



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

Dear Councillor,

31 August 2023

You are **summoned** to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted at the Pannett Gallery on **Tuesday 5 September 2023 at 6:00pm**, the agenda for which is set out below.

Michael King
Town Clerk

To: Councillors Abbott, Barnett, Mrs Brown, Mrs Coughlan, Croft, Dalrymple, Goodberry, Harrison, Harston, Hinchliffe, Jones, Nock, Redfern, Riddolls, Smith, Mrs Sumner, Mrs Turner, Mrs Wild and Mrs Wilson

NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and resolve upon apologies for inability to attend.

2. DECLARATION OF INTERESTS

To declare any interests which members have in the following agenda items.

3. PUBLIC PARTICIPATION

Standing Orders will be suspended for up to 15 minutes to allow for questions or statements about business items on the agenda, submitted by members of the public¹ (limited to 3 mins per person).

4. EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

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

5. MINUTES

| | | Page |
|-----|---|----------------------|
| a. | To approve , as an accurate record, minutes of the following meetings: | |
| i. | Council | 4 July 2023 5 |
| ii. | Extraordinary Council | 15 August 2023 15 |
| b. | To receive the (draft) minutes of the following committee meetings: | |
| i. | Planning | 11 July 2023 17 |
| ii. | Pannett Art Gallery | 18 July 2023 21 |

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

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|-------|-----------------------------------|----------------|----|
| iii. | Human Resources | 25 July 2023 | 25 |
| iv. | Finance Policy & General Purposes | 8 August 2023 | 27 |
| v. | Planning | 15 August 2023 | 31 |
| vi. | Town Development & Improvement | 22 August 2023 | 37 |
| vii. | Allotment Sub | 29 August 2023 | 41 |
| viii. | Planning | 29 August 2023 | 45 |

6. COMMITTEE RECOMMENDATIONS

a. **FP&GP Committee 8 August 2023** **136/23 APPROVAL OF EXPENDITURE**

RECOMMENDED that the schedule of expenditure up to 30 June in the sum of **£26,333.11** (as attached) is approved. 30

b. **Planning Committee 29 August 2023** **171/23 LICENSING**

RECOMMENDED that the Planning Committee is renamed the Planning and Licencing Committee. 45

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

7. NOTICES OF MOTION

7.1 Additional Member of Staff

MOVED by Cllr Mrs Wild, seconded by Cllr Nock

'That Whitby Town Council employs an additional member of staff for 10 hours per week to answer requests under the Freedom of Information Act 2000 and the data Protection Act 2018, since the council has seen a significant increase in these.'

7.2 Social Housing

MOVED by Cllr Harrison, seconded by Cllr Jones

'In what we believe is in the best interests of the people of Whitby, Whitby Town Council calls for North Yorkshire Council to actively use its planning and economic development powers to prioritise social, cooperative and council housing developments, instead of major private building projects within the Whitby Parish Boundaries, for a period of the next ten years. Also, that Whitby Town Council promotes this principle in the development of the neighbourhood plan.'

8. COMMITTEE PLACES 49

To consider any outstanding committee and substitute vacancies. Note that there is a new vacancy on the Planning Committee due to the resignation of a councillor from that committee.

9. WHITBY COMMUNITY NETWORK – VISION FOR WHITBY CONSULTATION 55

To consider letter received from the Whitby Community Network requesting a meeting on the outcome of its recent community consultation.

- 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. FUTURE MEETING VENUES** **57**
- 12. MAYOR'S REPORT**
Civic engagements since 4 July 2023 and other activities undertaken to note.
- 13. CLERK'S REPORT** **59**
- 14. FLOODING AWARENESS - STANDING ITEM**
Tides above 5.5 metres up until 7 November 2023.
- 15 – 18 September
 - 28 – 30 September
 - 1 – 3 October
 - 15 – 17 October
 - 27 – 31 October
 - 1 November

WHITBY TOWN COUNCIL

Minutes of the meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 4 July 2023 at 6:00pm.

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

Also M King, Town Clerk, Mrs A Cowey Deputy Clerk, Cllr N Swannick (North Yorkshire Council), Inspector M Dennison and Constable A Metcalf (Ryedale and Whitby Division, NY Police) and 4 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.

086/23 APOLOGIES

Apologies were received from Councillors Goodberry, Hinchliffe, Redfern and Mrs Sumner. Apologies were also received from Councillor Trumper (North Yorkshire Council)

MOVED by Councillor Nock, seconded by Councillor Mrs Wilson

RESOLVED that the apologies received from Councillors Goodberry, Hinchliffe Redfern and Mrs Sumner are accepted.

087/23 DECLARATION OF INTERESTS

Cllr Dalrymple declared a non-pecuniary interest in agenda item 7.3 Review of Standing Orders section 4d.

088/23 PUBLIC PARTICIPATION

No public participation.

089/23 EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

a. NORTH YORKSHIRE POLICE

Inspector Martin Dennison and Constable Andrew Metcalf attended the meeting. Inspector Dennison introduced himself giving some background information about his policing career and his connection to Whitby. Constable Metcalf went through the crime report which was circulated prior to the start of the meeting.

Inspector Dennison reported on the overall reduction in crime figures compared to 2022 for the Whitby areas – Streonshalh – Mayfield – West Cliff.

Councillors asked questions on the following:

- I the reduction in crime rate due to Police presence or the town not being as busy – *combination of the two with other factors such as social media.*

- Drug awareness – *the emergence of vapes is causing concern with new substances being added to them – there is no age restriction on the sale of non-nicotine products. The Police are going into school to raise awareness of the issues – there is a lot of information available on social media.*
- Community Alcohol Partnership – a lot of work is being carried out in schools regarding the harmful effect of alcohol as well as the selling of alcohol to underage.

Inspector Dennison offered to give a presentation to members about Community MAPS and the specific geographically based issues tasking Police resources.

MOVED by Councillor Nock, seconded by Councillor Abbott and

RESOLVED unanimously that the Police report is received.

b. NORTH YORKSHIRE COUNCIL

Councillor Swannick reported on the Following issues

- Food Waste collection and the availability to purchase a food compost bin from the household waste costing £12.00 or £13.00.
- Following a by-election at Eastfield won by the labour candidate – North Yorkshire Council is no longer Conservative lead. The majority group is Conservative/Independents
- Motion was called for the Crime and Fire Commissioner to resign this motion was not carried.
- A public enquiry was called regarding the die off of shellfish and crustations – an amendment was put forward to include support for the fishing industry due to the loss of catches since 2021.
- The Executive Committee approved the closure of Eskdale School the pupils will move to Caedmon College in 2024 following restructuring.
- Scarborough and Whitby Area Committee will be held in each town alternatively – the September meeting will be held in Whitby.
- The Audit Committee will consider the draft end of year accounts for 2023 from all districts to be signed off by North Yorkshire Council following audit. There may be an issue with Scarborough's accounts which haven't been filed for 6 years due to a dispute.
- Grass Cutting – Beyond housing started a new contract which has not been fulfilled – Cllr Swannick is working with colleagues to see if Scarborough can help.
- Esk Valley Railway had reduced it service by withdrawing the 6.30am train to Middlesbrough – there will be an increased number of trains later in the day which does not help residents working in Middlesbrough.

- The 20 plenty campaign has not been supported – there will be a planned review for areas.

Councillors asked questions on the following;

- The die off of shellfish and the amount of information available regarding the effect of dredging
- Eskdale School – the rationale for closing and what the land is going to be used for
- The scrapping of charges for the disposal of building rubble
- Cliff Lift
- The knock-on effect of the closure of Eskdale School – will primary schools close
- Second homes
- Traffic review
- Overgrown areas on the West Cliff hampering access to the beach

MOVED by Councillor Abbott, seconded by Councillor Smith and

RESOLVED unanimously that the North Yorkshire Council report by Cllr Swannick is received.

090/23

MINUTES

MOVED by Councillor Mrs Coughlan, seconded by Councillor Jones and

RESOLVED that the minutes of the Annual Meeting of Council held on 2 May 2023 and the meeting of Full Council held on 20 June 2023 having been circulated be taken as read and confirmed as a correct record. 1 Abstention

MOVED by Councillor Mrs Wilson, seconded by Councillor Jones and

RESOLVED that the minutes of the following committee meetings are taken en Bloc and received

| | |
|-----------------------------------|--------------|
| Planning | 9 May 2023 |
| Harbour | 16 May 2023 |
| Planning | 23 May 2023 |
| Finance Policy & General Purposes | 6 June 2023 |
| Planning | 13 June 2023 |
| Town Development & Improvement | 20 June 2023 |
| Joint Management | 27 June 2023 |
| Planning | 27 June 2023 |
| | 1 Abstention |

091/23

COMMITTEE RECOMMENDATIONS**a. FP&GP Committee 6 June 2023 27 June 2023
048/23 APPROVAL OF EXPENDITURE**

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

MOVED by Councillor Mrs Coughlan, seconded by Councillor Nock and

RESOLVED that the schedule of expenditure up to 31 May 2023 in the sum of £86,396.52 as recommended by the Finance Policy and General Purposes is approved. 2 Abstentions

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

Councillor Riddolls queried the use of Standing Orders at the Annual Meeting of Council preventing Councillors not in attendance from putting themselves forward for the position of Town Mayor.

About disclosure note being 154 days late for submission – The correct procedure has been followed and the minutes were circulated and approved.

092/23

NOTICES OF MOTION**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
- i. Promote existing events led by the community and by the town council, to support their continued success;
 - ii. Champion new and innovative events, put forward from the community, that complement what Whitby does well;
 - iii. Encourage investment from public and private funds in developing sustainable tourism;
 - iv. Ensure additionality, so that funds are not used to subsidise statutory funding from the unitary authority;
 - v. Prioritise activities which sustain Whitby as a place to live, work and do business.'

MOVED by Councillor Mrs Wild, seconded by Councillor Nock and

RESOLVED unanimously 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

- i. Promote existing events led by the community and by the town council, to support their continued success;
- ii. Champion new and innovative events, put forward from the community, that complement what Whitby does well;
- iii. Encourage investment from public and private funds in developing sustainable tourism;
- iv. Ensure additionality, so that funds are not used to subsidise statutory funding from the unitary authority;
- v. Prioritise activities which sustain Whitby as a place to live, work and do business.

MOVED by Councillor Croft, seconded by Councillor Mrs Wild and

RESOLVED c) that Councillor Croft is appointed to represent Whitby Town Council and its established position on the proposed Section 106 Funds Business Group for Whitby. 1 Abstention

2) Town Meeting

MOVED by Councillor Barnett, seconded by Councillor Riddolls

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

MOTION NOT CARRIED 6 For , 8 Against, 1 Abstention

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.'

RESOLVED That Whitby Town Council refers consideration of proposed amendments to Standing Orders to a meeting of the Finance, Policy and General Purposes Committee. 13 for 2 Abstentions

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.

MOVED by Councillor Mrs Brown, seconded by Councillor Nock and

RESOLVED that the above motion be split and voted on individually

MOVED by Councillor Abbott, seconded by Councillor Riddolls and unanimously

RESOLVED 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.

MOVED by Councillor Abbott, seconded by Councillor Riddolls

'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.'

MOTION NOT CARRIED 6 for 6 against 3 abstentions
the Town Mayor used his casting vote against the motion

MOVED by Councillor Harrison, seconded by Councillor Abbott and

RESOLVED b) that the following councillors be appointed to a working group to

look at the Town Council Website:
 Councillors Riddolls, Mrs Brown, Jones, Dalrymple and Croft
 2 Abstentions

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.'

MOVED by Councillor Mrs Brown, seconded by Councillor Jones and

RESOLVED that the above motions be split and voted on individually
 1 Abstention

MOVED by Councillor Riddolls, seconded by Councillor Abbott and

RESOLVED a) that all meetings of Whitby Town Council be held in venues which meet the requirements of the Equality 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.)
 7 for, 5 against, 2 abstentions.

MOVED by Councillor Riddolls, seconded by Councillor Abbott and

RESOLVED b) that all meetings of Whitby Town Council 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.'
 10 for, 4 against

093/23

COMMITTEE PLACES

MOVED by Councillor Mrs Wilson, seconded by Councillor Harston and

RESOLVED a) that Cllr Croft is confirmed as a substitute member of the Town Development & Improvement Committee; and Cllr Goodberry is confirmed as a substitute member of the Finance Policy & General Purposes Committee
 11 in favour

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

RESOLVED unanimously b) that substitutes appointed for the following committees are:
 Councillor Mrs Turner - Pannett Art Gallery and Joint Management Committee
 Councillor Abbott – Finance Policy and General Purposes and Harbour Committee
 Councillor Croft – Harbour Committee

MOVED by Councillor Mr Wilson, seconded by Councillor Abbott and

RESOLVED unanimously c) that the members appointed to following sub-committees are:
 ALLOTMENTS - Councillors Mrs Brown, Jones, Dalrymple, Riddolls, Harrison substitutes Mrs Turner, Harston
 EVENTS - Councillors Dalrymple, Mrs Coughlan, Mrs Sumner, Mr Wild, Mrs Wilson, Croft Substitutes Harston and Hinchliffe
 CHRISTMAS LIGHTS - Councillors Mrs ,
 TWINNING - Councillors Abbott, Jones, Dalrymple, Mrs Coughlan Mrs Wild, Mrs Wilson, Substitutes Redfern, Harston,

094/23

BUILDING WORK TO THE PANNETT ART GALLERY AND WHITBY MUSEUM

MOVED by Councillor Dalrymple, seconded by Councillor Mrs Wilson and

RESOLVED unanimously that the Town Clerk pursues funding including approaching the Lit and Phil for a loan/co-funding of work to be carried out.

