

FROM: Jools Marley, Clerk to the Parish Council & Responsible Financial Officer.

TO: All Councillors

DATE: 4th February 2020

SUBJECT: Update on highway, footpath & other matters since 31/12/19

1. Items raised at previous council meetings:-

1. Grit bin missing at top of Pornic Ave [*Minute 10/20.2 refers*] Bin installed 9/1/20 within 4 hours of request being made.
2. Jet skis [*Minute 11/20.1 refers*] it transpired this Parish Council need not have been involved in this issue as SBC's Coastal Officer had responded to the ward councillor for Burniston in December. The officer had advised that barriers were not practical – signage and enforcement when byelaws are breached were seen as the best way of addressing the issue.
3. Over height fence Lady Edith's Parks [*Minute 10/20.2 refers*] – this request for enforcement has been acknowledged by SBC (ref 20/00004/HD). See agenda item 9.1 for response.

2. New items

1. Muddy verge Fieldstead Crescent outside 339 Scalby Road – referred to Area3 3/1/20
2. Hedges/overhanging vegetation at numbers 56 and 58 Newlands Park Grove – referred to Area3 3/1/20.
3. Deep ponding on pavement Scalby Rd outside 1 Throxenby Lane – photos taken and referred to Area 3 14/1/20.
4. Deep ponding at crossing point Throxenby Lane outside 328 Scalby Road – photos taken and referred to Area 3 14/1/20.
5. Muddy pavement & verge in need of siding out (Coldyhill Lane between Kingsway and Scalby Avenue) reported by parishioner 15/1/20. Work carried out by parish caretaker on 20/1/20.
6. Over height fence (recently erected) at 377 Scalby Road (corner property on Scalby Rd/Fieldstead Crescent junction). Seen and photographed 16/1/20, referred to SBC Planning for enforcement 17/1/20, ref. no 20/00013/COM. See agenda item 9.1 for response.
7. Overhanging vegetation at 2 Kingsway – cutback request letter sent to occupier 22/1/20
8. Various streetlights have been reported and repaired.



Jools Marley (CiLCA)
Clerk to the Parish Council

troubleshooter n. skilled at solving or anticipating problems or difficulties in small organisations and micro businesses

Organisation	Newby & Scalby Parish Council	Aims
Project Title	Engaging a community, activating their support.	
Delivery Address	Remotely/ Newby and Scalby Parish Council Office/ Community Based	
Hours	10 hours per month for 6 months with an additional 2 hours per month as part of The Tiny Troubleshooter Give A Little Back Scheme.	
		- To develop social media accounts and share Newby and Scalby Parish community news and information that will create positive relationships. - To liaise with a website developer to ensure information, advice and guidance is delivered to the Newby & Scalby Parish Council residents in an easy to navigate and comprehensible format. - To build relationships with businesses, individuals and organisations based within the Newby and Scalby Parish community that will in turn bring support for future work and development of the Parish Council. - To build relationships with press and media contacts who will regularly report on good news stories from within the Newby and Scalby Parish Council boundaries. - To develop and assist in delivery of 3 positive community empowering projects. - To empower community members to continue to develop and deliver all relationships built, projects launched and social media accounts created in a positive and productive way.

Work Carried Out	Actions & Comments
1. Set up social media accounts on Facebook, Instagram and Twitter.	Facebook – www.facebook.com/newbyandscalebyparishcouncil - 46 Likes Instagram – www.instagram.com/newbyandscalebyparishcouncil - 57 Followers Twitter – www.twitter.com/newbyscalebypc - 62 Followers A YouTube channel has not been set up as yet as there insufficient videos to make an impact. Video production is drafted in to the social media strategy. On Friday 21st February I would like to boost the Facebook page for 4 days at a cost of £40.00 to generate more likes for the page. Only 3 Parish Councillors have liked the Facebook page. None are following Instagram or Twitter.
2. Profile biographies have been drafted and approved by Jools Marley for the social media accounts.	These vary in accordance with the word count allowed by the different platforms.
3. Took part in a meeting with Gordon Tennant, the new website designer, Jools Marley and Councillor Reg Towse to discuss the look, functionality, design and potential content for the new website. We also discussed the information it should and should not contain and how this could be aligned to maximise community engagement.	These discussions are ongoing and a further meeting is scheduled for Thursday 6th February.
4. Started to draft the social media strategy for the first half of 2020.	
5. Created and posted regular Facebook, Twitter and Instagram posts that shared information, highlighted the Parish area and	The Facebook post relating to the Christmas lights winner's presentation reached 2908 people, rather remarkable considering the page only had 22 likes at this point. Most posts have reached 200 on average which is to be expected with

engaged with groups, sports clubs, businesses and organisations within the Parish boundary.	the page like numbers. The increased reach for the Christmas light's presentation was due mainly to sharing by Proudfoot Supermarkets who have nearly 9000 page likes.
6. Drafted a press release for approval by Jools Marley to share the information about Newby and Scalby Parish Council joining the digital age. Following approval the press release was circulated to That's North Yorkshire TV, Yorkshire Coast Radio, BBC Radio York, Scarborough News and Scarborough Review.	Scarborough News printed the press release on page 18 in Thursday 30 th January's edition. Dave Barry has committed to run the press release in the next edition of the Scarborough Review.
7. Started to draft an outline for a Summer community competition based on the Christmas light's model. It is proposed that 'How Does Your Garden Grow?' will be run in conjunction with Newby and Scalby in Bloom.	Following research by Jools Marley with Loftus Parish Council it was discovered that their Citizen Award did not work as they expected so a different community engagement idea was considered.
8. Discussions have taken place with Beyond Housing and Proudfoot Group in relation to how they can collaborate with Newby and Scalby Parish Council to increase community engagement.	A meeting has been scheduled with Tina Boden, Stephanie Lake, Community Connector Coordinator, of Beyond Housing and Councillor Reg Towse on Thursday 6 th February at 1.00pm. Email communication is taking place between Tina Boden and Valerie Aston of Proudfoot Group in relation to placing one of the Community Engagement Day meeting posts at Proudfoot Supermarkets, Newby. There is also discussion about how the Proudfoot Group can support the 'How Does Your Garden Grow' competition.
9. Started to draft the outline for the Community Engagement Day on Saturday 21 st March.	



