

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance Policy & General Purposes** Committee held in Pannett Art Gallery, Whitby, on **Tuesday 3 October 2023** at 6pm.

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

Also Mr King, Town Clerk, and Councillor Nock.

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

208/23 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jones

MOVED by Councillor Wilson, seconded by Councillor Turner.

RESOLVED that apologies for inability to attend from Cllr Jones are accepted.

209/23 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION

Cllrs Dalrymple, Coughlan, Turner and Wild declared a non-pecuniary interest in respect to item 213/23.

MOVED by Councillor Dalrymple, seconded by Councillor Harston.

RESOLVED that the information is noted.

STANDING ORDERS SUSPENDED

210/23 PUBLIC PARTICIPATION

(Cllr) Nock spoke raising concerns about the reallocation of funding from projects not progressing under the Town Deal, as approved by DLUHC and the affordability of equipment in the current financial year (item 214/23).

STANDING ORDERS REINSTATED

211/23 MINUTES OF MEETING HELD ON 8 AUGUST 2023.

MOVED by Councillor Turner, seconded by Councillor Dalrymple.

RESOLVED that minutes of the Finance Policy & General Purposes Committee held on the 8 August 2023 are approved as a correct record.

212/23 ACTION OUTSTANDING FROM PREVIOUS MEETINGS

The Clerk noted that an interim certificate had been issued by the External Auditor and displayed in line with statutory requirements. It is anticipated that the auditor will next contact the council with an assessment of any objections meeting the acceptance criteria.

It was reported that the date of a meeting with Danfo management had yet to be settled.

Progress in assessing alternative meeting venues and arrangements was reviewed.

MOVED by Councillor Harston, seconded by Councillor Wild.

RESOLVED that a portable hearing loop (costing no more than £500) be purchased against budget heading 5001/12, to test its suitability for meetings in the Gallery.

MOVED by Councillor Dalrymple, seconded by Councillor Wilson.

RESOLVED that the information is noted.

213/23

PSPO CONSULTATION

Submitted NYC consultation on reviewing the Public Space Protection Order for control of dogs in Whitby.

MOVED by Councillor Wilson, seconded by Councillor Turner

RESOLVED that the responses determined by the committee (Appendix A) be submitted on behalf of the town council.

214/23

PROVISION OF TABLET COMPUTERS CONSIDERATION OF QUOTES

Submitted: quotations for the provision of tablet computers, software and support services for members of the town council.

MOVED by Councillor Dalrymple, seconded by Councillor Coughlan

RESOLVED that due to the lack of available budget, no decision is made at this time and that a budget bid of £5,000 for 2024-25 is included in the draft budget to be considered at the December meeting.

215/23

APPROVAL OF EXPENDITURE

Submitted: a schedule of invoices dated from 1 July 2023 to 31 August 2023.

MOVED by Councillor Wilson, seconded by Councillor Turner

RESOLVED that the schedule of expenditure up to 31 August in the sum of £64,725.67(as attached) is approved and submitted to Full Council.

216/23

COST CENTRE EXPENDITURE TO 31 AUGUST 2023

Submitted: a summary of expenditure to 31 August 2023, by budget heading.

MOVED by Councillor Dalrymple, seconded by Councillor Turner

RESOLVED that cost centre expenditure to 31 August 2023 be noted.

Signature 5 December 2023



Appendix A – PSPO QUESTIONS

Q1 - The council uses fixed penalty notices for dog fouling. The maximum penalty for dog fouling is £100. Do you agree with this penalty amount?

No – maximum penalty should be higher, to reflect serious breaches.

Q2 - The current penalty for dogs being exercised off a lead in an area with restrictions is £75. This is lower than the £100 maximum limit to emphasise the seriousness of fouling compared to other offences. Do you agree with this penalty amount?

No, the penalty is too low and should be increased – again to reflect serious breaches.

Q3 - The current penalty for dogs being exercised in a banned area is £75. This is lower than the £100 maximum limit to emphasise the seriousness of fouling compared to other offences. Do you agree with this penalty amount?

No, the penalty is too low and should be increased – again to reflect serious breaches.

Q4 - The following areas have a year round ban:

- ~ children's play/recreation areas
- ~ tennis courts
- ~ skate park
- ~ multi-sports areas and playing fields
- ~ bowling greens

any other sporting or recreational facility all signed at their entrance(s).

Do you agree with this restriction?

Yes

WHITBY / SLEIGHTS / SANDSEND / ROBIN HOODS BAY / RUNSWICK BAY RESTRICTIONS ONLY

Q12 - Parts of Whitby Beach are covered by a seasonal dog ban from 1 May to 30 September. Do you agree with this restriction?

