

PANNETT PARK | WHITBY | YO21 1RE  
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Dear Councillor,

23 October 2024

You are **summoned** to attend a meeting of the **TOWN DEVELOPMENT AND IMPROVEMENT COMMITTEE** to be conducted at the **Pannett Gallery**, on **Tuesday 29<sup>th</sup> October 2024 at 6:00pm**, the agenda for which is set out below



Adam Chugg

Town Clerk

To: Councillors Brown, Coughlan, Harston, Mulheran, Riddolls and Smith

**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**

To receive apologies for inability to attend.

**2. DECLARATION OF INTERESTS**

To declare any disclosable pecuniary interests or any other interests which members may have in the following agenda items and consider any dispensation requests.

**3. PUBLIC PARTICIPATION**

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

**4. Motions for the Meeting**

Moved by : Cllr Layman

Seconded by : Cllr S Smith

- (a) That the Cttee support the public call for a pedestrian crossing at Castle Road, adjacent to Convent Way and liaise with NYC for provision of the same.

Moved by : Cllr Layman      Seconded by: Cllr Riddolls

- b) That the Committee gives its support to the business owners on Silver Steet for improved street signage to bring the area to the attention of visitors and help promote the independent businesses on Silver Street and the wider area including Skinner St, and Flowergate as per the PowerPoint presentation included in these papers.

## **Agenda**

### **5. CLERK'S UPDATE ON MATTERS RAISED PREVIOUSLY**

Verbal report from the Clerk

### **6. MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN TOWN**

Opportunity for members to highlight areas of concern which may be brought to the attention of the appropriate department at the unitary council.

# 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.

1. **Monks Trod** – concern about the length of the grass.
2. **Swing Bridge** – whether there were plans to carry out routing painting and maintenance ahead of the scheduled major works in 2025.
3. **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
4. **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 .....

29<sup>th</sup> October 2024



