



Minutes of the meeting of **Town Council** of Whitby, duly convened, and conducted in the Pannett Art Gallery on **Tuesday March 4th, 2025**, at 6pm

Present: Cllrs Abbott, Barnett, Brown, Bolton, Coughlan, Dalrymple, Harston, Layman, Mulheran, Nock, Riddolls, Smith A, Smith S, Turner and Wild.

Also: Adam Chugg Town Clerk, Anne Cowey Deputy Town Clerk, Helen Berry (Curator Pannett Art Gallery), M Parsons and H King (Woodsmith Mine), Cllr Neil Swannick NYC and 4 members of the public.

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

322/24 APOLOGIES

MOVED by Cllr Abbott, seconded by Cllr Riddolls

RESOLVED to note the apologies submitted by Cllrs Harrison, and Redfern.

323/24 DECLARATION(S) OF PUBLIC INTEREST AND REQUEST FOR DISPENSATION

Cllr A Smith declared a personal and non-prejudicial interest in agenda item 15

324/24 PUBLIC PARTICIPATION

There was no public participation

325/24 EXTERNAL REPORTS

a. Anglo American

Mr Parsons reported on the situation to present regarding Woodsmith Mine. The Service shaft has reached over halfway at 808m, and the tunnel has reached over 29km over 80% of the way. The workforce has been reduced to 1100 people of which 75% are from the local area, a large number of people laid off have found alternative employment. Woodsmith is currently

funding the skills for work through NYC and funding various other community grants for the local area.

Mr Parsons answered councillors questions on the work force –and the effect of tariffs on production.

b. North Yorkshire Police

No representative present. Members asked that a written report be submitted by the Police for future meetings if they cannot attend.

c. North Yorkshire Council

Cllr Trumper sent his apologies for inability to attend

Cllr Swannick reported on the following:

The difficult budget issues – 25/26 accounts signed off, there is a gross budget deficit of £5million which will be funded from reserves – Officers are preparing 25-26 Council Tax bills. There are outstanding issues regarding the accounts and the Auditors have to make a decision regarding the opening balances for 23/24 due to the outstanding judgement on Whitby Harbour and capital adjustment regarding Alphamare, Scarborough.

Money has been set aside to install traffic lights on the junction from Church Street on to the A171. A request has been made to reduce the traffic speed on the New Bridge from 40mph to 30mph

A licence has been achieved for dredging at Scarborough but not Whitby. Samples have to be taken from Whitby Harbour before a dredging licence can be achieved. The dredger is working in Scarborough at present and will not be going away on contract jobs.

Wharfedale homes development has brought in 106 funding. The development has social housing, rented and shared ownership properties

A Council Development Officer has been appointed for the extra care scheme to build houses and flats for people that need extra care on the area of land next to the hospital.

Councillor Swannick answered members questions where possible on the following:

Dredging of Whitby Harbour

Danger Bank and the need for lights on the steel bridge at Ruswarp

Why wasn't a roundabout considered for the junction of Church Street/A171 – Lack of space.

Jet skis are not allowed in Whitby Harbour, but can be used from Upgang Ravine near the golf course

It was reported that up lights around the Whale Bones and Captain Cooks Statue are not coming on when it gets dark

NYC have confirmed that there will be a replacement bus service to compensate for the Cliff Lift not working – the cliff lift is still being investigated

The Town Clerk informed members that Officers from North Yorkshire County Council will attend a future meeting of Whitby Town Council to report on the condition and proposed maintenance of the Whale Bones

Concerns regarding the adult game centre proposed on Baxtergate – this is going to the full planning committee at NYC where a decision is expected on the 13 March.

Where are the proposed savings forecasted by the formation of a Unitary Council?

The lack of dredging causing problems in Whitby Harbour, and why was the Licence allowed to laps?

d. Neighbourhood Plan update

Joyce Stangoe reported that the process is now at the sixth stage of thirteen and the group has been carrying out a lot of public consultations over various aspects required of the Neighbourhood Planning Procedure. There are two further consultations taking place on Friday 7 March at Eastside Community Centre and Saturday 8 March at the Leisure Centre. All members were invited to attend all the meeting of the Neighbourhood Planning Group

MOVE by Cllr Nock, seconded by Cllr Abbott

RESOLVED that the external reports are received.

326/24 WHITBY CHOCOLATE FESTIVAL 2025

Pam Boland, Whitby Defibrillator Project batteries campaign Gave a presentation regarding a proposal to hold a Whitby Chocolate Festival to raise funding for Defibrillators and batteries for the town and answered Councillors questions (report attached)

MOVED by Cllr Turner, seconded by Cllr Abbott

RESOLVED unanimously to support this event

327/24 PANNETT ART GALLERY UPDATE

The Curator of the Pannett Art Gallery circulated and went through her annual report (attached) giving in depth information on all the work being carried out to maintain and promote the collections, exhibitions/workshops and community engagement.

Mrs Berry was congratulated and thanked for all the work she is doing for the Pannett Art Gallery.

MOVED by Cllr Coughlan, seconded by Councillor Turner

RESOLVED that the Curators report is received.

328/24 MINUTES

a) **MOVED** by Cllr Coughlan, seconded by Cllr Nock

RESOLVED that the Minutes of the Full Council on the 14 of January 2025 and 28 January 2025 are confirmed as a correct record subject to the approved amendments.

b) **MOVED** by Cllr Coughlan, seconded by Cllr Brown

RESOLVED unanimously that the minutes of the following meetings be taken en bloc. having been circulated be taken as read and received subject to approved amendment to Town Development and Improvement minutes:

i.	Harbour	19 th November 2024
ii.	Finance Policy and General Purposes	10 th December 2024
iii.	Town Development and Improvement	17 th December 2024
iv.	Joint Management Committee	21 st January 2025
v.	Planning and Licensing	28 th January 2025
vi.	Finance Policy and General Purposes	4 th February 2025

329/24 TOWN CLERK REPORT

The Town Clerk went through his circulated report and answered members questions on recruitment/staffing, co-option – public toilets

MOVED by Cllr Coughlan seconded by Cllr Leyman

RESOLVED to note the report.

330/24 NOTICES OF MOTIONS FOR THE MEETING

No Notices of Motion

331/24 ASSET REGISTER

Members considered and discussed the circulated Asset Register

MOVED by Cllr Abbott seconded by Cllr Nock

RESOLVED unanimously that the Asset Register is approved.

332/24 REPORTS FROM REPRESENTATIVES OF EXTERNAL BODIES

Cllr Turner expressed concern at trying to attend an online meeting of MAP's and was not granted access from the waiting room. The MAP meetings are open to all and situations like this do not encourage members to attend.

