



ley PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

27 June 2024

You are **summoned** to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted at the Pannett Gallery on **Tuesday 2 July 2024 at 6:00pm**, the agenda for which is set out below.

Michael King
Town Clerk

To: Councillors Abbott, Barnett, Bolton, Brown, Coughlan, Dalrymple, Goodberry, Harrison, Harston, Layman, Mulheran, Nock, Redfern, Riddolls, Smith, Turner and Wild

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 submitted by members of the public¹ (limited to 3 mins per person).

4. EXTERNAL REPORTS

To receive reports on behalf of external bodies if present

- a. Anglo American
- b. North Yorkshire Police
- c. North Yorkshire Council

5. MINUTES

		Page
a.	To approve , as an accurate record, minutes of the following meetings:	
i.	Annual Council	14 May 2024 3
ii.	Council	25 June 2024 15
b.	To receive the (draft) minutes of the following committee meetings:	
i.	Pannett Art Gallery (approved)	21 May 24 17
ii.	Finance Policy & General Purposes	4 Jun 24 19

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

iii.	Joint Management Committee	11 Jun 24	25
iv.	Planning & Licensing	11 Jun 24	29
v.	Pannett Art Gallery	18 Jun 24	37
vi.	Town Development & Improvement	20 Jun 24	39
vii.	Human Resources	25 Jun 24	45
viii.	Planning & Licensing	25 Jun 24	47

6. COMMITTEE RECOMMENDATIONS

a) FP&GP Committee 8 June 2024

032/24c APPOINTMENT OF MEMBERS TO THE SUB-COMMITTEES OF FP&GP

RECOMMEND that i) Councillors Coughlan and Dalrymple as members of the Twinning Sub Committee with other nominations (4) to be invited; and ii) Councillors Coughlan, Dalrymple, Harston, Turner and Wild as members of the Events Sub Committee. 22

b) FP&GP Committee 8 June 2024

036/24 FINANCIAL REGULATIONS 2024

RECOMMENDED the revised Financial Regulations, based on the model document are approved. 23

c) FP&GP Committee 8 June 2024

037/24 APPROVAL OF EXPENDITURE

RECOMMENDED that the schedule of expenditure up to 30 April 2024 in the sum of **£33,501.80** (as attached) is approved. 24

d) TD&I Committee 20 June 2024

067/24c APPOINTMENT OF MEMBERS TO THE SUB-COMMITTEES OF TD&I

RECOMMEND that i) that Councillors Brown, Dalrymple Harrison and Riddolls be recommended to Full Council as members of the Allotments Sub Committee with other nominations (2) to be invited; and ii) that Councillors Brown, Coughlan, Smith and Wild be recommended to Full Council as members of the Christmas Lights Sub Committee with other nominations (2) to be invited. 42

e) HR Committee 25 June 2024

79/24 Appointment of Clerk

NOTE that a meeting of the Human Resources Recruitment Working Group Meets at 11am on Tuesday 2 July 2024 to go through the Clerk job description and specification for onward recommendation to Council on 2 July. Item 9 refers. 44

f) Any other matters of recommendation or referral from the minutes noted above at item 5.

7. CASUAL VACANCY – CO-OPTION TIMETABLE

To consider the procedure and timetable for co-option to the casual vacancy in the Town North Ward. 51

8. COMMITTEE PLACES

To consider appointments to committee vacancies on the Planning Committee (3), Joint Management Committee (1) and Town Development & Improvement Committee (1).

9. APPOINTMENT OF CLERK & RFO

To consider the recommendations of the Human Resources Recruitment Working Group on the process and timetable for the appointment of a Town Clerk and Responsible Financial Officer.

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 May Council meeting.

11. REPORT OF WHITBY NEIGHBOURHOOD PLAN STEERING GROUP

The group meets monthly. Members of the Working Group may report on activity since the May Council meeting.

12. MAYOR'S REPORT

Civic engagements since 14 May 2024 and other activities undertaken to note.

13. CLERK'S REPORT

53

14. FLOODING AWARENESS - STANDING ITEM

Tides above 5.5 metres up until 10 September 2024.

- 23-26 July
- 20-25 August

WHITBY TOWN COUNCIL

Minutes of the Annual Meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 14 May 2024 at 6:00pm.

Present Councillor R Dalrymple (Chair), and Councillors, A Abbott, R Barnett, A Brown, H R Coughlan, J Harston, J Lyman, E Mulheran, J Nock, J Redfern, C Riddolls, S Smith, S Turner, and L Wild.

Also M King, Town Clerk, A Cowey Deputy Clerk, with Councillors N Swannick and P Trumper (North Yorkshire Council), 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.

001/24 TOWN MAYOR (Cllr Dalrymple in the Chair)

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

Councillor Robert Dalrymple

MOVED by Councillor Coughlan, seconded by Councillor Wild

RESOLVED that Councillor Dalrymple be appointed Town Mayor of Whitby for the Municipal Year 2024-2025

002/24 DEPUTY TOWN MAYOR

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

Councillor Jonathan Harston

MOVED by Councillor Nock, seconded by Councillor Brown

RESOLVED that Councillor Harston be appointed Deputy Town Mayor of Whitby for the Municipal Year 2024-2025

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

003/24 APOLOGIES

Apologies were received from Councillors Goodberry and Harrison

MOVED by Councillor Wild, seconded by Councillor Turner and

RESOLVED that the apologies received from Councillors Goodberry and Harrison are accepted.

004/24 DECLARATION OF INTERESTS

Councillor Brown declared that she had responded to the Maritime Hub planning application as a resident.

Councillor Harston declared that he was a member of the Whitby Literary and Philosophical Society

Members were made aware that they did not have to declare an interest in association/groups etc if they were included in their Register of Interest form.

005/24 PUBLIC PARTICIPATION

No public participation

**006/24 EXTERNAL REPORTS
NORTH YORKSHIRE POLICE**

No Police representation.

NORTH YORKSHIRE COUNCIL

Councillor Swannick reported on the following:

- The Mayoral Elections
- Housing Strategy
- Phones and Broadband
- Alpamare Water Park
- Woodsmith Mine and the proposed takeover by BHP from Anglo American.

Councillor Trumper reported on the following:

- Anglo American more information should be available within the next few days
- Housing strategy
- 3g pitch at Eskdale School
- Property rationalisation

Councillors asked:

For clarification on the cliff lift as it had heard been that it was to be condemned and filled in; what will happen to the funding identified to repair the lift.

Is there any progress regarding the issues raised with campervans. – There should be information regarding this issue within the next few weeks, an email will be sent to the Clerk to circulate to member as soon as it is available.

The housing market appears to be slowing down NYC to pursue the increase building of more affordable housing.

MOVED by Councillor Nock seconded by Councillor Coughlan and

RESOLVED that the external reports are received.

007/24 MINUTES

MOVED by Councillor Coughlan, seconded by Councillor Turner

RESOLVED that the minutes of the meeting of Full Council held on 5 March 2024 and the extraordinary meeting of Council held on the 7 May 2024, having been circulated be taken as read and confirmed as a correct record.

MOVED by Councillor Coughlan, seconded by Councillor Nock

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

Human Resources	12 March 2024
Pannett Art Gallery	19 March 2024
Planning & Licensing	26 March 2024
Finance Policy & General Purposes	9 April 2024
Planning & Licensing	16 April 2024
Town Development & Improvement	23 April 2024
Extraordinary Human Resources	30 April 2024
Planning & Licensing	30 April 2024
Extraordinary Human Resources	07 May 2024

008/24

COMMITTEE RECOMMENDATIONS

**g) Finance, Policy & General Purposes Committee
433/23 APPROVAL OF EXPENDITURE**

MOVED by Councillor Turner, seconded by Councillor Wild

RESOLVED that the schedule of expenditure as circulated up to 29 February 2024 in the sum of £43,689.47 is approved

h) Any other matters arising from the minutes noted above.
Councillor Riddolls sought updates on the following:
360 the 3G pitch is to be discussed at tonight's meeting;
318/8 awaiting a report on acoustics;
408/23 awaiting costs for DBS checks.

009/24

ITEMS FOR REVIEW AT THE ANNUAL MEETING OF THE TOWN COUNCIL

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

MOVED by Councillor Coughlan, seconded by Councillor Harson

RESOLVED a) That the revised Standing Orders, Financial Regulations, Policies, Procedures, Scheme of Delegation and Terms of Reference of Committees, forming the town council's constitution and approved by Council on 5 March 2024, be adopted;

b) That further revisions to Financial Regulations arising from the 2024 Model Document circulated by YLCA on behalf of NALC are referred to Finance Policy & General Purposes Committee for consideration and recommendation to Council for approval and adoption in July 2024.

**b. APPOINTMENT OF MEMBERS TO EXISTING COMMITTEES
FINANCE POLICY AND GENERAL PURPOSES**

RESOLVED unanimously that Councillors A Abbott, R Barnett, H Coughlan, R Dalrymple (ex-officio), J Harston, J Nock, S Turner and L Wild and be appointed to the Finance, Policy and General Purposes Committee with Councillors J Lyman and C Riddolls substitutes for the Municipal year 2024-2025.

HUMAN RESOURCES COMMITTEE

RESOLVED unanimously that Councillors A Abbott, A Brown, H Coughlan, R Dalrymple (Ex-Officio), G Goodberry, C Riddolls, S Smith and L Wild be appointed to the Human Resources Committee for the Municipal year 2024-2025.