No, the duration of the restriction is too long – should be 1 June – 31 August

Q14 - The following areas are designated year-round ban on dogs.

Do you agree with this restriction?

Pannett Park

Yes

Whitby (Larpool) Cemetery

No – should be dogs on leads

White Leys Playing Fields

Yes

Q15 The following areas are designated dogs on lead from 1 May to 30 September each year. Do you agree with this restriction?

Tate Hill Beach

No (as Q12)

West Cliff Sports/Recreation Area

Yes

Q16 The following areas are designated year-round dogs on lead. Do you agree with this restriction?

Baxtergate

Yes

Bridge Street and Whitby Swing Bridge

Yes

Chubb Hill

Yes

Church Street

Yes

Ellerbeek Way Playground

Yes

Flowergate

Yes

Formal Gardens (land between Khyber Pass and East Crescent)

Yes

Haggersgate

Yes

Marton Court Amenity Area

Yes

Royal Crescent Gardens

Yes

South Seas Gardens (Little Park)

Yes

The Promenade at Whitby (including the whole of Battery Parade) between Whitby Pavilion (formerly the Spa) and the western end of the beach chalets

Yes

Q17

Do you think there is another area which requires a restriction, which does not have one already? Please describe the location and the type of restriction you think is required:

The duration of Summer restrictions should more closely match the school holidays (say) 1 June – 31 August.

Appendix B. APPROVAL OF EXPENDITURE TO 31 AUGUST 2023

Date	Trans.	Net	Organisation	Details	Heading
05/07/2023	110	£17.61	Barclays Bank	Commission Charges	5000/1/13
06/07/2023	112	£176.73	Grenke Leasing	Photocopier Quarterly Lease Charge	5000/1/2
13/07/2023	68	£1,501.77	Edge It Systems Ltd	Microsoft 365 Annual Fee	5000/1/9
13/07/2023	84	£76.53	Green End Electrical	Dimmer module	5001/12
13/07/2023	115	£174.49	Comgas Heating Limited	Supply and fit new safety valve to	5001/16
13/07/2023	116	£150.00	2 Commune Ltd	Domain renewal	5000/1/10
13/07/2023	117	£809.88	Vistech Security Ltd	May Security	5001/7
13/07/2023	118	£35.00	YLCA	Nimble Training	5000/2/2
13/07/2023	119	£37.00	YLCA	Scarborough Branch Training Session	5000/2/2
13/07/2023	120	£39.86	Rentokil Initial UK Ltd	Service Period 30/06/2023 - 29/07/2	5001/6
13/07/2023	121	£288.00	North East Security Shutters	Call out and repair	5001/17
13/07/2023	122	£15.00	PHS Group	Glass Cleaner	5001/11
13/07/2023	123	£330.50	PHS Group	Toilet Rolls and Antibacterial hand	5001/11
13/07/2023	124	£396.86	UK Safety Management	PAT Testing	5001/17
13/07/2023	125	£200.00	Branching Out Tree Service	Footpath clearance	5002/1/2
13/07/2023	126	£253.00	Medics UK	Medical cover -Armed Forces Day	5002/20/1
13/07/2023	127	£18.14	Sapphire Print Solutions	Photocopier charges June	5000/1/2
13/07/2023	128	£78.00	Comgas Heating Limited	Repair leaking cold water pipe	5001/16
13/07/2023	129	£714.60	Vistech Security Ltd	June Security	5001/7
13/07/2023	131	£39.86	Rentokil Initial UK Ltd	Service Period 30/07/2023 - 29/08/2	5001/6
13/07/2023	133	£113.75	Wilf Noble Construction & Plant Hire Ltd	April invoices	5001/17
13/07/2023	134	£16.67	Youngs Jewellers	Repair chain of office	5000/2/3
13/07/2023	135	£524.31	Business Stream	Pannett Gallery and Whitby Museum -	5001/3
13/07/2023	136	£235.78	Business Stream	Water supply 24 March to 23 June -	5002/1/4
13/07/2023	137	£22.68	Howden Joinery Group	Archive & Sign Cleaning materials	5001/17
13/07/2023	152	£7,976.84	ADT Fire & Security PLC	Rebilled work - credited in August	5001/10
17/07/2023	138	£79.00	SAGE UK Ltd	Payroll Software Subscription - Jul	5000/1/9
21/07/2023	139	£14.99	EE Limited	Mobile phone monthly - July	5000/1/5
21/07/2023	140	£1,093.21	TotalEnergies Gas & Power	Electricity Bill Pannett - July	5001/2
24/07/2023	141	£349.05	ENGIE Gas Limited	Gas Bill Pannett - July	5001/1
24/07/2023	142	£157.70	David Lay (Penzance)	Item at auction - to be recharged t	5002/41
24/07/2023	143	£1.24	Boyes of Whitby	Stationery	5000/1/1
24/07/2023	144	£11.30	Botham's of Whitby	Refreshments (visitors)	5000/2/9
24/07/2023	145	£15.70	Costa Coffee	Refreshments (visitors)	5000/2/9
24/07/2023	146	£9.14	Trade Till Rolls	Till Roll - Pannett - To be recharge	5002/41
24/07/2023	147	£15.37	Amazon Services Europe	Stationery	5000/1/1
26/07/2023	148	£3,484.12	S.A.R.L	Water Bill Toilets - June	5002/2/1
27/07/2023	149	£71.49	Everflow Limited	Monthly periodic payment (Invoice M	5001/6
			Cathedral Hygiene		