Members were made aware that the temporary Banking Hub will be opening this week situated at 87 Church Street for six months.

MOVED by Cllr Coughlan, seconded by Cllr Layman

RESOLVED unanimously that the information be noted.

333/24 MAYORS REPORT

The Town Mayor reported on the events he had attended and thanked everyone for taking part in the Remembrance Service and Armistice Day Service. He also reported on the Christmas Festival which was very well attended and successful

334/24 FLOODING AWARENESS

MOVED by Cllr Harston

The information on the agenda was noted.

335/24 EXCLUSION OF PRESS AND PUBLIC

To consider a motion that, under the provisions of the Public Bodies [Admission to Meetings] Act 1960 S1[2], the press and public be excluded from the meeting during consideration of the matter referred to below, due to consideration of commercially sensitive arrangements relating to the financial and business affairs of the council.

MOVED by Cllr Brown, Seconded by Cllr Nock

Cllr Layman called for a recorded vote.

FOR: Cllrs Bolton, Brown, Coughlan, Dalrymple, Harston, Mulheran, Nock, Turner, Wild.

AGAINST: Cllrs Abbott, Barnett, Layman, Smith A, Smith S and Riddolls,

RESOLVED to adopt the motion, as follows:

that, under the provisions of the Public Bodies [Admission to Meetings] Act 1960 S1[2], the press and public be excluded from the meeting during consideration of the matter referred to below, due to consideration of commercially sensitive arrangements relating to the financial and business affairs of the council.

MOTION CARRIED

336/24 ICO REPORT

MOVED by Cllr J Layman, seconded by Cllr Mulheran.

RESOLVED that

1. Cllrs are instructed to read all ICO documents
2. Application Forms will be held securely in the council offices. Secure online access is also being arranged so that the forms can only be viewed online by those with the relevant access permission
3. Data protection training is arranged and is a priority for staff and Cllrs - all Cllrs mandated to attend
4. This matter is closed as advised by the ICO

WHITBY'S FIRST HOT CHOCOLATE FESTIVAL

In support of Whitby Defibrillator Project-batteries campaign

Firstly, can I say a very big thank you for giving me this opportunity to talk about my vision for a hot chocolate festival in Whitby. I was asked by my fellow committee members of the Whitby Defibrillator Project to come up with a fund-raising initiative that would boost our batteries fund. The WDP are a small group of dedicated volunteers, totally committed to the maintenance of 40 defibrillators in Whitby and the surrounding area, all of which need to be maintained and kept in good working order. Each defibrillator battery requires replacement every 4 years at a cost of approximately £165, sooner if a unit is used on a casualty.

This proposal is a non-commercial, non-profit idea, I simply value good hot chocolate and feel this would be a great opportunity to raise funds for replacement defibrillator batteries but would also promote the various café establishments of Whitby as well as inform the public about good hot chocolate.

How it would work in simple terms: café venues; chocolate shops and cocktail bars etc. would be invited to register to take part in the festival, rather like the Fish and Chip festival. At this moment in time, it is thought that £40 would be a suitable donation for this. Payments would be made directly to the Whitby Defibrillator Projects bank account. For that payment we would promise to promote the festival Yorkshire wide, using local and Yorkshire publications, radio stations, social media, TV and Tourist Information offices around the area. As yet, we do not have a date for the festival, but it has been mentioned by more than one person that we commence on 14th November 2025 to coincide with Whitby Christmas Markets. As for a closing date we might consider Sunday 7th December 2025. This, of course can be discussed.

Each registered venue would have a film window sticker informing potential customers that they are taking part in the festival. There would be a printed route map of all participating venues, these would be available in all venues as well as Tourist Information, The Library, social media etc. We will also provide some venues with loose change collection boxes to further boost the WDP batteries funds. We would not at any time ask Whitby Town Council for any financial support in this. We simply wish to inform the council that such a festival would be taking place. Primarily it would be the venues themselves that would be dealing with the public like any other customers.

I would suggest to the café' venues that they offer their customers a smaller, espresso size sample of hot chocolate. We would like customers to visit several venues to try different varieties of hot chocolate and make the best decision on which would be the outright winner. This is something that I would take on, the attitude and willingness of the café' managers will be crucial to the success of this festival. Having already spoken to several venue owners I feel that we would have a lot of support in this. All planning, registration and route maps would need to be in place by 15th September 2025 when Whitby's First Hot Chocolate Festival will be launched, and promotion will start.

Voting for the best hot chocolate in Whitby would likely take two forms. I would need to learn how, but I hope to make QR codes for each venue. This gives each registered venue an opportunity to say a little about their business, their history, ethos etc., the QR code would also be the voting system. I would also need an alternative paper voting system for those of us who prefer to do things more 'old-school'.

It might be fun to devise a colouring in competition or an activity pack for the young ones. This would require further consideration, perhaps even sponsorship. I will make enquires with NYC events team/the police.

Once again thank you very much for this opportunity, I am always happy to listen to ideas, I appreciate that you have listened to the plan for Whitby's First Hot Chocolate Festival.

Pannett Art Gallery 2024 – 2025

The Art Gallery has had an incredible year, with tremendous achievements.

In October 2022, after lengthy and difficult negotiations, The Pannett Art Gallery received delivery of the wonderful Soper Collection. This Nationally significant collection includes 319 framed artworks, over 600 unframed artworks. The collection also includes posters, furniture, and 72 archival boxes containing books, correspondence, receipts, ceramics, art materials, photographs, and other items, which collectively tell the story of the reclusive Soper family of artists.

The collection has been widely acknowledged as being of significant quality and of providing tremendous opportunities for the gallery and for the community.



There are huge benefits of bringing this amazing collection to Whitby, but it also brought challenges, such as the necessity for additional storage and the need to display more artworks. There would be no point in having such an

important collection if we couldn't show it and engage our visitors with these artworks. With regeneration funding we created an access staircase, and secure room with shelving above the front office, for the 72 archival boxes. The artwork was installed in the attic store, but storage conditions were far from ideal.

On the strength of this collection, and again after a tremendous amount of work, we were successful in securing **£75,000 of UK Shared Prosperity** funding. This had to be **matched with £75,000 from other sources**, including a substantial donation from the Soper Trust.

For each successful grant application there are inevitably a number of unsuccessful bids. Match funding was achieved through a range of smaller project grants, and Funding in Kind.

This has enabled the gallery to provide the facilities to display and care for this collection to the highest standards.

Three part time freelance positions were created for this year, a **Collections Assistant**, a part time **Community Engagement Officer**, and a **Volunteer Coordinator**, to support the Curator in delivering an extensive programme of activities.