PANNETT ART GALLERY AND WHITBY MUSEUM JOINT MANAGEMENT COMMITTEE

RESOLVED unanimously that Councillors A Brown, H Coughlan, R Dalrymple, E Mulheran, J Nock, C Riddolls, S Turner and L Wild, are appointed to the Pannett Art Gallery and Whitby Museum Joint Management Committee for the Municipal year 2024-2025 (One vacancy)

PANNETT ART GALLERY COMMITTEE

RESOLVED unanimously that Councillors A Brown, H Coughlan, R Dalrymple, E Mulheran, C Riddolls, S Turner and L Wild be appointed to the Pannett Art Gallery Committee for the Municipal year 2024-2025 (Vacancies for two substitutes)

TOWN DEVELOPMENT AND IMPROVEMENTS

RESOLVED unanimously that Councillors A Brown, H Coughlan, J Harston, E Mulheran, C Riddolls, S Smith be appointed to the Town Development and Improvements Committee for the Municipal year 2024-2025. (One vacancy – three vacancies for substitutes)

PLANNING & LICENSING COMMITTEE

RESOLVED unanimously that Councillors R Dalrymple, G Goodberry, J Harston and E Mulheran be appointed to the Planning & Licensing Committee with Councillor Nock as substitute for the Municipal year 2024-2025. (Three vacancies and one vacancy for a substitute)

HARBOUR COMMITTEE

RESOLVED unanimously that Councillors G Goodberry, J Layman, J Redfern, S Turner and L Wild be appointed to the Harbour Committee for the Municipal year 2024-2025. (Two vacancies and two vacancies for substitutes)

NEIGHBOURHOOD PLAN STEERING GROUP

RESOLVED that Councillors A Brown, J Harston, J Layman, E Mulheran and C Riddolls be appointed to the Neighbourhood Plan Steering Group for Municipal year 2024-2025

MOVED by Councillor Coughlan, seconded by Councillor Layman

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

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

To note that there are no agreements in place. The annual contribution of £6,000 from the toilets' income surplus to the costs of the pier remains as a contractual commitment to North Yorkshire Council.

MOVED by Councillor Turner, seconded by Councillor Abbott

RESOLVED That the above information is noted and the contract with Danfo is reviewed.

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

OUTSIDE BODY OR WORKING PARTY	COUNCILLORS REPRESENTING WHITBY TOWN COUNCIL
Emergency Plan Working Party (Town Development & Improvement)	S Smith, L Wild, H Sumner, A Brown
Town Hall & Market Working Group (Finance Policy & General Purposes)	R Dalrymple, J Harston, H Sumner, J Nock
Whitby In Bloom (4)	R Dalrymple, J Harston, L Wild, Vacant
Friends of Pannett Park Management Group (2)	H Coughlan, R Dalrymple (Town Mayor)

Yorkshire Local Councils Association (2+)	H Sumner, L Wild, S Turner
North York Moors Nat Park Coastal Area Parish Forum (2)	L Wild, J Nock
Esk Valley Railway (1)	J Harston
Harbour Users Consultative Group (1)	L Wild
Woodsmith Project Liaison Group (1)	L Wild
s106 York Potash Steering Group	S Smith
S106 Funding Group	H Coughlan

MOVED by Councillor Wild, seconded by Councillor Layman

RESOLVED (i) That those standing nominated be appointed as representatives on the respective bodies subject to confirmation that Councillor Sumner would like to remain the outside bodies as WTC representative – Cllr Turner to take her place on Yorkshire Local Councils Association if she stands down;
 (ii) That substantive reports, following meetings of the external body be made to the next scheduled meeting of Full Council.

e. REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT

MOVED by Councillor Turner, seconded by Councillor Abbott

RESOLVED unanimously that Asset Register as approved by Council on 5 March, is adopted.

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

MOVED by Councillor Nock, seconded by Councillor Turner

RESOLVED To note that all insurance cover in respect of the art gallery (and museum building), the councils services and public liability is assigned to Gallagher – specialist broker at an annual net cost of £14,362.22 (2024-25). A separate policy covering the public toilets, is renewable in July. The 2023-24 premium was £10,846.29.

g. REVIEW OF THE COUNCIL'S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES
MOVED by Councillor Turner seconded by Councillor Abbott

RESOLVED unanimously (a) To note that the town council is a member of the Yorkshire Local Councils Associations (& National Association of Local Councils) at an annual subscription (2024-25) of £1,589.00; and (b) To note that the Clerk and Deputy Clerk are (contractually) members of the Society of Local Council Clerks at an annual subscription (2024) of £546.67.

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

MOVED by Councillor Turner, seconded by Councillor Wild

RESOLVED unanimously to note that, subject to audit, the net expenditure incurred under section 137 of the Local Government Act 1972 in 2023-24 was £0.00.

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

MOVED by Councillor Nock, seconded by Councillor Coughlan

RESOLVED that the calendar of meetings below is adopted

WHITBY TOWN COUNCIL – CALENDAR OF MEETINGS 2024-2025 Bi-monthly Cycle

All meeting to take place at 18:00 at Pannett Art Gallery/Town Council Offices unless indicated otherwise.

MAY	2024	
14		FULL COUNCIL (Annual Meeting) Joint Management Committee Planning & Licensing
21	11:00	
21		
JUNE		
4		Finance Policy & General Purposes Planning & Licensing
11		
18	11:00	Human Resources Town Development & Improvement
18		
25	17:00	FULL COUNCIL (AGAR) Planning & Licensing
25		
JULY		
2		FULL COUNCIL Planning & Licensing Pannett Art Gallery Harbour Planning & Licensing
9		
16	11:00	
16		
23		
AUGUST		
6		Finance Policy & General Purposes Planning & Licensing
13		

20		Town Development & Improvement
SEPTEMBER		
3		FULL COUNCIL
10		Planning & Licensing
17	11:00	Joint Management Committee
24		Planning & Licensing
OCTOBER		
8		Finance Policy & General Purposes
15		Planning & Licensing
22	11:00	Human Resources
22		Town Development & Improvement
29		Planning & Licensing
NOVEMBER		
5		FULL COUNCIL
12		Planning & Licensing
19	11:00	Pannett Art Gallery
19		Harbour
26		Planning & Licensing
DECEMBER		
3		Finance Policy & General Purposes
10		Planning & Licensing
17		Town Development & Improvement
JANUARY 2025		
7		Planning & Licensing
14		FULL COUNCIL (Budget Setting)
21	11:00	Joint Management Committee
28		Planning & Licensing
FEBRUARY		
4		Finance Policy & General Purposes
11		Planning & Licensing
18	11:00	Human Resources
18		Town Development & Improvement
25		Planning & Licensing
MARCH		
4		FULL COUNCIL
11		Planning & Licensing
18	11:00	Pannett Art Gallery
18		Harbour
[19]	[18:30]	[Annual Town Assembly]
25		Planning & Licensing
APRIL		
8		Finance Policy & General Purposes
15		Committee
29	17:00	Planning & Licensing
29	(After Easter)	Planning & Licensing
		Town Development & Improvement
MAY		
13		FULL COUNCIL (Annual Meeting)

Councillor Riddolls left the meeting prior to the decision above

010/24 NOTICES OF MOTION

Councillor Layman agreed to take an amendment put forward into her motion

MOVED by Cllr Layman, seconded by Cllr Abbott

RESOLVED unanimously that the Council seek funding for, and identify a suitable location for, the provision for the installation of disabled toilet facilities on the East side of town and to provide the facilities in a timely manner. A Working Party is formed appointing Councillors Layman, Wild and Mulheran to identify funding, location, investigate the community toilet scheme and to report back to Full Council.

MOVED by Cllr Layman, seconded by Cllr Abbott

RESOLVED unanimously that with the impending closure of Barclays and Halifax banks, the number of free-to-use Automated Teller Machines (ATMs) in the main area of the town will be reduced to 5 with just 2 available to the public outside of normal business hours. The Council to actively engage with the banking industry to secure more out-of-hours accessible ATMs with particular attention to the East side of town.

011/24 APPROVAL OF EXPENDITURE TO 31 MARCH 2024

MOVED by Councillor Coughlan, seconded by Councillor Turner

RESOLVED that payments of £43,516.82 as circulated are approved.

012/24 APPROVAL OF QUOTATION FOR REPLACEMENT BOILER

MOVED by Councillor Nock, seconded by Councillor Harston

RESOLVED that the quotation received for replacement of the ideal boilers heating the Museum extension, under an extension of the maintenance contract with the council's existing heating contractor is approved.

013/24 ESKDALE SCHOOL 3G PITCH

MOVED by Councillor Brown, seconded by Councillor Mulheran

"that council does not proceed with the application to register the 3G pitch at Eskdale School as an asset of Community Value."

MOTION NOT CARRIED

MOVED by Councillor Nock, seconded by Councillor Layman

RESOLVED that as there is not enough evidence to support this item is deferred for a month to enable the Clerk to contact interested parties for their input on whether or not to proceed with this application.

014/24 PLANNING APPLICATION

To consider a response to Planning Application ZF24/00491/RG3 - Erection of a three-storey building for marine based activities with associated car parking, vehicle and pedestrian access roads, footpaths and limited soft landscaping; Endeavour Wharf Langborne Road Whitby North Yorkshire YO21 1YN

MOVED by Councillor Harston, seconded by Councillor Abbott

“that objections are raised on the above planning application – massing - Building too high – over development – inappropriate development.”

MOTION NOT CARRIED

MOVED by Councillor Mulheran, seconded by Councillor Nock

RESOLVED that the council supports the above Planning Application, reflecting the support of the Whitby Civic Society, Historic England and North Yorkshire Conservation Officer, with a suggested condition that, due to the loss of 55 car parking spaces, Park and Ride provision should be extended and/or alternative parking should be developed elsewhere within the town to mitigate the loss. 5 in favour 4 against

Councillors Abbott and Barnett left the meeting 8:30pm

015/24 REFERRALS FROM TOWN ASSEMBLY

MOVED by Councillor Turner, seconded by Councillor Layman

RESOLVED that the referrals from Town Assembly are undertaken.

016/24 REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

Councillor Coughlan informed members that she had thanked the Friends of Pannett Park for all the voluntary work they carryout making Pannett Park look fabulous.

MOVED by Councillor Harston, seconded by Councillor Coughlan

RESOLVED unanimously that the above report is received.

017/24 MAYOR'S REPORT

The Town Mayor reported on his Civic Engagements

MOVED by Councillor Coughlan, seconded by Councillor Nock

RESOLVED that the Mayoral report is received.