MOVED by Councillor Smith, seconded by Councillor Abbott and

RESOLVED unanimously 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.

Councillor Smith left the meeting following the above agenda item at 8.25

095/23

REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

Councillor Nock reported on the Costal Parish Forum meeting held at Loftus which he attended with Councillor Mrs Wild.

MOVED by Mrs Wilson, seconded by Councillor Harston and

RESOLVED unanimously that the above report is received.

096/23

MAYOR'S REPORT

Civic engagements since 2 May 2023 and other activities undertaken to note.

MOVED by Councillor Mrs Wilson, seconded by Councillor Nock and

RESOLVED unanimously that the Civic engagements since 2 May 2023 are noted

Councillors Jones and Barnett left the meeting at 8.30pm following the above agenda item

097/23 CLERK'S REPORT

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

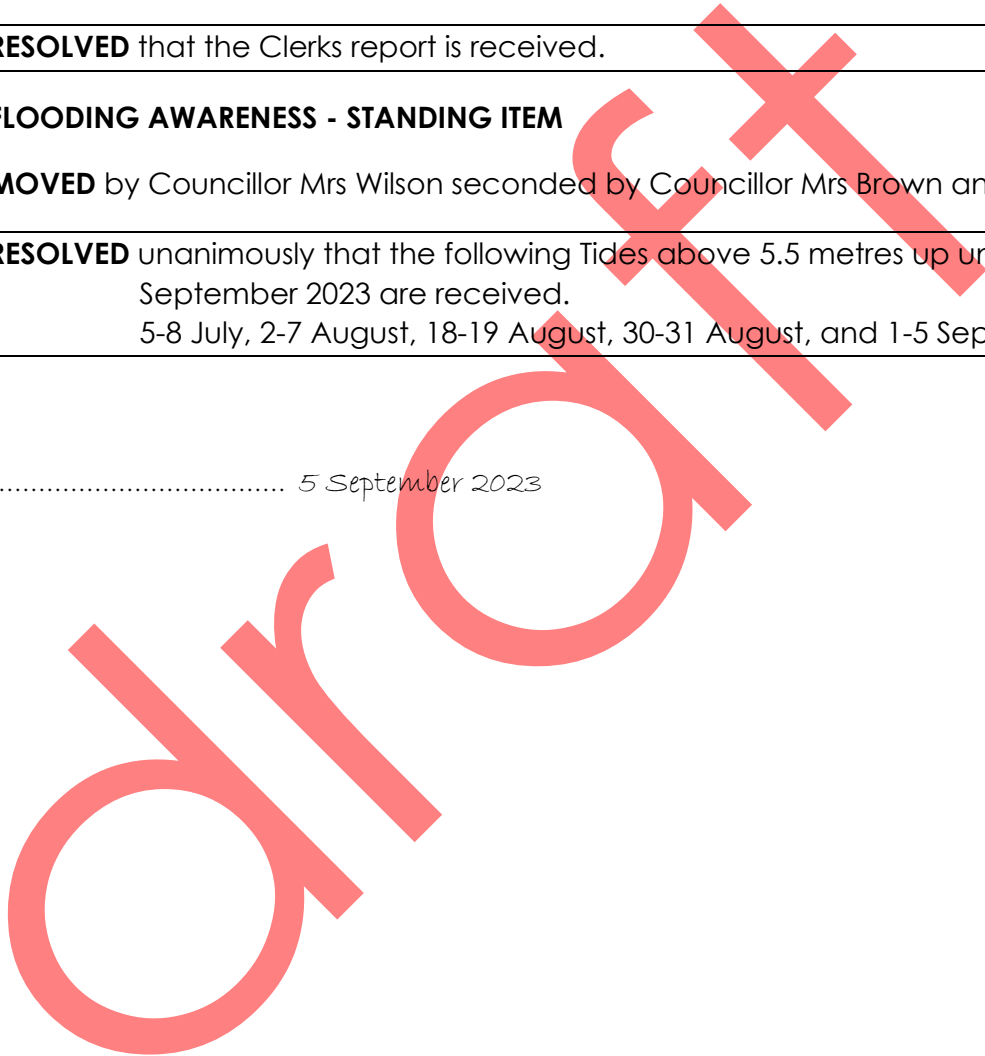
RESOLVED that the Clerks report is received.

098/23 FLOODING AWARENESS - STANDING ITEM

MOVED by Councillor Mrs Wilson seconded by Councillor Mrs Brown and

RESOLVED unanimously that the following Tides above 5.5 metres up until 5 September 2023 are received.
5-8 July, 2-7 August, 18-19 August, 30-31 August, and 1-5 September

Signature 5 September 2023



WHITBY TOWN COUNCIL

Minutes of the Extra Ordinary meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 15 August 2023 at 2:00pm.

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

Also M King, Town Clerk, Mrs A Cowey Deputy Clerk, and 3 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.

138/23 APOLOGIES

Apologies were received from Councillors Goodberry, J Harston S Smith and Mrs S Turner.

MOVED by Councillor Jones, seconded by Councillor Mrs Coughlan

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

139/23 DECLARATION OF INTERESTS

There were no declarations of interests.

140/23 PUBLIC PARTICIPATION

A member of the public spoke about allotments and the need for an allotment meeting and queried whether the extraordinary meeting had displaced the opportunity for an allotment meeting.

141/23 COMPOSITION OF COMMITTEES

MOVED by Cllr Abbott, seconded by Cllr Riddolls

This motion with the support of Cllrs Barnett, Croft, Goodberry, Harrison, Hinchliffe, Jones, Smith and Sumner (SO7a & SO26b)

'That a new Standing Order (to follow 4d) be added to read:

'The composition of committees shall be:

'i) Each of the 19 councillors is expected to serve as a voting member on at least two of Finance Policy & General Purposes, Human Resources, Pannett Art Gallery, Planning, Harbour, and Town Development & Improvement committees,

'ii) The seven members of the Pannett Art Gallery Committee, together with the Mayor and Deputy Mayor, will form the nine voting Council members of the Joint Management Committee (together with the six members appointed by the Whitby Literary & Philosophical Society).

'iii) Councillors will be allocated to committees in accordance with their expressed preferences, wherever numbers so permit. (Using the process set out in appendix A)'

In depth discussion took place regarding the motion put forward and the process relating to the appointment of members to committees.

MOVED by Councillor Mrs Wild, seconded by Councillor Mrs Wilson

That the motion is put to a vote (SO10a(ii)).

The Town Mayor determined that, under Standing Order 1s, as the motion had been sufficiently debated and that the mover of the motion under debate had exercised his right of reply, it should be put to the vote forthwith.

MOTION NOT CARRIED 6 in favour, 7 against, 1 abstention.

142/23

CALL IN

A point of order was raised under Standing Order 26b, which states,

'A motion to add to or vary or revoke one or more of the council's standing orders, except one that incorporates mandatory statutory requirements, shall be proposed by a special motion the written notice by at least five councillors to be given to the Proper Officer in accordance with standing order 9'

The Town Mayor ruled that the following agenda items would not be discussed at this meeting as they did not have the required number of signatories under Sanding Order 26b, but could be resubmitted for inclusion in the agenda for the next meeting of Full Council with the correct procedures in place.

AS MOVED by Cllr Abbott, seconded by Cllr Riddolls

'That Councillors should be allowed to "call in decisions" so that matters can be discussed and perhaps referred back to committee for further work on any topic that Councillors as a group vote on during a full Council meeting (by the addition of Standing Orders 3bb-3dd as set out in appendix B).'

RULED OUT OF ORDER

143/23

PUBLICATION OF MINUTES

AS MOVED by Cllr Abbott, seconded by Cllr Riddolls

'That Standing Order 12g be added to read:
'Minutes to meetings need to be published within 5 days of a meeting.'

RULED OUT OF ORDER

Signature 5 September 2023

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 11 July 2023** at 6.00pm.

Present: Councillor G Goodberry (Chair) with Councillors; R Dalrymple, J Harston, 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.

100/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors S Hinchliffe and Mrs N Wilson for inability to attend.

MOVED by Councillor Nock, seconded by Councillor Jones and

RESOLVED that apologies for absence received from Councillors Hinchliffe and Mrs Wilson are received.

101/23 MINUTES

MOVED by Councillor Nock, seconded by Councillor Jones

RESOLVED unanimously that the minutes of the Planning Committee held on the 13 and 27 June 2023 having been circulated be taken as read and confirmed as a correct record.

102/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Harston declared a non-pecuniary interest in Planning application 22/02470/FL 9 Victoria Square, YO21 1EA

Councillor Goodberry declared a non-prejudicial and non-personal interest in agenda item 7 Licencing – Application for Chapel on the Hill.

STANDING ORDERS SUSPENDED

103/23 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

104/23 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

105/23 LISTED BUILDINGS

Members were made aware that a letter of confirmation has been received from North Yorkshire Council regarding receipt of information concerning the Powder Houses on Battery Parade.

106/23 LICENSING/PLANNING TRAINING

An application for a premises licence for 'Chapel on the Hill' Brunswick Centre, Brunswick Street was considered, and it was

RESOLVED unanimously that the application be supported subject to the use of Registered Door Supervisors on the doors Friday night, Saturday night and Sunday night;
When music is played all doors and windows are closed;
A double entry lobby (sound reduction).

Signature 2023

Draft

Planning Applications Considered on 11 July 2023

| | | | | |
|----------|---------------------------------------|--|-----------------------------|-------------------------------------|
| 1 | <i>Plan Number</i> 23/085 | <i>District Reference</i> ZF23/00828/FL | <i>Road/Street</i> | <i>Date of meeting</i> 11.07.23 |
| | <i>Applicant</i> Messers S & C Jay | <i>House Name</i> Land to west of Prospect Hill | <i>Road</i> | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211LT | <i>Application date</i> 20/06/23 |

Erection of 2 no. dwellings, Messers S & C Jay, Land to west of Prospect Hill Farm, WHITBY, North Yorkshire, YO211LT

Comment

Support this application

| | | | | |
|----------|--------------------------------------|--|-----------------------------------|-------------------------------------|
| 2 | <i>Plan Number</i> 23/086 | <i>District Reference</i> ZF23/00914/HS | <i>Road/Street</i> Castle Road | <i>Date of meeting</i> 11.07.23 |
| | <i>Applicant</i> Ms Helen Goodier | <i>House Name</i> | <i>Road</i> 15 Castle Road | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213NJ | <i>Application date</i> 26/06/23 |

Construction of rear single storey extension, Ms Helen Goodier, 15 Castle Road, WHITBY, North Yorkshire, YO213NJ

Comment

Support this application

| | | | | |
|----------|----------------------------------|--|---------------------------------------|-------------------------------------|
| 3 | <i>Plan Number</i> 23/087 | <i>District Reference</i> 22/02470/FL | <i>Road/Street</i> Victoria Square | <i>Date of meeting</i> 11.07.23 |
| | <i>Applicant</i> Zafran Majid | <i>House Name</i> | <i>Road</i> 9 Victoria Square | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211EA | <i>Application date</i> 29/06/23 |

Change of use from dental surgery (Class E) to 5no. Holiday let apartments, with associated external alterations, 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.

| | | | | |
|----------|----------------------------------|--|----------------------------------|-------------------------------------|
| 4 | <i>Plan Number</i> 23/088 | <i>District Reference</i> ZF23/00911/FL | <i>Road/Street</i> Baxtergate | <i>Date of meeting</i> 11.07.23 |
| | <i>Applicant</i> Chloe Source | <i>House Name</i> HSBC | <i>Road</i> 4-5 Baxtergate | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211BW | <i>Application date</i> 29/06/23 |

Removal of external ATM and signage and associated making good, Chloe Source, HSBC, 4-5 Baxtergate, WHITBY, North Yorkshire, YO211BW

Comment

Support this application

5 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/089 ZF23/00912/LB Baxtergate 11.07.23
Applicant *House Name* *Road* *Locality*
 Chloe Source HSBC 4-5 Baxtergate
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO211BW 29/06/23

Installation of 1no replacement ATM. Removal of 1no ATM and associated making good, Chloe Source, HSBC, 4-5 Baxtergate, WHITBY, North Yorkshire, YO211BW

Comment
Support this application

6 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/090 23/00273/FL Clarence Place 11.07.23
Applicant *House Name* *Road* *Locality*
 Mr & Mrs R & J Jenkins 21 Clarence Place
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO213AS 29/06/23

Change of use from Office B1(a) to Bedsit (C3) Mr & Mrs R & J Jenkins, 21 Clarence Place, WHITBY, North Yorkshire, YO213AS

Comment
Objections - Undue effect on parking - inadequate provision for waste storage - bad design

7 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/091 ZF23/00800/FL Havelock Place 11.07.23
Applicant *House Name* *Road* *Locality*
 Havelock Dental Practice (Mrs Kim Hancock) Havelock Dental Practice 2 Havelock Place
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO213ER 29/06/23

Replacement of timber windows with Upvc, Havelock Dental Practice (Mrs Kim Hancock), Havelock Dental Practice, 2 Havelock Place, WHITBY, North Yorkshire, YO213ER

Comment
No Objections subject to the use of traditional style heritage windows with bars

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Wednesday 18 July 2023** at 2:00pm in the Pannett Art Gallery, Pannett Park, Whitby.

