

held in the Community Hub, 445b Scalby Road,
on Wednesday 11th January 2023 at 7pm.

PRESENT:

Councillor R Towse (Chairman),
Cllrs. S Barnes, DJ Bastiman (left 8.01pm), R Holliday, D Langmead, B Marley, J Smith, D Sutton,
R Thompson, D Wiles (from 8.09pm)

ALSO IN ATTENDANCE

County & Borough Cllr. Sharma (left 8.01pm),
1 member of public (arrived 7.52pm, took place at council table 8.09pm),
Mrs J Marley (Clerk to Council).

ABSENT: Cllrs. J Fennell and S Foote; H King

1/23 **APOLOGIES FOR ABSENCE** Cllrs. J Fennell (prior commitment) and S Foote (health),
H. King (health).

2/23 **DECLARATIONS OF INTEREST:** Cllr. Marley declared an interest in an item of late
received correspondence relating to the NYMNP - see Minute 12/23.3.

3/23 **MINUTES**
3/23.1 Having been previously circulated, the minutes of the Ordinary Council meeting held on 9th
November 2022 were **approved** as a correct record and **authorised** for signature by Cllr.
Towse.

4/23 **BUSINESS REMAINING FROM DECEMBER MEETING**

5/23.1 **CORRESPONDENCE**

- 5/23.1.1 Invitation from North Yorkshire Council [emailed to councillors 18/11/22] to submit expression of
interest for piloting double devolution – **received & agreed** no submission to be made.
- 5/23.1.2 Letter of 22/11/22 from parishioner requesting dropped kerb Lawrence Close **received**.
Initial suggestion from NYCC Highways as to possible solution **noted**. Chairman reported
he tried to contact parishioner without success – **agreed** Clerk to write to parishioner.

6/23.2 **FINANCE, REGULATORY & GENERAL MATTERS**

(Tabled at the meeting unless otherwise indicated)

- 6/23.2.1 **Resolved** payment of the Schedule of Accounts Payable for December 2022 (Sch 9,
£15,811.28) in accordance with Financial Regulation 19.2 as amended [Minute 111/21.5
refers] be **confirmed & noted** Cllrs. Thompson and Towse had done the online
authorisations on 14/12/22.
- 6/23.2.2 Rural verge cutting 2023/24 – **noted** although two contractors had been invited to submit
prices only the existing contractor had done so. **Agreed** Mr Flinton's price of £300+VAT
per cut be accepted.
- 6/23.2.3 Model Agreement 2023/24 – **agreed** to accept the offered £5,324-05 plus admin.
- 6/23.2.4 2023/24 budget – **received** draft [circulated with both December and January agenda], **agreed** no
changes needed and formally **approved**.
- 6/23.2.5 2023/24 precept – **received** RFO's report [circulated with both December and January agenda]
recommending the precept be increased to £113,078 to address the loss of £6,000 Model
Agreement funding in 24/25 was **noted** and **resolved** the 2023/24 precept be set at
£113,078.
- 6/23.2.6 **Received** quote of £1,860-06+VAT from Greenbarnes for new noticeboard to front of
office and **agreed** Clerk to submit order.
- 6/23.2.7 Grants – County Cllr. Bastiman and Borough Cllr., Sharma had offered £1,000 and £850
respectively towards the cost of a new sign/noticeboard – Council accepted their offers
with thanks.
- 6/23.2.8 To receive and note Internal Auditor's report [circulated with December and January agenda] for
April-September accounts **received & noted**.
- 6/23.2.9 Christopher Keld Charity – having confirmed their willingness, it was **agreed** Cllrs. Holliday
and Langmead be re-elected as Town Council representatives and Mrs Judith Stevens be
confirmed as the parishioner representative; all to serve until 31/1/2026.

- 6/23.2.10 Lone Working, Safeguarding Adults and Dignity at Work Policies *[drafts circulated with December and January agendas]* were **received**. The Lone Working and Safeguarding Adults policies were adopted with immediate effect. There was a query on the wording in the Dignity at Work Policy so this was deferred to the February meeting to allow the necessary checks to be made. Cllr. Smith raised a couple of queries relating to the content of other documents within the resources section of the Civility and Respect Project and her offer to email these queries to the Clerk was accepted.
- 6/23.2.11 Civility & Respect Project including the Pledge *[emailed to councillors 15/11/22 and in the January agenda]* - **agreed** defer to February meeting.