018/24

CLERK’S REPORT

Councillors discussed the Clerks report circulated with the agenda

MOVED by Councillor Turner, seconded by Councillor Wild

RESOLVED that the report is received and that due to the serious concerns of parents and students regarding the readiness of the new Whitby school for the September 2024 term, this council invites the Whitby Secondary Partnership board of Governors and the North Yorkshire Executive member for Education Cllr Annabel Wilkinson, to attend a meeting ASAP to update this Council on the current position for provision of secondary education in Whitby from September 2024

MOVED by Councillor Nock, seconded by Councillor Brown

RESOLVED that the Council acknowledges its position in relation to the conclusion of the limited assurance review of its 2022-23 AGAR.

MOVED by Councillor Dalrymple, seconded by Councillor Turner

RESOLVED that Polling cards are distributed at a cost of £1,600 for each ward by-election (£3,200 in total).

019/24

FLOODING AWARENESS - STANDING ITEM

MOVED by Councillor Redfern, seconded by Councillor Smith and

RESOLVED that were no high tides to note until the next ordinary meeting of Full Council

Signature 4 July 2024

WHITBY TOWN COUNCIL

Minutes of the Meeting of the Town Council of Whitby, duly convened, and conducted in Pannett Art Gallery on Tuesday 25 June 2024 at 5:00pm.

Present Councillor R Dalrymple (Chair), and Councillors, P Bolton, H R Coughlan, G Goodberry, M Harrison, J Harston, J Lyman, E Mulheran, J Nock, C Riddolls, S Turner and L Wild.

Also M King, Town Clerk and A Cowey Deputy Clerk

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

080/24 APOLOGIES
Apologies were received from Councillors, A Abbott, A Brown and J Redfern
MOVED by Councillor Wild, seconded by Councillor Turner and

RESOLVED that the apologies received from Councillors, A Abbott A Brown, J Redfern and are accepted.

081/24 DECLARATION OF INTERESTS
No declarations of interests

082/24 PUBLIC PARTICIPATION
No public present

083/24 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2023/2024
a. Financial Statement – Cashbook

MOVED by Councillor Nock, seconded by Councillor Goodberry

RESOLVED that the Financial Statement – Cashbook is noted.

b. Internal Auditor’s Report

MOVED by Councillor Coughlan, seconded by Councillor Turner

RESOLVED unanimously that the Internal Auditor’s Report is noted

c. AGAR Section 1 (Annual Governance Statement)

MOVED by Councillor Nock, seconded by Councillor Turner

RESOLVED that the AGAR Section 1 (Annual Governance Statement) is approved

d. AGAR Section 2 (Accounting Statement)

MOVED by Councillor Turner, seconded by Councillor Wild

RESOLVED that AGAR section 2 (Accounting Statement) is approved

- e. To confirm that the dates set for the period for the exercise of public rights will commence on Friday 28 June 2024 and end on Friday 4 August 2024.

MOVED by Councillor Coughlan, seconded by Councillor Turner

RESOLVED unanimously that the dates set for the period of the exercise of public right will commence on Friday 28 June 2024 and end on Friday 4 August 2024

Signature 4 July 2024

draft

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Tuesday 21 May 2024** at 12 noon in the Normanby Room, Whitby Museum, Pannett Park, Whitby.

Present: Councillors L Wild (Chair) with Councillors A Brown, H Coughlan and R Dalrymple.

Also: A Cowey - Deputy Clerk and H Berry – Curator.

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

020/24 ELECTION OF CHAIR

MOVED by Councillor Turner, seconded by Councillor Coughlan

RESOLVED unanimously that Councillor L Wild is elected Chair of the Pannett Art Gallery Committee for the ensuing year – 2024-2025

021/24 APOLOGIES FOR ABSENCE

Apologies for inability to attend was received from Councillors Mulheran and Riddolls.

MOVED by Councillor Turner, seconded by Councillor Dalrymple

RESOLVED that apologies are received.

022/24 ELECTION OF VICE-CHAIR

MOVED by Councillor Coughlan, seconded by Councillor Dalrymple

RESOLVED that Councillor Coughlan be appointed the Vice-Chair of the Pannett Art Gallery Committee for the ensuing year, 2024-2025

023/24 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

024/24 PUBLIC PARTICIPATION

No public participation

025/24 ACTIONS REQUIRED IN ACCORDANCE WITH THE TERMS OF REFERENCE

a) MINUTES

MOVED by Councillor Dalrymple, seconded by Councillor Turner

RESOLVED that the Minutes of the meeting of the Pannett Art Gallery Committee held on the 19 March 2024 having been circulated be taken as read, approved and signed by the Chairman.

MOVED by Councillor A Brown, seconded by Councillor Dalrymple

RESOLVED unanimously that agenda items b-e be taken on block, the Curators workload be acknowledged and items be received.

026/24

ACCREDITATION

The forward plan circulated prior to the meeting was considered and discussed.

MOVED by Councillor Dalrymple, seconded by Councillor Turner

RESOLVED unanimously that the Forward plan is approved subject to minor changes.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance Policy & General Purposes** Committee held in Pannett Art Gallery, Whitby, on **Tuesday 4 June 2024** at 6pm.

Present Councillor Wild (Chair) and Councillors Coughlan, Dalrymple (*ex officio*), Harston, Nock, Riddolls (sub.) and Turner.

Also Mr King, Town Clerk, Councillors Layman and Turner.

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

027/24 ELECTION OF CHAIR

MOVED by Councillor Nock, seconded by Councillor Harston.

RESOLVED that Cllr Wild is appointed as Chair of the Finance Policy and General Purposes Committee for the year 2024-2025.

028/24 APOLOGIES FOR ABSENCE

Apologies for inability to attend had been notified by Cllrs Abbott and Barnett

MOVED by Councillor Harston, seconded by Councillor Turner.

RESOLVED that the apologies of Cllrs Abbott and Barnett are accepted.

029/24 ELECTION OF VICE-CHAIR

MOVED by Councillor Nock, seconded by Councillor Wild.

RESOLVED that Cllr Turner is appointed as Vice-Chair of the Finance Policy and General Purposes Committee for the year 2024-2025.

030/24 DECLARATION(S) OF INTERESTS & REQUEST FOR DISPENSATION

None.

031/24 PUBLIC PARTICIPATION

None.

032/24 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 9 April 2024**

MOVED by Councillor Turner, seconded by Councillor Nock.

RESOLVED that minutes of the Finance Policy & General Purposes Committee held on the 9 April 2024 are approved as a correct record.

- b. **Confirmation of the following adopted at Full Council on 14 May 2024.**
 - 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 Harston, seconded by Councillor Coughlan.

RESOLVED that application of the adopted constitution to the committee is noted and confirmed.

- c. **Appoint members to the sub-committees of the Finance Policy & General Purposes Committee**
 - i) **Twinning Sub Committee.**
 - ii) **Events Sub Committee.**

MOVED by Councillor Harston, seconded by Councillor Turner.

RESOLVED i) that Councillors Coughlan and Dalrymple be recommended to Full Council as members of the Twinning Sub Committee with other nominations (4) to be invited at that meeting of Council; and ii) that Councillors Coughlan, Dalrymple, Harston, Turner and Wild be recommended to Full Council as members of the Events Sub Committee.

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

MOVED by Councillor Harston, seconded by Councillor Turner.

RESOLVED that the workload of the committee be noted and that consideration is given to the need to respond to the next stage in the Boundary Commission review of North Yorkshire Council electoral arrangements during the next twelve months.

033/24 ACTION OUTSTANDING FROM PREVIOUS MEETINGS

The Clerk referenced acknowledgement received from the initial submissions on the boundary review and in relation to the proposed banking hub. Further developments would be reported as these arose.

MOVED by Councillor Harston, seconded by Councillor Coughlan.

RESOLVED that the information is noted.

034/24 REPORT OF THE BRITISH TOILET ASSOCIATION VISIT TO WHITBY

Submitted: a report of a visit to the public toilets by an inspector from the British Toilet Association in March 2024. Each toilet had been awarded a rating. It was noted that demand was perceived to be high and that this created a challenging environment in which to service and maintain the toilets. The conclusions of the report were noted.

MOVED by Councillor Riddolls, seconded by Councillor Turner

RESOLVED a) that Danfo be required to provide a monthly operational report setting out a condition report for each toilet and a record of work undertaken.

MOVED by Councillor Dalrymple, seconded by Councillor Nock

RESOLVED b) that Northern Rail/North Yorks Moors Railway should be approached to instal and maintain toilets within Whitby station for the use of passengers, which could be serviced for as fee as part of the town council contract, if considered appropriate by the station management.

MOVED by Councillor Nock, seconded by Councillor Turner

RESOLVED c) that the Clerk writes to the Chief Executive of North Yorkshire Council to reiterate the town council's request that a facilitated Aire is set up as part of the Abbey Headland car park to reduce abuse of the toilet facilities by motor home users and that the town council is keen to explore opportunities for tourist tax principles that may be developed to ensure that money generated in Whitby by tourism is spent for the benefit of residents and businesses in Whitby; and d) that the operating hours of the Abbey Headland car park are reduced to exclude the periods when no car park charge applies for overnight stays.

035/24

REVIEW OF DECISION UNDER THE FREEDOM OF INFORMATION ACT

Submitted: a request for a review of the response provided to request made under the Freedom of Information Act (2000)

MOVED by Councillor Coughlan, seconded by Councillor Nock

RESOLVED that the person requesting the review be informed, 'the council has provided the information that was requested.'

036/24

CONSIDERATION OF MODEL FINANCIAL REGULATIONS 2024

Submitted: the 2024 NALC Model Financial Regulations with revisions marked to effect the optional amendments. It was debated that bank reconciliations should be countersigned by a member of the FP&GP committee other than the Town Mayor.

MOVED by Councillor Turner, seconded by Councillor Harston

RESOLVED that the revised Financial Regulations, based on the model document be recommended to Council in July for approval.

037/24

APPROVAL OF EXPENDITURE

Submitted: a schedule of invoices dated to 30 April 2024.

MOVED by Councillor Coughlan, seconded by Councillor Nock

RESOLVED that the schedule of expenditure up to 30 April 2024 in the sum of £33,501.80 (as attached) is approved and submitted to Full Council.