Present: Councillors Mrs L Wild (Chair) with Councillors Mrs A Brown, Mrs H Coughlan, A Jones, J Nock, C Riddolls and Mrs N Wilson.

Also: Mrs A Cowey - Deputy Clerk, Mrs H Berry – Curator and Councillor Mrs S 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

107/23 ELECTION OF CHAIR

MOVED by Councillor Mrs Coughlan, seconded by Councillor Riddolls

RESOLVED unanimously that Councillor Mrs L Wild is elected Chair of the Pannett Art Gallery Committee for the ensuing year – 2023-2024

108/23 APOLOGIES FOR ABSENCE

Apologies for inability to attend was received from Councillor R Dalrymple (Ex Officio).

109/23 ELECTION OF VICE-CHAIR

Two nominations for the position of Vice- Chair were proposed and Voted on

Councillor Mrs Brown was Moved by Councillor Mrs Wilson, seconded by Councillor Nock - 4 in favour

Councillor Mrs Coughlan was Moved by Councillor Mrs Wild, seconded by Councillor Mrs Coughlan - 3 in favour

MOVED by Councillor Mrs Wilson, seconded by Councillor Nock

RESOLVED that Councillor Mrs Brown be appointed the Vice-Chair of the Pannett Art Gallery Committee for the ensuing year, 2023-2024

110/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

111/23 PUBLIC PARTICIPATION

No public participation

112/23 ACTIONS REQUIRED IN ACCORDANCE WITH THE TERMS OF REFERENCE

a) MINUTES

MOVED by Councillor Mrs N Wilson, seconded by Councillor Nock

RESOLVED that the Minutes of the meeting of the Pannett Art Gallery Committee held on the 25 January 2023 having be circulated be taken as read, approved and signed by the Chairman. 1 Abstention

MOVED by Councillor Mrs A Brown, seconded by Councillor Nock

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

113/23

CURATORS REPORT

The Curator, Mrs Berry was thanked for all the good work she was doing for the Pannett Art Gallery.

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan

RESOLVED unanimously that the Curators Report is received.

114/23

FINANCE

a) UNAUDITED ACCOUNTS FOR 2022-23

Councillors considered and discussed the accounts and would like to see a breakdown of financial information – Exhibitions sales listed separately to merchandise sales. Members were informed that a new credit card machine has been purchased with much smaller charges.

MOVED by Councillor Mrs Brown, seconded by Councillor Riddolls

RESOLVED unanimously that the unaudited accounts for 2022-2023 are approved and received.

b) INDEPENDENT AUDITORS

MOVED by Councillor Nock, seconded by Councillor Riddolls

RESOLVED unanimously that an independent auditor is appointed to undertake an independent examiner's report of the accounts.

c) ANNUAL REPORT AND ACCOUNTS

MOVED by Councillor Mrs Brown, seconded by Councillor Nock

RESOLVED unanimously that the consequent annual report and accounts are submitted to the Trustees for approval.

115/23

VOLUNTEER OFFER

MOVED by Councillor Mrs Coughlan, seconded by Councillor Nock and

RESOLVED that the Clerk is given delegated authority to engage with Mr Baylis (Solicitor) to progress this voluntary arrangement, and an investigation is carried out to ascertain who has the relevant documentation. 1 Against, 1 Abstention

116/23

SYSTEM SOFTWARE MANAGEMENT SYSTEM

Pre Covid the committee approved the purchase of the above which is a required facility for accreditation. The Curator reported that following research,

the preferred system for the Pannett Art Gallery is MODES which will be purchased imminently.

MOVED by Councillor Mrs Wilson, seconded by Councillor Jones

RESOLVED unanimously that the above report is received.

117/23

SOPER COLLECTION

The Curator informed members of the various grant applications submitted for funding to assisting with the collection management and storage of the Soper collection. £10,000 came with the collection to help with the upkeep of the collection, and could be used as match funding if required with any successful applications.

MOVED by Councillor Mrs Brown seconded by Councillor Jones

RESOLVED unanimously that the £10,000 Soper fund is used if necessary, as match funding.

118/23

ACCREDITATION

As yet the Pannett Art Gallery has not been invited to re-apply. Members were asked if they would volunteer to handout visitor surveys in the Art Gallery, Councillors Mrs Wilson, Mrs Wild, Mrs Brown and Mrs Turner offered to help.

MOVED by Councillor Nock, seconded by Councillor Jones

RESOLVED unanimously that the above report is received.

119/23

DATE OF NEXT MEETING

The next meeting of the Pannett Art Gallery meeting will take place on Tuesday 21 November 2023.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in the Normanby Room, Whitby Museum, Whitby on Tuesday 18 April 2023 at 2.00pm.

Present: Councillors Mrs Coughlan, Dalrymple, Goodberry, Mrs Turner and Mrs Wild.

Also: M King, Town Clerk

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972. The meeting was convened in accordance with Schedule 12, paragraph 9(1) of the Act.

120/23 CHAIR

Cllr Coughlan as extant Vice Chair in the Chair for this item.

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

RESOLVED that Councillor Mrs Linda Wild be elected as Chair of the Human Resources Committee for the ensuing year.

121/23

APOLOGIES FOR ABSENCE

Apologies were received from Councillors Harston and Mrs Wilson.

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

RESOLVED that apologies for inability to attend from Councillors Harston and Mrs Wilson are accepted.

122/23

VICE CHAIR

MOVED by Councillor Goodberry, seconded by Councillor Dalrymple and unanimously

RESOLVED that Councillor Mrs Heather Coughlan be elected as Vice Chair of the Human Resources Committee for the ensuing year.

123/23

DECLARATION OF INTERESTS

There were no declarations of interest.

STANDING ORDERS SUSPENDED

124/23

PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

125/23 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 Goodberry, seconded by Councillor Mrs Coughlan.

RESOLVED a) that minutes of the Human Resources Committee held on the 18 April 2023 are approved as a correct record.

- 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 Mrs Turner, seconded by Councillor Mrs Coughlan

RESOLVED b) that the terms of reference of the committee, delegation arrangements to staff, standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees are confirmed.

- c. Review of the anticipated committee workload for the coming year.

MOVED by Councillor Mrs Turner, seconded by Councillor Dalrymple

RESOLVED c) that the dates of future meetings are noted and that additional meetings be kept under review and called as and when necessary.

126/23 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 127/23)

MOVED by Councillor Dalrymple seconded by Councillor Mrs Turner

RESOLVED That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item 127/23 below, due to the confidential nature of the business to be transacted.

127/23 STAFFING

The Clerk provided an update on issues affecting individual members of staff, including the outcome of an internal investigation into a complaint from a member of the public.

MOVED by Councillor Dalrymple seconded by Councillor Mrs Turner

RESOLVED That the recommendations of the investigation are approved and that a confidential note of the outcome will be retained.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance Policy & General Purposes** Committee held in Pannett Art Gallery, Whitby, on **Tuesday 8 August 2023** at 6pm.

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

Also Mr King, Town Clerk, and Councillor Croft.

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.

128/23 APOLOGIES FOR ABSENCE

None.

129/23 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION

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

STANDING ORDERS SUSPENDED

130/23 PUBLIC PARTICIPATION

Cllr Croft spoke raising concerns shared from the community about the potential expenditure under item 135/23

STANDING ORDERS REINSTATED

131/23 MINUTES OF MEETING HELD ON 6 JUNE 2023.

MOVED by Councillor Coughlan, seconded by Councillor Turner.

RESOLVED that minutes of the Finance Policy & General Purposes Committee held on the 6 June 2023 are approved as a correct record.

1 abstention

132/23 ACTION OUTSTANDING FROM PREVIOUS MEETINGS

The Clerk noted that there were none other than progressed elsewhere on the agenda.

133/23 REFERRAL FROM COUNCIL MEETING ON 4 JULY 2023

Submitted: proposed amendments to Standin Orders 3e and 4d. It was noted that advice received from the NALC solicitor confirmed that the proposed change to 4d would be *ultra vires*. It was further noted that the change proposed to 3e would meaningfully only be appropriate to meetings of full council, which had the power to refer items for consideration by committees.

MOVED by Councillor Turner, seconded by Councillor Harston

RESOLVED That Standing Order 3e be rewritten to read:

Subject to Standing Order 3(d) above, members of the public may make representations, answer questions and give evidence at a meeting of:

- i) council at which they are entitled to attend. Public questions not on the agenda will be referred to the next appropriate committee meeting [See 3(h) below].
- ii) a committee at which they are entitled to attend in respect of the business on the agenda.

An agenda item will be allocated in the early part of a council meeting for members of the public to speak and ask questions.

This entitlement will not preclude the chair from adjourning the meeting at other times at their discretion so as to allow members of the public to make representations, answer questions or give evidence in relation to the business to be transacted at that meeting.

Resolution to be referred to council as a recommendation for adoption.

134/23

PUBLIC TOILETS

Recent interruptions to service, vandalism, breakdowns and complaints received were discussed.

MOVED by Councillor Wilson, seconded by Councillor Harston

RESOLVED that the Clerk be delegated to hold a meeting between the management of Danfo and an advisory working group of (up to seven) members of the Finance Policy and General Purposes Committee to seek resolution of current operational difficulties with cleaning, maintenance, cash collection and the general condition of toilets maintained under the current contract.

135/23

PROVISION OF TABLET COMPUTERS FOR COUNCILLORS

Submitted: options for the provision of tablet computers, software and support services for members of the town council. It was noted that the option remained of inviting a demonstration of the meeting decision support software outlined. Members also noted that a clear business case should be made for the value for money and environmental benefits offered by consistent paperless working practices.

MOVED by Councillor Turner, seconded by Councillor Dalrymple

RESOLVED that alternative quotes, based on more affordable, lower-specification hardware be sought from Cloudy IT, EDGE and another suitable supplier.

136/23 APPROVAL OF EXPENDITURE

Submitted: a schedule of invoices dated from 1 June 2023 to 30 June 2023.

MOVED by Councillor Dalrymple, seconded by Councillor Harston

RESOLVED that the schedule of expenditure up to 30 June in the sum of £26,333.11 (as attached) is approved and submitted to Full Council.

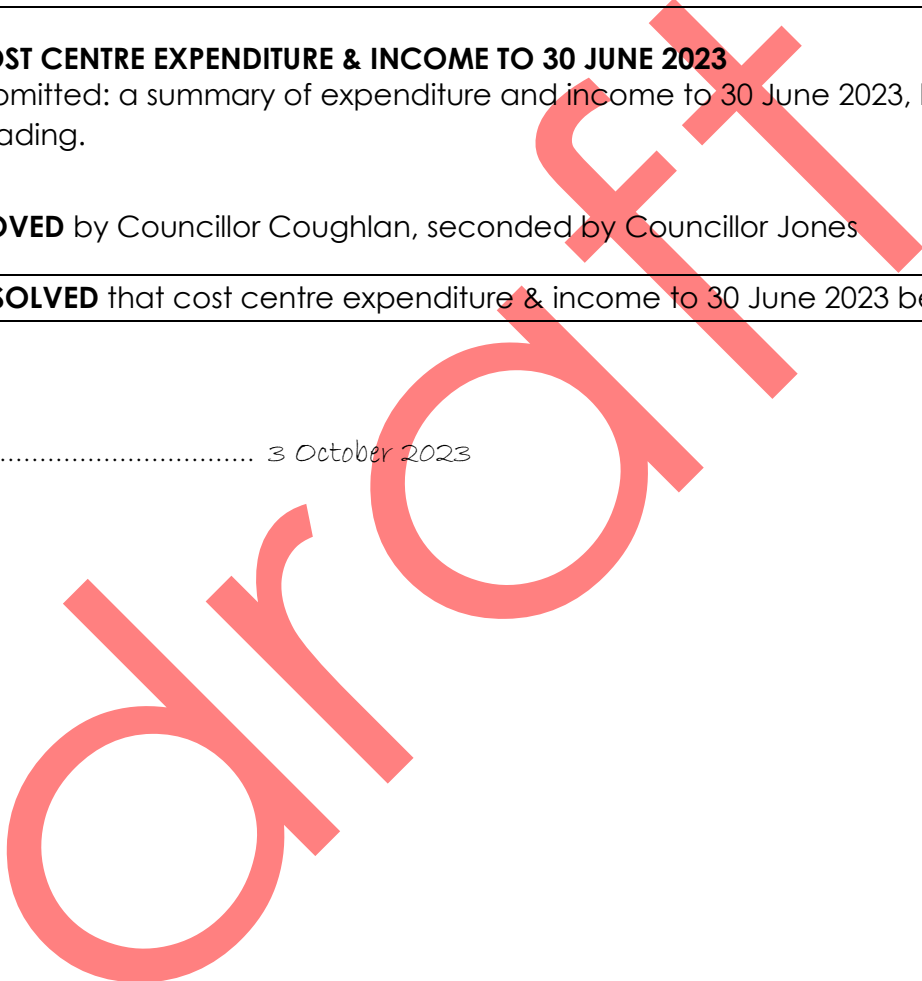
137/23 COST CENTRE EXPENDITURE & INCOME TO 30 JUNE 2023

Submitted: a summary of expenditure and income to 30 June 2023, by budget heading.