Storage



We purchased and have had installed **eleven additional pull-out cantilever, mesh picture racks and one static, mesh wall rack** in the collection store, to safely store a significant amount of framed art works. We are



now in the process of carefully filling these picture racks and documenting locations, to ensure the highest standard of care and security for our artworks.

Environmental Monitoring

It is essential to monitor and maintain appropriate relative humidity and temperature to protect, and to prevent any damage to artworks. Until recently we have been sharing a monitoring system with Whitby Museum, monitored by the Museum Registrar. This has meant that by the time we receive any information about the environmental conditions in the building it is too late to make any rapid intervention.

We have now installed a **more advanced Environmental Monitoring system** in the art gallery and the gallery store, enabling us to receive results on a number of devices, which can be accessed remotely, meaning that problems can be spotted and dealt with much more quickly.

If Whitby Museum ever decided to upgrade to this system they will be able to take advantage of the infrastructure we have installed.

Display

Two fabulous new display cases were purchased to display additional items from the Soper Collection. **Each cabinet has a secure display area** on top,



and three secure, glass topped, led lit drawers, vastly increasing the display space available. These cabinets enable us to show a huge range of work that can't be show on the gallery walls, such as unframed posters, photographs, correspondence, ceramics, printing blocks and etching plates, art materials, books and booklets. We

are currently showcasing eight different themed displays in these cabinets.



A recent survey of visitors to the gallery, over 90% of which were local residents, revealed a unanimous approval for these cabinets. Visitors are delighted to open the drawers to discover artwork and items not previously shown. Everyone surveyed requested that these displays be changed occasionally to reveal more images and items from the collection.



We have also **upgrade the old cabinet** in the Weatherill and Soper Gallery to make this a useful display space. We have used this cabinet to showcase community projects alongside items from the collection. Currently you can see Nature Books created by older participants in a craft workshop, and poetry and prose by members of Whitby Library Writers Group, all inspired by the Soper Collection.



This is followed by 'Eileen Soper's Children', a Community Curation project with Carers Plus Yorkshire, delivered at Kirkham Close. Participants are visiting the gallery for a celebration of their achievements later this month.



Exhibitions

In addition to the displays in all three cabinets, artworks from the Soper Collection were integral to two major exhibitions in this year's programme.

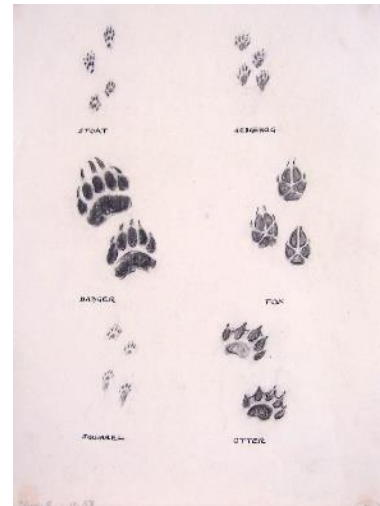
Over 6,000 people visited Look Closer: See the Extraordinary 10th July – 25th August.

Part **funded by the Royal Society**, this exciting and inspiring exhibition showcased the contribution of local creative women to scientific work, exploring closer observation and understanding of scientific principles as well as demonstrating the value of creativity to science.



The inclusion of Eileen Soper's nature studies highlighted environmental concerns for a contemporary audience

and encouraged our audiences to consider changes to the countryside, wildlife habitats and biodiversity.



Approximately 5,000 visitors enjoyed The Art of Illustration 11th October – 1st December.

The artwork of local contemporary illustrators was displayed alongside the early to mid 20th Century designs of George and Eileen Soper, and a local artist, Sylvia Venus, who also worked at this time.



Artworks ranged from nostalgic mid 20th Century children's book illustrations, through bold pop-up designs, to beautiful and detailed gothic pencil drawings illustrating Dracula.

Each of these exhibitions were part of large scale initiatives that also involved major community engagement programmes of workshops, events, and activities, delivered at the gallery and through outreach activities.

Community Engagement

This project has enabled us to deliver **over 60 workshops and activities**, working with people of all ages. **Over 4,500 people have taken part** in activities ranging from drawing skills, craft, textiles, drama, creative writing, printing, singing, talks, and a digital outreach project. We have also worked with **15 local community groups and organisations**, and with all **six Whitby schools**.

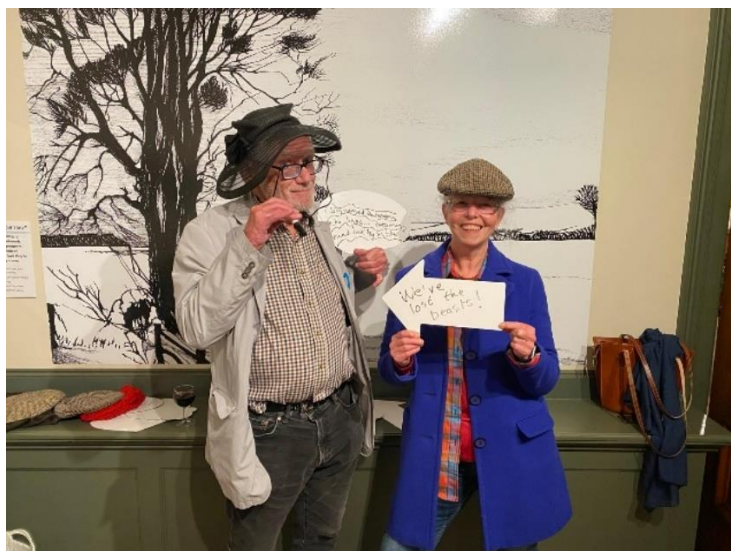


These activities have developed skills, but also help to counter social isolation, improve wellbeing, and develop a sense of place. We have seen how participation in creative activity can instil pride in the achievements of participants. It has also promoted an appreciation of the gallery and the Collections, and a local pride in having such fabulous artworks in Whitby.



This programme has not only raised awareness, interest and enthusiasm for the Collection, it has brought new audiences to the gallery, and has developed a loyal following.







Pannett Nature Hunt

The scientists in Pannett Art Gallery's exhibition *Look Closer: See the Extraordinary*, all look very closely at things in order to learn more about the world around them.

Look carefully in Pannett Park, to find all the amazing tiny natural objects on the list below. When you find each one, make a tiny drawing to show us what you have seen (but do not collect it!) Then get a parent or guardian to fill in contact details (name and phone number) on the back of the sheet and hand in at the Pannett Art Gallery desk. *You will be entered into a prize draw and could win a special prize!*

Shall shell	Rose thorn	Bumble bee
Feather	Pine cone	Ant
Eird Poo	Cobweb	Flower bud

Name Age

Funded by UK Government | NORTH YORKSHIRE COUNCIL | PANNETT ART GALLERY

Alongside these events we created **10 visitor led activities** for all gallery visitors to enjoy, and

Look Closer!