Date	Trans.	Net	Organisation	Details	Heading
27/07/2023	150	£2.07	Pitney Bowes	July Invoice - Purchase	5000/1/6/4
31/07/2023	151	£155.15	Document Solutions	July Bill	5000/1/5
04/08/2023	111	£14.83	Barclays Bank	Commission Charges	5000/1/13
08/08/2023	132	-£7,526.12	ADT Fire & Security PLC	Additional work to fire system due to	5001/10
08/08/2023	153	£721.41	Pheonix Fireworks Limited	Christmas Festival display deposit	5002/19
11/08/2023	113	£130.00	Green End Electrical	Callout to test and inspect lighting	5002/2/2
11/08/2023	130	£738.42	Vistech Security Ltd	July Security	5001/7
11/08/2023	154	£259.93	Morris Vermaport Limited	Lift call out and repair BULKPACK 2PLY WHT 9000 SHTS	5001/13
11/08/2023	155	£309.90	PHS Group	Orcha	5001/11
11/08/2023	156	£1,140.97	PHS Group	Baby Changer, Hand Drier, Soap Disp	5001/6
11/08/2023	157	£66.00	PHS Group	Orchard Fresh Soap 5 Ltr Soap	5001/11
11/08/2023	158	£26.82	Sapphire Print Solutions	Photocopier charges July	5000/1/2
11/08/2023	159	£118.93	Normans Business Solutions	Copier paper and stationery	5000/1/1
11/08/2023	160	£39.86	Rentokil Initial UK Ltd	Service Period 30/08/2023 - 29/09/2	5001/6
11/08/2023	161	£1,310.00	Edge It Systems Ltd	Finance, Assets and Allotments	5000/1/9
11/08/2023	162	£130.60	Wilf Noble Construction & Plant Hire Ltd	Syte	5000/1/9
11/08/2023	163	£180.00	Brian Oakley	June & July invoices	5001/17
11/08/2023	165	£3.29	AGI DIY Warehouse Ltd	Window cleaning - Gallery & Museum	5001/11
11/08/2023	166	£22.99	Normans Business Solutions	New Key for New Quay Road	5002/2/2
16/08/2023	167	£79.00	SAGE UK Ltd	A3 Copier Card	5000/1/1
21/08/2023	168	£14.99	EE Limited	Payroll Software Subscription - Aug	5000/1/9
21/08/2023	169	£8.85	North Yorkshire Council	Mobile phone monthly - August	5000/1/5
23/08/2023	170	£295.67	Tennant's Auctioneers	Trade Waste Charge	5001/4
23/08/2023	171	£195.66	Everything Environment	additional colle	5001/4
23/08/2023	172	£65.36	National Associations of Local Councils	Frank Henry Mason Etching - to rech	5002/41
23/08/2023	173	£1.50	Post Office	PAG Merchandise - to be recharged	5002/41
23/08/2023	174	£1,042.18	TotalEnergies Gas & Power	Member training - Engaging with Loc	5000/2/2
23/08/2023	175	£94.68	ENGIE Gas Limited	Excess postage charge	5000/1/4
29/08/2023	176	£71.49	Cathedral Hygiene	Electricity Bill Pannett - August	5001/2
29/08/2023	177	£3,053.01	Everflow Limited	Gas Bill Pannett - August	5001/1
30/08/2023	178	£1,434.14	Green End Electrical	Monthly periodic payment (Invoice M	5001/6
31/08/2023	179	£156.51	Document Solutions	Water Bill Toilets - July	5002/2/1
				Replacement Lights - New Quay Toile	5002/2/2
				August Bill	5000/1/5
		£23,903.26			
		£40,822.41	Confidential Transactions		
		£64,725.67			

Initial