MOVED by Councillor Coughlan, seconded by Councillor Jones

RESOLVED that cost centre expenditure & income to 30 June 2023 be noted.

Signature 3 October 2023



Appendix. APPROVAL OF EXPENDITURE TO 30 JUNE 2023

| Date | Tran | Net | Organisation | Detail |
|-------------|-------------|------------------|---|---------------|
| 30/05/2023 | 82 | 51.25 | Sapphire Print Solutions - Photocopier charges | May |
| 31/05/2023 | 36 | 130.00 | Morris Vermaport Limited - Attend lift breakdown - free lift stuck at 1st floor | |
| 31/05/2023 | 84 | 76.53 | Green End Electrical - Dimmer module | |
| 01/06/2023 | 85 | 845.00 | AR Entertainments Ltd - Climbing Wall - Armed Forces Day | |
| 01/06/2023 | 90 | 71.00 | SAGE UK Ltd - Payroll Software Subscription - June | |
| 01/06/2023 | 102 | 155.15 | Document Solutions - June Bill | |
| 05/06/2023 | 93 | 1,008.86 | TotalEnergies Gas & Power - Electricity Bill Pannett - June | |
| 08/06/2023 | 65 | 11,470.08 | WTC Salaries - Payroll - June | |
| 08/06/2023 | 66 | 4,097.87 | HMRC - FPS June - 2403 | |
| 08/06/2023 | 67 | 4,004.82 | North Yorkshire Pension Fund - Contributions - June | |
| 08/06/2023 | 94 | 462.48 | ENGIE Gas Limited - Gas Bill Pannett - June | |
| 13/06/2023 | 96 | 3.48 | Boyes of Whitby - Refuse sacks | |
| 13/06/2023 | 99 | 0.62 | Pitney Bowes - May invoice - postage | |
| 14/06/2023 | 97 | 32.47 | Amazon Services Europe S.A.R.L - Stick Flags | |
| 14/06/2023 | 100 | 50.68 | Pitney Bowes - May invoice - quarterly lease | |
| 18/06/2023 | 98 | 3,558.34 | Everflow Limited - Water Bill Toilets - May | |
| 21/06/2023 | 91 | 14.99 | EE Limited - Mobile phone monthly - June | |
| 21/06/2023 | 92 | 228.00 | Siemens Financial Services Limited - Telephone Lease Charge (Quarterly) | |
| 27/06/2023 | 101 | 71.49 | Cathedral Hygiene - Monthly periodic payment - June | |
| | | 26,333.11 | | |

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 15 August 2023** at 5.00pm.

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

Also: Mrs A Cowey, Deputy Clerk and two 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.

144/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors A Jones for inability to attend.

MOVED by Councillor Nock, seconded by Councillor Dalrymple an

RESOLVED that apologies for absence are received from Councillors Jones is received.

145/23 MINUTES

MOVED by Councillor Nock, seconded by Councillor Hinchcliffe

RESOLVED that the minutes of the Planning Committee held on the 11 July 2023 having been circulated be taken as read and confirmed as a correct record. **1 Abstention**

146/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Nock declared a non-pecuniary interest in Planning applications 23/00119/HS 4 South Terrace, YO21 3HG and ZF23/01164/LB 87a Church Street YO22 4BH

STANDING ORDERS SUSPENDED PUBLIC PARTICIPATION

A member of the public raised concerns regarding planning application ZF23/01164/LB 87A Church Street YO22 4BH

STANDING ORDERS REINSTATED

147/23 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

148/23 LISTED BUILDINGS

MOVED by Councillor Dalrymple, seconded by Councillor Harston

RESOLVED unanimously that a letter is sent to North Yorkshire Council, Planning Services a) raising concerns regarding the possible breach of planning conditions at the White Horse and Griffin, and b) whether or not planning permission is required by JK's, on Wellington Road to use the colour paint externally on this building within a conservation area.

149/23

LICENSING

It was noted that licencing training was to take place with the Licencing Services Manager, North Yorkshire Council following the meeting.

draft

Planning Applications Considered on 15 August 2023

| | | | | |
|----------|--|--|---------------------------------------|-------------------------------------|
| 1 | <i>Plan Number</i> 23/059/AMENDED | <i>District Reference</i> 23/00313/FL | <i>Road/Street</i> Chubb Hill Road | <i>Date of meeting</i> |
| | <i>Applicant</i> Mr & Mrs Terrence Foster | <i>House Name</i> | <i>Road</i> 9 Chubb Hill Road | <i>Locality</i> |
| | <i>Town</i> | <i>County</i> North Yorkshire | <i>Post Code</i> YO211JU | <i>Application date</i> 12/07/23 |

23/059 - Amended plan

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..

| | | | | |
|----------|---|---|----------------------------------|--|
| 2 | <i>Plan Number</i> 23/092 | <i>District Reference</i> ZF23/00991/RG3 | <i>Road/Street</i> West Cliff | <i>Date of meeting</i> |
| | <i>Applicant</i> North Yorkshire Council (John Woodhead) | <i>House Name</i> | <i>Road</i> | <i>Locality</i> Whitby Tennis Courts West Cliff |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213HA | <i>Application date</i> 11/07/23 |

Installation of floodlights (6No per tennis court), North Yorkshire Council (John Woodhead), Whitby Tennis Courts, West Cliff, WHITBY, North Yorkshire, YO213HA

Comment

Support this application subject to lights being switched off by 9pm

| | | | | |
|----------|--|--|-------------------------------------|-------------------------------------|
| 3 | <i>Plan Number</i> 23/093 | <i>District Reference</i> 23/00119/HS | <i>Road/Street</i> South Terrace | <i>Date of meeting</i> |
| | <i>Applicant</i> Mr William Petherick | <i>House Name</i> | <i>Road</i> 4 South Terrace | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213HG | <i>Application date</i> 10/07/23 |

Replacement Windows, Mr William Petherick, 4 South Terrace, WHITBY, North Yorkshire, YO21 3HG

Comment

Support this application

| | | | | |
|----------|-------------------------------------|--|-------------------------------------|-------------------------------------|
| 4 | <i>Plan Number</i> 23/094 | <i>District Reference</i> NYM/2023/0429 | <i>Road/Street</i> Fairfield Way | <i>Date of meeting</i> |
| | <i>Applicant</i> | <i>House Name</i> Unit 18 | <i>Road</i> Fairfield Way | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> | <i>Application date</i> 11/07/23 |

Application for erection of four silos for the storage of additional and new raw materials (plastic polymers) at Stainsacre Lane Industrial Estate, Unit 18, Fairfield Way, WHITBY, North Yorkshire

Comment

Support this application

| | | | | |
|----------|--|---|---------------------------------------|-------------------------------------|
| 5 | <i>Plan Number</i> 23/095 | <i>District Reference</i> ZF23/01060/FLA | <i>Road/Street</i> Waterstead Lane | <i>Date of meeting</i> |
| | <i>Applicant</i> Airy Hill School (Yorkshire Endeavour Academy Trust) | <i>House Name</i> | <i>Road</i> Waterstead Lane | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211PZ | <i>Application date</i> 12/07/23 |

Variation of condition 1 in relation to application C4/17/01346/CCN Airy Hill School (Yorkshire Endeavour Academy Trust), Waterstead Lane, WHITBY, North Yorkshire, YO21 1PZ

Comment

OBJECTIONS - disappointed this unit has not been renewed or replaced

| | | | | |
|----------|---------------------------------------|--|---|-------------------------------------|
| 6 | <i>Plan Number</i> 23/096 | <i>District Reference</i> 23/00551/HS | <i>Road/Street</i> St Marys Crescent | <i>Date of meeting</i> |
| | <i>Applicant</i> Mrs Rebecca Eglon | <i>House Name</i> | <i>Road</i> 12 St Marys Crescent | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224ER | <i>Application date</i> 18/07/23 |

Removal of existing sheds/workshop and erection of single storey rear extension with part two storey rear extension including balcony, Mrs Rebecca Eglon, 12 St Marys Crescent, WHITBY, North Yorkshire, YO22 4ER

Comment

Support this applications

| | | | | |
|----------|-------------------------------------|--|---------------------------------------|-------------------------------------|
| 7 | <i>Plan Number</i> 23/097 | <i>District Reference</i> ZF23/01120/HS | <i>Road/Street</i> Claremont Drive | <i>Date of meeting</i> |
| | <i>Applicant</i> Mr Luke Russell | <i>House Name</i> | <i>Road</i> 17 Claremont Drive | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213FL | <i>Application date</i> 19/07/23 |

Proposed driveway and boundary wall alteration with sliding access gate, Mr Luke Russell, 17 Claremont Drive, WHITBY, North Yorkshire, YO21 3FL

Comment

OBJECTIONS - support the Highways decision

| | | | | |
|----------|-------------------------------------|--|---------------------------------------|-------------------------------------|
| 8 | <i>Plan Number</i> 23/098 | <i>District Reference</i> ZF23/01122/LB | <i>Road/Street</i> Wellington Road | <i>Date of meeting</i> |
| | <i>Applicant</i> Mr Alan Millar | <i>House Name</i> The Whitby Way | <i>Road</i> 7 Wellington Road | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211DY | <i>Application date</i> 19/07/23 |

Installation of external signage, lighting and repainting of the building, Mr Alan Millar, The Whitby Way, 7 Wellington Road, WHITBY, North Yorkshire, YO21 1DY

Comment

Support this application

| | | | | |
|----------|-------------------------------------|---|--|---------------------------------------|
| 9 | <i>Plan Number</i> 23/099 | <i>District Reference</i> ZF23/00962/fl | <i>Road/Street</i> Land adjacent to 2 Larpool Drive | <i>Date of meeting</i> A 2023ugust |
| | <i>Applicant</i> Mr Mike Wilson | <i>House Name</i> Land Adjacent to 2 Larpool Dri | <i>Road</i> | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> | <i>Application date</i> 20/07/23 |

Erection of dwelling, Mr Mike Wilson, Land Adjacent to 2 Larpool Drive, WHITBY, North Yorkshire

Comment

OBJECTIONS - support Highways decision

| | | | | |
|-----------|---------------------------------------|--|---|---------------------------------------|
| 10 | <i>Plan Number</i> 23/100 | <i>District Reference</i> ZF23/00747/HS | <i>Road/Street</i> Spring Hill Court | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> Mrs Jeanne Little | <i>House Name</i> | <i>Road</i> 5 Spring Hill Court | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211QN | <i>Application date</i> 25/07/23 |

Installation of replacement windows in Upvc, Mrs Jeanne Little, 5 Spring Hill Court, WHITBY, North Yorkshire, YO211QN

Comment

Support this application subject to the colour matching existing windows in the vicinity.

| | | | | |
|-----------|--|---|--|---|
| 11 | <i>Plan Number</i> 23/101 | <i>District Reference</i> ZF23/992/RG4 | <i>Road/Street</i> The Batts, Waterstead Lane | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> Groundwork NE & Cumbria (Mr Matt Machouki) | <i>House Name</i> | <i>Road</i> Land Adjacent to Black Shed Bo | <i>Locality</i> The Batts Waterstead |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> | <i>Application date</i> 28/07/23 |

Installation of brushwood fascine berm fixed with chestnut stakes, to extend existing saltmarsh, Groundwork NE & Cumbria (Mr Matt Machouki), Land Adjacent to Black Shed Boathouse, The Batts, Waterstead Lane, WHITBY, North Yorkshire

Comment

Support this application

| | | | | |
|-----------|---|--|-------------------------------------|---------------------------------------|
| 12 | <i>Plan Number</i> 23/102 | <i>District Reference</i> ZF23/01164/LB | <i>Road/Street</i> Church Street | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> The Trustees of Sandsend Pension Fund (Mr Alan Burke) | <i>House Name</i> The White Horse and Griffin | <i>Road</i> 87A Church Street | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224BH | <i>Application date</i> 28/07/23 |

