



PANNETT PARK | WHITBY | YO21 1RE  
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Dear Councillor,

29 June 2023

You are **summoned** to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted at the Pannett Gallery on **Tuesday 4 July 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 public<sup>1</sup> (limited to 3 mins per person).

### 4. EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

- a. North Yorkshire Police
- b. North Yorkshire Council

### 5. MINUTES

		<b>Page</b>
a.	To <b>approve</b> , as an accurate record, minutes of the following meetings:	
i.	(Annual) Council	2 May 2023      3
ii.	Council	20 June 2023     13
b.	To <b>receive</b> the (draft) minutes of the following committee meetings:	
i.	Planning	9 May 2023      15
ii.	Harbour	16 May 2023     21

<sup>1</sup> Anyone who wishes to register to participate under this Item, please contact the Town Clerk (town.clerk@whitbytowncouncil.gov.uk)

iii.	Planning	23 May 2023	25
iv.	Finance Policy & General Purposes	6 June 2023	31
v.	Planning	13 June 2023	37
vi.	Town Development & Improvement	20 June 2023	43
vii.	Joint Management	27 June 2023	47
viii.	Planning	27 June 2023	51

## 6. COMMITTEE RECOMMENDATIONS

### a. FP&GP Committee 6 June 2023

#### **048/23 APPROVAL OF EXPENDITURE**

**RECOMMENDED** that the schedule of expenditure up to 31 January in the sum of **£86,396.52** (as attached) is approved. 34

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

## 7. NOTICES OF MOTION

### 7.1 Section 106 Funds Business Group for Whitby

**MOVED** by Cllr Mrs Wild, seconded by Cllr Nock

- 'a) That the town council appoints a councillor to represent its established position on the proposed Section 106 Funds Business Group for Whitby.
- 'b) That the established position be based on the following policy objectives
- Promote existing events led by the community and by the town council, to support their continued success;
  - Champion new and innovative events, put forward from the community, that complement what Whitby does well;
  - Encourage investment from public and private funds in developing sustainable tourism;
  - Ensure additionality, so that funds are not used to subsidise statutory funding from the unitary authority;
  - Prioritise activities which sustain Whitby as a place to live, work and do business.'

### 7.2 Town Meeting

Section 14(2) of Schedule 12 of the Local Government Act 1972 provides that:

*'parish meetings shall be held on such days and at such times as may be fixed by the parish council'*

Section 15(1) states:

*'A parish meeting may be convened by—  
(a) the chairman of the parish council, or  
(b) any two parish councillors for the parish, or ...  
(d) any six local government electors for the parish.'*

It does not provide that the town meeting is held **only once** each year. At this time, when the mayor has reached out to the public, inviting a greater degree of engagement with the Council, and when the Council is entering upon a new era under the Unitary Authority,

**MOVED** by Cllr Barnett, seconded by Cllr Sumner

'That this Council fixes dates for town meetings on a bi-monthly basis, beginning in July 2023.'

### **7.3 Review of Standing Orders**

**MOVED** by Cllr Mrs Turner, seconded by Cllr Goodberry

'That Whitby Town Council refers consideration of proposed amendments to Standing Orders to a meeting of the Finance, Policy and General Purposes Committee.'

*'From existing:*

*'3e. Subject to Standing Order 3(d) above, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.'*

*'To read:*

*'3e. Subject to standing order 3(d) above, members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend, public questions not on the agenda will be referred to the next appropriate committee meeting.'*

*'The remainder of Standing Order 3e remains the same.'*

*'From existing:*

*'4d. In addition to any committee places allocated to them at the Annual Meeting, the Chair/Town Mayor and Vice Chair/Deputy Town Mayor shall be ex-officio, non-voting members of the Council's committees.'*

*'To read:*

*'4d. In their capacity as chair/deputy chair of the Full Council the Chair/Town Mayor and Vice Chair/Deputy Town Mayor shall not sit on any of the Council's committees.'*

*'Add as 4i. Every member of the council shall be a member of at least one committee.'*

### **7.4 Website and Information Accessibility**

**MOVED** by Cllr Abbott, seconded by Cllr Riddolls

'a) That the Town Council website will be redesigned, substantially improved, and fully operational by 31 December 2023, subject to the guidance and approval of full council.'

'b) That the draft and subsequently approved minutes, together with relevant background papers, will be published on the Town Council website within 10 days of the relevant meeting being held.'

## **7.5 Meetings of Council and Committees**

**MOVED** by Cllr Abbott, seconded by Cllr Riddolls

'That all meetings of Whitby Town Council and its committees will:

- 'a) Be held in venues which meet the requirements of the Equalities Act 2010. (i.e. not in the Art Gallery until the system has been repaired/replaced to enable full councillor and public participation by those who are deaf or hard of hearing.)
- 'b) Be recorded in full on video with sound. With the exception of confidential items, all such recordings will be available to the public on the Town Council website within 10 days of the relevant meeting being held.'

- 8. COMMITTEE PLACES 57**
- 9. BUILDING WORK TO THE PANNETT ART GALLERY AND WHITBY MUSEUM 59**
- 10. 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.
- 11. MAYOR'S REPORT**  
Civic engagements since 2 May 2023 and other activities undertaken to note.
- 12. CLERK'S REPORT 63**
- 13. FLOODING AWARENESS - STANDING ITEM**  
Tides above 5.5 metres up until 5 September 2023.
  - 5-8 July
  - 2-7 August
  - 18-19 August
  - 30-31 August
  - 1-5 September

## WHITBY TOWN COUNCIL

Minutes of the meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 2 May 2023 at 6:00pm.

**Present** Councillor R Dalrymple (Town Mayor) and Councillors A Abbott, R Barnett, Mrs A Brown, Mrs H R Coughlan, J Harston, S Hinchliffe, A Jones, J Nock, J Redfern, C Riddolls, Mrs H Sumner, Mrs L Wild and Mrs N Wilson.

**Also** M King, Town Clerk and Mrs A Cowey, Deputy Clerk & Civic Office with Councillors P Trumper and N Swannick (North Yorkshire Council) and 3 members of the public

*Prior to the start of the meeting the out-going Town Mayor Councillor Mrs Linda Wild made a presentation of a bouquet of flowers to Councillor Mrs Heather Coughlan for 20 years' service as a Councillor on Whitby Town Council.*

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

**001/23 TOWN MAYOR (Cllr Mrs Wild in the Chair)**

Nominations were requested for the position of Town Mayor. A nomination was received for:

Councillor R Dalrymple

A written nomination was received moving Councillor Goodberry. As he had given apologies, the Town Mayor decided, Standing Order 26(d), that this nomination would not be taken.

A Recorded vote was requested.

**MOVED** by Councillor Mrs N Wilson, seconded by Councillor Nock

**RESOLVED** that Councillor Robert Dalrymple be appointed Town Mayor of Whitby for the Municipal Year 2023-2024

**FOR**

- Cllr Mrs Wilson
- Cllr Nock
- Cllr Mrs Brown
- Cllr Jones
- Cllr Dalrymple
- Cllr Redfern
- Cllr Mrs Coughlan
- Cllr Mrs Wild
- Cllr Harston

**AGAINST**

- Cllr Hinchliffe
- Cllr Abbott
- Cllr Riddolls
- Cllr Ms Sumner
- Cllr Barnett

**ABSTAIN**

The newly elected Town Mayor made and subscribed the Declaration of Acceptance of Office.

**002/23 DEPUTY TOWN MAYOR**

One nomination was received for Deputy Town Mayor and voted on by a show of hands.

**MOVED** by Councillor Mrs Wild seconded by Councillor Jones

**RESOLVED** unanimously that Councillor j Harston be appointed Deputy Town Mayor of Whitby for the Municipal Year 2023-2024.

The newly elected Deputy Town Mayor made and subscribed the Declaration of Acceptance of Office.

**003/23 APOLOGIES**

Apologies were received from Councillors P Croft, G Goodberry, M Harrison, S Smith and Mrs S Turner.

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Nock

**RESOLVED** that the apologies received from Councillors Croft, Goodberry, Harrison, Smith and Mrs Turner are accepted.

**004/23 DECLARATION OF INTERESTS**

Councillors Harston and Hinchliffe declared an interest in agenda item 9B Appointment to members of existing committees – they are both members of the Whitby Literary and Philosophical Society.

**005/23 PUBLIC PARTICIPATION**

A member of the public spoke about public participation and invited the Town Mayor to write an open letter to the people of Whitby inviting and encouraging them to attend meetings of the Town Council which he offered to publish on his web site.

**006/23 EXTERNAL REPORTS**

To receive reports on behalf of external bodies if present

**North Yorkshire Police**

No representation from the Police, although several reports have been received and circulated to members.

**North Yorkshire Council**

Councillor Swannick reported on

- the move from District Councils to North Yorkshire Council, overall, the operation went reasonably smoothly with only a few glitches.
- The public meeting regarding Eskdale School. He spoke at the Executive Committee pressing for a new secondary school for Whitby and for a fund to be set up to help parents and students to purchase school uniforms etc. The Executive Committee will meet again on 30 June 2023 with the final decision.

- Progress has been made following a meeting with the Town Clerk, County Councillors and highways regarding grit bins.
- Bridge closures will take place on weekends, bank holidays and school holidays.
- Esk Valley Railway have withdrawn the 4:55am Middlesbrough to Whitby train and the 6:30am Whitby to Middlesbrough train. He has contact NYC to express his concerns and hopes that this will be reversed before the decision is formally made.

Councillor Trumper reported on

- The transition to NYC and the hard work and support needed to create a council that benefits all communities.
- The VAS has been installed on Ruswarp Lane, hopefully this will progress to more VAS signs within the town.
- A donation was given to the Town Council from Cllr Trumpers locality budget towards the coronation celebration 'Lunch in the Park'.

Councillors asked questions on

- The closure of the Swing Bridge, the issues with the turning circle on Church Street which attracts HGV Lorries and large coaches – due to no enforcement it is untenable for the people on the Eastside.
- The Town Council being a consultee on all licencing applications within the town – This issue will be put on the next agenda of the Planning Committee
- Lack of traffic enforcement
- Boy racers casing issues on Danger Bank – this has been brought to the Police's attention.
- Education at Eskdale School.
- Traffic Issues on Upgang Ravine and the harbour wall – there is a need for a traffic order to be passed to enable any enforcement.
- Parking on Endeavour Wharf – contact the Town Deal Board regarding this issue.
- Due to the Cliff Lift being out of service the transport system used needs to drop people off at the base of the lift not at the end of the beach huts.
- Transport issued submitted by Cllr Croft have been passed on to NYC.

**MOVED** by Councillor Mrs Wilson seconded by Councillor Mrs Coughlan

**RESOLVED** unanimously that the above reports are received.

Both Councillors Swannick and Trumper thanked Cllr Mrs Wild for all her work as Town Mayor.

## 007/23 MINUTES

**MOVED** by Councillor Nock, seconded by Councillor Mrs Coughlan

**RESOLVED** unanimously that the Minutes of the ordinary meeting of the Full Council held on 7 March 2023 are confirmed as an accurate record and signed by the Town Mayor.

**MOVED** by Councillor Mrs Wilson seconded by Councillor Mrs Coughlan

**RESOLVED** unanimously that the draft minutes of the following Committee meetings are received *en bloc*

Joint Management	14 March 2023
Planning	14 March 2023
Harbour	21 March 2023
Finance, Policy & General Purposes	4 April 2023
Planning	12 April 2023
Human Resources	18 April 2023
Town Development & Improvement	18 April 2023

008/23

**COMMITTEE RECOMMENDATIONS**

**a) FP&GP Committee 12 April 2022  
406/22 APPROVAL OF EXPENDITURE**

**RECOMMENDED** that the schedule of expenditure up to 28 March 2023 in the sum of **£95,466.02** (as attached) is approved.

**MOVED** by Councillor Nock, seconded by Councillor Jones

**RESOLVED** unanimously that the schedule of expenditure up to 28 March 2023 in the sum of £95,466.02 as recommended by Finance, Policy & General Purposes Committee is approved.

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

None

009/23

**ITEMS FOR REVIEW AT THE ANNUAL MEETING OF THE TOWN COUNCIL**

**a) REVIEW AND ADOPTION OF THE COUNCIL'S CONSTITUTION INCLUDING APPROPRIATE STANDING ORDERS, FINANCIAL REGULATIONS, POLICIES AND PROCEDURES, DELEGATION AND TERMS OF REFERENCE**

Queries were raised about the requirement for three clear days' notice of the agenda for meetings and the requirement for members to give seven days' notice of any written motion submitted for the agenda, and SO 4(d) relating to the ex-officio memberships of the Mayor and Deputy.

**MOVED** by Councillor Jones, seconded by Councillor Harston

**RESOLVED** unanimously that the revised Standing Orders, Financial Regulations, Policies, Procedures, Scheme of Delegation and Terms of Reference of Committees, forming the town council's constitution and approved by FP&GP Committee on 6 December 2022 (255/22) for



onward determination by this meeting, subject to the raised queries in standing orders to be reviewed by FP&GP, be adopted.

**b) APPOINTMENT OF MEMBERS TO EXISTING COMMITTEES**

A balloted vote took place for oversubscribed committees – Finance Policy & General Purposes, Town Development and Improvement, Human Resources and Joint Management. The seven highest votes for Councillors were appointed to the relevant committees. Where more than one member had the same number of votes for a position on a committee a show of hands was taken to appoint the seventh member

Finance Policy and General Purposes councillors Goodberry 3 votes, Mrs L Wild 9 votes

Human Resources Councillors Croft 2, Mrs S Turner 7 (4 abstentions)

Joint Management Councillors Smith 7, Mrs Turner 6.

**TOWN DEVELOPMENT AND IMPROVEMENTS**

**RESOLVED** unanimously that Councillors Mrs A Brown, Mrs H Coughlan, R Dalrymple, J Harston, J Nock, Mr S Turner and Mrs L Wild be appointed to the Town Development and Improvements Committee with Councillor A Jones appointed substitute for the Municipal year 2023-2024.

**PANNETT ART GALLERY COMMITTEE**

**RESOLVED** unanimously that Councillors Mrs A Brown, Mrs H Coughlan, R Dalrymple (ex-officio), A Jones, J Nock, Riddolls, Mrs L Wild and Mrs N Wilson be appointed to the Pannett Art Gallery Committee for the Municipal year 2023-2024.

**FINANCE POLICY AND GENERAL PURPOSES**

**RESOLVED** unanimously that Councillors Mrs H Coughlan, R Dalrymple, J Harston, A Jones, Mrs S Turner, Mrs L Wild and Mrs N Wilson be appointed to the Finance, Policy and General Purposes Committee for the Municipal year 2023-2024.