Using one of our magnifying glasses, find something to examine in the gallery or the park. Look closer - what do you see? Draw what you see on this card then label it

Name

Age

worked with the local primary schools to create artworks displayed on the Whitby Christmas Festival site.

These activities provided paid employment opportunities for **16 local artists**.

Volunteers

Twelve volunteers have been working with the gallery, assisting us with a vast range of activities. Over five days **a full audit of the Soper artefacts** was completed, giving us a greater understanding of the collection, and enabling us to develop thematic and thought provoking displays.

The team have worked with the Collections Officer in the gallery stores,



assisted with workshops, and have provided the valuable role of visitor welcome, which has been greatly appreciated by gallery visitors. They are assisting with marketing, interpretation, and educational activities. As our volunteers gain confidence and knowledge, they are further developing their roles within the organisation. Two young people are volunteering to develop their careers in the Museum Sector. This is mutually beneficial as they gain valuable experience and we benefit from their enthusiasm, commitment, and the complementary skills that they bring to organisation.

Members of the Pannett Art Gallery Committee have been a tremendous support throughout this time. The year has demanded much more of Councillor's time than usual, and they deserve recognition for their contributions.

Councillor Linda Wild was instrumental in securing the Soper Collection for Whitby, and she and others have become tremendous advocates for the gallery and the artworks.

Alongside this we successfully applied for Museums Accreditation, which again demanded a huge amount of time and work, not only from myself, but from some of the Pannett Committee who read through, commented on, gave advice and support as we wrote and revised a suite of policies and procedures. Members also gave up a lot of time to attend the many extra meetings required throughout the process, and Councillor Anne Brown has been extremely helpful and supportive with the security requirements for the gallery.

Thank you to all the Pannett Art Gallery Committee members, you have been great.



WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in the Pannett Gallery, Whitby on Wednesday 12th February 2025 at 6pm .

Present: Councillors S Smith (Chair), A Brown, H Coughlan, B Dalrymple, C Riddolls and L Wild.

Also: Adam Chugg Town Clerk

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

300/24 APOLOGIES FOR ABSENCE

Apologies from Cllr Abbott were noted.

The Clerk also acknowledged the typing error in the original agenda and explained why this had happened. The error was to describe item 5 as item 6. This has been corrected and does not impact the meeting going ahead.

301/24 DECLARATION OF INTERESTS

None

302/24 PUBLIC PARTICIPATION

A member of the public addressed the meeting and called for greater unity on the Council and working together to achieve more for the town. He also raised concerns about the error on the agenda, that Cllr Dalrymple was a member of the Cttee and not ex officio, and that public participation cannot always be limited to 3 minutes per person. In the light of this, he called for the meeting to be suspended.

The Chair thanked the member of the public and confirmed that the meeting was proceeding.

303/24 EXCLUSION OF PRESS AND PUBLIC IN RESPECT OF ITEM 140/24

MOVED by Councillor Coughlan, Seconded by Councillor Wild.

RESOLVED

that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960

§1(2), the press and public be excluded from the meeting during consideration

of the matter referred to below, due to the confidential nature of the business to be transacted.

304/24 STAFFING AND CITEE MATTERS

MOVED by Cllr Dalrymple, Seconded by Cllr Coughlan.

RESOLVED

to note the new post of Assistant Town Clerk and that the Ctee will review the job description and person specification at a further meeting next week.

MOVED by Cllr Coughlan, Seconded by Cllr Brown.

RESOLVED

to pass a motion of no confidence in the Chair of the Human Resources Committee.



Whitby

Town Council

Minutes of the meeting of the **Town Development and Improvement Committee** held in the Pannett Art Gallery, Whitby, on **Tuesday 18th February 2025**.

Present: Cllr Coughlan (Chair) and Cllrs Harston, Layman, Mulheran, Riddolls, and Smith S.

Also: Adam Chugg, Town Clerk and RFO.

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.

305/24 APOLOGIES FOR ABSENCE

Apologies for inability to attend have been notified by Cllr Brown .

Cllr A Smith attending as substitute.

306/24 DECLARATION OF INTERESTS

None.

307/24 PUBLIC PARTICIPATION

None

308/24 MINUTES

RESOLVED that the minutes of the Town Development and Improvement Committee held on the 17th of December 2024 are approved as a correct record, noting that the gardens referred to are in Stakesby Road not Castle Road.

309/24 CLERK'S REPORT ON MATTERS RAISED PREVIOUSLY

The clerk has requested a meeting with North Yorkshire Council regarding safety and the roundabout at Love Lane.

310/24 MATTERS OF REPAIR AND MAINTENANCE REQUIRED IN THE TOWN

The following matters were raised:

White Lines North Promenade and Love Lane

State of gardens between Baxtergate and New Quay Road

Can we have a 'town walk 'with relevant NYC officers

Who owns land around old Khyber Pass toilets? Being used as a dumping ground.

What was NYC feedback on use of former waste site at Cali Beck?



WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in the Normanby Room, Whitby Museum and Art Gallery, Whitby on Thursday 20th of February at 2pm

Present: Councillors S Smith (Chair), A Brown, H Coughlan, B Dalrymple, C Riddolls and L Wild.

Also: Adam Chugg Town Clerk and 3 members of public.

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

311/24 APOLOGIES FOR ABSENCE

None.

312/24 DECLARATION OF INTERESTS

None

313/24 PUBLIC PARTICIPATION

A member of the public addressed the meeting. They raised concerns about the security of Council meetings and closed sessions.

The Chair thanked the member of the public and confirmed that the meeting was proceeding.

314 /24 EXCLUSION OF PRESS AND PUBLIC IN RESPECT OF ITEM 140/24

MOVED by Councillor Coughlan, Seconded by Councillor Wild.

RESOLVED

that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960

§1(2), the press and public be excluded from the meeting during consideration

of the matter referred to below, due to the confidential nature of the business to be transacted.

315 /24 STAFFING AND CTTEE MATTERS

There was further discussion of the Job Description and Person Specification for the Assistant Town Clerk post and amendments were noted.

Cllrs Dalrymple, Wild, Brown and Smith were appointed to the recruitment panel for the ATC post.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Tuesday 21 January 2025 at 11:00am** in the Normanby Room, Whitby Museum.