Creation of internal doorway and staircase from kitchen to store, The Trustees of Sandsend Pension Fund (Mr Alan Burke), The White Horse and Griffin, 87A Church Street, WHITBY, North Yorkshire, YO22 4BH

Comment

OBJECTIONS - concerns that the design doesn't meet Health and Safety and fire

| | | | | |
|-----------|--------------------------------|--|------------------------------------|---------------------------------------|
| 13 | <i>Plan Number</i> 23/103 | <i>District Reference</i> ZF23/01136/HS | <i>Road/Street</i> Sanders Yard | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> Becka Ford | <i>House Name</i> | <i>Road</i> 1 Sanders Yard | <i>Locality</i> Church Street |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224DU | <i>Application date</i> 28/07/23 |

Replacement of timber windows with upvc, Becka Ford, 1 Sanders Yard, Church Street, WHITBY, North Yorkshire, YO224DU

Comment

Support this application subject to the use of traditional style heritage windows with bars

| | | | | |
|-----------|-----------------------------------|--|--|---------------------------------------|
| 14 | <i>Plan Number</i> 23/104 | <i>District Reference</i> ZF23/01167/HS | <i>Road/Street</i> High Stakesby Road | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> Mr T Measures | <i>House Name</i> Ilex House | <i>Road</i> High Stakesby Road | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211HL | <i>Application date</i> 28/07/23 |

Erection of detached one and a half storey annexe comprising garage, gym and store, Mr T Measures, Ilex House, High Stakesby Road, WHITBY, North Yorkshire, YO211HL

Comment

OBJECT - over development

| | | | | |
|-----------|--------------------------------|--|-------------------------------------|---------------------------------------|
| 15 | <i>Plan Number</i> 23/105 | <i>District Reference</i> ZF23/00855/HS | <i>Road/Street</i> Mulgrave Road | <i>Date of meeting</i> August 2023 |
| | <i>Applicant</i> Steve Kent | <i>House Name</i> | <i>Road</i> 35 Mulgrave Road | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213JL | <i>Application date</i> 02/08/23 |

Raising the height of part of the existing dwelling and erection of single storey extension to front 2 storey extension to rear, 2 story covered balcony to gable, Steve Kent, 35 Mulgrave Road, WHITBY, North Yorkshire, YO213JL

Comment

Support this application

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT** Committee held in the Pannett Gallery on Tuesday 22 August 2023 at 6:00pm.

Present: Councillors Harston (Chair), Mrs Brown, Croft, Jones, Nock 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

150/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs Coughlan, Dalrymple and Mrs Turner. Councillors Croft and Jones substituted.

MOVED by Councillor Nock, seconded by Councillor Jones.

RESOLVED that the apologies of Councillors Mrs Coughlan, Dalrymple and Mrs Turner are accepted.

151/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

152/23 PUBLIC PARTICIPATION

None.

STANDING ORDERS REINSTATED

153/23 MINUTES OF MEETING HELD ON 20 JUNE 2023

MOVED by Councillor Harston, seconded by Councillor Dalrymple.

RESOLVED that the minutes of the Town Development & Improvement Committee held on the 20 June 2023 are approved as a correct record.

154/23 CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY

The Clerk reported progress from NYC on the Sunshine Find Phase II projects. There was an offer from NYC to walk members round these. It was noted that there was no public interest in community gritting partnerships. NY Councillor Trumper remained committed to supporting speed reduction and VAS, with the support of the town council.

MOVED by Councillor Jones, seconded by Councillor Nock

RESOLVED a) that the council takes up the offer of a walk-round and invites the two unitary councillors.

MOVED by Councillor Jones, seconded by Councillor Nock

RESOLVED b) that it is recommended to full council that community gritting partnerships are a dereliction of the unitary authority's duties and should be denounced as a failure to provide appropriate services for Whitby, considering the health and safety implications and the needs of an aging population.

155/23 DUNDAS GARDENS PLAY AREA

Members noted information discussed between NY Councillor Trumper and residents of the Dundas Gardens area about the events leading to the removal of the existing play area and considerations on re-providing play facilities in this area. Concerns were expressed about the suitability of the existing location due to its visibility and slope.

MOVED by Cllr Mrs Wild, Seconded by Cllr Croft

RESOLVED that, while Whitby Town Council notes the standpoint of North Yorkshire Council in relation to the Dundas Gardens Play Area, it is not in a position, and lacks the resources itself, to consider any asset transfer of this site, which is an unsuitable location for a play area.

156/23 MADE IN YORKSHIRE

Submitted: reports that Made in Yorkshire had been invited by North Yorkshire Council to trade from Dock End in September, following the widely reported decision by Scarborough Borough Council in early 2023 to terminate any future markets on that site, quoting the town council's opposition as a decisive factor.

MOVED by Cllr Croft, Seconded by Cllr Nock

RESOLVED that the Clerk write to the Leader and Chief Executive of North Yorkshire Council, together with the relevant portfolio holder and the two Whitby Unitary councillors to reiterate the town council's opposition to the continued presence of Made in Yorkshire markets at Dock End.

157/23 LET'S TALK TRANSPORT – FOLLOW UP

Submitted: a draft response to the (on line) questionnaire circulated by the public transport function of North Yorkshire Council seeking feedback from stakeholders including town and parish councils. Members added specific reference to facilities for camper vans, inappropriate coach parking, lack of EV charging infrastructure, train services, and the failure of the current bus concession holder to provide adequate services to, from and within the town of Whitby.

MOVED by Cllr Croft, Seconded by Cllr Nock

RESOLVED that the response, as amended, be submitted.

158/23 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) Outflow to gully on Baxtergate** – concern was expressed that the outflow from a business is misdirected into the surface water drain and causing localised flooding.
- b) Street gullies** - Since the recent heavy rain and standing water there are about a dozen blocked gulley grates along Bagdale, Victoria Square and at the bottom of Brunswick Street.
- c) West Cliff** – overgrown weeds on the cliff paths were reported. It was noted that NYC had recently tended this area and that the problem may have been removed.
- d) Streetlighting** various locations, which had been previously reported, including at the foot of the 199 steps, which have been previously reported. Pressure needs to be maintained to seek resolution.
- e) Field Access to the North of Guisborough Road** – concern was raised about the appropriateness of the proposed access to the highway in the potential development of the field access in this location.
- f) Footpath on Murrayfield Gardens** members were keen to have a progress report on any improvements proposed to the footpath from Murrayfield Gardens across the old railway track bed towards Blenheim Ave, which was reported in 2022.

MOVED by Cllr Jones, seconded by Cllr Mrs Wild

| |
|--|
| <p>RESOLVED That issues be progressed by the Clerk through the NYC portal and with the relevant officers.</p> |
|--|

WHITBY TOWN COUNCIL

Minutes of the meeting of the **ALLOTMENTS SUB** Committee held in the Normanby Room, Whitby Museum on Tuesday 29 August 2023 at 11:00am.

Present: Councillors Brown (Chair), Dalrymple, Harrison and Riddolls.

Also: M King, Town Clerk, 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

159/23 ELECTION OF CHAIR

In the absence of either former Chair or Vice Chair, Cllr Dalrymple took the Chair for this item as Town Mayor.

MOVED by Councillor Brown seconded by Councillor Dalrymple and

RESOLVED unanimously that Councillor Mrs A Brown be elected Chair of the Allotments Sub Committee for the ensuing year.

160/23 APOLOGIES FOR ABSENCE

None.

161/23 ELECTION OF VICE-CHAIR

MOVED by Councillor Brown, seconded by Councillor Harrison and

RESOLVED unanimously that Councillor C Riddolls is appointed Vice-Chair of the Allotments Sub Committee for the ensuing year.

162/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

It was noted that Cllr Brown has been granted dispensation to speak and vote on matters relating to the allotments.

STANDING ORDERS SUSPENDED

163/23 PUBLIC PARTICIPATION

An allotment holder for Stakesby Vale raised four issues in respect to the maintenance of the boundary hedge and eucalyptus tree, proof of tenancy cards, Kirkham Road flooding and Kirkham Road unregulated parking obstructing the allotment gates – dealt with under item 166/23.

STANDING ORDERS REINSTATED

164/23 MINUTES OF MEETING HELD ON 25 OCTOBER 2022.

MOVED by Councillor Harrison, seconded by Councillor Dalrymple and unanimously

RESOLVED that minutes of the meeting held on 25 October 2022 be approved and signed by the Chair as a correct record.

165/23

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

- a) Review of the terms of reference of the Sub Committee.
- b) Review of delegation arrangements to employees.
- c) Review and adoption of appropriate standing orders, policies and procedures relating to the functions of the Sub-Committee
- d) Review of the anticipated Sub Committee workload for the coming year.

MOVED *en bloc* by Councillor Harrison, seconded by Councillor Riddolls and

RESOLVED that the procedures are adopted as read and that future meetings be set at two-monthly intervals for the remainder of the council year.

166/23

ALLOTMENTS

a. STAKESBY VALE ALLOTMENTS

MOVED by Councillor Harrison, seconded by Councillor Dalrymple and

RESOLVED (a) that the allotment holders approach the neighbouring property holder to request pruning of the eucalyptus tree in the boundary hedge; and
(b) that the town council devise and produce an allotment tenant card, to be made available to allotment tenant on request.

MOVED by Councillor Riddolls, seconded by Councillor Harrison and

RESOLVED (c) that requests to clear the gullies on Kirkham Road be made via the North Yorkshire Council website and the parish portal; and
(d) that the Chair write to NY Councillor Trumper to raise awareness of the flooding issues experienced; and
(e) that a request for 'H-bar' road markings adjacent to the allotment gates on Kirkham Road be referred to TD&I for transmission to Highways.

b. CALIFORNIA BECK ALLOTMENTS

Members considered the report on the condition of the allotments, access paths and current occupancy. Members considered the viability of the allotments, given their location, condition and level of vacancies.

MOVED by Councillor Dalrymple, seconded by Councillor Harrison and

RESOLVED (f) that North Yorkshire Council is approached to understand its intentions over the green space around the allotments at California Beck and to consider alternative provision if more appropriate social and community use could be made of the existing site; and
(g) that reletting is paused pending that conversation and a full

inspection of the allotments by the subcommittee.

c. CHOLMLEY ALLOTMENT

Members considered the report on the condition of the allotments Cholmley contributed an update on issues relating to the water supply, which was noted.

d. INSPECTION AND MAINTENANCE PROGRAMME

MOVED by Councillor Harrison, seconded by Councillor Dalrymple and unanimously

RESOLVED (h) that allotment holders be reminded that informal associations for each site are permitted under the town council's allotment rules but must comply with those rules;
(i) that each site be encouraged to mandate one or more allotment holders to speak for each site at future meetings; and
(j) that a site visit (primarily Cholmley and California Beck) be organised for members for the subcommittee.

draft

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** Committee held in the Pannett Gallery on **Tuesday 29 August 2023** at 6:00pm.

Present: Councillor Mrs N Wilson (Chair) with Councillors R Dalrymple, G Goodberry, S Hinchcliff, J Harston, 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.

167/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors A Jones for inability to attend.

MOVED by Councillor Harston seconded by Councillor Goodberry

RESOLVED that apologies for absence are received from Councillors Jones is received.

168/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Councillor Nock declared a non-pecuniary interest in Planning application ZF23/01072/FL 43 Muncaster Way YO22 4JW. Councillor Goodberry declared a non-pecuniary interest in Planning application and ZF23/00760/FL Land at Foresters Court, Church Street

STANDING ORDERS SUSPENDED PUBLIC PARTICIPATION

None

STANDING ORDERS REINSTATED

169/23 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

170/23 LISTED BUILDINGS

MOVED by Councillor Goodberry, seconded by Councillor Harston

RESOLVED unanimously that a letter is sent to North Yorkshire Council, Planning Services raising concerns about the removal of listed mounting blocks at the end of Upgang Lane.

171/23 LICENSING

MOVED by Councillor Harston, seconded by Councillor Dalrymple

RESOLVED that it is recommended to full council that the Planning Committee is renamed the Planning and Licencing Committee.