**PANNETT ART GALLERY AND WHITBY MUSEUM JOINT MANAGEMENT COMMITTEE**

**RESOLVED** unanimously that Councillors Mrs A Brown, Mrs H Coughlan, R Dalrymple, A Jones, J Nock, C Riddolls, S Smith, Mrs L Wild, Mrs N Wilson, are appointed to the Pannett Art Gallery and Whitby Museum Joint Management Committee for the Municipal year 2023-2024.

**HUMAN RESOURCES COMMITTEE**

**RESOLVED** unanimously that Councillors Mrs H Coughlan, R Dalrymple, G Goodberry, J Harston, Mrs S Turner, Mrs L Wild and Mrs N Wilson be appointed to the Human Resources Committee for the Municipal year 2023-2024.

**PLANNING COMMITTEE**

**RESOLVED** unanimously that Councillors R Dalrymple, G Goodberry, J Harston, S Hinchliffe, A Jones, J Nock and Mrs N Wilson be appointed to the Planning Committee for the Municipal year 2023-2024.

**HARBOUR COMMITTEE**

**RESOLVED** unanimously that Councillors R Dalrymple, G Goodberry, J Harston, S Hinchliffe, J Redfern, C Riddolls and Mrs L Wild be appointed to the Harbour Committee for the Municipal year 2023-2024.

**MOVED** by Councillor Jones, seconded by Councillor Harston

**RESOLVED** unanimously that the above appointments to committees are approved and adopted.

**c) REVIEW OF ARRANGEMENTS, INCLUDING ANY CHARTERS AND AGENCY AGREEMENTS, WITH OTHER LOCAL AUTHORITIES AND REVIEW OF CONTRIBUTIONS MADE TO EXPENDITURE INCURRED BY OTHER LOCAL AUTHORITIES**

**MOVED** by Councillor Harston, seconded by Councillor Jones

**RESOLVED** that it is noted that there are no agreements in place. The annual contribution of £6,000 from the toilets' income surplus to the costs of the pier footbridge has transferred as a commitment to North Yorkshire Council from 1 April 2023.

**d) REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK**

<b>OUTSIDE BODY OR WORKING PARTY</b>	<b>COUNCILLORS REPRESENTING WHITBY TOWN COUNCIL</b>
<b>Emergency Plan Working Party</b> (Town Development & Improvement)	S Smith, Mrs L Wild, Mrs H Sumner, Mrs A Brown
<b>Town Hall &amp; Market Working Group</b> (Finance Policy & General Purposes)	R Dalrymple, J Harston, Mrs H Sumner, Mrs L Wild, J Nock
<b>Whitby In Bloom (4)</b>	R Dalrymple, J Harston, Mrs L Wild, Vacant

<b>Friends of Pannett Park Management Group (2)</b>	Mrs H Coughlan, R Dalrymple
<b>Yorkshire Local Councils Association (2+)</b>	Mrs H Sumner, Mrs L Wild, A Jones
<b>Esk Valley Railway (1)</b>	J Harston
<b>Harbour Users Consultative Group (1)</b>	Mrs L Wild
<b>Woodsmith Project Liaison Group (1)</b>	Mrs L Wild
<b>S106 York Potash Steering Group</b>	S Smith

**MOVED** by Councillor Mrs Wild, seconded by Councillor Mrs Coughlan

**RESOLVED** that the above Councillors be appointed as representatives of WTC on the above respective bodies and that substantive reports, following meetings of the external body be made to the next scheduled meeting of Full Council.

**e) REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT**

**MOVED** by Councillor Jones, seconded by Councillor Hinchliffe

**RESOLVED** that the Asset Register as approved by the Finance Policy and General Purposes Committee on 7 February 2023 (350/22), is adopted.

**f) CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS**

**MOVED** Councillor Harston, seconded by Councillor Jones

**RESOLVED** to note that all insurance cover in respect of the art gallery (and museum building), the councils services and public liability is assigned to Blackwall Green – specialist broker at an annual net cost of £14,599.46 (2023-24). A separate policy covering the public toilets, is renewable in July. The 2022/23 premium was £9,391.70 further quotes to be obtained.

**g) REVIEW OF THE COUNCIL'S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES**

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Nock

**RESOLVED** unanimously that it is noted that the town council is a member of a) the Yorkshire Local Councils Association (& National Association of

Local Councils) - annual subscription (2023/24) of £1,520;  
 b) The Rural Services Partnership - annual subscription (2023) £130;  
 c) Yorkshire Society - annual subscription (2023) £125;  
 d) To note that the Clerk and Deputy Clerk are (contractually) members of the Society of Local Council Clerks - annual subscription (2023) £652.

**h) REVIEW OF THE COUNCIL'S EXPENDITURE INCURRED UNDER s137 OF THE LOCAL GOVERNMENT ACT 1972**

**MOVED** by Councillor Mrs Brown, seconded by Councillor Jones

**RESOLVED** To note that, subject to audit, the net expenditure incurred under section 137 of the Local Government Act 1972 in 2022-23 was £1,147.25.

**i) DETERMINING THE TIME AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF FULL COUNCIL.**

**MOVED** by Councillor Wilson, seconded by Councillor Mrs Brown, 'that the circulated calendar of meetings, based on a bi-monthly cycle is adopted by Council.'

**AMENDMENT MOVED** by Councillor Barnett, seconded by Councillor Abbott, to add the words: 'that meetings of the Full Council should be held in different venues throughout the town.'

A vote on the amendment was taken (2 in favour, 8 against, 1 abstention).

**AMENDMENT NOT CARRIED**

**AMENDMENT MOVED** by Councillor Harston, seconded by Councillor Ms Sumner, to add the words: 'that FP&GP Committee explores the possibility of a rolling programme of meetings of the Full Council around the town.'

A vote on the amendment was taken (7 in favour, 3 against, 2 abstentions)

**AMENDMENT CARRIED**

**AMENDMENT MOVED** by Councillor Riddolls, seconded by Councillor Jones, to add the words: 'that the next Annual Meeting of the Town Council should be held on 14 May 2024.'

A vote on the amendment was taken (unanimous)

**AMENDMENT CARRIED**

A vote on the substantive motion including the amendment was then taken

**RESOLVED** that the circulated calendar of meetings, based on a bi-monthly cycle is adopted, that the next Annual Meeting of the Town Council should be held on 14 May 2024 and that FP&GP Committee explores the possibility of a rolling programme of meetings of the Full Council

around the town.

7 in favour, 7 against.

The Chair used his casting vote in favour of the status quo.

010/23

**NOTICE OF MOTION**

**MOVED** by Cllr Mrs Wild, seconded by Cllr Mrs Coughlan

'That Whitby Town Council writes to North Yorkshire Council to propose a governance review of the parish to have between 12 and 15 councillors, to bring the council in line with other similar sized towns.'

**AMENDMENT MOVED** by Councillor Jones seconded by Councillor Harston, to remove the words: 'to have between 12 and 15 councillors, to bring the council in line with other similar sized towns,' and to add the words: 'to reduce the size of the council to bring it in line with other, similar sizes towns, to re-ward the parish to take account of population changes so that all wards elect an equal representation of Councillors and to address boundary defacement and anomalies.'

A vote on the amendment was taken (8 in favour, 4 against 1 abstention)

**AMENDMENT CARRIED**

**AMENDMENT MOVED** by Councillor Nock, seconded by Councillor Mrs Wilson, to remove the words: 'all wards elect an equal representation of Councillors and to address boundary defacement and anomalies,' and add the words: 'each Councillor represents an equal number of electors'.

A vote on the amendment was taken (9 in favour 3, abstentions)

**AMENDMENT CARRIED**

A vote was taken on the substantive motion:

**RESOLVED** That Whitby Town Council writes to North Yorkshire Council to propose a local governance review of the parish, to reduce the size of the council to bring it in line with other, similar sizes towns, to re-ward the parish to take account of population changes so that each Councillor represents an equal number of electors.

13 in favour, 1 abstention

011/23

**APPROVAL OF EXPENDITURE TO 31 MARCH 2023**

**MOVED** by Mrs Coughlan seconded by Mrs Brown

**RESOLVED** that the expenditure of £34,078.74 falling in 2022/23 after the items considered at the FP&GP meeting on 4 April is approved.

012/23

**SHORT-TERM HOLIDAY LETS CONSULTATION**

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Nock

**RESOLVED** That a response as previously circulated with the agenda is made to both consultations on behalf of Whitby Town Council.  
13 in favour, 1 abstention

The Town Clerk was thanked for all his work on the response to this consultation.

**013/23      RESPONSE TO NYC STATUTORY PROPOSALS FOR THE AMALGAMATION AND CLOSURE OF ESKDALE SCHOOL:**

**MOVED** by Councillor Barnett, seconded by Councillor Jones.

**RESOLVED** unanimously that the response as previously circulated is made in response to the statutory proposals.

**014/23      REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES**

Councillor Mrs Wild reported on the work to date carried out at Woodsmith Mine which hopes to be in production by 2026.

Councillor Mrs Coughlan reported on Friends of Pannett Park

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Jones

**RESOLVED** unanimously that the above reports are received.

**015/23      MAYOR'S REPORT**

The Town Mayor reported on her engagements and other council activities which were circulated with the agenda.

Councillor Mrs Wild was thanked for all the work she had carried out in her time as Town Mayor

**MOVED** by Councillor Nock, seconded by Councillor Jones and

**RESOLVED** unanimously that the Mayoral report is received.

**016/23      CLERK'S REPORT**

**MOVED** by Councillor Harston, seconded by Councillor Nock and

**RESOLVED** unanimously (a) that the information in the Clerk's report is noted;  
(b) That an approach is made to Whitby Community Alliance, Whitby Community Network and Whitby Civic Society to seek a participant from each body to the Neighbourhood Plan Steering Group and  
(c) That the above reports are received.

**017/23      FLOODING AWARENESS - STANDING ITEM**

Tides above 5.5 metres up until 6 June:  
None to note.

## WHITBY TOWN COUNCIL

Minutes of the meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 20 June 2023 at 6:00pm.

**Present** Councillor R Dalrymple (Town Mayor) and Councillors A Abbott, R Barnett, Mrs A Brown, Mrs H R Coughlan, G Goodberry, M Harrison, J Harston, S Hinchliffe, A Jones, J Nock, C Riddolls, S Smith, Mrs S Turner, Mrs H Sumner, Mrs L Wild and Mrs N Wilson.

**Also** M King, Town Clerk and 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.**

**066/23 APOLOGIES**

Apologies were received from Councillor Redfern.

**MOVED** by Councillor Nock, seconded by Councillor Mrs Wilson

**RESOLVED** that the apologies received from Councillor Redfern are accepted.

**067/23 DECLARATION OF INTERESTS**

None.

**068/23 PUBLIC PARTICIPATION**

None.

**069/23 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23**

**a) Financial Statement - Cashbook**

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Nock

**RESOLVED** that the financial statement 2022-23 be noted.

**b) Internal Auditor's Report**

**MOVED** by Councillor Nock, seconded by Councillor Smith

**RESOLVED** that the internal audit report for 2022-23 be noted and that Gordon Fletcher be appointed as the council's independent internal auditor for 2023-24.

**c) AGAR Section 1 (Annual Governance Statement)**

**MOVED** by Councillor Nock, seconded by Councillor Mrs Brown

**RESOLVED** that the AGAR Section 1 (annual governance statement) for 2022-23 is approved 11 For, 5 Against, 1 Abstain.

**d) AGAR Section 2 (Accounting Statement)**

A recorded vote was requested.

**MOVED** by Councillor Harston, seconded by Councillor Mrs Brown

**RESOLVED** that the AGAR Section 2 (accounting statement) for 2022-23 is approved.

**FOR**

- Cllr Mrs Brown
- Cllr Mrs Coughlan
- Cllr Dalrymple
- Cllr Goodberry
- Cllr Harrison
- Cllr Harston
- Cllr Hinchliffe
- Cllr Jones
- Cllr Nock
- Cllr Smith
- Cllr Mrs Turner
- Cllr Mrs Wild
- Cllr Mrs Wilson

**AGAINST**

- Cllr Abbott
- Cllr Barnett
- Cllr Riddolls

**ABSTAIN**

- Cllr Ms Sumner

**e) To confirm that the dates set for the period for the exercise of public rights will commence on Monday 26 June 2023 and end on Friday 4 August 2023.**

**MOVED** by Councillor Harston, seconded by Councillor Mrs Wilson

**RESOLVED** that the dates set for the period for the exercise of public rights will commence on Monday 26 June 2023 and end on Friday 4 August 2023

Signature ..... 4 July 2023



## WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in Pannett Art Gallery, on **Tuesday 09 May 2023** at 6:00pm.

**Present** Councillor Mrs N Wilson (Chair) with Councillors R Barnett, R Dalrymple, G Goodberry, S Hinchliffe, A Jones and J Nock.

**Also** Mrs A Cowey Deputy Clerk

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

**018/23 CHAIR**

**MOVED** by Councillor J Nock, seconded by Councillor J Harston and

**RESOLVED** unanimously that Councillor Mrs N Wilson is elected Chair of the Planning Committee until the next Annual Meeting of the Council.

**019/23 APOLOGIES**

There were no apologies for inability to attend.

**020/23 VICE-CHAIR**

**MOVED** by Councillor Mrs Wilson, seconded by Councillor S Hinchliffe and

**RESOLVED** unanimously that Councillor G Goodberry is appointed Vice-Chair of the Planning Committee until the next Annual Meeting of the Council.

**021/23 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR.**

**a) MINUTES**

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

**RESOLVED** unanimously that minutes of the Planning Committee held on 14 & 28 March and 12 April 2023 having been circulated be taken as read and confirmed as a correct record and signed by the Chair.

**b) Review of the terms of reference of the Committee.**

**MOVED** by Councillor Nock, seconded by Councillor Harston

**RESOLVED** unanimously that the terms of reference of the Committee are accepted and approved.

**c) Review of delegation arrangements to employees**

**MOVED** by Councillor Goodberry, seconded by Councillor Jones

**RESOLVED** unanimously that the delegation arrangements to employees is approved.

**d) Review and adoption of appropriate standing orders, policies and procedures relating to the functions of the Committee.**

**MOVED** by Councillor Dalrymple, seconded by Councillor Hinchliffe

**RESOLVED** unanimously that all appropriate standing orders, policies and procedures relating to the functions of the Planning Committee are approved.

**e) Review of the training needs in relation to planning matters of any Committee member or nominated substitute.**

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

**RESOLVED** unanimously that Planning and Licensing Training is sought for members of Whitby Town Council's Planning Committee from Planning Services, North Yorkshire Council.