038/24

COST CENTRE EXPENDITURE & INCOME TO 31 MARCH 2024

Submitted: a summary of income and expenditure to 31 March 2024, by budget heading.

MOVED by Councillor Harston, seconded by Councillor Turner

RESOLVED that cost centre income and expenditure to 31 March is noted.

Signature 6 August 2024

draft

Appendix A – APPROVAL OF EXPENDITURE TO 31 MARCH 2024

Date	Gross	Memo
04/04/2024	250.24	GRENKE LEASING LIM 1580017809 DDR
08/04/2024	8.50	CHARGES COMMISSION FOR PERIOD
09/04/2024	29.93	EVERFLOW LIMITED B303936A DDR
16/04/2024	94.80	SAGE SOFTWARE LTD WXMFGRF DDR
16/04/2024	348.70	EVERFLOW LIMITED B303936A DDR
22/04/2024	1,287.42	TOTALENERGIES G&P 1112074 DDR
23/04/2024	717.66	NORTH YORKSHIRE CO 490014011 BBP
23/04/2024	10.70	WHITBY LITERARY AN WTC 1144/1164 BBP
23/04/2024	400.00	WHITBY LITERARY AN WTC 1144/1165 BBP
23/04/2024	1,802.13	EDGE IT SYSTEMS LT WTC ANNUAL 365 FEE BB
23/04/2024	6,041.35	NORTH YORKSHIRE CO 490000880 BBP
23/04/2024	140.00	LAMPLOUGH WTC TREE REMOVAL BBP
23/04/2024	250.00	EUROPEAN WATER TEC WHITBY TC BBP
23/04/2024	1,589.00	YLCA MEMBERSHIP WTC BBP
23/04/2024	50.00	YLCA WHITBY T C BBP
23/04/2024	805.40	COMPASS POINT PLAN WHITBY TC BBP
23/04/2024	210.00	WHITBY ADVERTISER WHITBYTOWNCOUNCIL BBP
23/04/2024	741.00	MORRIS VERMACOURT WHITBYTOWNCOUNCIL BBP
23/04/2024	363.60	COMGAS HEATING LTD WHITBYTOWNCOUNCIL BBP
23/04/2024	38.99	HOWDEN JOINERY LIM A/C 1102117774 WTC BB
23/04/2024	50.80	RENTOKIL INITIAL C/900083542 BBP
23/04/2024	185.02	SAPPHIRE PRINT LTD WHITBYTOWNCOUNCIL BBP
23/04/2024	25.00	YLCA WHITBY T C BBP
23/04/2024	3,387.20	VISTECH SERVICES L YO21 WHITBY MUSEUM BB
23/04/2024	130.21	NORMANS WHITBYTOWNCOUNCIL BBP
23/04/2024	180.00	OAKLEY WHITBYTOWNCOUNCIL BBP
23/04/2024	429.56	ADT WHITBYTOWNCOUNCIL BBP
23/04/2024	15.95	XXXXXXXX EXPENSES BBP
23/04/2024	3.48	XXXXXXXX EXPENSES BBP
23/04/2024	996.00	Tenant's Auctions (Recharge to PAG)
23/04/2024	14.10	STATIONERY - BCARD COMMERCIAL 5312141022786911 DDR
23/04/2024	92.65	ENGIE GAS CWHITBY01/SA DDR
29/04/2024	85.79	CATHEDRAL HYGIENE 10414005395543 DDR
30/04/2024	220.48	DOCUMENT SOLUTIONS 2024 DOC SOL DDR
	20,995.66	Total
	12,506.14	Confidential Transactions
	33,501.80	TOTAL

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Tuesday 11 June 2024 at 11:00am** in the Normanby Room, Whitby Museum.

Present Whitby Town Council: Councillors A Brown (from 044/24c), H R Coughlan, R Dalrymple (Chair), J Nock, C Riddolls, S Turner and L Wild;
Whitby Literary & Philosophical Society S Booth, D Gilroy, C Pyrah, A Roberts, D Rodwell-Cox and H Wright (sub).

Also: Town Clerk and Deputy Clerk & Civic Officer

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

039/24 ELECTION OF CHAIR FOR YEAR 2024-2025

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

MOVED by Councillor L Wild, seconded by Councillor S Turner

RESOLVED that Councillor R Dalrymple is elected as Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the Municipal year 2024-2025.

040/24 APOLOGIES

Apologies for inability to attend were received from Councillor E Mulheran and H Berry Curator of the PAG (Whitby Town Council), Mr G Pipe (Whitby Literary & Philosophical Society).

MOVED by Councillor S Turner, seconded by Councillor Mr H Coughlan

RESOLVED unanimously that the apologies of Councillors E Mulheran, H Berry and Mr Pipe, be accepted.

041/24 ELECTION OF VICE-CHAIR FOR YEAR 2024-2025

This item was discussed and voted on following the alteration in the terms of Reference minute item 044/24 b.

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

MOVED by Councillor L Wild, seconded by Councillor J Nock

RESOLVED unanimously that Mr D Rodwell-Cox is elected Vice-Chair of the Pannett Art Gallery and Whitby Museum Joint Management Committee for the ensuing year 2024-2025.

042/24 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED**043/24 PUBLIC PARTICIPATION SESSION**

No public participation.

STANDING ORDERS REINSTATED**044/24 ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR****a) MINUTES****MOVED** by Councillor L Wild, seconded by S Booth

RESOLVED unanimously that the minutes of the Pannett Art Gallery and Whitby Museum Joint Management Committee Held on 27 February 2024 having been circulated be taken as read and signed by the Chairman as true record.

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

- i Terms of reference of the committee

MOVED by Councillor Mr S Turner, seconded by Councillor L Wild

RESOLVED unanimously that the restriction stating that the vice-chair must be a Councillor is removed

- 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 J Nock, seconded by Councillor H Coughlan

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

c) Review of the anticipated committee workload for the coming year.**MOVED** by Councillor S Turner seconded by L Wild

RESOLVED unanimously that the anticipated committee workload for the coming year including the scheduled dates for JMC Meetings on 17 September 2024 and 21 February 2025 are received.

045/24 BUILDING MAINTENANCE EXPENDITURE 2022/23 OUT TURN 2023/24

The Town Clerk answered all questions asked about the building expenditure.

MOVED by Councillor J Nock, seconded by Councillor A Brown

RESOLVED that the building maintenance expenditure 2022-2024 are noted

046/24

REPORT ON PROPERTY MATTERS

Members discussed in full the report on property matters which included the current issues caused by the water leak – Electrical Work, Plumbing, Redecoration, lift, as well as on going issues such as the Alarm Systems, boiler, legionella, gate locking, evacuation plan and drainage flushing.

Members were made aware that an insurance claim has been lodged and a claims assessor has been allocated. Concern was raised that the building would not be meeting disability regulations due to the lift being out of action

LIFT

MOVED by Mr Rodwell-Cox, seconded by Councillor J Nock and

RESOLVED that full documentation is carried out throughout the process showing all reasonable and practical steps that are being taken to get the lift back into safe working order.

MOVED by Councillor Coughlan, seconded by Councillor Turner

RESOLVED that grant funding is investigated for the lift.

PLUMBING

Replacement valves have been ordered

THANKS

The Joint Management Committee wanted it placed on record its thanks to Tim Cole (Maintenance Manager), for his immediate action in relation to the recent flood and thanks to the plumbers and electricians for their quick response. All staff and volunteers from the Lift and Phil and WTC were also thanked for their invaluable help in clearing up.

GAS ALARM

A Gas alarm will be installed once the boiler has been replaced

ALARM/CCTV

MOVED by S Booth, seconded by Councillor H Coughlan

RESOLVED that quotations are obtained to change alarm/CCTV company to enable a decision to be made before next year's renewal with ADT

PARK GATES

It was agreed that the Town Clerk and Museum Manager would work out the process and signage for the locking of the park gates.

EVACUATION PLAN

Once the evacuation plan is completed and approved, an evacuation drill is carried out.

DRAINAGE

It was agreed that quotations would be obtained for the repair of the damaged drain and the flushing of the drainage system.

FLOOR

This item would remain on the property matters.

WTC FRONT OF HOUSE

The Committee were informed that further interviews would be taking place this week for the position of Front of House.

MOVED by Councillor Nock, seconded by Councillor A Brown and

RESOLVED that the Report on Property matters is received.

047/24

AGREED ACTION POINTS

- Lift
- Quotations for Alarms/CCTV replacement/monitoring
- Quotations for repairing of the damaged drain and drainage flushing
- Locking of the Park Gates
- Evacuation Plan
- Grant Funding for lift

Signature 17 September 2024

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING & LICENSING** Committee held in Pannett Art Gallery, on **Tuesday 11 June 2024** at 6:00pm.

Present Councillor G Goodberry (Chair) with Councillors R Dalrymple, J Harston and J Nock (SUB).

Also A Cowey Deputy Clerk

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

048/24 CHAIR

MOVED by Councillor R Dalrymple, seconded by Councillor J Harston and

RESOLVED unanimously that Councillor G Goodberry is elected Chair of the Planning Committee until the next Annual Meeting of the Council, 2025.

049/24 APOLOGIES

Apologies for inability to attend was received from Councillor E Mulheran

MOVED by Councillor J Nock, seconded by Councillor J Harston.

RESOLVED unanimously that the apologies received from Councillor Mulheran are approved.

050/24 VICE-CHAIR

MOVED by Councillor R Dalrymple, seconded by Councillor G Goodberry and

RESOLVED unanimously that Councillor J Harston is appointed Vice-Chair of the Planning Committee until the next Annual Meeting of the Council, 2025.

051/24 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR.

a) MINUTES

MOVED by Councillor J Harston, seconded by Councillor R Dalrymple and

RESOLVED unanimously that minutes of the Planning & Licensing Committee held on 16 & 30 April 2024 having been circulated be taken as read and confirmed as a correct record and signed by the Chair.

