposal outlining their approach to the work, experience in developing similar plans, and proposed fee structure. These were to be submitted no later than Tuesday 28 February.
- 2.4. Two proposals were returned. Copies of the proposals are circulated separately to councillors. Please note that details of the fee breakdown and the methodology may be considered as commercially sensitive.
- 2.5. Should members wish to discuss the detailed cost breakdown, it will be necessary to adjourn the item until a motion to exclude any press and public present is resolved.

3. Analysis

- 3.1. The two proposals (here A and B) both demonstrate capability covering the requirements set out in section 1.1, above.
- 3.2. These can be compared:

Criteria	Quote A	Quote B
Meets the Brief	Yes	Yes

Programme (Rank)	Yes (1)	Yes (2)
Evidence of Previous Work (Rank)	Yes (1)	Partial (2)
Cost (as proposed)	£16,400	£19,000
Hourly Rate (additions)	£50	£70

4. Conclusion

- 4.1. Whist both proposals show relevant capability, the track record of consultant A is more complete and the rates quoted are lower, both for the basic presumed project cost and for additions at the day-rate.

Recommendation – That the town council awards a contract to support the development of Whitby’s Neighbourhood Plan to the consultants submitting proposal A.

Michael King
Town Clerk & RFO

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 7 MARCH 2023**

CIVILITY AND RESPECT PLEDGE

1. Introduction

- 1.1. Throughout the sector, there are growing concerns about the impact bullying, harassment and intimidation is having on councils, councillors and staff and the resulting effectiveness of local councils. In response, the Civility and Respect Project has been founded by representatives from across the sector including the National Association of Local Councils (NALC) councils, County Associations (including YLCA), the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW).

2. Mission

- 2.1. The Civility and Respect Project Working Group set out a mission statement summarising the core aims and values for securing permanent change in the sector:

Civility and respect should be at the heart of public life and good governance is fundamental to ensuring an effective and well-functioning democracy at all levels.

The intimidation, abuse, bullying and harassment of councillors, professional officers and staff, in person or online, is totally unacceptable; whether that is by councillors, professional officers, staff or members of the public.

This can prevent councils from functioning effectively, councillors from representing local people, discourage people from getting involved including standing for election, and undermine public confidence and trust in local democracy.

- 2.2. The membership organisations representing the first tier of local government in England and Wales, and the professional body for clerks, are committed to working together to promote civility and respect in public life, good governance, positive debate and supporting the well-being of councillors, professional officers and staff.
- 2.3. They believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

3. Signing Up

- 3.1. Local councils are being invited to commit to the project and sign the Civility and Respect Pledge. By the town council signing up to the pledge we are demonstrating that Whitby Town Council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
- 3.2. Signing up is a simple process, which requires councils to register and agree to the following statements:

Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Our council has put in place a training programme for councillors and staff.

Our council has signed up to Code of Conduct for councillors.

Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.

Our council will commit to seeking professional help in the early stages should civility and respect issues arise.

Our council will commit to calling out bullying and harassment when if and when it happens.

Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme.

Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

3.3. The council has adopted the model Code of Conduct, which is, in any case, a statutory requirement of the Localism Act 2011. NALC is also promoting a suite of on-line training opportunities, which meet the assertion on possessing a training programme. The outline of available training is listed in Appendix A.

4. Conclusion

4.1. The Civility and Respect Pledge is a sector-specific undertaking which is promoted by the relevant bodies representing town and parish councils.

Recommendation - That Whitby Town Council adopts the project and signs the Civility and Respect Pledge.

Michael King
Town Clerk & RFO

On-line Training Resources available from NALC

Standards in public life

This module is designed to support those elected or co-opted and/or working in local councils, to understand the principles of conduct expected of all councillors.

Learning Objectives: Understand councillor obligations under the Code Understand when and where the Code applies Understand the minimum standards of conduct required in public office Understand the importance of training and maintaining competence Understand the different types of interest and when to declare Understand the importance of the Register of Interests and its ongoing maintenance.

Respectful and positive social media for councils and councillors

In this introductory e-learning module we'll consider the opportunities and risks associated with social media from a civility and respect perspective. We will explore a range of proactive and pre-emptive strategies councils and councillors can put in place to set themselves up for success. We'll explore what to do if things go wrong and how to manage a range of scenarios from trolling to harassment and practical what steps you can take.

Leadership in challenging situations for councils and councillors

In this introductory e-learning module we will consider different leadership styles in the context of your role at the council, exploring which styles we personally 'default' to and which styles can work effectively for different situations. We will also discover how to build, support and get the most from an effective and motivated team.

Personal resilience for councils and councillors

In this introductory e-learning module we develop a better understanding of where our behaviour comes from and we'll consider what resilience means for us in the context of our roles within the council. There will be opportunities to explore role-focused scenarios and consider how we might respond to them. We'll also explore strategies to deal with and manage a range of situations.

Mental health awareness

This online course in Mental Health Awareness has been developed by healthcare training experts, Espirita. It seeks to highlight the issues related to mental health disorders and ensure that learners are equipped with practical knowledge on how to recognise, manage and support those suffering from poor mental health – which could include themselves.

Introduction to behavioural agility

Written by best-selling author Liggy Webb, considered a leading authority in resilience and behavioural agility, shows us how to reduce unhealthy stress and lighten our loads by adopting a growth mindset and embracing change.