Present Whitby Town Council: Councillors, R Dalrymple (Chair), A Brown, H Coughlan,
E Mulheran J Nock, S Turner and L Wild;
Whitby Literary & Philosophical Society S Booth, G Pipe, A Roberts, D Rodwell-Cox and H Wright

Also: A Chugg, Town Clerk, A Cowey, Deputy Clerk & Civic Officer and H Berry
PAG 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.

271/24 APOLOGIES

The Committee was made aware that C Pyrah is standing down as a representative of the WLPS from this Committee.

RESOLVED unanimously that Mrs H Wright is appointed to the Joint Management Committee as a representative for the WLPS for the ensuing year.

Apologies for inability to attend were received from Councillor C Riddolls (Whitby Town Council) and Mr C Pyrah (Whitby Literary & Philosophical Society).

MOVED by Councillor S Turner, seconded by Councillor J Nock

RESOLVED unanimously that the apologies of Councillor C Riddolls and Mr C Pyrah, are accepted.

272/24 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

273/24 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

274/24 MINUTES

MOVED by Councillor J Nock, seconded by S Turner

RESOLVED that the minutes of the Pannett Art Gallery and Whitby Museum Joint Management Committee Held on 17 September 2025 having been circulated be taken as read and signed by the Chairman as true record.

275/24 BUILDING MAINTENANCE INCOME & EXPENDITURE

The Income and expenditure was circulated and discussed. Staffing costs will be discussed at the next WLPS Trustees meeting.

MOVED by Councillor J Nock, seconded by Councillor H Coughlan

RESOLVED that the building maintenance income and expenditure 2023-2024 and 1 April 2024 to 31 October 2024 is received.

276/24 CAFÉ ARRANGEMENTS

The Committee were informed about the refurbishments taking place prior to the opening of the Museum Café on 11 February 2025 10am – 4pm six days a week. The new proprietor of the cafe will write to the Town Clerk regarding the transferal of a premises licence for the café.

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

RESOLVED that the appointment of Catherine Cook as the proprietor of the Café is approved.

MOVED by Councillor H Coughlan, seconded by Councillor S Turner

RESOLVED that the information regarding the café arrangements is received.

277/24 REPORT ON PROPERTY MATTERS

The following property matters were discussed

SECURITY

Concern was raised about some security issues regarding the PAG/Museum building, including the number of people outside of the Town Council/PAG/Whitby Museum workforce who appear to have knowledge of the access code to the rear door of the Museum.

MOVED by Councillor A Brown, seconded by Councillor R Dalrymple

RESOLVED that

- a) The Curator of the PAG and Manager of Whitby Museum will look at the security of the building and produce a security Policy to be approved at a future meeting;
- b) The mechanism on the back door is adjusted to ensure that this door closes automatically
- c) A fire drill is carried out

PARK GATE

MOVED by D Rodwell-Cox, seconded by Councillor L Wild

RESOLVED that a quotation is obtained for the opening and closing of the park gates at the beginning and end of the day.

ACTION POINTS

RESOLVED that a completion dates of actions are added to the action points.

MOVED by Councillor H Coughlan, seconded by Councillor J Nock

RESOLVED that the report on property matters is received.

278/24 AGREED ACTION POINTS

- Security Policy – The Curator of PAG and Whitby Museum Manager to develop a security policy and bring to a future meeting
- Change rear door security access code
- Maintenance of rear door magnetic locking system
- Quotations for Alarms/CCTV replacement/monitoring – to be investigated (Min 046/24)
- Quotations for repairing of the damaged drain and drainage flushing to be sought (Min 046/24)
- Locking of the Park Gates – quotations to be sought as above - (Min 373/23 action taken)
- Evacuation Plan to be carried out - Once the evacuation plan is completed and approved, an evacuation drill is carried out (Min 046/24)
- Grant Funding for the lift is investigated (min046/24)
- Floor – on going
- Legionella (Min 168/24)

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING & LICENSING** Committee held in Pannett Art Gallery, on **Wednesday 26 February 2025** at 5:00pm.

Present Councillor J Harston (Chair) with Councillors P Bolton, R Dalrymple and E Mulheran

Also A Cowey Deputy Clerk with J Redfern

Prior to the start of the meeting Mr Redfern updated and informed members of the proposed next phase for the Lobster Hatchery and fish market. A grant was obtained to carry out a feasibility study and to employ an architect to get all plans to REBA stage III ready for submission to NYC Planning by the end of March. Plans were circulated showing an artists impression of the finished building with the increased height of the watch tower and the roof design depicting an upturned cobble. Overall the consultation of businesses in the area has been supportive of the concept which will include environmental elements such as solar panels (which will not be visible from the 199 steps) as well as improve the views into weigh room. This project will be of benefit to all and the overall look will celebrate and promote Whitby's fishing industry, past, present and future.

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.

316/24 APOLOGIES

There were no apologies for inability to attend.

317/24 DECLARATION(S) OF INTEREST

No Declarations of interest

STANDING ORDERS SUSPENDED

318/24 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

319/24 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.

320 /24 LISTED BUILDINGS

Councillor Harston informed members that remedial work is taking place

at Bagdale Hall to make the building safe.

321/24 LICENSING

Nothing to report

Planning Applications Considered on 26 February 2025

1	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/009	ZF24/01987/OL	Southend Gardens	11.02.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Glenn Ackroyd		3A Southend Gardens	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211JY	23/01/25

Outline application with all matters reserved for the erection of 2no. Semidetached

dwelling Mr Glenn Ackroyd, 3A Southend Gardens, WHITBY, North Yorkshire, YO211JY

Comment

Objections - two houses is over development - Capacity of services and infrastructure

2	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/010	ZF24/01901/HS	Well Close Square	11.02.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Richard Powell		9 Well Close Square	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO213AP	27/01/25

Installation of 9no. replacement double glazed sashes, 2no replacement sash windows and

2no casement windows Mr Richard Powell,

9 Well Close Square, WHITBY, North Yorkshire, YO213AP

Comment

Support this application

3	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/011	ZF24/01008/HS	Cliff Street	11.02.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs L McLaughlin		45A Cliff Street	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO213DD	27/01/25

Formation of hip to gable roof with gable window and dormers to the front and rear Mrs L

McLaughlin, 45A Cliff Street, WHITBY, North Yorkshire, YO213DD

Comment

Objections - Over development - Effect on the amenity of neighbours - Effect on the

character and appearance of the area

4	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/012	ZF24/01458/HS	Stakesby Vale	11.02.25
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs Lindsay Close	Charnwood		Stakesby Vale	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
WHITBY	North Yorkshire	YO211JZ	29/01/25	

Partial render of property, Mrs Lindsay Close, Charnwood, Stakesby Vale, WHITBY, North