- b) Review of the terms of reference of the Committee.
- c) Review of delegation arrangements to employees
- d) Review and adoption of appropriate standing orders, policies and procedures relating to the functions of the Committee.
- e) Review of the training needs in relation to planning matters of any

- Committee member or nominated substitute.
- f) Review of the anticipated Committee workload for the coming year

MOVED by Councillor J Harston, seconded by Councillor J Nock

RESOLVED unanimously that item b-f are taken on bloc and received

052/24 DECLARATION(S) OF INTEREST

Councillor Goodberry declared a personal and non-prejudicial interest planning applications: ZF24/00519/HS 7 Laburnum Grove, YO21 1HZ and ZF24/00638/HS 9 Westlands Avenue YO21 3DZ.

Councillors Goodberry and Nock declared a personal and non-prejudicial interest planning application ZF24/01727/FL warehouse to the rear 75 Baxtergate.

Councillors Dalrymple, Goodberry, Harston & Nock declared a personal and non-prejudicial interest planning application ZF24/00488/RG4 Fish Quay, Pier Road YO21 3PU.

STANDING ORDERS SUSPENDED

053/24 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

054/24 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.

055/24 LISTED BUILDINGS

Members were informed that Highways had contacted the Planning Authority who are investigating the possibility of enforcement action being taken against the property at 55 Cliff Street due to the gate opening on to the highway the opposite of which was show in the planning application.

056/24 LICENSING

Councillor Nock reported on the Duke of York's Licencing application.

Signature

Planning Applications Considered on 11 June 2024

1	<i>Plan Number</i> 23/155/AMENDED	<i>District Reference</i> AAF232/02014/FL	<i>Road/Street</i>	<i>Date of meeting</i>
	<i>Applicant</i> Mr Neil Pearson	<i>House Name</i> Land at the Cars	<i>Road</i>	<i>Locality</i> Ruswarp
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 13/05/24

23/155 - Amended plan Revised SsFRA by MET Engineers received 2 January 2024

Comment

OBJECTIONS - negative impact on the area - out of keeping - noise and effect on the neighbours

2	<i>Plan Number</i> 24/031	<i>District Reference</i> ZF24/00488/RG4	<i>Road/Street</i> Pier Road	<i>Date of meeting</i> May 2024
	<i>Applicant</i> North Sea Conservation (Mr Joe Redfern)	<i>House Name</i>	<i>Road</i> Fish Quay Pier Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213PU	<i>Application date</i> 25/04/24

Installation of portacabin and stair access above existing portacabin to provide temporary office and welfare accommodation, North Sea Conservation (Mr Joe Redfern), Fish Quay, Pier Road, WHITBY, North Yorkshire, YO213PU

Comment

SUPPORT this application subject to a temporary measure not exceeding 3 years.

3	<i>Plan Number</i> 24/032	<i>District Reference</i> ZF24/00406/FL	<i>Road/Street</i> Langborne Road	<i>Date of meeting</i> May 2024
	<i>Applicant</i> InstaVolt (Miss Rachael Kendrew)	<i>House Name</i>	<i>Road</i> The Co-operative Food	<i>Locality</i> Langborne Road
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211YN	<i>Application date</i> 29/04/24

Installation of two rapid electric vehicle charging stations and ancillary equipment, InstaVolt (Miss Rachael Kendrew), The Co-operative Food, Langborne Road, WHITBY, North Yorkshire, YO211YN

Comment

SUPPORT this application

4	<i>Plan Number</i> 24/034	<i>District Reference</i> ZF24/00512/RM	<i>Road/Street</i>	<i>Date of meeting</i>
	<i>Applicant</i> Barratt Homes (Miss Aby Cooke)	<i>House Name</i>	<i>Road</i> Broomfield Farm	<i>Locality</i> Stainsacre Lane
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NW	<i>Application date</i> 03/05/24

Variation of Condition 1 (Plans) in relation to application 21/01889/RM, to allow amended house types, Barratt Homes (Miss Aby Cooke), Broomfield Farm, Stainsacre Lane, WHITBY, North Yorkshire, YO22 4NW

Comment

SUPPORT the variation of conditions

members are surprised that building is continuing following the two serious flooding incidents due to the attenuation tank failing to work, causing more problems

5	<i>Plan Number</i> 24/037	<i>District Reference</i> ZF24/00350/HS	<i>Road/Street</i> Park Terrace	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Ms Kate Ashton	<i>House Name</i>	<i>Road</i> 4 Park Terrace	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211PN	<i>Application date</i> 14/05/24

Creation of new vehicular access with hardstanding to front, Ms Kate Ashton, 4 Park Terrace, WHITBY, North Yorkshire, YO211PN

Comment

OBJECTIONS - loss of pavement - out of character with the area - Community Safety

6	<i>Plan Number</i> 24/038	<i>District Reference</i> ZF24/00502/FL	<i>Road/Street</i> Wellington Road	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Northern Bay Leisure Limited	<i>House Name</i> JK's Bar	<i>Road</i> Wellington Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211DY	<i>Application date</i> 14/05/24

Installation of new shop front, Northern Bay Leisure Limited, JK's Bar, Wellington Road, WHITBY, North Yorkshire, YO211DY

Comment

SUPPORT this application

7	<i>Plan Number</i> 24/039	<i>District Reference</i> ZF24/00730/LB	<i>Road/Street</i> Newton Street	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Calliope House (Mr Keith Trobe)	<i>House Name</i>	<i>Road</i> 3 Newton Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211QX	<i>Application date</i> 14/05/24

Replacement of lower ground floor door to kitchen/dining area with Victorian style four panel door with fire resistant paint, hidden chain closer, intrumescent trips and fire proof hinges, Calliope House (Mr Keith Trobe), 3 Newton Street, WHITBY, North Yorkshire, YO211QX

Comment

SUPPORT this application

8	<i>Plan Number</i> 24/040	<i>District Reference</i> zf24/00731/LB	<i>Road/Street</i> Newton Street	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr Keith Trobe	<i>House Name</i>	<i>Road</i> e Newton Street	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211QX	<i>Application date</i> 14/05/24

Replacement of 2no. Top floor doors with Victorian style four panel doors with fire resistant paint, hidder chain closer, intrumescent strips and fire proof hinges, Mr Keith Trobe, e Newton Street, WHITBY, North Yorkshire, YO211QX

Comment

SUPPORT this application

9	<i>Plan Number</i> 24/041	<i>District Reference</i> ZF24/00506/HS	<i>Road/Street</i> Riverside View	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Susan Duxbury	<i>House Name</i> 7 Riverside View	<i>Road</i> Larpool Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NZ	<i>Application date</i> 28/05/24

Installation of replacement of widows in Upvc, Susan Duxbury, 7 Riverside View, Larpool Lane, WHITBY, North Yorkshire , YO22 4NZ

Comment

SUPPORT this application subject to the use of like for like windows

10	<i>Plan Number</i> 24/042	<i>District Reference</i> ZF24/00519/HS	<i>Road/Street</i> Laburnum Grove	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr William McClure	<i>House Name</i>	<i>Road</i> 7 Laburnum Grove	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211HZ	<i>Application date</i> 29/05/24

Erection of single storey front and side extension, Mr William McClure, 7 Laburnum Grove, WHITBY, North Yorkshire, YO211HZ

Comment

SUPPORT this application

11	<i>Plan Number</i> 24/043	<i>District Reference</i> ZF24/00657/HS	<i>Road/Street</i> White Horse Yard	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Miss C Hogan	<i>House Name</i>	<i>Road</i> 17 White Horse Yard	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 20/05/24

Replacement of timber windows and French doors in UPVC, Miss C Hogan, 17 White Horse Yard, Church Street, WHITBY, North Yorkshire

Comment

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

12	<i>Plan Number</i> 24/044	<i>District Reference</i> ZF24/00313/LB	<i>Road/Street</i> Newton Street	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr Keith Trobe	<i>House Name</i>	<i>Road</i> 3 Newton Stret	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211QX	<i>Application date</i> 14/05/24

Alterations to 4no. Internal doors comprising application of fire-resistant paint and installation of hidden chain closer, intrumescent strips and fireproof hinges

Comment

SUPPORT this application

13	<i>Plan Number</i> 24/045	<i>District Reference</i> ZF24/00658/LB	<i>Road/Street</i> Church Street	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Miss C Hogan	<i>House Name</i>	<i>Road</i> 17 White Horse Yard	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224BW	<i>Application date</i> 20/04/24

Replacement of timber windows and French doors in Upvc Miss C Hogan, 17 White Horse Yard, Church Street, WHITBY, North Yorkshire, YO224BW

Comment

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

14	<i>Plan Number</i> 24/046	<i>District Reference</i> ZF24//00650/HS	<i>Road/Street</i> St Andrews Road	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr Andrew Teasdale	<i>House Name</i>	<i>Road</i> 58 St Andrews Road	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LJ	<i>Application date</i> 21/05/24

Erection of rear and side single storey extension, Mr Andrew Teasdale, 58 St Andrews Road, WHITBY, North Yorkshire, YO211LJ

Comment

SUPPORT this application

15	<i>Plan Number</i> 24/047	<i>District Reference</i> ZF24/00349/LB	<i>Road/Street</i> Flowergate	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Rev. Margaret Kirk	<i>House Name</i> Flowergate Old Chapel	<i>Road</i> 1A Flowergate	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BA	<i>Application date</i> 21/05/24

Removal of pews, pew platforms and screen, Rev. Margaret Kirk, Flowergate Old Chapel, 1A Flowergate, WHITBY, North Yorkshire, YO213BA

Comment

SUPPORT this application

16	<i>Plan Number</i> 24/048	<i>District Reference</i> ZF23/01727/FL	<i>Road/Street</i> Baxtergate	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr & J & L Anderson	<i>House Name</i> Wearhouse to rear of	<i>Road</i> 75 Baxtergate	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 30/05/24

Change of use of warehouse to two residential apartments, Mr & J & L Anderson, Wearhouse to rear of, 75 Baxtergate, WHITBY, North Yorkshire