**f) Review of the anticipated Committee workload for the coming year**

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Jones

**RESOLVED** unanimously that item f is received.

022/23

**DECLARATION(S) OF INTEREST**

Councillors Goodberry and Jones declared a personal and non-prejudicial interest planning application 23/00406/HS 15 Mayfield Road, YO21 1LT

**STANDING ORDERS SUSPENDED**

023/23

**PUBLIC PARTICIPATION**

No public present

**STANDING ORDERS REINSTATED**

024/23

**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.

025/23

**LISTED BUILDINGS**

Nothing to Report

026/23

**LICENSING**

**MOVED** by Councillor Dalrymple, seconded by Councillor Nock

**RESOLVED** unanimously that a formal request is sent to NYC that Whitby Town Council becomes a consultee on all licencing issues within the Town of Whitby in line with the Charter.

Signature ..... 13 June 2023

draft

## Planning Applications Considered on 9 May 2023

<b>1</b>	<i>Plan Number</i> <b>23/041</b>	<i>District Reference</i> 23/00416/LB	<i>Road/Street</i> Ellerby Lane	<i>Date of meeting</i> 25.05.23
	<i>Applicant</i> Mr Darren Hornby	<i>House Name</i>	<i>Road</i> 3 Ellerby Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 30/03/23

**Replacement windows to front elevation, Mr Darren Hornby, 3 Ellerby Lane, WHITBY, North Yorkshire**

*Comment*

**Support this application**

<b>2</b>	<i>Plan Number</i> <b>23/042</b>	<i>District Reference</i> 23/00241/FL	<i>Road/Street</i> Station Square	<i>Date of meeting</i> 25/04/23
	<i>Applicant</i> Mr John Ingram	<i>House Name</i> Daisy Baileys	<i>Road</i> Station Square	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211DX	<i>Application date</i> 30/03/23

**Formation serving hatch to street and alterations to entrance, Mr John Ingram, Daisy Baileys, Station Square, WHITBY, North Yorkshire, YO211DX**

*Comment*

**Object -- the pavement is very narrow with railings which would cause major issues on a very busy road and area of town - support Highways objections**

<b>3</b>	<i>Plan Number</i> <b>23/043</b>	<i>District Reference</i> 23/00090/FL	<i>Road/Street</i> John Street	<i>Date of meeting</i> 25.04.23
	<i>Applicant</i> Annette Tyralla-Railton	<i>House Name</i>	<i>Road</i> 16 John Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213ET	<i>Application date</i> 04/04/23

**Proposed change of use of dwellinghouse to form three self-contained apartments for holiday letting, Annette Tyralla-Railton, 16 John Street, WHITBY, North Yorkshire, YO213ET**

*Comment*

**OBJECT - over development of a single house**

<b>4</b>	<i>Plan Number</i> <b>23/044</b>	<i>District Reference</i> 23/00457/HS	<i>Road/Street</i> Abahams Quay	<i>Date of meeting</i> 25.04.23
	<i>Applicant</i> Mr & Mrs Major	<i>House Name</i>	<i>Road</i> 14 Abrahams Quay	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224EW	<i>Application date</i> 05/04/23

**Replacement of timber windows and doors with upvc, Mr & Mrs Major, 14 Abrahams Quay, WHITBY, North Yorkshire, YO224EW**

*Comment*

**Support subject to the use of traditional style heritage Upvc windows**

<b>5</b>	<i>Plan Number</i> <b>23/045</b>	<i>District Reference</i> 23/00274/HS	<i>Road/Street</i> 25.04.23	<i>Date of meeting</i>
	<i>Applicant</i> Mr & Mrs R & J Jenkins	<i>House Name</i>	<i>Road</i> 30C Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 05/04/23

**Side and rear extension to form stairwell, Mr & Mrs R & J Jenkins, 30C Church Street, WHITBY, North Yorkshire, YO224AE**

*Comment*

**OBJECT - Out of Character with the area - effect on the amenity of the neighbours**

**RECOMMEND THAT THE NYC PLANNING COMMITTEE CARRYOUT A SITE VISIT BEFORE ANY PLANNING DECISION IS MADE**

<b>6</b>	<i>Plan Number</i> <b>23/046</b>	<i>District Reference</i> 23/00460/HS	<i>Road/Street</i> Mayfield Road	<i>Date of meeting</i> 25.05.23
	<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> 05/04/23

**Erection of single storey side and rear extensions, Mr & Mrs M & L Coates, 115 Mayfield Road, WHITBY, North Yorkshire, YO211LT**

*Comment*

**Support this application**

<b>7</b>	<i>Plan Number</i> <b>23/047</b>	<i>District Reference</i> 23/00304/LB	<i>Road/Street</i> 25.04.23	<i>Date of meeting</i>
	<i>Applicant</i> Mr Jake Lamb	<i>House Name</i> Whitby Station	<i>Road</i> Langborne Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 12/04/23

**Installation of 1no. Customer information display and 10no. New LLPA speakers with associated alterations, Mr Jake Lamb, Whitby Station, Langborne Road, WHITBY, North Yorkshire**

*Comment*

**Support this application**

<b>8</b>	<i>Plan Number</i> <b>23/048</b>	<i>District Reference</i> 23/00193/HS	<i>Road/Street</i> Back St Hildas Terrace	<i>Date of meeting</i> 25.04.23
	<i>Applicant</i> Carol Cull	<i>House Name</i> The Lilacs	<i>Road</i> Back St HildasTerrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AE	<i>Application date</i> 12/04/23

**Installation of replacement roof, Carol Cull, The Lilacs, Back St HildasTerrace, WHITBY, North Yorkshire, YO213AE**

*Comment*

**Support this application**

<b>9</b>	<i>Plan Number</i> <b>23/049</b>	<i>District Reference</i> 22/02461/LB	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 09.05.23
	<i>Applicant</i> Jill Blackburn	<i>House Name</i> Middle Earth Tavern	<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> 25/04/23

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

*Comment*

**OBJECT - inappropriate application for a listed building - safety issues regarding the proposed doors**

<b>10</b>	<i>Plan Number</i> <b>23/050</b>	<i>District Reference</i> 23/00544/HS	<i>Road/Street</i> Canterbury Close	<i>Date of meeting</i> 09.05.23
	<i>Applicant</i> Mr & Mrs R & A Paylor	<i>House Name</i>	<i>Road</i> 6 Canterbury Close	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211NS	<i>Application date</i> 26/04/23

**Demolition of existing garage. Construction of rear and side extension, Mr & Mrs R & A Paylor, 6 Canterbury Close, WHITBY, North Yorkshire, YO211NS**

*Comment*

**Support this application**

<b>11</b>	<i>Plan Number</i> <b>23/051</b>	<i>District Reference</i> 23/00568/LB	<i>Road/Street</i> High Street Ruswarp	<i>Date of meeting</i> 09.05.23
	<i>Applicant</i> Mr Dominic Woodward	<i>House Name</i> St Bartholomews Church	<i>Road</i> High Street	<i>Locality</i> RUSWARP
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211NH	<i>Application date</i> 27/05/23

**Works associated with conversion of former Church into 2 no. dwellings, Mr Dominic Woodward, St Bartholomews Church, High Street, RUSWARP, WHITBY, North Yorkshire, YO211NH**

*Comment*

**Support this application**

<b>12</b>	<i>Plan Number</i> <b>23/052</b>	<i>District Reference</i> 23/00042/HS	<i>Road/Street</i> Havelock Place	<i>Date of meeting</i> 09.05.23
	<i>Applicant</i> Spa House (Whitby) Ltd	<i>House Name</i> Flat 4	<i>Road</i> 6 Havelock Place	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213ER	<i>Application date</i> 02/05/23

**Erection of 2 no. front dormers with roof terraces and rear dormer window, Spa House (Whitby) Ltd, Flat 4, 6 Havelock Place, WHITBY, North Yorkshire, YO213ER**

*Comment*

**Support this application**

## WHITBY TOWN COUNCIL

Minutes of the meeting of the **Harbour** Committee held in Pannett Art Gallery, Whitby, on **Tuesday 16 May 2023** at 6pm.

**Present** Councillor Mrs S Turner (Chair) and Councillors Dalrymple, A Jones, G Goodberry, C Riddolls and Mrs L Wild

**Also** Mr King, Town Clerk.

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

**027/23 ELECTION OF CHAIR (Cllr Riddolls in the Chair)**

Nominations were requested for the position of Chair. Two nominations were received for:

Councillor Jones, proposed Cllr Mrs Wild, Seconded Cllr Jones; & Councillor Mrs Turner, proposed by Cllr Mrs Turner, Seconded Cllr Goodberry

A vote was taken (tied 3-3), with the Chair's casting vote in favour of Cllr Mrs Turner.

**RESOLVED** that Cllr Mrs S Turner be appointed as Chair of the Harbour Committee for the Municipal Year 2023-2024.

**028/23 APOLOGIES FOR ABSENCE**

An apology for inability to attend was received from Mr C Burrows (Harbour Master)

**029/23 ELECTION OF VICE CHAIR**

Nominations were requested for the position of Vice Chair. One nomination was received for:

Councillor Jones, proposed Cllr Mrs Wild, Seconded Cllr Dalrymple

**RESOLVED** unanimously that Cllr Jones be appointed as Vice Chair of the Harbour Committee for the Municipal Year 2023-2024.

**030/23 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION**

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

**031/23 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH THE TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR.**

- a. Confirmation of the accuracy of the minutes of the meeting of the committee held on 28 March 2023 (herewith).

**MOVED** by Councillor Jones, seconded by Councillor Riddolls

**RESOLVED** a) that minutes of the Harbour Committee held on the 28 March 2023 are approved as a correct record.

Those members who had not been present at the previous meeting chose not to vote.

- b. Confirmation of the following adopted at Full Council on 2 May 2023
- i) Terms of reference of the committee.
  - ii) Delegation arrangements to staff
  - iii) Standing orders, financial regulations, policies and procedures relating to the functions of the committee.

**MOVED** by Councillor Dalrymple, seconded by Councillor Jones

**RESOLVED** b) that the constitution elements relating to the harbour Committee are confirmed and that the Clerk seek clarification from the Harbour Master on the appropriate body to replace 'Whitby Harbour Board' in the text.

- c. Review of the anticipated Committee workload for the coming year. (Future meetings are scheduled for 19 September and 23 January 2024)

**MOVED** by Councillor Mrs Wild, seconded by Councillor Riddolls

**RESOLVED** c) That the future workload is noted and that additional meetings be called if required.

#### STANDING ORDERS SUSPENDED

032/23

#### PUBLIC PARTICIPATION

None.

#### STANDING ORDERS REINSTATED

033/23

#### HARBOUR ISSUES

Concern was raised regarding:

- The progress of works to repair the RNLI pier. The Harbour Master had confirmed that funds had been approved in the last "act" of Scarborough Borough Council and the RNLI are now responsible for progressing the repairs. All parties are reportedly eager to progress the works it is hoped that the works will begin in the near future.

**MOVED** by Councillor Riddolls, seconded by Councillor Goodberry

**RESOLVED** a) That the Clerk write to NYC to request an update on the RNLI Pier.

- The reported process under NYC for removing carrion from the harbour and the extent to which financial regulations were a barrier to prompt action.
- Notices to remove 'abandoned' items within the harbour, including



lobster pots, equipment and (at least) one vessel, had been in place for some time.

- A wider discussion relating to crabbing with buckets and lines from 'Kiddies Corner' and more generally along the harbourside. It was noted that initial discussions, initiated by the Harbour, had been held in 2020/21 about recycling schemes and information boards to encourage a responsible approach to marine conservation. Members suggested that (via the Harbour Master/Deputy) enquiries might be made to seek community voluntary or sponsorship support.

**MOVED** by Councillor Dalrymple, seconded by Councillor Jones

**RESOLVED** b) That the Clerk write to the Harbour Master to request an update on these processes and the anticipated outcomes.

draft



## WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 23 May 2023** at 6.00pm.

**Present:** Councillor Mrs N Wilson (Chair) with Councillors; R Dalrymple, G Goodberry, J Harston, S Hinchliffe, A Jones, 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.**

### 034/23 APOLOGIES FOR ABSENCE

There were no apologies for inability to attend.

### 035/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Harston declared a non-pecuniary interest in application 22/02471/LB – 9 Victoria Square YO21 1EA

Councillors Goodberry and Jones declared a non-pecuniary interest in application 23/00460/LB - 115 Mayfield Road YO21 1LT

Councillors Dalrymple and Mrs Wilson declared a non-pecuniary interest in applications 23/00428/FL and 23/00429/LB – Little Angel, Flowergate YO21 3BA

### STANDING ORDERS SUSPENDED

### 036/23 PUBLIC PARTICIPATION

No public present.

### STANDING ORDERS REINSTATED

### 037/23 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

### 038/23 LISTED BUILDINGS

The Deputy Clerk reported that a review of the Round Houses on Battery Parade will be taking place.

### 039/23 LICENSING/PLANNING TRAINING

**RESOLVED** unanimously that both Mr David Walker Planning Services and Mr Kevin Chin Licencing are contact to arrange dates and times for planning and licencing training.