Yorkshire, YO211JZ

Comment

Object - Out of keeping in a conservation area - effect on the character and appearance of

the area

5	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/013	ZF24/01945/FL	East Cliff	11.02.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Phil Kenwright	Abbey House	East Cliff	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO224JT	29/01/25

Repair works to existing soil vent pipes, New soil vent pipe. Replace timber café door with

frameless glazed door Mr Phil Kenwright, Abbey House, East Cliff, WHITBY, North

Yorkshire, YO224JT

Comment

Support this application

6	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/014	ZF24/01979/RM	Broomfield Farm	11.02.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Brierley Homes Ltd	Broomfield Farm	Stainsacre Lane	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO224NW	29/01/25

Approval of reserved matters (appearance, layout, scale, and landscaping) for the erection

of 49no. dwellings pursuant to outline

planning permission 20/00249/FL Brierley Homes Ltd, Broomfield Farm, Stainsacre Lane,

WHITBY, North Yorkshire, YO224NW

Comment

Support in principle but very concerned about the new highway layout and feel this should

be discussed at committee level.

7	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/015	ZF24/01955/FL	East Terrace	11.02.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Richard Andrew Carmichael	Kirbys Flats	1-4 East Terrace	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO213HB	31/01/25

Replacement of multiple leaseholders' very poor condition flat windows with high quality,

traditional, heritage, Georgian style, Roseview Ultimate Rose MkII uPVC sliding sash

windows for flat numbers 1, 2, 3, 4, 6, 8, 9 and 10 on East and/or South elevations, Richard

Andrew Carmichael, Kirbys Flats, 1-4 East Terrace, WHITBY, North Yorkshire, YO213HB

Comment

Object - as a listed building the wooden windows as previously approved should be

installed.

8 *Plan Number* *District Reference* *Road/Street* *Date of meeting*

25/016 ZF24/01956/LB East Terrace 11.02.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Richard Andrew Carmichael	Kirbys Flats	1 - 4 East Terrace	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO213HB	31/01/25

Replacement of multiple leaseholders' very poor condition flat windows with high quality,

traditional, heritage, Georgian style, Roseview Ultimate Rose MkIII uPVC sliding sash

windows for flat numbers 1, 2, 3, 4, 6, 8, 9 and 10 on East and/or South elevations. Richard

Andrew Carmichael, Kirbys Flats, 1 - 4 East Terrace, WHITBY, North Yorkshire, YO213HB

Comment

Object - as a listed building the wooden windows as previously approved should be installed.

9	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/017	ZF25/00131/HS	Castle Road	11.3.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mrs Huckerby		19 Castle Road	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO213NQ	06/02/25

Proposed rear conservatory, Mrs Huckerby, 19 Castle Road, WHITBY, North Yorkshire,

YO213NQ

Comment

Support subject to neighbour consultation

10	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/018	ZF24/01558/FL	Broomfield Farm	11.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Andrew Tute	Broomfield Farm	Stainsacre Lane	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO224NW	11/02/25

Proposed water pump station, Mr Andrew Tute, Broomfield Farm, Stainsacre Lane,

WHITBY, North Yorkshire, YO224NW

Comment

Support this application

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Tuesday 18th March 2025** at 10am in the Normanby Room, Whitby Museum, Pannett Park, Whitby.

Present: Councillors Wild (Chair) and, Coughlan, R Dalrymple, E Mulheran, and C Riddolls

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

337/24 APOLOGIES FOR ABSENCE

Apologies for inability to attend were received from Councillors Brown and Turner

MOVED by Councillor Dalrymple, seconded by Councillor Coughlan

RESOLVED that the above apologies are received.

338/24 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

339/24 PUBLIC PARTICIPATION

No public participation

340/24 MINUTES

MOVED by Councillor Coughlan, seconded by Councillor Mulheran

RESOLVED unanimously that the minutes of the Pannett Art Gallery Committee held on the 19 November 2024 having been circulated be taken as read and signed as a correct record of the meeting

341/24 CURATORS REPORT

The Curator gave a verbal report and answered questions on:

The Shared Prosperity Fund – all of the funding will need to be used by the end of March. Some of this funding will be used to purchase two radios which will describe pictures in the collection for the visually impaired. Members from the Whitby Library Group will be invited to record the descriptive information onto the machines.

The Pannett Art Gallery have been successful in obtaining grants from

Whitby Lions of £500.00 and the Royal Society of £2000.00.

MOVED by Councillor Dalrymple seconded by Councillor Riddolls

RESOLVED unanimously that the Curators verbal report is received.

342/24 FINANCE

INCOME AND EXPENDITURE

MOVED by Councillor Coughlan, seconded by Councillor Mulheran

RESOLVED unanimously that the Income and expenditure as circulated to the end of February 2025 is received and approved.

343/24 SHARED PROSPERITY

See curators report. Members were reminded that £75000.00 had been awarded which has made a huge difference to the Pannett Art Gallery.

Mrs Berry, the curator of the Pannett Art Gallery was thanked for all her hard work and the funding she has brought into the gallery.

MOVED by Councillor Dalrymple, seconded by Councillor Coughlan

RESOLVED that the report is received

344/24 EXHIBITION PROGRAMME 2025-2026

Print Makers Circle (10 Anniversary)	8.4.25 – 18.5.25
Fylingdales Group of Artists (100 Anniversary)	20.5.25 – 25.6.25
Aboriginal Art Exhibition with London Gallery	11.7.25 – 5.10.25
Photography Exhibition	11.10.25 – 23.11.25

MOVED by Councillor Coughlan, seconded by Councillor Mulheran

RESOLVED that the Exhibition Programme for 2025-2026 is received.



Minutes of the meeting of the **Harbour Committee** held in Pannett Art Gallery, Whitby, on **Tuesday 18th March 2025** at 6pm.

Present Cllrs Layman, Redfern, Riddolls and Smith A

Also Adam Chugg, Town Clerk and public

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

345/24 APOLOGIES FOR ABSENCE

None.

346/24 DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATION

None.

347/24 PUBLIC PARTICIPATION

None at this point – see below.

348/24 MINUTES

MOVED BY Cllr Smith, Seconded by Cllr Riddolls

RESOLVED To approve as accurate the minutes of the Harbour Committee 19th November 2025.

349/24 MOTIONS SUBMITTED FOR THE MEETING

a. **MOVED** by Cllr Layman, Seconded by Cllr Smith

RESOLVED to receive an update from a representative of the Fight4Whitby group regarding the High Court hearing over the Whitby Harbour Act

Standing Orders were suspended so a representative from the Fight 4 Whitby group could address the meeting and ask questions.