Comment

SUPPORT this application

Reinstate new street name plate Newtons Yard

17	<i>Plan Number</i> 24/049	<i>District Reference</i> ZF24/00624/LB	<i>Road/Street</i> New Way Ghaut	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Joseph Hudson	<i>House Name</i>	<i>Road</i> 11 New Way Ghaut	<i>Locality</i> Church Street
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224DH	<i>Application date</i> 31/05/24

Replacement of existing balcony with larger balcony and steel support brackets, Joseph Hudson, 11 New Way Ghaut, Church Street, WHITBY, North Yorkshire, YO224DH

Comment

SUPPORT this application

18	<i>Plan Number</i> 24/050	<i>District Reference</i> ZF24/00740/LB	<i>Road/Street</i> Oystons Yard	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Jo Lovell	<i>House Name</i>	<i>Road</i> 3 Oystons Yard	<i>Locality</i> Flowergate
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213BP	<i>Application date</i> 31/05/24

Replacement of principal entrance door, Jo Lovell, 3 Oystons Yard, Flowergate, WHITBY, North Yorkshire, YO213BP

Comment

SUPPORT this application subject to like for like of existing door 4 plain glazed windows with bars and horizontal letter box

19	<i>Plan Number</i> 24/051	<i>District Reference</i> ZF24/00638/HS	<i>Road/Street</i> Westlands Avenue	<i>Date of meeting</i> 11.06.24
	<i>Applicant</i> Mr Jonathan Marr	<i>House Name</i>	<i>Road</i> 9 Westlands Avenue	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213DZ	<i>Application date</i> 05/06/24

Erection of two storey detached 'granny annexe' to rear garden and construction of retaining wall into bank side, Mr Jonathan Marr, 9 Westlands Avenue, WHITBY, North Yorkshire, YO213DZ

Comment

SUPPORT this application subject to occupancy being linked to primary residence

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Tuesday 18 June 2024** at 11am in the Custodians Office, Whitby Museum, Pannett Park, Whitby.

Present: Councillors L Wild (Chair) with Councillors A Brown, E Mulheran, C Riddolls and S Turner.

Also: A Cowey - Deputy Clerk and H Berry – Curator.

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

057/24 APOLOGIES FOR ABSENCE

Apologies for inability to attend was received from Councillors H Coughlan and R Dalrymple.

MOVED by Councillor Brown, seconded by Councillor Turner

RESOLVED that the above apologies are received.

058/24 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

059/24 PUBLIC PARTICIPATION

No public participation

060/24 MINUTES

MOVED by Councillor Brown, seconded by Councillor Turner

RESOLVED unanimously that the minutes of the Pannett Art Gallery Committee held on the 21 May 2024 having been circulated be taken as read as a correct record of the meeting.

061/24 ACCREDITATION

FORWARD PLAN

The amended forward plan was circulated prior to the meeting and was considered and discussed.

MOVED by Councillor Brown, seconded by Councillor Turner

RESOLVED unanimously that the Amended Forward plan is approved and is reviewed annually

DELIVERY PROGRAMME

The Delivery Programme was circulated prior to the meeting and was considered and discussed. It was suggested that Universities and Sixth Form Colleges are contacted for requesting volunteers to help in the Gallery to gain experience. Councillor Mulheran offered to help coordinate etc any volunteers.

MOVED by Councillor Turner, seconded by Councillor Mulheran

RESOLVED unanimously that the delivery Programme is approved subject to minor amendments.

ACCESS POLICY

MOVED by Councillor Brown, seconded by Councillor Mulheran

RESOLVED unanimously that the Access Policy is approved subject to minor amendments.

draft

WHITBY TOWN COUNCIL

Minutes of the meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT** Committee held in the Pannett Gallery on Thursday 20 June 2024 at 6:00pm.

Present: Councillors Brown, Coughlan (Chair), Harston, Riddolls and Smith

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

062/24 ELECTION OF CHAIR

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

Councillor Coughlan, proposed Cllr Harston, Seconded Cllr Brown

RESOLVED unanimously that Cllr Coughlan be appointed as Chair of the Town Development & Improvement Committee for the Municipal Year 2024-2025.

063/24 APOLOGIES FOR ABSENCE

Apologies submitted by Cllr Mulheran.

MOVED by Councillor Harston, seconded by Councillor Brown.

RESOLVED that Cllr Mulheran's apologies are accepted.

064/24 ELECTION OF VICE CHAIR

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

Councillor Harston, proposed Cllr Coughlan, Seconded Cllr Brown

RESOLVED unanimously that Cllr Harston be appointed as Vice Chair of the Town Development & Improvement Committee for the Municipal Year 2024-2025.

065/24 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Cllr Brown's standing dispensation relating to allotment matters was noted.

STANDING ORDERS SUSPENDED

066/24 PUBLIC PARTICIPATION

None.

STANDING ORDERS REINSTATED

067/24 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 23 April 2024**

MOVED by Councillor Brown, seconded by Councillor Harston.

RESOLVED a) that minutes of the Town Development & Improvement Committee held on the 23 April 2024 are approved as a correct record.

b. Confirmation of the following adopted at Full Council on 15 May 2024

- 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 Harston, seconded by Councillor Smith

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

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

- i. Allotments.**
- ii. Christmas Lights.**

MOVED by Councillor Harston, seconded by Councillor Riddolls

RESOLVED c)i) that Councillors Brown, Dalrymple Harrison and Riddolls be recommended to Full Council as members of the Allotments Sub Committee with other nominations (2) to be invited at that meeting of Council; and
ii) that Councillors Brown, Coughlan, Smith and Wild be recommended to Full Council as members of the Christmas Lights Sub Committee with other nominations (2) to be invited at that meeting of Council.

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

Members noted the agreed future dates of meetings and that the committee should add a focus to green issues including the environment and sustainability.

MOVED by Councillor Brown, seconded by Councillor Harston

RESOLVED that within its workload, the TD&I committee should consider environmental policies and impacts in the town of Whitby and, where appropriate, in neighbouring areas.

068/24 SET DATES FOR MEETINGS OF THE ALLOTMENTS SUB-COMMITTEE

MOVED by Councillor Harston, seconded by Councillor Brown

RESOLVED that the Allotments Sub Committee will meet at 11am on 6 August, 8 October, 3 December 2024, 4 February and 8 April 2025.

069/24 CLERK’S UPDATE ON MATTERS RAISED PREVIOUSLY

The Clerk noted progress in re-siting the VAS on Ruswarp Lane and a lack of response regarding Murray Field and the Parish Portal, which still reports and error code. Members also noted the difficulty of tracking responsibility within NYC’s revised structure.

MOVED by Councillor Brown, seconded by Councillor Nock

RESOLVED that the information be noted and that a meeting with NYC officers responsible for the public realm in Whitby be requested.

070/24 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) **Monks Trod** – concern about the length of the grass.
- b) **Swing Bridge** – whether there were plans to carry out routing painting and maintenance ahead of the scheduled major works in 2025.
- c) **Cliff lift** – it was noted that there are accessibility issues and that failure to maintain the lift might potentially be challenged by the public under the Equalities Act
- d) **Fishburn Park** – generally looking scruffy and uncared for.

MOVED by Cllr Harston, seconded by Cllr Brown

RESOLVED That relevant officers of North Yorkshire Council be asked to provide an update

Signature

20 August 2024

WHITBY TOWN COUNCIL

Minutes of the extraordinary meeting of the **HUMAN RESOURCES** Committee held in the Staithes Gallery, Pannett Art Gallery, Whitby on Tuesday 25 June 2024 at 11:00am.

Present: Councillors G Goodberry (Chair), A Abbott, R Dalrymple (Ex-officio), C Riddolls and L Wild.

Also: M King – Town Clerk and 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. The meeting was convened in accordance with Schedule 12, paragraph 9(1) of the Act

071/24 CHAIR

MOVED by Councillor Abbott, seconded by Councillor Riddolls

RESOLVED that Councillor Goodberry is appointed Chair of Human Resources Committee for the ensuing municipal year 2024-2025

072/24 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Brown, H Coughlan, and S Smith

MOVED by Councillor Wild, second by Councillor Abbott

RESOLVED that the above apologies received from Councillors Brown, Coughlan, and Smith are accepted and approved

073/24 VICE-CHAIR

MOVED by Councillor Wild, seconded by Councillor Riddolls

RESOLVED that Councillor R Dalrymple is appointed Vice-Chair of Human Resources Committee for the ensuing municipal year

074/24 DECLARATION OF INTERESTS

There were no declarations of interest.

075/24 PUBLIC PARTICIPATION

None

076/24 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 meetings of the committee held on

- i) 30 April 2024**
- ii) 7 May 2024 (Extraordinary)**

MOVED by Councillor Abbott, seconded by Councillor Wild

RESOLVED That the minutes of meetings of the Human Resources Committee held on the 30 April 2024 and 7 May 2024 having been circulated are taken as read and signed by the Chair as an accurate record.

b) Confirmation of the following adopted at Full Council on 14 May 2024

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

MOVED by Councillor Wild, seconded by Councillor Abbott and

RESOLVED that the Terms of reference of the committee, Delegation arrangements to staff and Standing orders, financial regulations, policies and procedures relating to the functions of the committee as adopted at Full Council are confirmed.

077/24 EXCLUSION OF PRESS AND PUBLIC

MOVED by Councillor Wild, seconded by Councillor Abbott and

RESOLVED unanimously 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 464/23 below, due to the confidential nature of the business to be transacted.

078/24 STAFFING (A)

The Town Mayor reported that he had received and accepted a letter of resignation from the Town Clerk.

MOVED by Councillor Wild, seconded by Councillor Goodberry

RESOLVED that the Town Clerks resignation be accepted and received.

Councillor Mr Wild asked that it be noted that the treatment the Town Clerk has received inside and outside the council has been appalling. Councillor Dalrymple asked that it go on record that the outside pressures the Town Clerk has received from bodies outside of the Town Council has been vitriolic.

079/24 STAFFING (B)

Councillors discussed the application and interview process and agreed that a Human Resources meet as a Recruitment Working Group to prepare for the selection and interview process.