Signature ..... 13 June 2023

draft

## Planning Applications Considered on 23 May 2023

1	Plan Number	District Reference	Road/Street	Date of meeting
	<b>23/046/AMENDED</b>	23/00460/HS	115 Mayfield Road	23.05.23
	Mr & Mrs M & L Coates			
	Town	County	Post Code	Application date
		North Yorkshire	YO211LT	15/05/23

### 23/046 - Amended plan

Comment

**Support this amendment**

2	Plan Number	District Reference	Road/Street	Date of meeting
	<b>23/053</b>	22/02471/LB	Victoria Square	23.05.23
	Applicant	House Name	Road	Locality
	Zafran Majid		9 victoria Square	
	Town	County	Post Code	Application date
	WHITBY	North Yorkshire	YO211EA	10/05/23

**Conversion of dental surgery (Class E) to 5no. Holiday let apartments with associated internal and external alteration, Zafran Majid, 9 victoria Square, WHITBY, North Yorkshire, YO211EA**

Comment

**Objections - Overdevelopment of a listed building in a conservation area - highways and access - community safety - possibility of blocking the emergency exit road for the hospital.**

3	Plan Number	District Reference	Road/Street	Date of meeting
	<b>23/054</b>	23/00579/LB	Flowergate	23.05.23
	Applicant	House Name	Road	Locality
	Mr Christopher Dickinson		47A Flowergate	
	Town	County	Post Code	Application date
	WHITBY	North Yorkshire	YO213BB	03/05/23

**Removal of dormer window and replacement of roof tiles, Mr Christopher Dickinson, 47A Flowergate, WHITBY, North Yorkshire, YO213BB**

Comment

**Support this application**

4	Plan Number	District Reference	Road/Street	Date of meeting
	<b>23/055</b>	23/00428/FL	Flowergate	23.05.23
	Applicant	House Name	Road	Locality
	Mr Richard Nattriss	The Little Angel	17-18 Flowergate	
	Town	County	Post Code	Application date
	WHITBY	North Yorkshire	YO213BA	11/05/23

**Erection of infill flat roof extension, Mr Richard Nattriss, The Little Angel, 17-18 Flowergate, WHITBY, North Yorkshire, YO213BA**

Comment

**Support this application**

<b>5</b>	<i>Plan Number</i> 23/056	<i>District Reference</i> 23/00429/LB	<i>Road/Street</i> Flowergate	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Mr Richard Nattriss	<i>House Name</i> The Little Angel	<i>Road</i> 17-18 Flowergate	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BA	<i>Application date</i> 11/05/23

**Formations infill flat roof extension with associated alterations to external wall and step, sMr Richard Nattriss, The Little Angel, 17-18 Flowergate, WHITBY, North Yorkshire,**

*Comment*  
**Support this application**

<b>6</b>	<i>Plan Number</i> 23/057	<i>District Reference</i> ZF23/00624/HS	<i>Road/Street</i> Uppang Lane	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Ms S Knight & Mr M Lund	<i>House Name</i>	<i>Road</i> 127 Uppang Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213JW	<i>Application date</i> 12/05/23

**Two storey side extension and first floor rear extension (amended scheme following decision 22/02140/HS to allow rendered finish) Ms S Knight & Mr M Lund, 127 Uppang Lane, WHITBY ,North Yorkshire , YO213JW**

*Comment*  
**Support this application**

<b>7</b>	<i>Plan Number</i> 23/058	<i>District Reference</i> 23/00459/FL	<i>Road/Street</i> Royal Crescent	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Judith Lewis	<i>House Name</i> Flat 1	<i>Road</i> 2 Royal Crescent	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213EJ	<i>Application date</i> 15/05/23

**Replacement of timber windows with upvc, ,Judith Lewis, Flat 1, 2 Royal Crescent, WHITBY, North Yorkshire, YO213EJ**

*Comment*  
**Support this application subject to the use of heritage syle UPVC windows with bars**

<b>8</b>	<i>Plan Number</i> 23/059	<i>District Reference</i> 23/00313/FL	<i>Road/Street</i> Chubb Hill Road	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Mr & Mrs Terrence Foster	<i>House Name</i>	<i>Road</i> 9 Chubb Hill Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211JU	<i>Application date</i> 16/05/23

**Erection of side porch with balcony, rear 1st floor extension, installation of juliet balconies, rooflights and upvc windows and doors to side and rear elevations and creation of parking spaces. Mr & Mrs Terrence Foster, 9 Chubb Hill Road, WHITBY, North Yorkshire, YO211JU**

*Comment*  
**OBJECTIONS - Amenity of the neighbours - out of character with the building and area - over development - concern that the work on this application appears to have begun before a decision has been made by the planning authority.**

**Councillors feel that the members of the Planning Committee should carry out a site visit and listen to the concerns of the neighbours. prior to making any decision.**

<b>9</b>	<i>Plan Number</i> 23/060	<i>District Reference</i> 23/00474/FL	<i>Road/Street</i> Grape Lane	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> MBNL	<i>House Name</i>	<i>Road</i> 19 Grape Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BA	<i>Application date</i> 16/05/23

**Installation of 2no. replacement antennas behind GRP screen. Installation of associated ancillary equipment and replacement replica downpipe, MBNL, 19 Grape Lane, WHITBY, North Yorkshire, YO224BA**

*Comment*  
**Support this application**

<b>10</b>	<i>Plan Number</i> 23/061	<i>District Reference</i> 23/00477/LB	<i>Road/Street</i> Grape Lane	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> MBNL	<i>House Name</i>	<i>Road</i> 19 Grape Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BA	<i>Application date</i> 16/05/23

**Removal of 2no. Antennas and ancillary apparatus and installation of 2no replacement antennas behind GRP screen. Installation of associated ancillary equipment and replacement replica cast iron downpipe, MBNL, 19 Grape Lane, WHITBY, North Yorkshire, YO224BA**

*Comment*  
**Support this application**

<b>11</b>	<i>Plan Number</i> 23/062	<i>District Reference</i> 22/02439/LB	<i>Road/Street</i> Baxtergate	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Mr Ali Tahmassebi	<i>House Name</i>	<i>Road</i> 23 & 23A Baxtergate	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211BW	<i>Application date</i> 17/05/23

**Conversion of solicitors office (E(c)(ii)) and beauty salon (Sui Generis) to 8 residential holiday lets (C3) with erection of balconies and roof terrace to rear, Mr Ali Tahmassebi, 23 & 23A Baxtergate, WHITBY, North Yorkshire, YO211BW**

*Comment*  
**OBJECT - Overdevelopment and Impact on a listed building within the conservation area - Concerns regarding parking and the storage of household waste bins**

<b>12</b>	<i>Plan Number</i> 23/063	<i>District Reference</i> 23/00203/FLA	<i>Road/Street</i> Broomfield Farm	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Barratt Homes (Mr Andrew Tute)	<i>House Name</i>	<i>Road</i> Broomfield Farm	<i>Locality</i> Stainsacre Lane
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NW	<i>Application date</i> 17/05/23

**Variation of condition 1 of Schedule 1 and condition 10 schedule 1 to decision reference 20/00249/FL to allow alterations to approved landscaping and public open space, Barratt Homes (Mr Andrew Tute), Broomfield Farm, Stainsacre Lane, WHITBY, North Yorkshire, YO224NW**

*Comment*

Support the variation of conditions

<b>13</b>	<i>Plan Number</i> 23/064	<i>District Reference</i> 22/02410/FL	<i>Road/Street</i> Baxtergate	<i>Date of meeting</i> 23.05.23
	<i>Applicant</i> Dr Ali Tahassebi	<i>House Name</i>	<i>Road</i> 23 & 23A Baxtergate	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211BW	<i>Application date</i> 17/05/23

**Conversion of solicitors office (E)(ii) and beauty salon (Sui Generis) to 8no residential holiday lets (C3) with erection of balconies and roof terrace to rear, Dr Ali Tahassebi, 23 & 23A Baxtergate, WHITBY, North Yorkshire, YO211BW**

*Comment*

**OBJECT - Overdevelopment and Impact on a listed building within the conservation area - Concerns regarding parking and the storage of household waste bins**

draft



## WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance Policy & General Purposes** Committee held in Pannett Art Gallery, Whitby, on **Tuesday 6 June 2023** at 6pm.

**Present** Councillor Mrs L Wild (Chair) and Councillors Mrs H Coughlan, R Dalrymple, J Harston, A Jones and Mrs S Turner

**Also** Mr King, Town Clerk, Councillors Croft and Nock.

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

**040/23 ELECTION OF CHAIR (Cllr Dalrymple in the Chair)**

Nominations were requested for the position of Chair. One nomination was received for:

Councillor Mrs Wild, proposed Cllr Mrs Turner, Seconded Cllr Jones

**RESOLVED** unanimously that Cllr Mrs L Wild be appointed as Chair of the Finance Policy & General Purposes Committee for the Municipal Year 2023-2024.

**041/23 APOLOGIES FOR ABSENCE**

An apology for inability to attend was received from Councillor Mrs Wilson.

**MOVED** by Councillor Jones, seconded by Councillor Mrs Turner

**RESOLVED** that Cllr Mrs Wilson's apologies be accepted.

**042/23 ELECTION OF VICE CHAIR**

Nominations were requested for the position of Vice Chair. One nomination was received for:

Councillor Jones, proposed Cllr Mrs Coughlan, Seconded Cllr Mrs Turner

**RESOLVED** unanimously that Cllr Jones be appointed as Vice Chair of the Finance Policy & General Purposes Committee for the Municipal Year 2023-2024.

**043/23 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION**

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

**STANDING ORDERS SUSPENDED**

**044/23 PUBLIC PARTICIPATION**

Cllr Croft raised a query on the source of funding provided by Anglo American to a business led 'Made in Whitby' festival scheduled for later in 2023.

The Clerk confirmed to the Chair that the Anglo American support was independent of the s106 allocation and that, separately, an invitation for town council participation in the s106 steering group was anticipated from North Yorkshire Council.

**STANDING ORDERS REINSTATED**

045/23

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

- a. Confirmation of the accuracy of the minutes of the meeting of the committee held on 4 April 2023.

**MOVED** by Councillor Harston, seconded by Councillor Jones.

**RESOLVED** a) that minutes of the Finance Policy & General Purposes Committee held on the 4 April 2023 are approved as a correct record.  
1 abstention

Those members who had not been present at the previous meeting chose not to vote.

- b. Confirmation of the following adopted at Full Council on 2 May 2023
  - i) Terms of reference of the committee.

**MOVED** by Councillor Harston, seconded by Councillor Jones

**RESOLVED** b)i) that the terms of reference of the committee are confirmed.

- b. Confirmation of the following adopted at Full Council on 2 May 2023
  - ii) Delegation arrangements to staff.

**MOVED** by Councillor Jones, seconded by Councillor Harston

**RESOLVED** b)ii) that the delegation arrangements of the committee are confirmed.

- b. Confirmation of the following adopted at Full Council on 2 May 2023
  - iii) Standing orders, financial regulations, policies and procedures relating to the functions of the committee.

**MOVED** by Councillor Harston, seconded by Councillor Jones

**RESOLVED** b)iii) that the Standing orders, financial regulations, policies and procedures relating to the committee (and sub committees) are confirmed.  
1 abstention

- c. Appoint members to the subcommittees of the Finance Policy & General Purposes Committee  
Members considered the current subcommittee memberships:

**TWINNING SUBCOMMITTEE**

- Cllr A Abbott
- Cllr H Coughlan
- Cllr R Dalrymple
- Cllr A Jones
- Cllr L Wild
- Cllr N Wilson
- Sub. Cllr J Harston
- Sub. Cllr J Redfern

**EVENTS SUBCOMMITTEE**

- Cllr H Coughlan
- Cllr R Dalrymple
- Cllr H Sumner
- Cllr S Turner
- Cllr L Wild
- Cllr N Wilson
- Sub. Cllr J Harston
- Sub. Cllr S Hinchliffe

**MOVED** by Councillor Harston, seconded by Councillor Dalrymple

**RESOLVED** c) That the current memberships of each subcommittee be recommended to Full Council pending an email to all members requesting nominations to each subcommittee to be considered as amendments to the recommendation at Full Council.

- d. Review of the anticipated Committee workload for the coming year. (Future meetings are scheduled for 8 August, 3 October, 5 December 2023, 6 February and 9 April 2024)

**MOVED** by Councillor Harston, seconded by Councillor Mrs Turner

**RESOLVED** d) That the future workload is noted.

046/23

**ACTION OUTSTANDING FROM PREVIOUS MEETINGS**

The Clerk outlined progressing in obtaining a quotation for the supply of tablet computers from councillors. Following discussion with one supplier, it was suggested that a demonstration of hardware and linked meeting management software should be organised.

**MOVED** by Councillor Jones, seconded by Councillor Mrs Coughlan

**RESOLVED** a) That the Clerk invite the supplier to put on a demonstration for all members.

The Clerk advised that following submission of the council's comments on the draft parish charter, a revised draft was expected to be submitted to the North Yorkshire Council Executive for approval. Separately, the NYC Exec had approved a pilot implementation schedule for Community Partnerships in six locations – as the revised name for what had been formerly called Community Networks

**MOVED** by Councillor Dalrymple, seconded by Councillor Mrs Coughlan

**RESOLVED** b) That the information be noted.

**047/23 REVIEW OF DECISION UNDER THE FREEDOM OF INFORMATION ACT**

Submitted: a report on correspondence submitted to the council under the Freedom of Information Act 2000, which had been refused under Section 12 of the Act and for which an internal review had therefore been requested.

**MOVED** by Councillor Dalrymple, seconded by Councillor Harston

**RESOLVED** a) That the decision to refuse the initial request is upheld; and  
b) That the Clerk write to confirm this decision with advice to help the requestor refine the request so that it can be dealt with under the appropriate limit.

**048/23 APPROVAL OF EXPENDITURE**

Submitted: a schedule of invoices dated from 1 April 2023 to 31 May 2023.

**MOVED** by Councillor Jones, seconded by Councillor Harston

**RESOLVED** that the schedule of expenditure up to 31 May in the sum of £86,396.52 (as attached) is approved and submitted to Full Council.

**049/23 COST CENTRE EXPENDITURE & INCOME TO 31 MAY 2023**

Submitted: a summary of expenditure and income to 31 May 2023, by budget heading. Members noted a disparity in the coding, which the Clerk confirmed needed correcting. A revised schedule of coded expenditure to the end of May would be circulated.