Introduction to changing behaviours

Best-selling author and leading authority on resilience and behavioural agility, Liggy Webb, teaches us how we can rewire our brains to form new neural connections.

Introduction to resilience

Best-selling author and leading authority on resilience, Liggy Webb, brings us the core principles and practical advice needed to build our personal resilience via positivity and the ability to successfully deal with change.

Equality, diversity and inclusion essentials

Equality, diversity and inclusion essentials by Nimble e-learning. This course addresses threats to equality such as discrimination, harassment and victimisation, and looks at how you can promote fairness, diversity and inclusion at work.

Modern slavery essentials

This course explores the concept of modern-day slavery and addresses the signs that might suggest a vulnerable person is being exploited.

Personal safety essentials

This course seeks to improve personal safety awareness and provides tips and advice on how to keep yourself safe at work, at home, in public places and while travelling.

Stress management essentials

Stress management essentials by Nimble e-learning. This course explains what stress is, looks at ways to reduce stress and offers coping strategies to better manage stress levels.

Introduction to local councils

This eLearning module includes a range of activities to help you develop your knowledge of Parish and Town Councils There will be a short assessment at the end of topics to check your learning and understanding of the topic.

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 7 MARCH 2023**

REVIEW OF FEES AND CHARGES

1. Introduction

- 1.1. This report presents a review of charges for allotments and public toilets. The review is intended to ensure that the charges levied are appropriate to the services and are sufficient to cover costs and minimise the impact on precept payers. The report also considers the impact of any proposed changes to charges on both users and the council's operational costs.

2. Allotment Charges

- 2.1. Allotments are charged to tenants under the annual allotment agreement. There is a charge which applies to the standard plots across all three sites and a reduced (half-plot) rate which applies to four subdivided plots. In addition, water costs are recharged on Stakesby Vale.
- 2.2. Allotment law requires that twelve months' notice is given to tenants of any proposed increase in allotment rents. The rent for 2022-23 has been based on £31.20 per full plot and will remain unchanged for the year starting 1 April 2023. It is proposed that the rental is increased by 80p per full plot to £32.00 from 1 April 2024.
- 2.3. On the basis that 50 of the 53 available plots are lettable, this would produce an income to fund allotment maintenance and improvement of £1,600.

3. Public Toilet Charges

- 3.1. Public toilets are charged at 40p per visit. This price has been unchanged since the council took responsibility for the toilets in 2017. Following a peak of usage in 2020-21, the numbers using (paying for) the toilets in 2021-22 was 629,952. The surplus generated to the town council in 2022 was £60,012. Expenditure this year has focussed on renovation to Ruswarp (which is not charged for) and major works at New Quay Road. The contractor must cover their costs from their share of the takings. In common with other aspects of the economy, wage and material costs for providing the service have been increasing due to inflation. In order to maintain the service, consideration needs to be given to increasing the basic charge. An increase to 50p is suggested.
- 3.2. In addition, the council charges a concessionary rate to school parties to be given an access code covering the day(s) of their visit. Currently this is charged at £10 per day. In 2022, there were 48 school party visit days charged for. AN increase to £12 per day is suggested.

4. Additional Fees

- 4.1. Members will be aware that the bank charges a flat rate of £1.50 to deposit a cheque over the counter within the tariff of the account available to the council. It is proposed that this cost is recharged to any payment which is made by cheque.

5. Conclusion:

5.1. Changes to toilet fees and charges should be made from 1 June 2023 or as soon as practicable to enable changes to be made to the cash collection machines, any increase in allotment rents would be effective from 1 April 2024.

Recommendation – a) That the fee for toilet use is increased by 10p to 50p
b) That the fee for concessionary toilet use by schools is increased to £12 per day;
c) That the additional charge for any payment by cheque should be confirmed to be £1.50; and
d) That the allotment rental for 2024-25 be set at a basic fee of £32.00 per full plot.

a) Whitby Swing Bridge – Public Realm Preliminary Discussion

Members will be aware of the information circulated on 24 February on behalf of Area 3 Highways on initial design concepts for improvements in the public realm around the proposed part-pedestrianisation of the Swing Bridge.

Prior to a formal consultation to be undertaken by the county council, I am seeking council's approval to submit the comments of members on behalf of the town council as a whole.

b) Yorkshire Fossil Festival

This year's festival will take place over the weekend of 9-12 June and will include events throughout the town, including in Pannett Park, centred on the Museum's own fossil collection.

With agreement from the parks team and the Museum, the festival team will engage a marquee company to build an event structure on the car park at the rear of the building on Friday Morning, June 9, which will remain up until Monday morning, June 11.

Throughout this period there will be controlled vehicle access in and out of the park, and there will be no parking available.

The car park shall be returned to normal public usage from Tuesday 12 June.

c) Made in Yorkshire

Scarborough Borough Council has confirmed its decision over the future of the frequent Made In Yorkshire (MiY) tented markets which have taken place in Dock End in recent years.

SBC have not signed a new contract with the organisers of Made in Yorkshire. On the basis that it is what the town council and local traders have called for. The organisers of MiY have requested an opportunity to address the town council at a future meeting. It is proposed that Town Improvement and Development meeting in April may provide a suitable occasion.