SCARBOROUGH BOROUGH COUNCIL

Jools Marley
Clerk to Newby & Scalby Parish Council
(sent electronically)

Our ref: 20/0004/HD & 20/00013/COM

27 January 2020

Dear Jools Marley

RE: YOUR COMPLAINTS REGARDING THE ERECTION OF FENCES AT 65 LADY EDITHS PARK NEWBY & 377 SCALBY ROAD NEWBY

I write in regard to the complaints that you have made on behalf of the Parish Council, in relation to the unauthorised erection of fences at both of the above named properties. Given that the Parish Council are the complainant in both cases and the complaints made are very similar, I have written a combined response after giving both cases careful and separate investigation.

In both cases, a side garden fence has been erected above 1 metre in height to corner plots (plots that front more than one highway). Both properties are established semi-detached properties in a residential environment. Planning permission for fences in such locations requires planning permission when they are higher than 1 metre from the ground level, when not replacing a fence or wall that is of the same height or higher. I consider that in both cases planning permission should have been sought.

As the fences in both cases have now been erected without the benefit of planning permission, together with the fences having been erected within the last 4 years, they are liable to enforcement action. When a Local Planning Authority considers taking enforcement action there are a number of important considerations. Firstly, exercising enforcement powers is discretionary and cannot be automatic to every breach of planning control. A key consideration is whether it is expedient to take action, which includes an officer assessment as to whether the proposed development is unacceptable in planning terms. The fact that planning permission has not been obtained beforehand cannot on its own, be a reason to take enforcement action.



In both cases the fences serve a useful purpose of providing privacy to the rear gardens of the properties in question. When considering new residential development, Officers would typically seek to ensure suitable boundary treatment to such corner plots as these in question. This boundary treatment would usually comprises a 1.8 metre close boarded fence or a wall, or a combination of both. The fences in question typically fulfil this expected boundary treatment and help to ensure private gardens, are indeed private. The height of the fences are not considered to be excessive and the design and appearance of the fences are not considered to be visually obtrusive in their individual contexts. The timber finishes will weather in time to be a duller grey colour. For these reasons, I do not consider that it is expedient in either of these cases to take enforcement action against these fences.

I note in your compliant the Parish Council is concerned about the proliferation of such fences and how this could incrementally change the character of an area. I do accept the point that ensuring suitable boundary treatment is very important when protecting the character and appearance of an area. I think the above examples are too far apart to be seen in the same immediate context. Furthermore, when exercising enforcement powers the Local Planning Authority cannot consider how combined breaches of planning controls can adversely affect the character and appearance of an area. Enforcement action has to be taken solely on the individual merits of the case.

I hope the above explains why it is not expedient for the Local Planning Authority to take enforcement action in these two particular cases.

Yours sincerely

Alan Hunter
Senior Planning Officer

cc. Mr David Walker, Head of Planning
Mr Nick Read, Area Planning Manager

INTERNAL AUDIT REPORT**2019/20 FINANCIAL YEAR****October to December CASH BOOK & BANK STATEMENT FOR SCHEDULES 7-9****AND October to December ACCOUNTS, SCHEDULES 7-9****AUDIT CARRIED OUT ON 20th January 2020****1 PETTY CASH** (Schedule 11 physical count as on day of audit).

- ☒ Petty Cash was accurately recorded.
- ☐ Petty Cash was inaccurate. See section 7 overleaf.

2 CASH BOOK & BANK STATEMENTS

- ☒ I am satisfied that the records are complete and accurate.
- ☐ I am not satisfied that the records are complete and accurate. See section 7 overleaf.
- ☒ The records are balanced and reconciled.
- ☐ The records are not balanced and reconciled. See section 6 overleaf.

3 INCOME RECORD ON P.C.

- ☒ The record is accurate and reconciled.
- ☐ The record is not accurate and reconciled. See section 7 overleaf.

4 EXPENDITURE ON P.C.

- ☒ The record is accurate and reconciled.
- ☐ The record is not accurate and reconciled. See section 7 overleaf.

5 VAT RECORD ON PC AND I & E FILES

- ☒ The record is accurate and refund claims have been made on a timely basis.
- ☐ The record is not accurate and/or refund claims have not been made on a timely basis. See section 7 overleaf.

6 PAYE RECORDS

- ☒ The Inland Revenue electronic record has been completed correctly and the figures accord with the schedule of payments and the payslip booklet.
- ☐ The Inland Revenue electronic record has not been completed correctly and the figures do not accord with the schedule of payments and the payslip booklet. See Comments Section 7.

7 COMMENTS/EXPLANATIONS:

Signed

R. A. Cunniff

Internal Auditor

Date: 20th January 2020