**MOVED** by Councillor Harston, seconded by Councillor Dalrymple

**RESOLVED** that cost centre expenditure & income to 31 May 2023 be noted.

Signature ..... 3 August 2023

**APPROVAL OF EXPENDITURE TO 31 MAY 2023**

Date	Tran	Net	Organisation	Detail
01/04/2023	15	511.78	H Pickup M & E Services Ltd	- Repair to underfloor heating pipe
01/04/2023	16	71.00	SAGE UK Ltd	- Payroll Software Subscription - April
01/04/2023	18	119.90	Zoom	- 2023-24 Subscription
01/04/2023	20	66.96	eBay	- SGS PERFORATED SHEET Metal 3 - 10mm Ø Holes Aluminium Stainless Mild GALV Steel Item number:403082412442
01/04/2023	26	155.15	Document Solutions	- April Bill
01/04/2023	29	118.82	Wilf Noble Construction & Plant Hire Ltd	- March invoices
01/04/2023	44	738.42	Vistech Security Ltd	- Security - Pannett Park - March
01/04/2023	49	13,748.41	Blachere Illumination UK Ltd	- Bio-print Scheme 3 year hire 2022-2024 - Year 2 2023
01/04/2023	64	155.15	Document Solutions	- May Bill
03/04/2023	46	2,064.67	WorkNest Limited	- Employment Year 5 (formerly Ellis Witham)
03/04/2023	47	152.50	WorkNest Limited	- Insurance Including 12% IPT (formerly Ellis Witham)
03/04/2023	48	1,520.00	YLCA	- Membership subscription 1 April 2023 to 31 March 2024
04/04/2023	8	6.67	Boyes of Whitby	- Omega surge 6 way extension
05/04/2023	7	176.73	Grenke Leasing	- Photocopier Quarterly Lease Charge (Q1)
05/04/2023	21	1,038.62	TotalEnergies Gas & Power	- Electricity Bill Pannett - April
05/04/2023	45	96.84	H Pickup M & E Services Ltd	- Call out to Vaillant boilers
11/04/2023	22	808.22	ENGIE Gas Limited	- Gas Bill Pannett - April
12/04/2023	40	4,504.00	ADT Fire & Security PLC	- Additional work to connect fire alarm to rear sliding doors (recharge to Lit & Phil)
12/04/2023	42	39.86	Rentokil Initial UK Ltd	- Service Period 30/04/2023 - 29/05/2023
13/04/2023	19	72.95	Magpie Café	- Lunch - town mayor and chair of NYC
13/04/2023	41	6,000.00	North Yorkshire Council	- Pier footbridge contribution
14/04/2023	9	3,912.68	North Yorkshire Pension Fund	- Contributions - April
14/04/2023	10	11,308.57	WTC Salaries	- Payroll - April
14/04/2023	11	4,348.13	HMRC	- FPS April - 2401
15/04/2023	31	6.58	AGI DIY Wearhouse Ltd	- Keys cut
18/04/2023	23	4,033.43	Everflow Limited	- Water Bill Toilets - April
18/04/2023	54	8.90	Whitby Museum Tearoom	- Hospitality (Gallery)
19/04/2023	39	133.00	Rural Services Partnership Ltd	- Membership subscription 2023-24
19/04/2023	51	16.30	Barclays Bank	- Commission Charges
20/04/2023	38	670.80	North Yorkshire Council	- Trade Waste Charge 2023-24
21/04/2023	17	14.99	EE Limited	- Mobile phone monthly - April
21/04/2023	37	1,660.00	North East Plumbing and Drains Ltd	- External drain CCTV survey and report
24/04/2023	43	365.00	Vistech Security Ltd	- Security - Pannett Park
25/04/2023	28	180.00	Brian Oakley	- Window cleaning - Gallery & Museum Q1
25/04/2023	35	210.90	PHS Group	- Toilet Rolls
27/04/2023	25	71.49	Cathedral Hygiene	- Monthly periodic payment (Invoice May 2022 refers) April
27/04/2023	30	21.86	Electrical Network	- Kosnic Lamp - 12W
30/04/2023	32	408.60	Edge It Systems Ltd	- Sentinel Annual Subscription
30/04/2023	34	17.61	Sapphire Print Solutions	- Photocopier/Printer usage April invoice
01/05/2023	52	71.00	SAGE UK Ltd	- Payroll Software Subscription -May
02/05/2023	33	690.00	CDP Plumbing & Heating Ltd	- Stripping out night toilets at New Quay Road
02/05/2023	55	11.96	Boyes of Whitby	- Stationery & Confectionary - Coronation Event
02/05/2023	56	33.33	The Flowerpot (Whitby) Ltd	- Bouquet - long service
02/05/2023	57	5.83	The Works Stores Ltd	- Stationery - Coronation event
02/05/2023	58	15.00	Poundland Ltd	- Stationery - craft items - Coronation event
02/05/2023	62	3.00	HM Land Registry	- Title search
04/05/2023	27	150.00	RAF Benevolent Fund	- Recharge of proportion of Armed Forces Day Grant
04/05/2023	50	26.45	Pannett Art Gallery	- Shop items for civic visit
04/05/2023	36	130.00	Morris Vermaport Limited	- Attend lift breakdown - free lift stuck at first floor

Date	Tran	Net	Organisation	Detail
05/05/2023	59	920.80	TotalEnergies Gas & Power	Electricity Bill Pannett - May
10/05/2023	60	708.70	ENGIE Gas Limited	Gas Bill Pannett - May
11/05/2023	12	4,046.05	North Yorkshire Pension Fund	Contributions - May
11/05/2023	13	11,549.48	WTC Salaries	Payroll - May
11/05/2023	14	4,021.84	HMRC	FPS May - 2402
12/05/2023	61	2.48	Pitney Bowes	April invoice - postage
18/05/2023	24	4,368.63	Everflow Limited	Water Bill Toilets - April
22/05/2023	53	14.99	EE Limited	Mobile phone monthly - May
27/05/2023	63	71.49	Cathedral Hygiene	Monthly periodic payment (Invoice May 2022 refers) May
		<b>86,396.52</b>		

Draft

# WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 13 June 2023** at 6.00pm.

**Present:** Councillor Mrs N Wilson (Chair) with Councillors; R Dalrymple, J Harston, S Hinchliffe, A Jones, 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.**

**050/23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor G Goodberry for inability to attend.

**051/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION**

All Councillors present declared a non-pecuniary interest in Planning applications ZF23/00615/RG3 - ZF23/00616/LB – ZF23/00617/RG3 – ZF23/00618/LB – Old Town Hall, Church Street, YO22 4AE.

**STANDING ORDERS SUSPENDED**

**052/23 PUBLIC PARTICIPATION**

No public present.

**STANDING ORDERS REINSTATED**

**053/23 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

**054/23 LISTED BUILDINGS**

Members were informed that Planning Services had concluded their investigation into the erection of a plaque on the front of a grade II listed building – 38 Flowergate, North Yorkshire Council has concluded that no further action will be taken and the case is now closed.

**055/23 LICENSING/PLANNING TRAINING**

Nothing to report

Signature ..... 2023

## Planning Applications Considered on 13 June 2023

<b>1</b>	<i>Plan Number</i> <b>23/019/AMENDED</b>	<i>District Reference</i> 22/02472/FL	<i>Road/Street</i>	<i>Date of meeting</i>
	<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>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BT	<i>Application date</i> 07/06/23

**23/019 - Amended plan Custom House, 1 Market Place, Whitby North Yorkshire YO21 3BT**

*Comment*

**Support this amended application**

<b>2</b>	<i>Plan Number</i> <b>23/020/AMENDED</b>	<i>District Reference</i> 22/02473/LB	<i>Road/Street</i> Custom House	<i>Date of meeting</i> 13.06.23
	<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>	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BT	<i>Application date</i> 07/06/23

**23/020 - Amended plan**

*Comment*

**Support this amended application**

<b>3</b>	<i>Plan Number</i> <b>23/038/AMENDED</b>	<i>District Reference</i> 23/00421/HS	<i>Road/Street</i>	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Mrs Debbie Owen	<i>House Name</i> 96	<i>Road</i> Upgang Lane	<i>Locality</i>
	<i>Town</i>	<i>County</i>	<i>Post Code</i> YO213JW	<i>Application date</i> 05/06/23

**23/038 - Amended plan**

*Comment*

**Support this amended application subject to residential use only and the concerns from Environmental Health regarding the bedroom over the kitchen are taken into account.**

<b>4</b>	<i>Plan Number</i> <b>23/065</b>	<i>District Reference</i> 23/00580/FL	<i>Road/Street</i> Chubb Hill Road	<i>Date of meeting</i> 06.06.23
	<i>Applicant</i> Mr & Mrs Geoff Hogarth	<i>House Name</i>	<i>Road</i> 7A Chubb Hill Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211JU	<i>Application date</i> 18/05/23

**Change of use of land to domestic garden, Mr & Mrs Geoff Hogarth, 7A Chubb Hill Road, Whitby, North Yorkshire, YO21 1JU**

*Comment*

**OBJECT - It is a public open space - Support highways comments - the local plans identifies this area of land as open space**



<b>5</b>	<i>Plan Number</i> <b>23/066</b>	<i>District Reference</i> ZF23/00691/HS	<i>Road/Street</i> Loggerhead Yard	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Ms Gill Brooks	<i>House Name</i>	<i>Road</i> 3 Loggerheads Yard	<i>Locality</i> New Quay Road
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211DL	<i>Application date</i> 24/05/23

**Installation of replacement windows in Upvc, Ms Gill Brooks, 3 Loggerheads Yard, New Quay Road, WHITBY, North Yorkshire, YO211DL**

*Comment*

**OBJECT - not like for like - the change in style of windows is not in keeping**

<b>6</b>	<i>Plan Number</i> <b>23/067</b>	<i>District Reference</i> ZF23/00640/LB	<i>Road/Street</i> Prospect Place	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Sarah Mann-Needs	<i>House Name</i>	<i>Road</i> 7 Prospect Place	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AD	<i>Application date</i> 25/05/23

**Retrospective consent for the creation of a shower room within existing bedroom, Sarah Mann-Needs, 7 Prospect Place, WHITBY, North Yorkshire, YO224AD**

*Comment*

**Support this application**

<b>7</b>	<i>Plan Number</i> <b>23/068</b>	<i>District Reference</i> ZF23/00738/HS	<i>Road/Street</i> Wellington Terrace	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Mr Carl Paddock	<i>House Name</i>	<i>Road</i> 7 Wellington Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213HF	<i>Application date</i> 31/05/23

**Erection of dormer and roof terrace to front elevation, Mr Carl Paddock, 7 Wellington Terrace, WHITBY, North Yorkshire, YO213HF**

*Comment*

**OBJECTIONS - Over development - out of character with the built design - will be seen from the eastside**

<b>8</b>	<i>Plan Number</i> <b>23/069</b>	<i>District Reference</i> ZF23/00751/HS	<i>Road/Street</i> Field Close	<i>Date of meeting</i> 01.06.23
	<i>Applicant</i> Mr G & Mrs S Landers	<i>House Name</i>	<i>Road</i> 14 Field Close	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213LR	<i>Application date</i> 01/06/23

**Erection of rear single storey extension with balcony over Mr G & Mrs S Landers, 14 Field Close, WHITBY, North Yorkshire, YO213LR**

*Comment*

**Support this application**

<b>9</b>	<i>Plan Number</i> 23/070	<i>District Reference</i> ZF23/00768/LB	<i>Road/Street</i> High Street	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Network Rail Infrastructure Ltd	<i>House Name</i> Ruswarp Railway Station	<i>Road</i> High Street	<i>Locality</i> RUSWARP
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 01/06/23

**Provision of tactile paving strips to platforms at Ruswarp Station, Network Rail Infrastructure Ltd, Ruswarp Railway Station, High Street, RUSWARP, WHITBY, North Yorkshire**

*Comment*  
**Support this application**

<b>10</b>	<i>Plan Number</i> 23/071	<i>District Reference</i> ZF23/00615/RG3	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Kerry Levitt	<i>House Name</i> Old Town Hall	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 02/06/23

**Change of use of Old Town Hall building to a sui generis use comprising the following classes of uses defined by Use Class Order: 1) Class E(a) Display or retail sale of goods, other than hot food; 2) Class F1 (b) Display of works of arts; 3) F1 (c) Museums; and, 4) F2 (b) Halls or meeting places for the principal use of the local community. Operational development including new access and improvements to public realm and market facilities, Kerry Levitt, Old Town Hall, Church Street, WHITBY, North Yorkshire, YO224AE**

*Comment*  
**Support this application**

<b>11</b>	<i>Plan Number</i> 23/072	<i>District Reference</i> ZF23/00616/LB	<i>Road/Street</i> Old Town Hall	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Kerry Levitt	<i>House Name</i> Old Town Hall	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 02/06/23

**Refurbishment works including a new levelled stepped access platform, power and lighting, external and internal repairs, and alterations to the first floor including upgrading the building fabric, services and WC/kitchenette facilities, Kerry Levitt, Old Town Hall, Church Street, WHITBY, North Yorkshire, YO224AE**

*Comment*  
**Support this application**

<b>12</b>	<i>Plan Number</i> 23/073	<i>District Reference</i> ZF23/00617/RG3	<i>Road/Street</i> Old Town Hall	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Kerry Levitt	<i>House Name</i> Old Town Hall	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 02/06/23

**Installation of a three-track glazed sliding partition system and associated works, Kerry Levitt, Old Town Hall, Church Street, WHITBY, North Yorkshire, YO224AE**

*Comment*

**Support this application**

<b>13</b>	<i>Plan Number</i> 23/074	<i>District Reference</i> ZF23/00618/LB	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Kerry Levitt	<i>House Name</i> Old Town Hall	<i>Road</i> Church Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO214AE	<i>Application date</i> 02/06/23

**Installation of a three-track glazed sliding partition system and associated works, Kerry Levitt, Old Town Hall, Church Street, WHITBY, North Yorkshire, YO214AE**

*Comment*

**Support this application**

<b>14</b>	<i>Plan Number</i> 23/075	<i>District Reference</i> ZF23/00653/HS	<i>Road/Street</i> Sandside	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Mr P Noble	<i>House Name</i>	<i>Road</i> 1 Sandside	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DN	<i>Application date</i> 05/06/23

**Removal of chimney stack to end elevation and small shed to rear. Alterations and refurbishment to include bi fold doors to rear elevation windows to end elevation, rooflights (balcony style to rear and end), 2No rooflights to front Replacement of existing rear boundary concrete wall with glazed balustrade, Mr P Noble, 1 Sandside, WHITBY, North Yorkshire, YO224DN**

*Comment*

**OBJECT - out of character - impact on street scene - capacity of infrastructure - possible impact on maritime safety with reflection from glazing**

<b>15</b>	<i>Plan Number</i> 23/076	<i>District Reference</i> ZF23/00802/HS	<i>Road/Street</i> The Ropery	<i>Date of meeting</i> 13.06.23
	<i>Applicant</i> Mrs Doff Pollard	<i>House Name</i>	<i>Road</i> 28 The Ropery	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224EY	<i>Application date</i> 06/06/23

**Erection of single storey rear extension, Mrs Doff Pollard, 28 The Ropery, WHITBY, North Yorkshire, YO224EY**

*Comment*

**Support Application**



## WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT** Committee held in the Pannett Gallery on Tuesday 20 June 2023 at 6:00pm.

**Present:** Councillors Mrs Coughlan (Chair), Mrs Brown, Dalrymple, Jones, Nock, Mrs Turner and Mrs Wild.

**Also:** M King, Town Clerk, 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**

#### **056/23 ELECTION OF CHAIR**

Nominations were requested for the position of Chair. One nomination was received for:

Councillor Mrs Coughlan, proposed Cllr Mrs Coughlan, Seconded Cllr Harston

**RESOLVED** unanimously that Cllr Mrs Coughlan be appointed as Chair of the Town Development & Improvement Committee for the Municipal Year 2023-2024.

#### **057/23 APOLOGIES FOR ABSENCE**

None.

#### **058/23 ELECTION OF VICE CHAIR**

Nominations were requested for the position of Vice Chair. One nomination was received for:

Councillor Harston, proposed Cllr Harston, Seconded Cllr Mrs Wild

**RESOLVED** unanimously that Cllr Harston be appointed as Vice Chair of the Town Development & Improvement Committee for the Municipal Year 2023-2024.

#### **059/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION**

None.

#### **STANDING ORDERS SUSPENDED**

#### **060/23 PUBLIC PARTICIPATION**

None.

#### **STANDING ORDERS REINSTATED**

#### **061/23 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR**

- a. Confirmation of the accuracy of the minutes of the meeting of the committee held on 18 April 2023

**MOVED** by Councillor Harston, seconded by Councillor Dalrymple.

**RESOLVED** a) that minutes of the Finance Policy & General Purposes Committee held on the 18 April 2023 are approved as a correct record.

1 abstention

b. Confirmation of the following adopted at Full Council on 2 May 2023

i Terms of reference of the committee.