Planning Applications Considered on 29 August 2023

| | | | | |
|----------|-----------------------------------|--|-----------------------------------|-------------------------------------|
| 1 | <i>Plan Number</i> 23/106 | <i>District Reference</i> ZF23/01291/HS | <i>Road/Street</i> Spring Vale | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Mr Ash Waring | <i>House Name</i> | <i>Road</i> 39 Spring Vale | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211JG | <i>Application date</i> 11/08/23 |

Demolition of outbuildings and erection of single storey rear extension and outbuilding, Mr Ash Waring, 39 Spring Vale, WHITBY, North Yorkshire, YO211JG

Comment

Support this Application

| | | | | |
|----------|--|--|-------------------------------------|-------------------------------------|
| 2 | <i>Plan Number</i> 23/107 | <i>District Reference</i> ZF23/01213/HS | <i>Road/Street</i> Stakesby Road | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Mr & Mrs K & C MacArthur | <i>House Name</i> | <i>Road</i> 45 Stakesby Road | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO211JF | <i>Application date</i> 14/08/23 |

Single storey side extension, Mr & Mrs K & C MacArthur, 45 Stakesby Road, WHITBY, North Yorkshire, YO211JF

Comment

Support this application

| | | | | |
|----------|------------------------------|--|-----------------------------------|-------------------------------------|
| 3 | <i>Plan Number</i> 23/108 | <i>District Reference</i> ZF23/01302/HS | <i>Road/Street</i> Greens Yard | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Mr Lewis | <i>House Name</i> | <i>Road</i> 10 Greens Yard | <i>Locality</i> Church Street |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224AY | <i>Application date</i> 14/08/23 |

Erection of single storey rear extension Installation of new and replacement windows and new roof lights, Mr Lewis, 10 Greens Yard, Church Street, WHITBY, North Yorkshire, YO224AY

Comment

Support this application

| | | | | |
|----------|---|---|--------------------------------|-------------------------------------|
| 4 | <i>Plan Number</i> 23/109 | <i>District Reference</i> ZF3/01304/HS | <i>Road/Street</i> Sandside | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Mr Stuart Constable | <i>House Name</i> | <i>Road</i> 3 Sandside | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224DN | <i>Application date</i> 14/08/23 |

Application of render to rear and part of side elevations, Mr Stuart Constable, 3 Sandside, WHITBY, North Yorkshire, YO224DN

Comment

Support this application

5 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/110 ZF23/01216/HS Eskdale Road 29.08.23
Applicant *House Name* *Road* *Locality*
 Mr J Imtiaz 50 Eskdale Road
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO224JJ 15/08/23

Erection of two storey side and rear extension, Mr J Imtiaz, 50 Eskdale Road, WHITBY, North Yorkshire, YO224JJ

Comment
Support this application

6 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/111 ZF23/00760/FL Foresters Court 290823
Applicant *House Name* *Road* *Locality*
 Mr Justin Waring & Mr David Land at Foresters Court Church Street
 Leadley
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire 17/08/23

Erection of dwelling, Mr Justin Waring & Mr David Leadley, Land at Foresters Court, Church Street, WHITBY, North Yorkshire

Comment
OBJECT - design out of keeping within a conservation and historic area - difficulty of access for development

7 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/112 ZF23/00999/HS John Street 29.08.23
Applicant *House Name* *Road* *Locality*
 Mr Michael Railton 16 John Street
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO213ET 17/08/23

Replacement of timber windows with upvc to front elevations, Mr Michael Railton, 16 John Street, WHITBY, North Yorkshire, YO213ET

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

8 *Plan Number* *District Reference* *Road/Street* *Date of meeting*
 23/113 ZF23/01072/FL Muncaster Way 29.08.23
Applicant *House Name* *Road* *Locality*
 Miss Natalie Wittering 43 Muncaster Way
Town *County* *Post Code* *Application date*
 WHITBY North Yorkshire YO224JW 21/08/23

Change of use of garage to dog grooming salon (Sui Generis), Miss Natalie Wittering, 43 Muncaster Way, WHITBY, North Yorkshire, YO224JW

Comment
Support this application

| | | | | |
|----------|---|--|------------------------------------|-------------------------------------|
| 9 | <i>Plan Number</i> 23/114 | <i>District Reference</i> ZF23/01203/HS | <i>Road/Street</i> Market Place | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Messrs L & G Osbaldeston & Homzik | <i>House Name</i> | <i>Road</i> 5-6 Market Place | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224DD | <i>Application date</i> 23/08/23 |

Proposed dormer with terrace, Messrs L & G Osbaldeston & Homzik, 5-6 Market Place, WHITBY, North Yorkshire, YO224DD

Comment

OBJECT - out of keeping with the area - affect on character and appearance of the area

| | | | | |
|-----------|---|--|------------------------------------|-------------------------------------|
| 10 | <i>Plan Number</i> 23/115 | <i>District Reference</i> ZF23/01204/LB | <i>Road/Street</i> Market Place | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Messrs L & G Osbaldeston & Homzik | <i>House Name</i> | <i>Road</i> 5-6 Market Place | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO224DD | <i>Application date</i> 23/08/23 |

Proposed dormer with terrace, Messrs L & G Osbaldeston & Homzik, 5-6 Market Place, WHITBY, North Yorkshire, YO224DD

Comment

OJECT - out of keeping with the area - effect on character and appearance of the area

| | | | | |
|-----------|-----------------------------------|--|--|-------------------------------------|
| 11 | <i>Plan Number</i> 23/116 | <i>District Reference</i> ZF23/01126/FL | <i>Road/Street</i> Church street | <i>Date of meeting</i> 29.08.23 |
| | <i>Applicant</i> Mr Kris Blake | <i>House Name</i> Land and buildings on the | <i>Road</i> East Side Church Street | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> | <i>Application date</i> 23/08/23 |

Erection of 3 new dwelling houses and 2 new basement apartments (5number toal dwelling units), Mr Kris Blake, Land and buildings on the, East Side Church Street, WHITBY, North Yorkshire

Comment

OBJECT - out of keeping due to the inappropriate roof line - over development due to the basement flats

| | | | | |
|-----------|--|--|-------------------------------------|-------------------------------------|
| 12 | <i>Plan Number</i> 23/117 | <i>District Reference</i> ZF23/01308/FL | <i>Road/Street</i> East Crescent | <i>Date of meeting</i> 29.8.23 |
| | <i>Applicant</i> Home from Home Yorkshire Ltd (Mr Mike Smith) | <i>House Name</i> | <i>Road</i> 5 East Crescent | <i>Locality</i> |
| | <i>Town</i> WHITBY | <i>County</i> North Yorkshire | <i>Post Code</i> YO213HD | <i>Application date</i> 23/08/23 |

Change of use of guest house to Holiday let (Sui Generis)at upper floors and separate basement Holiday let with associated extensions and alterations, Home from Home Yorkshire Ltd (Mr Mike Smith), 5 East Crescent, WHITBY, North Yorkshire, YO213HD

Comment

OBJECT - effect on amenity of neighbours - Disturbance

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 5 SEPTEMBER 2023**

COMMITTEE PLACES

1. Introduction

- 1.1. Following the decisions of previous meetings, the current composition of committees is set out at Appendix A.

2. Filling of Vacancies

- 2.1. A vacancy has arisen on the Planning Committee.

Recommendation – That nominations be taken to fill any vacancies.

Michael King
Town Clerk & RFO

| PLANNING COMMITTEE 7 MEMBERS (quorum 4) (Subs 2 training required) |
|---|
| Cllr R Dalrymple |
| Cllr G Goodberry |
| Cllr J Harston |
| Cllr S Hinchliffe |
| Cllr J Nock |
| Cllr Mrs N Wilson |
| Vacant |
| Sub. vacant |
| Sub. vacant |

| PANNETT ART GALLERY & WHITBY MUSEUM JOINT MANAGEMENT COMM. 9 MEMBERS (quorum 6) (Subs 2) |
|---|
| Cllr Mrs A Brown |
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple |
| Cllr A Jones |
| Cllr J Nock |
| Cllr C Riddolls |
| Cllr S Smith |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |
| Sub. Cllr Mrs S Turner |
| Sub. vacant |

| HUMAN RESOURCES 7 MEMBERS (quorum 4) |
|---|
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple |
| Cllr G Goodberry |
| Cllr J Harston |
| Cllr Mrs S Turner |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |

| PANNETT ART GALLERY COMMITTEE 7 MEMBERS 7 OF 9 FOR JOINT MANAGEMENT (quorum 4) (Subs 2) |
|--|
| Cllr Mrs A Brown |
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple (Ex Officio) |
| Cllr A Jones |
| Cllr J Nock |
| Cllr C Riddolls |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |
| Sub. Cllr Mrs S Turner |
| Sub. vacant |

| FINANCE POLICY & GENERAL PURPOSES COMMITTEE 7 MEMBERS (quorum 4) (Subs 3) |
|--|
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple |
| Cllr J Harston |
| Cllr A Jones |
| Cllr Mrs S Turner |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |
| Sub. Cllr A Abbott |
| Sub. Cllr G Goodberry |

| TWINNING SUBCOMMITTEE (Finance & General Purposes) 6 MEMBERS |
|---|
| Cllr A Abbott |
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple, |
| Cllr A Jones, |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |
| Sub. Cllr J Harston |
| Sub. Cllr J Redfern |

| EVENTS SUBCOMMITTEE (Finance & General Purposes) 6 MEMBERS |
|---|
| Cllr R Dalrymple |
| Cllr Mrs Coughlan |
| Cllr P Croft |
| Cllr Mrs H Sumner |
| Cllr Mr L Wild |
| Cllr Mrs N Wilson |
| Sub. Cllr J Harston |
| Sub. Cllr S Hinchliffe |

| TOWN DEVELOPMENT & IMPROVEMENT COMMITTEE 7 MEMBERS (quorum 4) (Subs 3) |
|---|
| Cllr Mrs A Brown |
| Cllr Mrs H Coughlan |
| Cllr R Dalrymple |
| Cllr J Harston |
| Cllr J Nock |
| Cllr Mrs S Turner |
| Cllr Mrs L Wild |
| Sub. Cllr P Croft |
| Sub. Cllr A Jones |

| CHRISTMAS LIGHTS SUBCOMMITTEE (Town Development & Improvement) 6 MEMBERS |
|---|
| Cllr Mrs A Brown, |
| Cllr Mrs H Coughlan |
| Cllr P Croft |
| Cllr S Smith |
| Cllr Mrs L Wild |
| Cllr Mrs N Wilson |
| |
| |

| ALLOTMENTS SUBCOMMITTEE (Town Development & Improvement) 6 MEMBERS |
|---|
| Cllr Mrs A Brown |
| Cllr R Dalrymple |
| Cllr A Jones |
| Cllr C Riddolls |
| Cllr M Harrison |
| Sub. Cllr J Harston |
| Sub. Cllr Mrs S Turner |
| |

| |
|--|
| HARBOUR COMMITTEE 7 MEMBERS (quorum 4) (Subs 2) |
| Cllr R Dalrymple |
| Cllr G Goodberry |
| Cllr A Jones |
| Cllr J Redfern |
| Cllr C Riddolls |
| Cllr Mrs S Turner |
| Cllr Mrs L Wild |
| Sub. Cllr A Abbott |
| Sub. Cllr P Croft |

Whitby Community Network's "Vision for Whitby" consultation

Item 9

To: Cllr Carl Les, Leader NYC
Richard Flinton, NYC CEO
Whitby Town Council Town Clerk

Dear Sirs,

Whitby Community Network's "Vision for Whitby" consultation

During the month of May, Whitby Community Network engaged residents of the Whitby parish with our "Vision for Whitby" consultation. This was primarily an online consultation, using a map utilising the CreateStreets software to gather information about what residents thought of places in their town. In addition, we also provided a manual input form for residents to fill in at a few popular locations in the town, to attempt to capture the views of those people who do not have the internet or use computers. Upon conclusion of the consultation we made all the data from this exercise freely available on our website as we believe in transparency.

The consultation had 601 place responses, representing statistically significant data with a participation rate of up to 4.6%, higher than all other surveys for this parish, consequently providing a very strong baseline for development of the parish.

We hope both our Councils can see the benefits of this exercise which captured what is important to the people of Whitby. We therefore would ask to meet with representatives of both North Yorkshire and Whitby Town Councils to ascertain what actions can be taken to address the issues identified.

The key themes identified through this process were:

- Housing is the single biggest issue.
- A shortage of "Green Space" and the need to preserve, maintain and replenish what we have. Two of the three sites earmarked for the SBC "Better Homes" project were commented on as needing to remain green space.
- Significant problems in the road network, with dangerous junctions, lack of crossings, speed issues especially near schools.
- The need for a parking strategy which encompasses both overnight stays in camper vans and the need to develop/expand Park-and-Ride facilities on both sides of town.
- Public transport was widely commented on as being utterly unsatisfactory.
- The need to increase pedestrian friendly areas in the town.
- Active travel development linked in with removing cars from the town by expanding Park-and-Ride facilities.
- Decaying infrastructure of the town that has had little investment over many years, Spa Pavilion, Cliff Lift, Swing Bridge, Piers/ Extensions and so on.

Given the current areas of concern amongst many residents, separate questions were asked over the use of the three senior schools/location of the Maritime Hub and responses highlighted an overall level of dissatisfaction amongst residents with the proposals in addition to a perceived lack of openness from NYC and Whitby Secondary Partnership for the school sites, and SBC/NYC for the Maritime Academy.

More detailed information is available on both aspects of Vision for Whitby on the website, and we will continue to develop our proposals based on what residents have said. The consultation results and the data is available here

<https://www.whitbycommunitynetwork.org/vision-for-whitby/>

This information was shared with the four NYC councillors for Whitby and District at the conclusion of the consultation, but to date no response has been received.

Whitby Community Network's "Vision for Whitby" consultation

Item 9

We hope that you will appreciate the importance and true value of this grass-roots feedback from those who live and work in Whitby, especially given the stated claim of the new Council to *"being built with local at its heart and aims to be the most local, large council in the country"*.