Main points from the resident:

Objected to 2015/16 accounts re: harbour. Objection was that the 1905 Act was still in force and that funds from the harbour be used for the harbour, and not part of District or County Council general funds – not what the current custom and practice is.

Judge has now upheld this – waiting to see if NYC appeal.

Keen to see issue of repairs to extensions to piers addressed now that this judgement has been made as well as other priorities for maintain and repair harbour. Also intend to challenge Maritime Hub decision.

Town Clerk confirmed that this matter will be brought to a meeting of Full Council and information about the judgement has already been circulated to Cllrs.

Standing Orders were restored.

b. MOVED by Cllr Layman, Seconded by Cllr Riddolls

RESOLVED to consider inviting interested members of the public to submit their names for possible inclusion on the Committee, in accordance with Standing Order 4b, if places cannot be filled by Cllrs. The applicants will be advised they do not have voting rights and their individual selection would be subject to a vote by Council.

c. MOVED by Cllr Layman, seconded by Cllr Smith

RESOLVED that the Harbour Master be invited to attend the meeting, or submit a report detailing current issues, strategies, plans and policies relating to the operation and maintenance of the harbour.

d. MOVED by Cllr Layman, seconded by Cllr Riddolls

RESOLVED to elect Cllr Redfern as the member of the Harbour Committee who is the representative of the Harbour Users Consultative Group

350/24 HARBOUR ISSUES

As per motion above, HM will be invited to submit a report for the next meeting on issues raised.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING & LICENSING** Committee held in Pannett Art Gallery, on **Tuesday 25 March 2025** at 6:00pm.

Present Councillor J Harston (Chair) with Councillors P Bolton, R Dalrymple 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.

351/24 APOLOGIES

There were no apologies for inability to attend.

352/24 DECLARATION(S) OF INTEREST

No Declarations of interest

STANDING ORDERS SUSPENDED

353/24 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

354/24 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.

355/24 LISTED BUILDINGS

Councillor Harston informed members that:- repair work had been completed on the wall at Bagdale Hall and damaged wall on Victoria Square looked a mess but it will be in the hands of the developer to repair.

356/24 LICENSING

Nothing to report

Planning Applications Considered on 25 March 2025

1	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/019	F25/00197/FL	Prospect Place	25.03.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr& Mrs Ripley		4 Prospect Place	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO224AD	06/03/25

**Retrospective consent for the installation of a velux window and rear dormer
Mr& Mrs**

Ripley, 4 Prospect Place, WHITBY, North Yorkshire, YO224AD

Comment

Support this application

2	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/020	ZF25/002541/HAS	Welton Court	25.03.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr Stuart Gunn	Welton Mews	Welton Court	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO213JZ	07/03/25

**Variation of Condition 1 (plans) in relation to application 22/00374/HS, to
allow change to**

**first floor roof design Mr Stuart Gunn, Welton Mews, Welton Court, WHITBY,
North**

Yorkshire, YO213JZ

Comment

Support this application

3	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/021	ZF25/00143/FL	Eskdale Wharf Church Street	25.03.25

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr Nick Franks	Ekside Wharf	Church Street	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
WHITBY	North Yorkshire	YO224AE	10/03/25

**Replace the existing sheet piled outer wall to Ekside Wharf and involves the
installation of**

a new sheet piled wall approximately 1.5m seaward side of the existing sheet piled wall

together with the construction of a new reinforced concrete capping beam which will

extend to cap off both sheet piled walls. The scheme also includes replacement of the

mooring bollards to the capping beam. Mr Nick Franks, Eskside Wharf, Church Street,

WHITBY, North Yorkshire, YO224AE

Comment

Support this application subject to highways recommendations

4	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/022	ZF25/00089/RG4	West Cliff	29.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Lewis Holloway	Jumping Jimmies		West Cliff
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO213HA	11/03/25

Removal of inset trampolines and change of use to allow motorised and non-motorised

childrens rides (sui generis) Mr Lewis Holloway, Jumping Jimmies, West Cliff, WHITBY,

North Yorkshire, YO213HA

Comment

Support this application subject to no large fixed structures

5	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/023	ZF25/00183/HS	Church Street	25.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Anthony Wadsworth		4 Church Street	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>

WHITBY

North Yorkshire

YO224AE

12/03/25

Proposed window and roof light to north elevation and replacement roof light to south

elevation Mr Anthony Wadsworth, 4 Church Street, WHITBY, North Yorkshire, YO224AE

Comment

Support this application

6	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/024	ZF25/00275/HS	Crescent Avenue	25.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr Simon Williams		32 Crescent Avenue	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO213ED	13/03/25

**Demolition of existing garden shed and erection of a home office building
Mr Simon**

Williams, 32 Crescent Avenue, WHITBY, North Yorkshire, YO213ED

Comment

Support this application subject to non-residential use

7	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/025	ZF25/00174/FL	Baxtergate	25.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr A Hussain	HSBC	4-5 Baxtergate	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211BW	14/03/25

Conversion including internal and external alteration to existing building to form bar with

food provision (sui generis) on the ground floor and change of use of first and second

floors to form two self-contained holiday let apartments, Mr A Hussain, HSBC, 4-5

Baxtergate, WHITBY, North Yorkshire, YO211BW

Comment

Support this application

8	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/026	ZF25/00175/LB	Baxtergate	25.03.25
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr A Hussain	HSBC	4-5 Baxtergate		
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
WHITBY	North Yorkshire	YO211BW	14/03/25	

Conversion including internal and external alteration to existing building to form bar with

food provision (sui generis) on the ground floor and change of use of first and second

floors to form two self-contained holiday let apartments, Mr A Hussain, HSBC, 4-5

Baxtergate, WHITBY, North Yorkshire, YO211BW

Comment

Support this application

9	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/027	ZF25/00198/LB	Prospect Place	25.03.25
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Ripley		4 Prospect Place		
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
WHITBY	North Yorkshire	YO224AD	17/03/25	

Retrospective consent for the installation of a velux window and rear dormer Mr & Mrs

Ripley, 4 Prospect Place, WHITBY, North Yorkshire, YO224AD

Comment

Support this application

10	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/028	ZF24/01724/HS	Upgang Land	25.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr & Mrs C Taylor		108 Upgang Lane	
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO213JW	17/03/25

Single storey front and side extension, Mr & Mrs C Taylor, 108 Upgang Lane, WHITBY,

North Yorkshire, YO213JW

Comment

Support this application

11	<i>Plan Number</i>	<i>District Reference</i>	<i>Road/Street</i>	<i>Date of meeting</i>
	25/029	ZF25/00287/HS	Carr Hall Gardens	25.03.25
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mrs Linda Scaife	3 The Barn	Carr Hall Gardens	Ruswar[
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
	WHITBY	North Yorkshire	YO211RW	18/03/25

Replacement timber windows and doors in upvc, Mrs Linda Scaife, 3 The Barn, Carr Hall

Gardens, Ruswarp, WHITBY, North Yorkshire, YO211RW

Comment

Support this application



WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in the Normanby Room, Whitby Museum and Art Gallery, Whitby on Thursday 10th of April 2025 at 1130am.