MOVED by Councillor Wild, seconded by Councillor Abbott

RESOLVED unanimously a) that a meeting of the Human Resources Recruitment Working Group Meet at 11am on Tuesday 2 July 2024 to go through the Clerk job description and specification for onward recommendation to Council on 2 July

Mr King left the meeting at this point.

MOVED by Councillor Riddolls, seconded by Councillor Abbott

RESOLVED unanimously b) that the council buys back (up to) 10 days' leave to facilitate the agreed leaving date.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING & LICENSING** Committee held in Pannett Art Gallery, on **Tuesday 25 June 2024** at 6:00pm.

Present Councillor G Goodberry (Chair) with Councillors R Dalrymple, J Harston and E Mulheran

Also A Cowey Deputy Clerk

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

084/24 APOLOGIES
No apologies for inability to attend.

085/24 DECLARATION(S) OF INTEREST
Councillor Harston declared a personal and non-prejudicial interest planning applications: 22/02471/LB and 22/02470/FL Victoria Square, YO21 1EA

STANDING ORDERS SUSPENDED

086/24 PUBLIC PARTICIPATION
No public present

STANDING ORDERS REINSTATED

087/24 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.

088/24 LISTED BUILDINGS
Nothing to report

089/24 LICENSING
Nothing to report

Signature

Planning Applications Considered on 25 June 2024

1	<i>Plan Number</i> 23/053/AMENDED	<i>District Reference</i> 22/02471/LB	<i>Road/Street</i> Victoria Square	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> Zafran Majid	<i>House Name</i>	<i>Road</i> 9 victoria Square	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO211EA	<i>Application date</i> 18/06/24

Conversion of dental surgery (Class E) to 5 no holiday let apartments, with associated internal and external alterations, 23/053 - Amended plan Amended details.

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. - flats too small and the increased number will increase noise levels

Concern that the Planning Portal states that there is a letter of support when it was an objection

2	<i>Plan Number</i> 23/087/AMENDED	<i>District Reference</i> 22/02470/FL	<i>Road/Street</i>	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> Zafran Majid	<i>House Name</i>	<i>Road</i> 9 Victoria Square	<i>Locality</i>
	<i>Town</i>	<i>County</i> North Yorkshire	<i>Post Code</i> YO211EA	<i>Application date</i> 18/06/24

Change of use from dental surgery (Class E) to 5no holiday let apartment with associated external alterations 23/087 - Amended plan Consideration of amended details

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 - flats too small and the increased number will increase noise levels

Concern that the Planning Portal states that there is a letter of support when it was an objection

3	<i>Plan Number</i> 24/052	<i>District Reference</i> ZF24/00708/FL	<i>Road/Street</i> The Ropery	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> Susan Saberton	<i>House Name</i> Sundown	<i>Road</i> The Ropery	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224EY	<i>Application date</i> 12/06/24

Conversion of lower ground floor to self-contained annexe for holiay letting and alterations to the terrace steps and wall, Susan Saberton, Sundown, The Ropery, WHITBY, North Yorkshire, YO224EY

Comment

SUPPORT this application - concerns regarding the increased parking issues

4	<i>Plan Number</i> 24/053	<i>District Reference</i> NYM/2024/0368	<i>Road/Street</i> Stainsacre Lane	<i>Date of meeting</i> 25.024
	<i>Applicant</i>	<i>House Name</i> Development at Broomfield Farm	<i>Road</i>	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i>	<i>Application date</i> 12/06/24

Application for construction of access road and associated landscaping to serve zone 2 of the residential development at Broomfield Farm, Whitby (residential development outside National Park boundary) (resubmission prior to expiration of NYM/2021/05921/FL) at Land off Stainsacre Lane, Whitby, Development at Broomfield Farm, WHITBY, North Yorkshire

Comment

SUPPORT this application

5	<i>Plan Number</i> 24/054	<i>District Reference</i> ZF24/00695/FL	<i>Road/Street</i> The Carrs	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> Mr M Rothwell	<i>House Name</i> The Stables	<i>Road</i> Mill Court	<i>Locality</i> The Carrs
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211YL	<i>Application date</i> 13/06/24

Replacement windows in UPVC, Mr M Rothwell, The Stables, Mill Court, The Carrs, WHITBY, North Yorkshire, YO211YL

Comment

SUPPORT this application subject to the use of like for like

6	<i>Plan Number</i> 24/055	<i>District Reference</i> ZF24/00785/FLA	<i>Road/Street</i> ;and at Broomfield Farm	<i>Date of meeting</i>
	<i>Applicant</i> Keyland Developments Ltd (Mr Michael Powell)	<i>House Name</i>	<i>Road</i> Land at Broomfield Farm	<i>Locality</i> Stainsacre Lane
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO224NW	<i>Application date</i> 17/06/24

Variation of Condition 1 of Schedule 1 and Conditions 2, 5 and 11 of Schedule 2 of decision reference 20/00249/FL granting outline planning permission for up to 290 dwellings with all matters reserved except for access and full planning permission for vehicle access, spine road, drainage infrastructure, and public open space, to allow removal of reference to self and Custom Build Units in Zone 2, an increase in the development parcel within Zone 2 and the provision of an access spur from Zone 2 to link on to the approved vehicle and pedestrian access from Stainsacre Lane, Keyland Developments Ltd (Mr Michael Powell), Land at Broomfield Farm, Stainsacre Lane, WHITBY, North Yorkshire , YO224NW

Comment

SUPPORT this Variation of Condition

7	<i>Plan Number</i> 24/056	<i>District Reference</i> ZF24/00932/HS	<i>Road/Street</i> Love Lane	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> D Murphy	<i>House Name</i>	<i>Road</i> 27 Love Lane	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO213LH	<i>Application date</i> 17/06/24

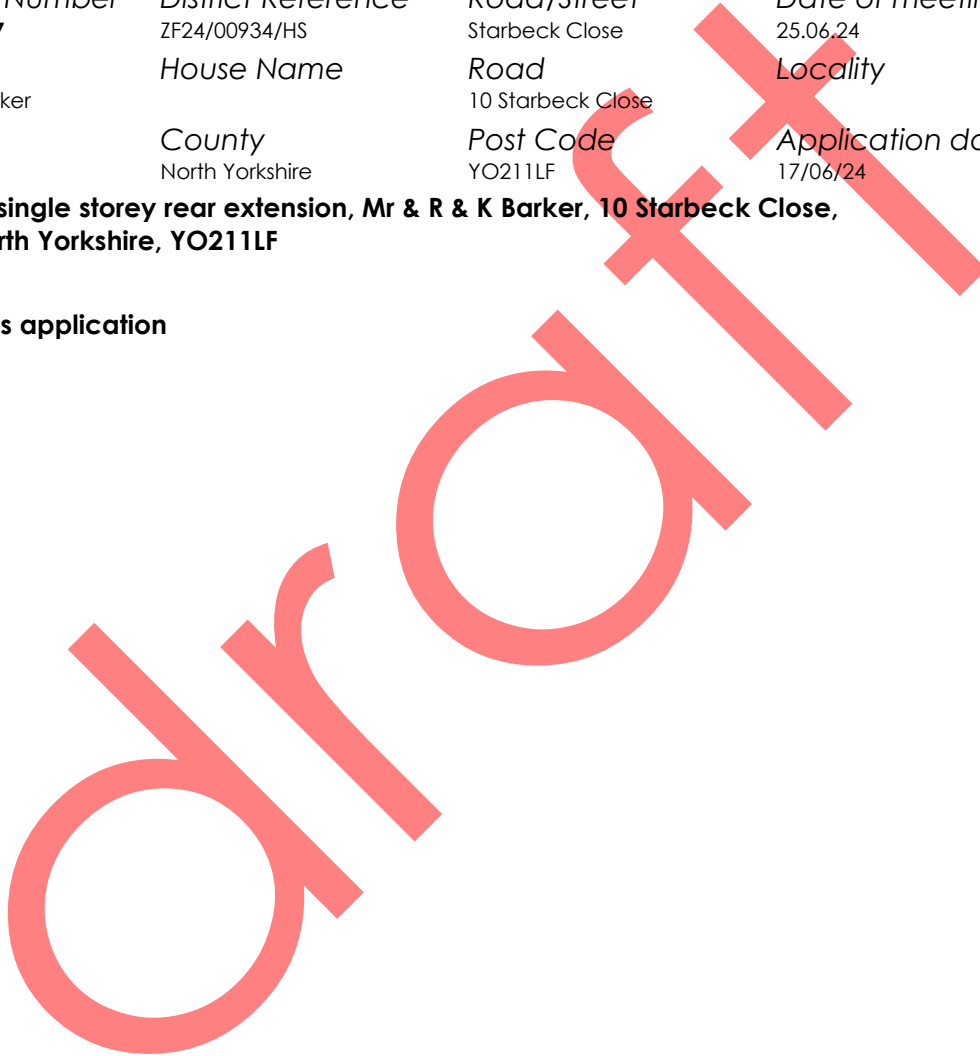
Erection of conservatory to rear, D Murphy, 27 Love Lane, WHITBY, North Yorkshire, YO213LH

Comment
SUPPORT this application

8	<i>Plan Number</i> 24/057	<i>District Reference</i> ZF24/00934/HS	<i>Road/Street</i> Starbeck Close	<i>Date of meeting</i> 25.06.24
	<i>Applicant</i> Mr & R & K Barker	<i>House Name</i>	<i>Road</i> 10 Starbeck Close	<i>Locality</i>
	<i>Town</i> WHITBY	<i>County</i> North Yorkshire	<i>Post Code</i> YO211LF	<i>Application date</i> 17/06/24

Erection of single storey rear extension, Mr & R & K Barker, 10 Starbeck Close, WHITBY, North Yorkshire, YO211LF

Comment
SUPPORT this application



**WHITBY TOWN COUNCIL
COUNCIL MEETING – 2 JULY 2024**

CASUAL VACANCY – CO-OPTION TIMETABLE

1. Introduction

- 1.1. It has been confirmed by North Yorkshire Council that, following the resignation of the previous member for the Town North Ward, no poll had been claimed in the advertised period and that, consequently, the town council should proceed to fill the vacancy by co-option.
- 1.2. Previously, the town council has invited expressions of interest in vacancies using its existing co-option procedure. Details of the criteria used appear overleaf (Appendix 1).
- 1.3. Members are asked to consider whether to follow this procedure or to modify it in this round. Members may also wish to consider over what timescale these vacancies should be advertised and at which future meeting co-option should be considered.
- 1.4. **Recommendation:** An outline timetable could be:

Advertise the vacancy	3 July – 31 July
Extraordinary Council	6 August (to follow FP&GP)

Michael King
Clerk

Procedure

Applicants are asked to submit a written summary (500 words) covering:

- Their reasons for wishing to be a councillor;
- Previous voluntary/community/council work;
- Any other skills they can bring to the Council;
- Their interests and recent career history.