**MOVED** by Councillor Dalrymple, seconded by Councillor Harston

**RESOLVED** b)i) that the terms of reference of the committee are confirmed.

ii Delegation arrangements to staff

**MOVED** by Councillor Dalrymple, seconded by Councillor Nock

**RESOLVED** b)ii) that the delegation arrangements to staff are confirmed.

iii Standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees.

**MOVED** by Councillor Nock, seconded by Councillor Mrs Brown

**RESOLVED** b)iii) that the standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees are confirmed.

c. Appoint members to the sub-committees of the Town Development & Improvement Committee

i Allotments.

ii Christmas Lights.

**MOVED** by Councillor Mrs Turner, seconded by Councillor Mrs Wild

**RESOLVED** c) that the Clerk email all councillors seeking nominations for both subcommittees to be resolved at Full Council on 4 July 2023.

d. Review of the anticipated committee workload for the coming year.

**MOVED** by Councillor Mrs Coughlan, seconded by Councillor Harston

**RESOLVED** that the information is noted.

## 062/23

### CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY

The Clerk noted that the resolutions of the previous meeting had been actioned. Information had been received on car parking (Item 063/23) and on progress in regulating the Upgang Ravine and sea wall. North Yorkshire Councillor Trumper will provide an update once a solution has been reached. A substantive response was awaited in each other case.

**MOVED** by Councillor Mrs Brown, seconded by Councillor Nock

**RESOLVED** that the information be noted and that follow-up enquires be made.

**063/23 CAR PARKING**

Members noted confirmation from North Yorkshire Council of the status quo. In discussion the key issues to be clarified were

**MOVED** by Cllr Nock, Seconded by Cllr Harston

**RESOLVED** that the Clerk contact NYC to request an update on the request for effective fencing to separate the West Cliff car park from the grassed area around the restaurant and what enforcement is carried out against parking in unauthorised areas.

**064/23 LET'S TALK TRANSPORT**

Submitted: a summary of the North Yorkshire Council 'Let's Talk Transport' conversation launched on Monday 22 May and running until 17 July. Members noted that a separate engagement with parish councils was anticipated.

**MOVED** by Cllr Harston, Seconded by Cllr Nock

**RESOLVED** that the Clerk be delegated to respond to any direct engagement with parish councils from NYC in respect to the Let's Talk Transport consultation by drafting a response in collaboration with members of the committee and submitting it in consultation with the Chair.

**065/23 MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN TOWN**

The following areas of concern were identified to be brought to the attention of the appropriate body.

- a) Paddling Pool** – concern was expressed that the refurbishment work to the West Cliff paddling pool was progressing in fits and starts and that there were significant periods where the contractor had not been on site, leading to doubt that the envisage completion of the end of June would be met by NYC.

**MOVED** by Cllr Mrs Turner, seconded by Cllr Nock

**RESOLVED** That relevant officers of North Yorkshire Council be invited to a site meeting at the paddling pool and, separately, to a wider 'walk round' of the projects within 'Project Sunshine.'

- b) Street Cleaning** issues relating to the frequency and efficiency of street cleaning, especially in relation to bird guano. Reference was made to earlier assurance by officers of (then) SBC to share the deep-clean schedule.

- c) Highfield Road** it was noted that road and pavement holes in this location have been reported to NYC.

**MOVED** by Cllr Nock, seconded by Cllr Mrs Brown

**RESOLVED** That relevant officers of North Yorkshire Council be to provide an update on street cleansing and the condition of road maintenance in Whitby

d) **PFCC Walk Around** members who attended the 'Night Time Economy' visit on Saturday, 10 June, at 8:00pm with the PFC Commissioner, Zoe Metcalfe and various Police Officers, were able to express the Council's concerns to the Commissioner and she undertook to respond on a number of points that were raised.

**MOVED** by Cllr Mrs Wild, seconded by Cllr Harston

**RESOLVED** That the information be noted.

draft



## WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Tuesday 27 June 2023 at 2:00pm** in the Normanby Room, Whitby Museum.

**Present** Whitby Town Council: Councillors Mrs A Brown, Mrs H R Coughlan, R Dalrymple, J Nock (Chair), S Smith, Mrs L Wild (until 078/23). and Cllr C Riddolls (from 077/23);  
Whitby Literary & Philosophical Society Mrs S Booth, Mrs D Gilroy, G Pipe, P Richards (Sub), Mrs A Roberts, Mrs H Wright (sub).

**Also:** Town Clerk, Deputy Clerk & Civic Officer, PAG Curator and one member of the public (Cllr 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.**

### 070/23 ELECTION OF CHAIR FOR YEAR 2023-2024

Nominations were sought for a Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the ensuing year.

**MOVED** by Councillor Mrs H Coughlan, seconded by Councillor S Smith

**RESOLVED** that Councillor J Nock is elected as Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the year.

### 071/23 APOLOGIES

Apologies for inability to attend were received from Councillors A Jones, and Mrs N L Wilson (Whitby Town Council), Mr C Pyrah and D Rodwell-Cox Whitby Literary & Philosophical Society.

**MOVED** by Councillor Mrs H Coughlan, seconded by Councillor Mrs Wild

**RESOLVED** that the apologies of Councillors A Jones, and Mrs N L Wilson, Mr C Pyrah and D Rodwell-Cox, be accepted.

### 072/23 ELECTION OF VICE-CHAIR FOR YEAR 2022-2023

Nominations were sought for Vice-Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the ensuing year.

**MOVED** by Councillor J Nock, seconded by Councillor Mrs A Brown

**RESOLVED** that Councillor Mrs H Coughlan is elected Vice-Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the ensuing year.

### 073/23 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

**STANDING ORDERS SUSPENDED**

**074/23 PUBLIC PARTICIPATION SESSION**

No public participation.

**STANDING ORDERS REINSTATED**

**075/23 ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR**

**a) MINUTES**

**MOVED** by Councillor Mrs A Brown, seconded by Councillor S Smith

**RESOLVED** that the minutes of the Pannett Art Gallery and Whitby Museum Joint Management Committee Held on 14 March 2023 having been circulated be taken as read and signed by the Chairman as true record. 1 Abstention

**b) Confirmation of the following adopted at Full Council on 2 May 2023**

- i Terms of reference of the committee
- ii Delegation arrangements to staff
- iii Standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees.

**MOVED** by Councillor S Smith, seconded by Councillor Mrs A Brown

**RESOLVED** that the above Terms of Reference of the Committee, Delegation arrangements to staff and Standing Orders, financial regulations, policies and procedures relating to the function of the committee and its sub-committee are taken on block and received. 1 Abstention

**c) Review of the anticipated committee workload for the coming year.**

**MOVED** by Councillor S Smith, seconded by Mrs L Wild

**RESOLVED** unanimously that the anticipated committee workload for the coming year including the scheduled dates for JMC Meetings on 24 October 2023 and 27 February 2024 are received.

**076/23 DRAFT OPERATING PROCEDURES**

The Joint Management Committee went through the draft operating procedures. Concerns were raised regarding the cleaning of the building and its cleanliness.

An amendment to the procedures was

**MOVED** by Ms S Booth, seconded by Mrs A Roberts and

**RESOLVED** unanimously that 1b be inserted into the Procedures reading: 'In the event of issues arising with the building, members of the JMC shall,

from time to time, survey the building on a regular basis to identify items which they consider require repair or maintenance and shall report the same to JMC.

**MOVED** by Councillor Mrs L Wild, seconded by Councillor Mrs H Coughlan

**RESOLVED** unanimously that the draft operating procedures including the insertion of 1b proposed in the amendment is adopted.

077/23

**BUILDING MAINTENANCE EXPENDITURE 2022/23 OUT TURN 2023/24 TO DATE**

The Joint Management Committee went through the figure circulated prior to the meeting. Questions were asked regarding the Security patrols and the locking of the park gates, plus the overall footprint of the museum and art gallery.

**MOVED** by Ms S Booth, seconded by Mr G Pipe

**RESOLVED** unanimously that the information queried be obtained for the next meeting of the Joint Management Committee.

**MOVED** by Cllr R Dalrymple, seconded by Councillor Mrs L Wild

**RESOLVED** that the information circulated to members is received. 2 Abstentions

Councillor Riddolls joined the meeting during the above agenda item (2:30pm)

078/23

**REPORT ON PROPERTY MATTERS**

Members discussed in full the report on property matters which included the Electrical Survey, External Drainage Survey, Heating System, Fire & Intruder Alarm Systems, Flooring, Legionella testing and emergency telephone in the lift. It was reported that applications for funding grants have been submitted to the Shared Prosperity Fund, Arts Fund and other sources.

The Lit and Phil were asked if they would consider loaning money to WTC to fund some of the works if there is a shortfall in funds, with WTC repaying the loan over 4 or 5 years.

It was agreed that clause No. 2 on the Operating Procedure be used to determine the works considered to be a priority, how and when the works to be undertaken.

**MOVED** by Councillor R Dalrymple, seconded by Councillor Mrs Roberts and

**RESOLVED** that in line with the procedures it is agreed that the Electrics, front section of the displaced soil pipe to the front of the building, the heating system, flooring and the legionella testing are classed as critical, and a time scale is looked at to carry out the work subject to funding. 1 Abstention

**MOVED** by Councillor R Dalrymple, seconded by Councillor S Smith and

**RESOLVED** unanimously that the remainder of the drains and the fire and intruder alarm are classed as current.

**MOVED** by Mr G Pipe, seconded by Ms S Booth and

**RESOLVED** unanimously that a list identifying what is critical and current, Planned and preventative is submitted to the next meeting of the JMC

Councillor Mrs Wild left the meeting during the above item 2:45pm

079/23

**AGREED ACTION POINTS**

- Revised Operating Procedures – circulated with amendments
- More information included in the cleaning schedule
- Calculate the overall footprint of the building
- Obtain further quotations
- List of critical and current Property issues subject to funding for the next meeting following submission to Full Council

draft

# WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 27 June 2023** at 6.00pm.

**Present:** Councillor G Goodberry (Chair) with Councillors; R Dalrymple, J Harston, S Hinchliffe, A Jones, 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.**

**080/23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Mrs N Wilson for inability to attend.

**081/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION**

Councillor Goodberry declared a personal and non-pecuniary interest in planning Applications 23/00546/FL – Broadlands Farm, Guisborough Road YO21 1TL and 23/00572/FL Well Close Square, 16A Skinner Street, Whitby.

**STANDING ORDERS SUSPENDED**

**082/23 PUBLIC PARTICIPATION**

No public present.

**STANDING ORDERS REINSTATED**

**083/23 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

**084/23 LISTED BUILDINGS**

Nothing to report

**085/23 LICENSING/PLANNING TRAINING**

The Deputy Clerk reported that an objection had been submitted against an application for a pavement licence at 33 Flowergate.

Signature ..... 2023

## Planning Applications Considered on 27 June 2023

<b>1</b>	<i>Plan Number</i> <b>23/004/AMENDED</b>	<i>District Reference</i> 22/02397/HS	<i>Road/Street</i> Park Terrace	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr Simon Pritchard	<i>House Name</i>	<i>Road</i> 9 Park Terrace	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO211PN	<i>Application date</i> 19/06/23

**23/004 - Amended plan**

*Comment*

**OBJECTIONS - in line with highways objections**

<b>2</b>	<i>Plan Number</i> <b>23/045/AMENDED</b>	<i>District Reference</i> 23/00274/HS	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr & Mrs R & J Jenkins	<i>House Name</i>	<i>Road</i> 30C Church Street	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO224AE	<i>Application date</i> 19/06/23

**23/045 - Amended plan**

**amended plans received - Side and rear extension to form stairwell**

*Comment*

**OBJECT - Out of Character with the area - effect on the amenity of the neighbours**

**RECOMMEND THAT THE NYC PLANNING COMMITTEE CARRYOUT A SITE VISIT BEFORE ANY PLANNING DECISION IS MADE ON THE AMENDMENT**

<b>3</b>	<i>Plan Number</i> <b>23/077</b>	<i>District Reference</i> ZF23/00817/LB	<i>Road/Street</i> Clarks Yard	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Ms Kate Peach	<i>House Name</i>	<i>Road</i> 6 Clarks Yard	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BL	<i>Application date</i> 08/06/23

**Various areas of repointing and rendering, use of a Helifix or similar crack fixing solution and at second floor level galvanised strap to be fixed stabilise the property and reinstatement flashing to the roof junction, Ms Kate Peach, 6 Clarks Yard, Church Street, WHITBY, North Yorkshire, YO224BL**

*Comment*

**SUPPORT this application**

<b>4</b>	<i>Plan Number</i> <b>23/078</b>	<i>District Reference</i> ZF23/00831/FLA	<i>Road/Street</i> Well Close Square	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Vision Housing Properties Ltd	<i>House Name</i>	<i>Road</i> 19 Well Close Square	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213AP	<i>Application date</i> 07/06/23

**Removal of condition 6 (occupancy) in relation to decision reference 12/02715/FL for installation of 2 no. dormer windows to front roof slope, erection of new boundary wall to rear and extension/increase in height to existing rear projection to provide new single, two and two and a half storey accommodation, Vision Housing Properties Ltd, 19 Well Close Square, WHITBY, North Yorkshire, YO213AP**

## Comment

**OBJECT - the reason for condition 6 is still valid**

<b>5</b>	<i>Plan Number</i> 23/079	<i>District Reference</i> 23/00546/FL	<i>Road/Street</i> Guisborough Road	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr Morley	<i>House Name</i> Broadings 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> 07/06/23

**Extension to touring caravan site - Mr Morley, Broadings Farm, Guisborough Road, WHITBY, North Yorkshire, YO211TL**

## Comment

**OBJECT - support objections from Northern Gas Network - pedestrian safety no pavement**

<b>6</b>	<i>Plan Number</i> 23/080	<i>District Reference</i> ZF23/00698/FL	<i>Road/Street</i> Richardson court	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr & Mrs Martyn & Janet Kukk	<i>House Name</i>	<i>Road</i> 12 Richardson Court	<i>Locality</i> Whitehall Landing
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224FH	<i>Application date</i> 09/06/23

**Replacement of window with french doors and juliet balcony, Mr & Mrs Martyn & Janet Kukk, 12 Richardson Court, Whitehall Landing, WHITBY, North Yorkshire, YO224FH**

## Comment

**SUPPORT this application**

<b>7</b>	<i>Plan Number</i> 23/081	<i>District Reference</i> ZF/23/00749/AA	<i>Road/Street</i> New Quay Road	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Groundwork NE & Cumbria (Mr Matt Machouki)	<i>House Name</i>	<i>Road</i> Top of Quay Wall	<i>Locality</i> New Quay Road
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 09/06/23

**Installation of interpretation panel, Groundwork NE & Cumbria (Mr Matt Machouki), Top of Quay Wall, New Quay Road, WHITBY, North Yorkshire**

## Comment

**SUPPORT this application**

<b>8</b>	<i>Plan Number</i> 23/082	<i>District Reference</i> 23/00572/FL	<i>Road/Street</i> Well Close Square/ Skinner Street	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr Dennis Stainthorpe	<i>House Name</i> Flat 2 Routh House, Well Close	<i>Road</i> 16A Skinner Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 19/06/23

**Installation of replacement bay windows in Upvc, Mr Dennis Stainthorpe, Flat 2 Routh House, Well Close Square, FLATS 1,2,7&3 Well Close Square, 16A Skinner Street, WHITBY, North Yorkshire**

## Comment

**SUPPORT this application subject to the use of traditional heritage style windows**

<b>9</b>	<i>Plan Number</i> 23/083	<i>District Reference</i> 23/00535/FL	<i>Road/Street</i> Cholmley Way	<i>Date of meeting</i> 27.06.23
	<i>Applicant</i> Mr Jamie Rose	<i>House Name</i>	<i>Road</i> 1 Cholmley Way	<i>Locality</i> Whitby Industrial Estate
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NJ	<i>Application date</i> 19/06/23

**Erection of 1no industrial unit to end of existing units, Mr Jamie Rose, 1 Cholmley Way, Whitby Industrial Estate, WHITBY, North Yorkshire, YO224NJ**

*Comment*  
**SUPPORT this application**

draft



**WHITBY TOWN COUNCIL  
COUNCIL MEETING – 4 JULY 2023**

**COMMITTEE PLACES**

**1. Introduction**

- 1.1. Following Annual Council in May, some committee and sub-committee places remain vacant.