Present: Councillors S Smith (Chair), A Abbott, A Brown, H Coughlan, B Dalrymple, C Riddolls and L Wild.

Also: Adam Chugg Town Clerk and 3 members of public.

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

364/24 APOLOGIES FOR ABSENCE

None.

365/24 DECLARATION OF INTERESTS

None

366/24 PUBLIC PARTICIPATION

None

367/24 MINUTES OF MEETINGS

MOVED by Cllr Abbott seconded by Cllr Coughlan

RESOLVED to approve the minutes of the meetings of the 12th of February 2025 and 20th of February 2025 as a correct record of the meeting.

368/24 EXCLUSION OF PRESS AND PUBLIC IN RESPECT OF ITEM 140/24

MOVED by Councillor Abbott, Seconded by Councillor Coughlan.

RESOLVED

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

369/24 STAFFING AND CITEE MATTERS

MOVED by Cllr Dalrymple, seconded by Cllr Coughlan

RESOLVED to confirm Phillip Trumper in the post of assistant town clerk, subject to satisfactory references and actions relating to potential conflicts of interest in relation to the role of North Yorkshire Cllr.

[Town Clerk left the meeting]

MOVED by Cllr Dalrymple, seconded by Cllr Abbott

RESOLVED to confirm Adam Chugg has successfully completed their probationary

period.



Minutes of the meeting of the **PLANNING & LICENSING** Committee held in Pannett Art Gallery, on **Tuesday 29th April 2025** at 5:00pm.

Present Councillor J Harston (Chair) with Councillors R Dalrymple, E Mulheran and A Brown

Also A Chugg Town Clerk

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

370/24 APOLOGIES

Apologies were received from Cllr Bolton. Cllr Brown acted as substitute.

371/24 DECLARATION(S) OF INTEREST

No Declarations of interest

STANDING ORDERS SUSPENDED

372/24 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

373/24 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.

374/24 LISTED BUILDINGS

Nothing to report.

375/24 LICENSING

Nothing to report

ANNEXE A: Planning applications for planning and licensing cttee April 29th 2025

1

Plan number	Reference	Road/street	Date of meeting
25/030	ZF25/00302/HS	Love Lane	29.04.25
Applicant	House Name	Road	Locality
Mr and Mrs Howarth	51	Love Lane	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO21 3LQ	7.4.25

Erection of single storey rear and side extension, including rear balcony and front porch and erection of garden to the rear

WTC OUTCOME: SUPPORT

2

Plan number	Reference	Road/street	Date of meeting
25/031	ZF25/00304/HS	Abrahams Quay	29.04.25
Applicant	House Name	Road	Locality
Mr and Mrs Brown	18	Abrahams Quay	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO22 4EW	28.3.25

Replacement of timber windows and door with uPVC

WTC OUTCOME: SUPPORT, provided window style consistent with heritage area.

3

Plan number	Reference	Road/street	Date of meeting
25/032	ZF25/00371/OL	Green Lane	29.04.25
Applicant	House Name	Road	Locality

Mr Hutchinson Land west of Caedmon, New Gardens

Town	County	Post Code	Application Date
WHITBY	N Yorkshire		18.3.25

Outline application for 1no. dwelling with all matters reserved except for access

WTC Outcome: OBJECT, on same grounds as Highways.

4

Plan number	Reference	Road/street	Date of meeting
25/033	ZF25/00378/CLE	Guisborough Road	29.04.25

Applicant	House Name	Road	Locality
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Mr Morley	Stakesby Vale Farm	Guisborough Road	
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Town	County	Post Code	Application Date
WHITBY	N Yorkshire		17.4.25

Use of land as caravan site with parking area and foul drainage system

WTC Outcome: SUPPORT – note request is for Certificate of Lawfulness

5

Plan number	Reference	Road/street	Date of meeting
25/034	ZF25/00380/HS	The Carrs	29.04.25

Applicant	House Name	Road	Locality
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Mr and Mrs Coates	24 Mill Court	The Carrs	
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Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO21 1YL	21.3.25

Erection of 2 storey side extension

WTC Outcome: SUPPORT

6

Plan number	Reference	Road/street	Date of meeting
25/035	ZF25/00383/HS	Caedmon Ave	29.04.25

Applicant	House Name	Road	Locality
Mr Wise	Poets View	Caedmon Ave	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO21 3JT	21.3.25

Erection of single storey side and rear extension

WTC Outcome: OBJECT – Overdevelopment. Inappropriate massing.

7

Plan number	Reference	Road/street	Date of meeting
25/036	ZF24/00582/FL	Crescent Avenue	29.04.25
Applicant	House Name	Road	Locality
Mrs York	Caedmon House	Crescent Avenue	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO21 3EQ	31.3.25

Installation of replacement windows and rear in uPVC

WTC Outcome: SUPPORT, provided window style consistent with heritage area.

8

Plan number	Reference	Road/street	Date of meeting
25/037	ZF25/00408/LB	Coach Road	29.04.25
Applicant	House Name	Road	Locality
Mr Nahk	1 Mews Cottages, 71 Coach Road		
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO22 5BT	14.4.25

The replacement of two upper floor windows with identical timber sash windows

WTC Outcome: NOTED – no objection.

9

Plan number	Reference	Road/street	Date of meeting
25/038	ZF25/00434/FL	Baxtergate	29.04.25
Applicant	House Name	Road	Locality
Barclays Bank	21	Baxtergate	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO21 1BW	31.3.25

Removal of external signage and ATM. Infilling of stonework and re-instalment of timber cells

WTC Outcome: SUPPORT, provided the Conservation Officer makes sure it fits with the conservation area.

10

Plan number	Reference	Road/street	Date of meeting
25/039	ZF24/00581/FL	Hudson Street	29.04.25
Applicant	House Name	Road	Locality
Mr Robinson	24-25	Hudson Street	
Town	County	Post Code	Application Date
WHITBY	N Yorkshire	YO213EP	31.3.25

Installation of replacement windows to front and rear in uPVC

WTC Outcome: SUPPORT, provided window style consistent with heritage area - frames need to be an appropriate colour