Applications submitted without a supporting statement will not be considered.

The criteria are:

“In order to be eligible for co-option as a Whitby Town Councillor you must be a British subject, or a citizen of the Commonwealth or the European Union; and be 18 years of age or over on the day on which you are nominated.

You must additionally be able to meet one of the following qualifications:

- Be registered as a local government elector for the parish of Whitby, **or**
- Have, during the whole of the twelve months preceding the date of the co-option, occupied as owner or tenant, land or other premises in the parish of Whitby, **or**
- Had as the principal or only place of work during those twelve months one in the parish of Whitby, **or**
- Have during the whole of twelve months resided within 3 miles of the parish of Whitby.

Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being elected as a Local Councillor or being a member of a Local Council if he/she:

- a) holds any paid office or employment of the local council (other than the office of Chairman) or of a joint committee on which the Council is represented, or
- b) is a person who has been adjudged bankrupt or has made a composition or arrangement with his/her creditors* (but see below), **or**
- c) has within five years before the day of election, or since his/her election, been convicted in the UK, Channel Islands or Isle of Man of any offence and has been sentenced to imprisonment (whether suspended or not) for not less than three months without the option of a fine, **or**
- d) is otherwise disqualified under Part III of the Representation of the People Act 1983 for corrupt or illegal practices.

Each application must also carry a nomination proposed and seconded by a voter registered in the relevant ward.

a) Clerk's notice period

The process for appointing a new Clerk is considered above. It is unlikely that an appointment will be made and in place before the end of my notice period, which ends on 22 August. Due to other staff commitments already made, September Council will have to be deferred.

Recommendation: that the next scheduled meeting of Full Council is deferred to 10 September at 6pm, to follow Planning and Licensing, which will be convened at 5pm.

b) Pre-election Period

On 22 May, the Prime Minister, Rishi Sunak MP, announced that a general election will take place on 4 July. [The Cabinet Office announced that the pre-election period for government started at 00.01hrs, 25 May.](#)

The pre-election period for councils started from the publication of the notice of election. [The Local Government Association \(LGA\) pre-election guidance should be read in conjunction with advice from the relevant Returning Officer.](#)

Councils are reminded that [a guide to the pre-election period is available on LGA's website.](#)

c) Vacancies and By Elections

Cllr Bolton was elected to represent the Stakesby Ward at a by election held on 20 June. He signed his declaration of acceptance of office prior to the meeting of Council on 25 June. In addition to the casual vacancy to be filled by co-option in the Town North ward, referred to above, the casual vacancy in the West Cliff ward, which came about when the candidate who was elected unopposed for the by election which would have taken place on 20 June declined to take his seat, remains advertised for electors to claim a poll until the end of 3 July.

d) Responses to questions raised at Council

The following responses have been received to the questions raised by the Annual Town Assembly and referred by Council on 15 May.

Whitby Town Council should write again to the minister regarding the Market Place and Maritime Hub proposals.

No acknowledgement or response to date.

Whitby Town Council should write to North Yorkshire Council to ask that they make provision for a children's play area to replace the Dundas Gardens suitably close to replace it.

"We are working with the Local families and Cllr Trumper. To resolve this situation."

Whitby Town Council should write to North Yorkshire Council to ask why the paddling pool has been left dirty and when it will be cleaned and opened (NYC must send a reply within 21 days).

Report

Item 13 - Clerk's Report

"The paddling pool is left with a small amount of water in over winter so that skaters / skateboards are deterred from using it, as such activity can damage the surface. Leaving water in also reduces the risk of frost causing the lining to split, as when trapped water freezes it can pop outdoor pool liners and paintwork – unfortunately I've seen this first hand in my experience in leisure.

"The pool was cleaned, prepared and commissioned for the first May bank holiday weekend which coincides with the seasonal staffing on the beach, who also look after the paddling pool. It's a shame the weather wasn't on our side for that weekend or this recent one either, but the paddling pool was up and running."

Whitby Town Council should write to North Yorkshire Council to express concern about the safety of the walk-to-school routes along the Cinder Track. Teachers and parents say it is not safe.

"We acknowledge receipt of your email and, if it requires a response, we will be in touch with you as soon as possible."

Subsequently, NYC's Home to School transport review team sent the following information:

Please note: The Executive meeting where the recommendations on the Home to School Travel Policy consultation will be considered has been rescheduled for Tuesday 16 July 2024 venue to be confirmed.

<https://edemocracy.northyorks.gov.uk/ieListMeetings.aspx?Committeeld=1147>

If you wish to ask a question or make a statement at the meeting, then a copy of your question or statement must be submitted by 12 noon on Tuesday 9 July 2024 to elizabeth.jackson@northyorks.gov.uk . The question or statement should be no longer than 3 minutes in length.

This information has been shared on the website and Facebook page. The issue has subsequently been carried by local media: <https://www.thisisthecoast.co.uk/news/local-news/north-yorkshire-council-says-whitby-school-walking-route-is-safe-as-town-council-raises-concerns/>

In addition, in response to the follow resolution, "that due to the serious concerns of parents and students regarding the readiness of the new Whitby school for the September 2024 term, this council invites the Whitby Secondary Partnership board of Governors and the North Yorkshire Executive member for Education Cllr Annabel Wilkinson, to attend a meeting ASAP to update this Council on the current position for provision of secondary education in Whitby from September 2024."

From the clerk to the governing body, "thank you for your email. I've forwarded it to Chair of Governors, Mr Crosby."

From Cllr Wilkinson:

Thank you for your email. Unfortunately, I am unable to attend Whitby's Town Council meeting. I will be meeting with Whitby's North Yorkshire Councillors next month. Progress is being made in relation to the amalgamation of the two schools.

- Leaders and governors of the schools are preparing for new teaching arrangements, this includes curriculum planning, groupings and timetabling and support for children with additional needs.
- A staff restructure is underway to ensure roles and responsibilities in the 'new' single school are clearly defined.
- The school will have a new name from 1 Sept 24 'Whitby School'.
- Some minor works are planned to ensure the Normanby and Scoresby sites remain suitable for the enlarged cohort, this includes fencing and paths, an entrance area and changes to a food tech room.
- The schools are using newsletters to communicate with families. Leaders and governors are aware of the importance of communication during a period of change and we would expect to see more information being shared with parents as the amalgamation date approaches.

e) Information sent separately

- 56439a - Footway Btw 98 and 99 Church Str, Whitby
- Anglo American - Woodsmith Project Supply Chain Update
- Anglo American update
- Birch Avenue Disabled Bay Order 2024 (sent as part of a batch by NY Highways)
- Breakthrough Communications Training Courses June to October 2024
- Casual Vacancy - North Ward
- DESNZ barriers to community energy projects policy consultation
- Disabled Parking Bay Consultations Whitby
- Fw: Request for Urgent Meeting
- Green Belt & Conservation Areas Planning Webinar - Wednesday, 24 July
- Home to School travel policy consultation
- Joint Parish Forum - Tuesday, 16 July at Land of Iron Museum
- NALC Chief Executive's Bulletin
- NALC EVENTS
- NALC NEW PUBLICATION
- NALC NEWSLETTER
- NALC Newsletter
- New YLCA website launched today !! - Log in instructions
- Pannett Park Management committee June 2024
- Park Terrace Disabled Bay Order 2024
- PLANNED ROAD RESTRICTION NOTIFICATION - 54194 St Andrews Road
- PLANNED ROAD RESTRICTION NOTIFICATION - 54893 Wellington Terrace
- PLANNED ROAD RESTRICTION NOTIFICATION - 59891 Stainsacre Lane
- PLANNED ROAD RESTRICTION NOTIFICATION - 60388 Newton Street
- Planning Enforcement and Appeals Webinar - Wednesday, 22 May

Report

Item 13 - Clerk's Report

- Police Activity Day - 29 May 2024
- Powers, Policies and Procedures Webinar - Thursday, 30 May
- Press release. The "GALEÓN ANDALUCÍA" WILL VISIT WHITBY NEXT MONTH
- Regional Training Day - 18 July 2024
- Risk Management and Risk Assessment Webinar - Wednesday, 29 May
- Scarborough & Whitby Area Constituency Committee - 7th June 2024
- Section 106 Steering Group - Year 6 Summary
- Spring Vale Disabled Bay Order 2024
- Stakesby Ward of Whitby Town Council by-election results
- STAR COUNCIL AWARDS 2024
- Town Development & Improvement Committee
- Vacancy Notice
- Welcome to the latest council news from North Yorkshire
- West Cliff Ward, Whitby
- Whitby Community Network Meeting
- Whitby Town Council - West Cliff Ward By Election
- Whitby Town Council elections 20 June 2024
- White Rose Bulletin 24 May
- YLCA DISCUSSION FORUM WEBINAR SESSIONS – JUNE 2024
- YLCA Information Bulletin & Training 14 June
- YLCA Information Bulletin & Training 15 May
- YLCA Training & Discussion Forum Bulletin 29 May to 27 June
- YLCA WHITE ROSE BULLETIN – 7 JUNE 2024
- Yorkshire Local Councils Associations - Notification of Joint Annual Meeting to Member Councils and Parish Meetings. 20th July
- Yorkshire Society June 2024 Newsletter and Announcements
- Your May 2024 Newsletter and Announcements