Whitby Community Network is an issues based, open group, that seeks improvements for those who live and work in Whitby and the surrounding district. As such, we are very keen to see the results of this consultation utilised in moving the Whitby parish forward, by providing residents with what is needed for this community to be sustainable and a place where people want to live, work and bring up families, not solely a retirement and tourist destination.

We look forward to hearing from you and meeting with NYC & WTC representatives in the near future.

Yours sincerely
Chair, Whitby Community Network

**WHITBY TOWN COUNCIL
COUNCIL MEETING – 5 SEPTEMBER 2023**

FUTURE MEETING VENUES

1. Introduction

- 1.1. At the meeting of Full Council in July, two resolutions were made which impact on the place and conduct of future meetings of the town council. From its November meeting, Council must decide how to carry these forwards.

2. Background

- 2.1. The next meeting of full council will take place in the Gallery at 6pm on Tuesday 5 September. This date and place were set by Annual Council on 2 May and this decision is covered by the six-month rule.
- 2.2. That meeting will need to agree venues going forward from (and including) the meeting scheduled for 7 November – which falls beyond six months – in line with the decision taken last month.
- 2.3. The council's resolution – 009/23 i) was 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.
- 2.4. Its subsequent resolution - 092/23 5a) that all meetings of Whitby Town Council be held in venues which meet the requirements of the Equality 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.)
- 2.5. Council also resolved - 092/23 5b) that all meetings of Whitby Town Council 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.'
- 2.6. The council's own installed video equipment remains inoperative. This meeting is being recorded on portable equipment.

3. Equality Act Requirements

- 3.1. The Equality Act 2010 requires that 'reasonable adjustments' are made and that these should not come at a cost to the individual.
- 3.2. Adjustments only have to be made if it's reasonable to do so. What's a reasonable thing to ask for depends on things like:
- The individual disability
 - how practicable the changes are
 - if the change you ask for would overcome the disadvantage you and other disabled people experience
 - the size of the organisation
 - how much money and resources are available
 - the cost of making the changes
 - if any changes have already been made.

- 3.3. There are different things people or organisations may have to do make it easier for individuals to access or do something. They may include changing the way things are done – for example meeting individuals outside the office or usual meeting place, or changing a physical feature – for example:
- steps and stairs.
 - passageways and paths.
 - entrances and exits.
 - internal and external doors.
 - toilets.
 - signs.
 - lighting and ventilation.
 - the size of premises.
- 3.4. The kind of adjustments which could be made includes removing, changing or providing a way of avoiding the physical feature, where it's reasonable to do so.
- 3.5. Examples of reasonable adjustments:
- providing ramps and stairway lifts.
 - making doorways wider.
 - installing automatic doors.
 - providing more lighting and clearer signs.
 - Provide extra aids or services.
- 3.6. Sometimes individuals may need particular aids or equipment to help them access or do something. Or additional services. The Equality Act calls this auxiliary aids and services. For example:
- a portable induction loop for people with hearing aids
 - BSL interpreters
 - providing information in alternative formats, such as Braille or audio CD's
 - extra staff assistance.

4. Conclusion

- 4.1. Council needs to consider the reasonable adjustments necessary to meet the requirements of the Equality Act in the context of the venues and resources available to it and to make a commitment to a venue or venues.

Michael King
Town Clerk & RFO

a) Town Assembly (parish meeting of electors)

A meeting of the Town Assembly was called by Cllrs Abbott and Barnet, to take place at the Coliseum at 6:01pm on Monday 4 September. This was a meeting of registered electors called under s15 of Schedule 12 of the Local Government Act 1972.

A copy of the agenda is available here:

<https://www.whitbycommunitynetwork.org/2023/08/22/whitby-town-assembly-04-09-2023/>

Any update on the meeting may be made by the Chair of the Parish Meeting or its duly appointed representative.

b) Swing Bridge

Following the announcement that a two-week closure of the Swing Bridge would be undertaken by NYC to widen the footways and resurface the bridge. The town council has now been requested to respond to an email received on Wednesday 30 August:

We are looking at changing the proposed dates for the bridge works from October to 6th – 17th November 2023. Before we commit, are you aware of any potential issues the new dates would cause?

It should be noted that these dates cover Armistice Day, Remembrance Sunday and the Christmas Festival.

c) LGA annual conference 2023: Secretary of State for Levelling Up, Housing and Communities' speech

On 4 July, the Secretary of State for Levelling Up, Housing and Communities, Rt Hon Michael Gove MP, gave a speech at the Local Government Association's (LGA's) annual conference 2023 in Bournemouth.

Prior to his speech, a Written Ministerial Statement was tabled in Parliament. In his speech, he announced the establishment of the Office for Local Government (Oflog), a new local government performance body in England. Oflog will provide authoritative and accessible data and analysis about the performance of local government and support its improvement.

DLUHC has also published a policy document, setting out the plans for Oflog in more detail. Further information on Oflog can be found on GOV.UK. The Local Authority Data Explorer online tool, which brings together a selection of existing metrics across a subset of service areas for data that is available at different levels of local authority, was also published on GOV.UK. The Data Explorer initially covers four sets of metrics; these are a first step and over time Oflog will be looking to expand on and iterate these metrics to cover the range of local government responsibilities.

Alongside the establishment of Oflog, DLUHC has also launched a consultation into new statutory guidance on what constitutes Best Value and the standards authorities are expected to meet by the government and residents (but note that parish councils do not fall within the definition of 'Best Value' authorities).

d) Bird Flu: Avian Influenza Prevention Zone lifted

In July, the government lifted the Avian Influenza Prevention Zone (AIPZ) for poultry and captive birds, introduced to help stop the spread of avian influenza ('bird flu').

The enhanced biosecurity measures were brought in across Great Britain last October when there was a medium risk for some poultry premises.

The risk of avian influenza has now reduced to 'low' for all poultry. As a result, the mandatory requirements were lifted at 12:00pm on 4 July. The risk has reduced but the government asserts that it has not gone away.

All bird keepers must follow enhanced measures at all times to prevent the risk of future outbreaks and remain vigilant for signs of disease.

e) Anglo American

I forwarded the response from Anglo American, to a query raised by Cllr Croft on reports that Anglo American 'has bought' the Royal Hotel. He has said that that Anglo American has expressed an interest the Royal Hotel, but that the process is at a very early stage, and it is by no means certain that it will conclude in a purchase.

Subsequently, Mr Parsons of Anglo American hosted a meeting to brief councillors.

The position remains that if members wish to propose an official position or decision, that will need to be referred to a suitable meeting of a committee or full council.

f) Parish Charter

North Yorkshire Council's executive committee has approved a parish council charter for the county as part of a plan that aims to "set out the arrangements for partnership working between the new North Yorkshire Council and local city, town, and parish councils".

NYC has developed a webpage covering the charter:
<https://www.northyorks.gov.uk/your-council/parish-charter>

There are 731 parishes in North Yorkshire, the majority of which have a parish council, although some have precepting parish meetings.

During the engagement period regarding the new charter, a survey was sent to all.

In North Yorkshire, 507 parishes or groups of parishes raised a precept in 2022/23, and that year, the total council tax raised by the county's parishes was £9.3m.

g) Community Governance Reviews

On Wednesday, July 19, a full meeting of North Yorkshire Council voted to approve the final recommendations on the community governance reviews relating to the unparished town centres in Scarborough and Harrogate. Subject to additional consultation on warding arrangements, these will come into being in April 2025.

h) Upgang Ravine, Sea Wall and Promenade

Since the last meeting of Council, some progress has been reported by NY Councillor Trumper in engaging with NYC Estates, Legal and Highways to resolve issues relating to unmanaged vehicle movements and overnight camping on the sea wall, accessed from Upgang Ravine. Members will recall that correspondence has been exchanged with North Yorkshire Council and its antecedents to seek a resolution from it now that it combines in one authority the relevant landowner and highways responsibilities.

i) On-the-spot fines for litter, graffiti and fly-tipping are set to rise

In June, the Department for the Environment, Food and Rural Affairs (Defra) announced that on-the-spot fines for litter, graffiti and fly-tipping are set to rise.

To help equip councils with enforcement powers (including North Yorkshire Council), the government laid a statutory instrument increasing the upper limits for various fixed penalty notices (FPNs) on 10 July. This means:

- The maximum amount those caught fly-tipping could be fined will increase from £400 to £1,000
- The maximum amount those who litter or graffiti could be fined will increase from £150 to £500
- The maximum amount those who breach their household waste duty of care could be fined will increase from £400 to £600

Defra's enforcement guidance, as part of the Code of Practice on Litter and Refuse, advises on best practice for litter enforcement from councils. Councils will have the freedom to set the rates that offenders should pay, within the limits above. These changes came into force 21 days after the laying of the statutory instrument, on 31 July.

j) Simplifying the funding landscape for councils

DLUHC has published the government's plan for simplifying the funding landscape for councils. The plan sets out the government's ambition for increasing the effectiveness and efficiency of the current funding system.

The plan details three main phases for change:

- Immediate simplification of existing funds and communication. This includes a new 'Simplification Pathfinder Pilot' to test the streamlined delivery of capital funding in a small group of councils
- A new 'Funding Simplification Doctrine' requiring departments to strive for a simpler and more streamlined way of delivering funding to councils, including considering allocative distribution approaches
- Reforms to be implemented at the next Spending Review, including multi-year, single departmental-style funding settlements for the trailblazer Mayoral Combined Authorities and better join up across interconnected policy areas and investment programmes

Alongside the plan, DLUHC has also published the following accompanying documents:

- a DLUHC local growth and place funds register, to improve transparency and help stakeholders navigate the local funding landscape
- a funding glossary, to help applicants understand technical funding terms when submitting funding applications
- updated guidance for accountable bodies on changes to the Project Adjustment Request (PAR) process for Town Deals, the Levelling Up Fund, and the Future High Street Fund

k) Transparency in digital political campaigning

Draft guidance to help candidates, campaigners and political parties understand upcoming major changes designed to make political campaigning more transparent was laid in Parliament on 13 July.

The digital imprints regime will come into force in November 2023 and will require those who are promoting certain digital campaigning material aimed at the public to clearly show who they are. It will ensure voters get the same, and in some circumstances even greater, transparency from digital campaign material as they do from printed material, such as campaign leaflets put through their letterbox.

A written ministerial statement has been issued today and the government has also written to the Local Government Association regarding the use by councillors of relevant council addresses in respect of this regime.

l) Transfer of Local Enterprise Partnership core functions to combined and local authorities

At the start of August, Dehenna Davison MP, Minister for Levelling Up and Kevin Hollinrake MP, Minister for Enterprise, Small Markets and Business, wrote to council leaders confirming the government's decision to withdraw central government support (core funding) for Local Enterprise Partnerships (LEPs) from April 2024, and to transfer their functions to councils, where these are not already delivered by combined authorities.

The government has also published guidance on the integration of LEP functions into local democratic institutions and a summary of the results of the LEP future funding and information gathering exercise.

m) Call for evidence on parking charge limits

On 30 July, the government launched an eight-week call for evidence on the Private Parking Code of Practice, focusing on the impact of changes to charges and debt recovery fees.

Options under consideration include reducing the current £100 charge limit to £50, as well as potentially banning debt recovery fees altogether, which are currently as much as £70, or retaining existing limits.

A draft Impact Assessment has been published alongside the call for evidence, with contributions open until 24 September. A further consultation is then planned on the options for parking charges and debt recovery fees.

Once introduced, the Private Parking Code of Practice – required by the Parking (Code of Practice) Act 2019 – will allow drivers to challenge an unfair parking charge through a new independent appeals service, and all private parking operators will also have to follow the Code.

n) English Housing Survey 2021 to 2022: second homes and household moves – fact sheets

On 13 July, DLUHC published fact sheets on the prevalence of second homes, and the characteristics of the people that own them as well as on households who have recently moved home, and future moving expectations.

The English Housing Survey (EHS) collects information on households with second properties, and of those how many use them as 'second homes', meaning as a home mainly used by family or friends as holiday home, let to others as a holiday let, or for occupation while working away from home.

o) Funding for Levelling Up: government response to the Select Committee report

DLUHC published the government response to the Levelling Up, Housing and Communities Select Committee report on funding for Levelling Up.

The response includes agreeing with the committee that coordination across government is vital to achieving the aims of Levelling Up, however, the government is of the view that analysis that treats certain funding streams as 'Levelling Up' and excludes others risks limiting the ambition of the overall strategy. The government also agreed that reliable data is essential to understand progress in Levelling Up.

The government provided a response on the following recommendation areas:

- The government's approach to Levelling Up
- Competitive funding
- Data and metrics
- UK Shared Prosperity Fund
- Consultation with devolved governments
- Local growth

p) Levelling-up and Regeneration Bill: consultation on implementation of plan-making reforms

In July, DLUHC launched a consultation on its proposals to make local plans (and minerals and waste plans) simpler, faster to prepare, and more accessible.

Through this consultation DLUHC is seeking views on proposals to implement the parts of the Levelling-up and Regeneration Bill which relate to plan making.