**2. Confirmation of Substitutes**

- 2.1. At Annual Council on 2 May, two substitute places were allocated subject to the agreement of the members nominated. Both members nominated have confirmed that they wish to accept those substitute places.

**Recommendation** – a) That Cllr Croft is confirmed as a substitute member of the Town Development & Improvement Committee; and  
b) That Cllr Goodberry is confirmed as a substitute member of the Finance Policy & General Purposes Committee.

**3. Filling of Remaining Substitute Places**

- 3.1. Vacancies for substitute members remain on the following committees:

<b>Committee</b>	<b>Subs. Vacant</b>
Planning	2
Joint Management Committee	2
Pannett Art Gallery	2
Finance Policy & General Purposes	1
Harbour	2

**Recommendation** – c) That nominations be taken to fill these vacancies.

**4. Filling of Places on Subcommittees**

- 4.1. At meetings on 6 and 20 June, FP&GP and TD&I resolved that the Clerk email all councillors seeking nominations for Events, Twinning, Allotments and Christmas Lights subcommittees to be resolved at Full Council on 4 July 2023. There are six places to be filled on each.

**Recommendation** – d) That nominations be taken to fill these vacancies.

**Michael King**  
Town Clerk & RFO



**WHITBY TOWN COUNCIL  
COUNCIL MEETING – 4 JULY 2023**

**BUILDING WORK TO THE PANNETT ART GALLERY AND WHITBY MUSEUM**

**1. Introduction**

- 1.1 This report outlines anticipated work, including work for which quotations have been received for funding decision of the full council.

**2. Current Issues**

- 2.1 Based on survey and investigation work carried out to date, the following works have been identified:

**a. Electrical Survey**

The electrical survey work was completed in April. A detailed quotation for the work necessary to achieve compliance has been provided and circulated separately to members of the JMC. All the work has been classified by the JMC as 'critical'. The key consideration is the urgency of this work and the opportunity to progress this during a period of planned closure. The anticipated cost of these works is £13,500.

**b. External Drainage Survey**

The external drainage survey was also undertaken in the Spring. Works tally an estimated cost of £20,000 have been identified. These vary in severity, impact and urgency. It is recommended that in the current year that the displaced soil pipe to the front of the building is addressed as 'critical' and that other works, which are more minor, should be classified as 'current' and continue to be monitored and advanced as appropriate. It is estimated that the critical work will cost £1,500.

**c. Heating System**

The gas safety certification and servicing of the current systems have been completed. There are three distinct phase of work which the JMC advised to consider. Firstly, remedial works to pipes and joints in the boiler room linked to the heating of the main building and the (twin) Vaillant boilers, which is best carried out while the system is dormant for the Summer.

Secondly, replacement of thermostats and solenoid controllers in the 'new' wing, which is best carried out in the Autumn once the system is hot, but before ambient temperatures are too cold.

Thirdly replacement boiler(s) for the (twin) Ideal boilers which heat the 'new' wing. It is estimated that the boiler replacement cost is likely to be ~£5k, but additional costs will flow from reconfiguring the boiler room to position the new boiler(s) on an external wall, redirecting pipework and replacing flues.

Separately to this, the Lit & Phil is seeking the council's landlord approval for works to upgrade the heating in the archive room over the same timescale, which will be funded by the Lit & Phil.

**d. Fire & Intruder Alarm Systems**

Following an engineer's visit to scope the work which has, subsequently, been completed on connecting the rear sliding glass doors to the fire system, ADT have provided a schedule of works for consideration:

1. The site is cabled in a mix of fire rated (red) cable and standard twin and earth electrical cable (grey). The standard cable is not suitable for use in life safety fire systems as this will not resist the heat of a fire and will melt shorting out the cables and making the system redundant. I have seen both detection circuits and bell cables in standard cable which is worse as the bell cables need to be functional for as long as possible to ensure any building occupants can be alerted. Tim mentioned you are to commission a survey of the building electrical system and I'd suggest the fire alarm is included.

2. The fire panel is obsolete, and spares are unavailable should it need repair.

The panel can be changed for a modern equivalent, but this would not make identification of a fire or additions easier. Budget cost - £2,000

Change panel to a modern addressable system and replace all system devices. This will make a better system as each individual device will be identified on the panel to speed up locating a fire and additions are much easier and cheaper. Budget cost - £25,000

3. Overall, the building is well covered for detection. There are however some lobbies, rooms and short corridors that are not covered.

- Ground floor – Registrar's office and corridor outside, Store behind reception, main entrance lobby
- Lower ground - Exit lobby, no MCP cafe exit door, curved stair lobby, lobby to store.

4. More of a concern is the open roof space. As you know this is of wood construction and there only appears to be one detector at the entrance door. This type of area we could cover with an aspirating detection system. This is basically a series of pipes installed within the area which has holes in place of smoke detectors. These pipes are connected to a sampling device which pulls air through the holes, into the pipe and then samples the air for smoke. Once installed the pipes need no maintenance so regular access to the roof space is not required. Budget cost - £15,000

5. There is a separate fire panel in the boiler room which is connected to two heat detectors. This panel is also connected to a boiler control panel. It looks like if the heat detectors activate the boilers will shut down. This seems a strange way to achieve this and heat detectors don't seem to be the best choice. I would have thought carbon monoxide detectors would be better as they would then shutdown the boilers in the event of a boiler fault or build up of poisonous carbon monoxide gas. The detectors could be changed (Budget cost £900) or the shutdown incorporated with the addressable system mentioned in No. 2

e. **Flooring**

A building conservation surveyor's report on the flooring has been received and passed to a specialist firm to produce a quotation:

*The floor moves due to temperature, internal room humidity and water from the public walking in from a wet outside. In addition, it is being harmed by a damp sub floor, no damp proof membrane underneath timbers, and a lack of expansion joints. The combination of all these is making the timber floor unstable and as we have seen capable of warping. This latter problem has already occurred and might continue in the worst case.*

*I have decided to cut back around each metal grid both inside and outside of the grids, but we will also have to cut the timbers back away from the room walls as well as the 18 metre runs of timber across the room have the capacity to swell by up to 20mm to each side of the room. We don't know if any expansion capacity was left around the walls but probably not. This is a problem when you consider the capacity of timber to swell across the board width is far greater than end on movement.*

*Most commentators suggest that new floors should be sat on a damp proof membrane but for the moment this is not possible without taking all the timbers up.*

*Budget cost - £25,000*

- 2.2 Exterior decorating work has been previously approved and will be carried out over the Summer at a cost of £20,000.
- 2.3 The 2023-24 budget for Building Maintenance is £60,800. This is fully committed.

**3. Conclusion**

- 3.1 The JMC has considered these works and resolved that the Electrics, front section of the displaced soil pipe to the front of the building, the heating system, flooring and (additionally) legionella testing are classed as critical, and a time scale is looked at to carry out the work subject to funding.

**Recommendation** – a) That council identifies its priorities to progress as critical, identifies a schedule to undertake the works and funding opportunities to meet the cost of these; and  
b) That approval is given for the Lit & Phil to carry out heating improvements in the library archive at their own cost, subject to a satisfactory assessment and assurance of the compatibility of all equipment with the existing heating system.

**Michael King**  
**Town Clerk & RFO**



**a) Coronation**

Over the Coronation Weekend, there was a 'picnic in the park' in Pannett Park, as part of the 'Coronation Lunch' initiative, from 11-3 on Sunday 7 May. The event had splendid support from the Friends of Pannett Park.

**b) Dashboards on homelessness and rough sleeping**

DLUHC has published data on statutory homelessness applications, duties and outcomes for councils in England from October to December 2022. The release also reports on households in temporary accommodation.

There are three dashboards on homelessness:

- Statutory homelessness data
- Council performance
- Homelessness Case Level Information support needs

Dashboards:

<https://www.gov.uk/government/publications/dashboards-on-homelessness>

Statistics:

<https://www.gov.uk/government/collections/homelessness-statistics>

<https://www.gov.uk/government/statistical-data-sets/live-tables-on-homelessness>

The data are organised by the (former) district boundaries.

**c) Double Devolution & Parish Charter Development**

In parallel with its development of community networks, NYC is continuing to evaluate the bids for double devolution pilots. I have not been able to find out how many bids have been made. The timetable has been confirmed to be:

- Evaluation of expressions of interest with the relevant service and corporate services – summer 2023.
- North Yorkshire Council Executive decision on up to six to develop a full business case – autumn 2023.
- Joint development of full business cases – autumn 2023 to spring 2024.
- Evaluation of full business cases – spring 2024 (on a case-by-case basis as they become ready for evaluation).
- North Yorkshire Council Executive decision on which full business cases to progress – spring 2024 (on a case-by-case basis as they become ready for a decision).
- Transfer date – very unlikely before April 2024 (on a case-by-case basis as they become ready for implementation).

A decision to develop (up to) six pilot business cases is not yet programmed into the future meetings of the Executive in September, October or November 2024.

Separately, the unitary authority's forward programme currently shows a decision on adopting its parish charter is anticipated at the Executive meeting on 28 July.

**d) "Marine licences approved to benefit communities across England"**

The Marine Management Organisation (MMO) has issued a number of environmental, economic and socially important marine licences in the last few months as part of its role as England's regulator for marine licensable activities. Each marine licence application is carefully assessed. One of the case-studies on their website is sited in Billingham.

<https://marinedevelopments.blog.gov.uk/2023/05/17/marine-licences-approved-to-benefit-communities-across-england/>

**e) Technical consultation on the Infrastructure Levy**

The government wants to make sure that local authorities receive a fairer contribution of the money that typically accrues to landowners and developers. This will support funding for the infrastructure – affordable housing, schools, GP surgeries, green spaces and transport infrastructure to support connectivity that local communities expect to come with new development.

To do this, the Levelling Up and Regeneration Bill ('the Bill') seeks to replace the current system of developer contributions with a mandatory, more streamlined, and locally determined Infrastructure Levy. The Bill provides the framework for the new Levy, with the detailed design to be delivered through regulations.

The Levy will be charged on the value of the property at completion per square metre and applied above a minimum threshold. Levy rates and minimum thresholds will be set and collected locally, and local authorities will be able to set different rates within their area.

This will allow developers to price the value of contributions into the value of the land and for Levy liabilities to reflect market conditions. It will also remove the need for planning obligations to be renegotiated if the gross development value (GDV) is lower than expected; while allowing local authorities to share in the uplift if GDVs are higher than anticipated.

The Infrastructure Levy will be a more efficient system, largely sweeping away the sometimes-protracted negotiation of Section 106 planning obligations ("s106") (Section 106 of the Town and Country Planning Act 1990). It will be more transparent, as Levy charging schedules will make the expected value of a contribution clear up-front. It will also make it clear to existing and new residents what new infrastructure will accompany development and to developers what infrastructure will be required to make development acceptable. This will ultimately create a more consistent system, which removes unnecessary delay and provides additional funds to local communities.

To strengthen infrastructure delivery, the Bill requires local authorities to prepare Infrastructure Delivery Strategies. These will set out a strategy for delivering local infrastructure and spending Levy proceeds. The Bill will also enable local authorities to require the assistance of infrastructure providers, the local community, and other bodies in devising these strategies and their development plans.

The government is committed to the Levy securing at least as much affordable housing as developer contributions do now. A new 'right to require' will enable local authorities to set out what proportion of the Levy they want delivered as affordable homes and what



proportion they want delivered as cash. As the developer will be obliged to deliver these apportionments, the 'right to require' will afford greater protection to policy compliant levels of affordable housing. That is because, under the existing system, levels of affordable housing are often negotiated downward on viability grounds, resulting in fewer units being delivered than a local authority initially sought. The non-negotiable nature of the Levy provides an opportunity to address this. The 'right to require' means that where local authorities set out how much of the Levy they want as affordable housing, that amount will be delivered without the risk of a downward negotiation.

Section 204O of the Bill allows a proportion of the Levy to be directed towards communities, as a neighbourhood share. This will build on the approach taken in CIL, in which a proportion of funds are passed on to a parish or town council.

Retaining the Neighbourhood Share will enable local communities to receive a portion of Levy proceeds to spend as they deem appropriate, in a hyper-localised manner, in order to support the needs of the community. The spending of the Neighbourhood Share should be based on evidence showing what neighbourhoods want to improve in their area. This can range from typical infrastructure improvements to funding for tackling anti-social behaviour.

It is envisaged that, under the new Levy, the value collected as Neighbourhood Share should not result in less value being allocated to neighbourhoods than in the existing system. Currently, 25% of total CIL receipts can be allocated to parished areas with a Neighbourhood Plan in place. Under the new Levy, this will be a smaller share in percentage terms than the Neighbourhood Share as it exists under CIL. That is because the Infrastructure Levy will capture value that is currently captured through both CIL and s106.

There is more information on the proposals here:

<https://www.gov.uk/government/consultations/technical-consultation-on-the-infrastructure-levy>

#### **f) UK Shared Prosperity Fund**

Three separate expressions of Interest have been submitted in relation to the building fabric, the operation of the Gallery and the Christmas Festival, seeking funding from the allocation of the UK Shared Prosperity Fund administered by North Yorkshire Council.

There has been a significant volume of interest in these programmes both in enquiries and submission of expressions of interest (EOIs). NYC are currently working through the enquiries and will continue to respond to requests, queries and EOIs as soon as possible. There's more information on the SPF on this weblink [UK shared prosperity fund | North Yorkshire Council](#).

