



## WHITBY TOWN COUNCIL

PANNETT PARK- WHITBY- Y021 1RE

TEL: (01947) 820227

[town.clerk@whitbytowncouncil.gov.uk](mailto:town.clerk@whitbytowncouncil.gov.uk)

[www.whitbytowncouncil.gov.uk](http://www.whitbytowncouncil.gov.uk)

4<sup>th</sup> April 2018

Dear Sir/Madam

YOU ARE HEREBY SUMMONED to attend a meeting of the Town Council of Whitby, to be held in Pannett Art Gallery, Pannett Park, Whitby on **Tuesday 10<sup>th</sup> April 2018 at 6.45 pm**; the agenda for which is set out below.

Yours faithfully

  
**Mrs P A Dobson**  
Town Clerk

To: The Town Mayor & Members  
Whitby Town Council

Copies to Whitby Gazette, Whitby Library, Whitby Police, Borough & County Councillors

### *AGENDA*

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

1. **APOLOGIES FOR ABSENCE** - To receive apologies for inability to attend.
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION** - 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. **APPLICATION FOR CO-OPTION** - to consider an application to fill a West Cliff Ward vacancy. (confidential copies herewith)
4. **EXTERNAL REPORTS** - To receive reports on behalf of external bodies if present
  - a. North Yorkshire Police
  - b. County & Borough Councillors
5. **PUBLIC PARTICIPATION SESSION:**  
The Chairman will suspend Standing Orders for up to 15 minutes to allow members of the public to ask questions, make statements or give evidence about business items on the agenda (limited to 3 mins per person).
6. **MAYOR'S REPORT**
  - a) Civic Engagements for March 2018 – (copy herewith)

**7. CLERK'S REPORT**

**a) Letters sent by Council for information only: -**

**b) Items for circulation and information only (copies herewith)**

1. Whitby in Bloom – Agenda and Minutes
2. Coastal Area Parish Forum – agenda and minutes
3. Outcomes of Public meeting held 23<sup>rd</sup> February 2018
4. Whitby Health News
5. SASH – Host recruitment information and poster

**8. LETTERS RECEIVED BY COUNCIL: - copies herewith**

- a) Request for comments on proposed St Hild's Pilgrimage trail from Hartlepool Borough Council.
- b) Police & Crime Commissioner Improvements to North Yorkshire's 999 and 101 Services.
- c) HRWCCG – Response to Town Councils request to attend a meeting.
- d) NYCC – Baxtergate repairs update
- e) SBC - Dock End Paved Area Improvements and response from Councillor Trumper.

**9. COMMITTEE RECOMMENDATIONS - To consider and make decisions on any recommendations arising from the Committee meetings.**

**F678/18 REVIEW OF GOVERNANCE DOCUMENTS**

Document Retention Policy

Members had been circulated with a draft document for consideration

Proposed by Councillor Ms. R Pearson, seconded by Councillor J Harston and unanimously

**RECOMMENDED:** That the draft document is submitted to Full Council for adoption with an addition relating to Planning Applications made by the Town Council.

**F682/18 APPROVAL OF PAYMENTS**

Members considered the approval of payments on behalf of the Council to 14<sup>th</sup> March 2018

Proposed by Councillor D Collins, seconded by Councillor Mrs. H Coughlan and unanimously

**RECOMMENDED:** That the schedule of payments up 14<sup>th</sup> March 2018 in the sum of **£25,736.91** as attached hereto are approved for payment.

**10. MOTIONS SUBMITTED BY COUNCILLORS – none received.**

**11. MINUTES — To confirm as an accurate record the Minutes of the following Full Council meeting and receive Minutes of Committee Meetings (copies herewith unless otherwise stated)**

- a) Ordinary Meeting of Whitby Town Council held 6<sup>th</sup> March 2018
- b) Planning Committee meetings held 13<sup>th</sup> and 27<sup>th</sup> March 2018
- c) Human Resources Committee meeting held 14<sup>th</sup> March 2018
- d) Finance Policy and General Purposes Committee held 14<sup>th</sup> March 2018
- e) Pannett Art Gallery Committee meeting held 21<sup>st</sup> March 2018

**12. MEMBERS REPORTS — To receive reports from members nominated to represent the Council on Outside Bodies — If any**

**13. FLOODING AWARENESS —STANDING ITEM**

- a) Tides above 5.5 metres 1<sup>st</sup>, 11<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup>, and 30<sup>th</sup> April 2018

**14. ACTION EASTSIDE GREEN SPACE IMPROVEMENT PROGRAMME — STANDING ITEM To receive report of meetings held if any**

**15. POTASH DEVELOPMENT PROGRESS - STANDING ITEM**

Liaison Group Forum to be held at Bede Hall, Sneaton Castle Centre at 1.00 p.m. on Monday 23<sup>rd</sup> April, to notify Sirius who will be representing the Town Council at the meeting.