The consultation closes on 18 October.

q) Meeting to discuss the Dundas Gardens play area

North Yorkshire Councillor Phil Trumper booked the Gallery for a meeting with residents and other stakeholders on 21 August, to discuss the Dundas Gardens play area. The matter was also considered as an agenda item on TD&I to enable the committee to consider any points coming from the meeting.

r) Made In Yorkshire

You will recall that the town council had previously expressed its unhappiness with the repeated appearance of the Made in Yorkshire market at Dock End and, in particular in the coincidental damage to the War Memorial last spring and to the disruption to the ceremonies marking the death of the Queen and the accession of the King last autumn.

Before its abolition. Scarborough Borough Council took the decision to end its relationship with Made in Yorkshire for markets at Dock End and cited the town council's opposition as a deciding factor.

Indirectly, I have been made aware from two sources within the unitary authority that a booking has been made with NYC at the end of September/beginning of October this year – though there is no official confirmation of this yet.

TD&I instructed me to write to the leader and Chief Executive of North Yorkshire Council, the portfolio holder and local members.

The Chief Executive of NYC has replied with a promise to report back.

s) Project Sunshine Phase II outcomes

As reported to TD&I in August, North Yorkshire Council have provided an update on the progress of projects pursued under the Project Sunshine banner:

1. Whitby Town Centre street furniture (Bollards/Railings/Seats etc) painting undertaken in Spring 2023 – complete. (In House labour)
2. Whitby East Pier Capstan renewals x 2 – Installation imminent. (J.Hallam Joinery)
3. Compactor Waste Bins in Town Centre – installed. (In House Labour)
4. West Cliff Lighting Columns new lanterns – installed. (In House Labour)
5. Whitby Paddling Pool refurbishment – complete. (Contractor)
6. Whitby Paddling Pool Mosaics – 75% complete. (Local Artist- Jo Witney)
7. West Cliff Tennis Courts renewal – complete. (Fosse Contracts)
8. Whitby Leisure Centre MUGA resurfacing – complete. (Fosse Contracts)
9. New Floodlighting to MUGA – complete. (In House Labour)
10. Whitby Tennis Courts Floodlighting – pending, awaiting Planning Decision in September, if approved install in Autumn/Winter. (Fosse Contracts)

11. West Pier Capstan renewals x 6 – awaiting funding confirmation shortly. (Probably J.Hallam Joinery subject to approval)
12. Whitby Cemetery Gates & Railings refurbishment/renewals – 75% complete. (James Godbold Blacksmiths)

f) Objection Raised to 2022-23 Accounts

The council's external auditor – PKF Littlejohn – has written to confirm receipt of a series of objections raised by a local elector, copying in the council to its response. In the email to the objector, having undertaken an initial eligibility check, the auditor has set out the process that will be followed:

You have objected to:

1. the responses given to Assertions 2 and 3 of the 2022/23 AGAR in respect of both a breach of the Council's standing orders and a data protection legislation breach relating to an agenda paper published in relation to the 29 March 2022 full council meeting;
2. the response given to Assertion 3 of the 2022/23 AGAR in respect of the Council's processing of FOIA requests which you assert is not compliant with the terms of the Act;
3. the responses given to Assertions 2 and 3 of the 2022/23 AGAR in respect of both (a) the adequacy of the minutes recording Council meetings and (b) a breach of the Transparency Code regarding the timeliness of publication;
4. the responses given to Assertions 3 and 9 of the 2022/23 AGAR in respect of the Council's failure to meet its responsibilities as sole managing trustee of the Pannett Art Gallery & Whitby Museum charitable trust;
5. the response given to Assertion 1 of the 2022/23 AGAR in respect of the Council's budget and precept setting processes;
6. the response given to Assertion 2 of the 2022/23 AGAR in respect of the Council's level of staff costs;
7. the response given to Assertion 2 of the 2022/23 AGAR in respect of the Council's failure to record two motions that were resolved at the Annual Town Meeting on 22/3/23;
8. the response given to Assertion 2 of the 2022/23 AGAR in respect of the Council's standing orders regarding public participation;
9. the response given to Assertion 2 of the 2022/23 AGAR in respect of the Council's failure to comply with its standing orders regarding apologies for absence from meetings;
10. the response given to Assertion 1 of the 2022/23 AGAR in respect of the Council's award of a contract to a Neighbourhood Plan consultant in March 2023 when the 2022/23 budget did not include such expenditure;
11. the response given to Assertion 2 of the 2022/23 AGAR in respect of amendment to the Council's standing orders regarding the 14 day period for members to scrutinise the AGAR prior to the approval meeting for the 2022/23 AGAR; and

12. the form and management of the Council's website.

Your objections were all received by us during the Council's public rights period and have been copied to the Council. The items in objections 1/2/3 (part a)/4/5/7/8/9/11 are all linked to governance assertions in the 2022/23 AGAR and the grounds for the objections have been explained; they would therefore be considered to be eligible in those respects.

We will be in touch in due course with our decision regarding the acceptance of any eligible objections for further consideration.

We have assessed objections 3 (part b)/6/10/12 as ineligible:

- Part b of objection 3 is ineligible since the Council is not required to comply with the publication requirements of either of the transparency codes;
- Objection 6 is not eligible since the Council has powers to set its staff costs and this is therefore a policy decision which does not fall within our remit;
- Objection 10 is not eligible since the budget for 2023/24 includes both income and expenditure lines in relation to the Neighbourhood Plan and in our view, a tendering process concluding in March clearly relates to the forthcoming financial year; and
- Objection 12 is not eligible since it does not relate to a governance assertion or item of account on the 2022/23 AGAR.

We will consider whether in our view the ineligible objections have an impact on the 2022/23 AGAR or on our report on the AGAR before completing our limited assurance review of the AGAR.

At this early stage, we would like to remind both you and the Council of the need to ensure compliance with relevant data protection legislation (including the General Data Protection Regulations (GDPR)). This could include, for example, redacting personal information (such as the objector's name, address or other identifying information) from any subsequent publication or sharing of the objections and related correspondence.

Overview of the objection process, timescales and costs

Please see below a brief explanation of the objection process for your information:

- Step 1 – eligibility:
 - o Receipt of objections;
 - o Assessment of objections against eligibility criteria;
 - o Notification of eligibility decisions – copied to Council (this email); and
 - o Confirmation of objector's electoral status.
- Step 2 – acceptance:
 - o Assessment of eligible objections against acceptance criteria; and
 - o Notification of acceptance decisions – copied to Council.
- Step 3 – consideration & decision:

- o Request for information including formal response from Council in respect of accepted objections (copied to objector);
 - o Analysis of accepted objections and information received from Council;
 - o Request for further clarification/information from objector and/or Council if required (copied to objector/Council);
 - o Collation and redaction of material documents as appropriate;
 - o Sharing of material documents if not previously shared with objector;
 - o Analysis of comments received on material documents;
 - o Determination of accepted objections;
 - o Decision letter including statement of reasons issued to objector (copied to Council);
 - o Statutory reporting issued to Council if appropriate (copied to objector); and
 - o Appeal period if our decision is not to apply to the Courts regarding an alleged unlawful item of account (21 days).
- Following completion of the challenge work:
 - o Completion of our limited assurance review of the AGAR
 - o External auditor report, including any challenge related reporting matters, and certificate on 2022/23 AGAR issued to Council along with invoice for the limited assurance review and the additional work as a result of challenge correspondence received

We are required to make our best endeavours to complete Step 1 within a week of receipt, then Step 2 within a further month, then Step 3 within a further six months. Where we are not able to decide the objection within six months, we will inform the objector and the authority. If we have not been able to conclude in the meantime, we will provide further updates on progress every three months until the objection is decided.

Please note that all the costs of any additional work that we carry out as a result of challenge correspondence received are met by the Council (and therefore the local taxpayers through increased council tax). The costs are set by Smaller Authorities Audit Appointments Ltd (SAAA) and such work is carried out by an engagement lead at a cost to the authority of £355 per hour plus VAT, i.e. £2,485 per day plus VAT. If you wish to withdraw any or all of your objections to the AGAR, this can be done at any point in the process. We will still consider whether in our view the withdrawn objections have an impact on the 2022/23 AGAR or on our report on the AGAR before completing our limited assurance review of the AGAR; however, the additional reporting stages of the process will be avoided and so the costs to the Council will be lower.

We await notification of the auditor's decision following Step 2.

u) Coronation Living Heritage Fund launched

On 22 August, the Department for Environment Food & Rural Affairs (Defra) launched the Coronation Living Heritage Fund for applications. The fund will support local tree planting projects across communities, in celebration of the King's Coronation this year.

Applications will be welcomed from district, borough, city, and county councils, unitary authorities, and metropolitan boroughs.

Parish, community and town councils, as well as community groups should apply through the above's tree officers or environmental team.

The application window will be open until 10:00am on 26 September. Councils can apply for an amount between £10,000 and £50,000 per option, for one or both of the following options:

- Coronation Micro Woods: enabling councils to plant miniature areas of rapidly establishing woodland in urban areas
- Coronation Community Orchards: enabling councils to provide grants to local people and groups to establish community orchards

Defra has also updated the required date for the planting to take place, up until 31 March 2025. This gives an extra year to facilitate the planting.

Advice for pet keepers on bird flu in mammals

The Department for Environment Food & Rural Affairs (Defra) has recently published guidance for pet owners on how to keep pets safe from avian influenza (bird flu). Pet owners should stop their pets from having close contact with:

- dead or sick wild birds, as they may be infected with bird flu
- droppings, feathers or carcasses of wild birds
- feed and water bowls that wild birds could have accessed

If owners have any concerns about the health and welfare of their pet they should contact their vet to discuss these further.

For more information on about bird flu, please read Defra's Influenza A (H5N1) infection in mammals: suspect case definition and diagnostic testing criteria guidance which set out when and how suspicion should be reported.

v) Information sent separately

- 20mph DEMO REMINDER
- Anglo American Response to query
- Back Street Falcon Terrace, Whitby
- Bus stop marking Stakesby Road & Castle Road, Whitby
- Carbon Literacy Training for Local Councils
- Consultation on Draft Destination Development Plan
- Councillors Code of Conduct Webinar - Thursday, 7 September
- Councillor's Discussion Forum - Thursday, 24 August
- COUNTY HALL video and press coverage
- D Day 80 - 6 June 2024, Updated Guide
- Developing Your Skills Talking Tables- Thursday 27 July- final reminder

Clerk's Report

Item 13

- Draft Minutes
- Essentials of Being a Good Employer Webinar - Tuesday, 18 July
- FoI Request
- HEY LNP Update : LNRS, Jobs, funding opportunities
- ID Badges
- INVITATION: Northern Gas Networks' online stakeholder conference: 14 September 2023
- Letter from Will Quince, MP, Minister of State for Department of Health and Social Care (DHSC)
- Love Parks Week 2023 is officially underway!
- Mayfield Ward Council Report
- Meeting to discuss the Dundas Gardens play area
- NALC CHIEF EXECUTIVE'S BULLETIN
- NALC EVENTS
- NALC NEWSLETTER
- Nimble Training
- Notice of the Joint Annual Meeting of the YLCA 2023 and invitation to attend
- NY UKSPF July update
- One YEAR ON: Commissioner Zoë shares progress made to address Violence Against Women and Girls in North Yorkshire and York
- PLANNED ROAD CLOSURE NOTIFICATION - emergency 40795 Albion Place Whitby
- Planning Webinar - Tuesday, 5 September
- Remote meeting – Assistant Chief Constable Scott Bisset- Wednesday 12 July at 6:30pm
- Request to promote recruitment to the North Yorkshire Local Access Forum
- Risk Management and Risk Assessments Webinar - Wednesday, 6 September
- Road Closure - 41414 - Park Terrace, Whitby - YW
- Sneaton Castle
- Speed Limit note to PC&TC
- STAR COUNCIL AWARDS 2023
- This Love Parks Week we're calling for more funding for parks and green spaces
- Ticket #1758808: Committee Memberships
- Town Council report - West Cliff Ward
- Various Finance Related Webinar Training Courses by the Parkinson Partnership
- WCN Meeting, 6.00pm, Monday 10th July 2023
- Welcome to Rural News July 2023
- Welcome to the latest council news from North Yorkshire
- Welcome to your August edition of Rural News
- Whitby Community Network's Vision for Whitby 2023
- Whitby Paddling Pool – Update
- Whitby Regatta 2023
- WHITBY SWING BRIDGE – MAINTENANCE WORKS – ROAD CLOSURE
- Whitby Swing Bridge - Upcoming works
- YLCA Annual Review
- YLCA Information Bulletin & Training

Clerk's Report

Item 13

- YLCA Joint Annual Meeting, Saturday 22 July 2023
- YLCA White Rose Bulletin
- YLCA Whole Council Training
- Yorkshire and Humber Climate Commission (YHCC) Consultation
- Yorkshire Society - July 2023 Newsletter and Announcements
- Yorkshire Society - August 2023 Newsletter and Announcements