The fund remains open for expressions of interest. There is no specific deadline at the current time and NYC will inform potential applicants of specific timescales when full application forms are sent out. If there are any changes to this policy NYC will let us know. They are aiming to get caught up with all enquiries and EOIs by the end of June.

**g) Double Devolution**

Rachel Joyce, who is the unitary authority's Assistant Chief Executive – Local Engagement, has written to us (and presumably all parishes that submitted one) to thank us for taking the time to submit an Expression of Interest to participate in the piloting of Double Devolution. In terms of next steps, they will be setting up an Evaluation Board to review each Expression of Interest against the criteria set out in the invitation that was sent out, which include:

- A formal commitment by the town or parish council (at full council)
- The town or parish council having the legal competence (powers) to deliver the service or manage the asset
- The likelihood that the expression of interest will result in a solid business case and delivery plan
- The likelihood that the town or parish council will (if necessary, with reasonable initial help) have the ability to deliver the service or manage the asset effectively and safely
- The likelihood that the transfer will be cost neutral to the new council
- The likelihood that the transfer will not have a negative impact on the new council's strategic objectives or service delivery
- The likelihood that the transfer will have a positive benefit for the local community
- The aim to have a range of pilots across different services and geographical areas

It is envisaged that the decision on which Expressions of Interest are selected to be developed into full business cases will be taken in Autumn 2023, but this will depend on the complexity of submitted Expressions of Interest.

**h) MAPS and Police Attendance at Future Council Meetings**

Following the Teams meeting of the Ryedale Multi-Agency Problem Solving (MAPS) meeting (to which members who had attended the meeting with the PFCC had been invited), I have received an update from the locality Inspector for the Ryedale and Whitby area, setting out his expectation that the Police Team will attend Whitby TC meetings as and when invited. This would usually be at a Constable or Sergeant level.

The Inspector is liaising with North Yorkshire Council colleagues and the office of the PFCC to secure commitment to a similar Community MAPS function for Whitby. In essence at the inception of the meeting he believes that these should be run by the council (NYC) on behalf of the Community with North Yorkshire Police as a principal attendee. If this cannot be facilitated by the Scarborough CIT team then he will ask the community Sergeant to organise and chair. The impact of the meeting should also extend beyond Whitby Town into the Esk Valley, Robin Hoods Bay and other outlying rural areas as well.

**i) New Marine and Coastal Wildlife Code**

Recently, DEFRA has published its new Marine and Coastal Wildlife Code to encourage more responsible enjoyment of the coastline. It is still recommended that local guidance be followed wherever it is available. For our region, this can be found on the Yorkshire Marine Nature Partnership website:

<https://yorkshireremarinaturepartnership.org.uk/discover/caring-for-our-coast/>

You can read the new DEFRA code here:

<https://www.gov.uk/government/publications/marine-and-coastal-wildlife-code/marine-and-coastal-wildlife-code-advice-for-visitors>

### **j) PFCC and Policing**

At the recent meeting with the PFCC, town councillors asked if her officers could send through a link to some recent work the Commissioner's Office has done in regard to drugs and young people.

I have been sent the weblink to the area on their website about the Not My Child Campaign, which is to encourage parents, guardians and care givers in York and North Yorkshire, to have early and positive conversations with their children about drugs and other substances to help prevent them from coming to harm.

<https://www.northyorkshire-pfcc.gov.uk/notmychild/>

### **k) UKHSA launches new alerting system in collaboration with the Met Office**

The UK Health Security Agency (UKHSA) launched a new Heat-Health Alerting (HHA) service in partnership with the Met Office yesterday. The new system will focus on the health impacts that high temperatures could have on the health of the population.

A platform for these alerts has gone live, including the current alert status for all regions of England. Any HHAs will contain the following information when issued:

- headline weather conditions expected in the coming days
- an outline of what impacts might be expected
- a brief overview of the regional impact assessment
- links to additional information, advice and guidance

During the core alerting season, which is between 1 June and 30 September, UKHSA and the Met Office will monitor the weather forecasts and issue the appropriate alert where necessary.

The launch of this service follows publication of the Adverse Weather and Health Plan earlier this year. The UKHSA have also produced a communications toolkit supporting the plan and the updated HHA system. The communication material in this toolkit relates specifically to hot weather. This will be one of a series of adverse weather communication toolkits which will be shared, with future versions covering cold weather and flooding.

### **l) Community Partnerships**

The North Yorkshire Council Executive considered its programme for developing Community Partnerships – which had previously been known as Community Networks. The minutes of the meeting are:

Considered – a report of the Assistant Chief Executive Local Engagement providing an overview of the work undertaken to date in support of the ambition to develop local partnership working through the establishment of local community networks or

partnerships and seeking approval for some draft terms of reference and a phased implementation approach with a limited number of pilots.

Councillor David Chance introduced the report and provided an overview of the preparatory work undertaken over the last 12 months, led by the LGR Localities Workstream. He noted that whilst there was broad support for the initiative, a number of challenges had been identified, which had led to a proposal to undertake a phased implementation approach through five Community partnership pilots initially, operated as a rolling programme.

Executive Members noted the proposed implementation plan for the first five local multi-agency partnerships, and Marie-Ann Jackson, Head of the Stronger Communities Programme confirmed each partnership would be slightly different based on the individual requirements of the areas they covered, which would enable the testing of the various models. The proposed approach would also be helpful in regard to making the most of the limited staff resources available in the short term.

Councillor Derek Bastiman expressed disappointment that the coast was not covered by one of the pilots, and Executive Members agreed that local member commitment would be a key factor in the success of the pilots and that the ideal route for feeding back on the pilots, and making local Members aware of the opportunity, would be through the Area Constituency Committees.

Having noted the risks, the report was accepted, and it was

Resolved – That:

- i. The Terms of Reference as detailed in section 5 of the report be agreed.
- ii. The proposals for the proposed initial governance model to be that of an informal partnership as detailed in section 7.5 of the report, be agreed.
- iii. The programme be re-badged as Community Partnerships
- iv. Option 2 – Phased Implementation – be approved, as detailed in section 9.4 of the report.
- v. The 5 pilots be agreed as proposed in section 10.2 of the report.
- vi. The decision to initiate community partnerships in new areas be taken by the Executive Member for Corporate Services in conjunction with the Assistant Chief Executive for Local Engagement.

The following pilot areas are proposed. All have the support of their local Councillors:

- Easingwold
- Leyburn & Middleham
- Ripon
- Sherburn
- Thornton Dale and rural hinterland

It is proposed that the arrangements for initiating community partnerships in new areas be kept open and flexible and as capacity is released within the new staff structures, more areas can be added with the support of the local Member(s).

It is proposed that the decision to initiate community partnerships in new areas is taken by the Executive Member for Corporate Services in conjunction with the Assistant Chief Executive for Local Engagement.

**m) Annual Accounts and Annual Governance and Accountability Return**

The AGAR and accounts will be presented to council for approval on 20 June. To provide you with time to digest the information, a draft is appended. If you have any questions, please let me know and I will endeavour to respond to these in the report to Council.

**n) Fossil Festival**

The Yorkshire Fossil Festival took place in the Gallery, Museum and Park as well further afield in Whitby earlier in June. There is more information on the website:

<https://yorkshirefossilfestival.co.uk/>

**o) Fisheries Management Measures**

A new post, "One year into fisheries management measures for English offshore MPAs" has just been published on the Marine developments blog.

On 13 June 2022, the Marine Management Organisation (MMO) introduced new byelaws to protect four offshore marine protected areas (MPAs) from damaging fishing activity. This marked a significant step in our work to assess and appropriately manage fishing activities.

Read the new post: <https://marinedevelopments.blog.gov.uk/2023/06/13/one-year-into-fisheries-management-measures-for-english-offshore-mpas/>

**p) Guidance on single-use plastics ban**

Last month (23 May), the Department for Environment, Food and Rural Affairs (Defra) published guidance on the single-use plastics ban for a range of cutlery items, which will be enforced from October 2023.

From this date, businesses must no longer supply, sell or offer certain single-use plastic items in England.

The ban on these items will include:

- online and over-the-counter sales and supply
- items from new and existing stock
- all types of single-use plastic, including biodegradable, compostable and recycled
- items wholly or partly made from plastic, including coating or lining

'Single use' means the item is meant to be used only once for its original purpose.

Businesses can prepare for the new rules by:

- using up existing stock before 1 October
- finding re-usable alternatives to single-use items
- using different materials for single-use items

Businesses can be fined if they continue to supply banned single-use plastics after 1 October. There are some exemptions to the ban, depending on the item

**q) Lilly Pond Pagoda**

I have received an update from NYC on the work done to the Lilly Pond Pagoda in the park.

"I was requested to inspect the Lily Pond structure at short notice and I have instructed operatives to remove a number of timber elements in the roof feature that are at risk of falling, the design of those particular sections are not good and I am a little surprised they chose that method of fixing and jointing the timbers in that way.

"The structure is constructed of a relatively poor quality oak and whilst removing these elements will remove the current risk it is likely the feature will require significant repairs in the coming years, one to keep an eye on...."

#### **r) Levelling Up Funds local authority assurance framework**

On 16 June, DLUHC published the [levelling up funds local authority assurance framework](#) which outlines the assurance and performance management approach for recipients of Levelling Up, Town Deals and Future High Street Funding.

The framework provides information to grant recipients and sets out the requirements for the following funds:

- Levelling Up Fund (LUF) – assurance
- Town Deals Fund – assurance and performance management
- Future High Streets Fund (FHSF) – assurance and performance management
- Future local growth funds where relevant

In addition, the performance management approach for Town Deals and FHSF is set out in this framework, providing more details for councils as grant recipients and as Accountable Bodies for Town Deals.

#### **s) AGAR**

Following its approval at full council on Tuesday 20 June, the Annual Accountability and Governance Return (AGAR) was submitted to the external auditor. A summary of the relevant parts of the AGAR and the statutory notice of public rights has been posted on the website and on the noticeboard.

#### **t) Armed Forces Day**

The town council hosted its annual Armed Forces Day family event at Dock End, on 24 June. There were community stalls and entertainment. The event will be attended by officers of RAF Fylingdales.

Reveille was at 10am and flag lowering at 4pm.

#### **u) DIY waste fees abolished**

On 18 June, the Department for Environment, Food and Rural Affairs (Defra) announced that they will abolish the fees which some councils charge for disposing of DIY waste at household waste recycling centres.

The changes outlined by Defra in their summary of responses and government response document will mean councils will need to treat waste that meets the description of DIY waste the same as other household waste. Households will no longer have to pay to get rid of DIY waste supporting them to dispose of their waste in a responsible manner and encourage recycling.

The 2012 regulations will be amended to make clear where construction waste should be treated as DIY waste. The changes will be brought into force this year.

**v) UK public bodies banned from imposing their own boycotts against foreign countries**

On Monday last, DLUHC announced that UK public bodies will be banned from imposing their own boycott or divestment campaigns against foreign countries and territories.

The ban was introduced through The Economic Activity of Public Bodies (Overseas Matters) Bill in parliament.

Ministers and regulators will be able to investigate if they have strong grounds to suspect non-compliance, and to issue compliance notices and impose financial penalties on public bodies included within the ban.

The ban will apply UK-wide to "public authorities" as defined in section 6 of the Human Rights Act 1998. The ban will not apply to individuals or private organisations, where they are not carrying out public functions.

**Information sent separately**

- 'Night Time Economy' visit
- 20mph Speed Review Consultation questions by email
- 20s Plenty launch MAJOR Speed Review before Crunch North Yorkshire Vote
- 39954 - Area 3 resurfacing - revised dates 21st June 2023
- Any Questions Radio 4 in Malton North Yorkshire THIS FRIDAY
- Commissioner Zoë's Quarterly Engagement Blog Post
- Commissioner's Statement HMICFRS re-inspection
- Consultation on developing local partnerships for onshore wind in England
- Council Police Report for Mayfield Ward
- Councillors Discussion Forum - Thursday, 25 May
- D-DAY 80 – 6th JUNE 2024
- Developing your Skills Talking Tables Training Day - Thursday, 27 July
- Drainage Survey Report
- Electrical Survey Certificate
- Fol and DSA requests
- Friends of Pannett Park – Railings
- Managing Local Council Assets Webinar - Tuesday, 6 June
- Information request on budget setting
- Let's Talk Transport
- Light Up Blue- NHS75
- Made in Whitby
- Marine Planning Newsletter Spring 2023
- Meeting with Assistant Chief Constable Scott Bisset- Notification

## Clerk's Report

## Item 12

- Mock interviews for Y10 students at Caedmon College
- NALC Chief Executive's Bulletin
- NALC Events
- NALC Newsletter
- NEW DATES for North Yorkshire Council's 20mph Speed Review
- NYC Destination Management Plan Consultation Events
- NYC Community Awards Deadline Extended
- One easy link Radio 4 Any Questions (5min) and Any Answers (25min)
- Pannett Park MC minutes
- PFCC online road safety meeting notice
- PLANNED ROAD CLOSURE NOTIFICATION – 39954 & 39746 Cul-de-sac end of Fairfield Way
- Police - May Town Council Report 2023
- Safeguarding Week 2023 - Sign up for Commissioner Zoë's Safeguarding Session
- Section 106 Funds Business Group
- STAR COUNCIL AWARDS 2023
- Vision for Whitby 2023
- Vision For Whitby Consultation: Status
- Welcome to Rural News June 2023
- Welcome to the latest council news from North Yorkshire
- Whitby Community Network - CONSULTATION: Vision For Whitby
- Whitby Community Network Meeting
- White Rose Bulletin and Training & Discussion Forum Bulletin
- YLCA - Developing your Skills Talking Tables Training Day - Thursday, 27 July
- YLCA - Off to a Flying Start Webinars Part 1 & 2 - 16 & 21 June
- YLCA - Role of the Clerk/Responsible Financial Officer (RFO) – FOR COUNCILLORS ONLY Webinar
- YLCA - The agenda, powers, meeting procedures and policies Webinar
- YLCA - Training Programme July to September 2023
- YLCA - White Rose Bulletin
- YLCA Common Land and Village Green Webinar - Tuesday, 23 May
- YLCA Councillor Skills Webinar - Thursday, 6 July
- YLCA Developing your Skills - Talking Tables Training Day 27 July 2023
- YLCA Information Bulletins & Training 9 June
- YLCA Law and Governance Bulletin May 2023
- YLCA Scarborough Branch Annual Meeting - Wednesday, 14 June
- YLCA The Government's Planning Reforms – What Local Councils need to know Webinar - Wednesday, 24 May
- YLCA Training & Discussion Forum Bulletin
- YLCA Various Finance Related Webinar Training Courses
- Yorkshire Society - May newsletter and announcements