PROCEDURAL MATTER No suspension of standing Orders as no public present.

7/23 **PUBLIC OPEN FORUM** No matters raised.

8/23 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

9/23 **VACANCIES UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS**
Agreed defer to after agenda item 15.

10/23 **EXTERNAL REPORTS**

- 10/23.1 **Police:-** :- The Scalby report for November 22 incidents *[circulated with agenda]*, Scalby report for December 22 incidents *[tabled at meeting]* and Newby report for October-December 22 incidents *[tabled at meeting]* were all **received & noted**.
- 10/23.2 **County Council:-** County Cllr. Sharma reported NYCC executive member for highways and transportation, Cllr Keane Duncan, had recently visited the area to see some of the problems being experienced.

County Cllr. Bastiman reported 1] the review of local government boundaries would see all of the Charles Williams Apartment building moved into Newby Ward; 2] the new licensing committee would comprise 25 members of which 15 would be trained specifically to deal with alcohol premises licensing; 3] he had successfully got the number of councillors proposed for the Scarborough unparished area raised from 10 to 15 (so 3 councillors are elected for each of the five parish wards rather than the 2 proposed) and this was now contained within the Stage 2 public consultation process for the Community Governance Review.

- 10/23.3 **Borough Council:-** Borough Cllr. Sharma said very little was happening. A parishioner had referred to him a problem with parking on the Coldyhill Lane/Hirstead Road junction – Highways had said double yellow lines were not guaranteed to work so could not be done from their budgets but they would consider doing them if other funding could be found.

11/23 **UPDATES ON VARIOUS MATTERS & COUNCILLOR'S REPORTS**

- 11/23.1 A written report from H King on Community and Wellbeing Hub covering November and December *[tabled at the meeting]* was **received & noted**.
- 11/23.2 Update from Chairman and/or Clerk on any matters dealt with under delegated powers and on Neighbourhood Plan Working Group – Cllr. Towse reported the NHP policy document was being reviewed by a SBC Planning officer.
- 11/23.3 Update on local government re-organisation – Cllr. Bastiman reported everything was going to plan and both councillors and staff were getting increasingly busy in the lead up to devolution day on 1/4/23.
- 11/23.4 Update on Scalby Toilets – Cllr. Smith reported 1] the toilet path had been jet-washed, 2] a WhatsApp group had been set up and 3] a delay in the receipt of some of the promised funding.
- 11/23.5 Reports from Councillors of any highway & footpath or general matters requiring attention – reports regarding 1] the potholes and poor surface on Station Road (especially from Cow Wath Bridge to the junction with Burniston Road), 2] vehicles straight-lining High Mill roundabout, 3] poor gritting of A171 following snow shower, 4] parking junction Coldyhill Lane/Hirstead Road.

12/23**CORRESPONDENCE**

12/23.1

Received & noted email [circulated with agenda] from County Cllr. Bastiman with suggestion for commemorative to the late Queen Elizabeth II – **agreed** defer to February agenda to agree land to be used and planting etc.

12/23.2

Request from parishioner for a grit bin at the junction of Southlands Grove and The Parkway received. Council **noted** the location did not meet NYCC criteria for provision so any bin would have to be provided by N&STC. **Agreed** no bin to be provided (the slope was only slight and the Town Council already provided a bin at the other end of The Parkway).

12/23.3

Correspondence received after preparation of the agenda which the Chairman of the meeting deemed it necessary to consider as a matter of urgency:– 1] **received & noted** letter from parishioner about the decision on planning application NYM/2022/0461 - **agreed** the Town Council was unable to assist with in this matter, parishioner needed to contact the NYMNP Planning Office. Cllr. Marley declared an interest in this matter and took no part in the discussion or decision as he was a member of the NYMNP Planning Committee

At this point, Cllrs. Bastiman and Sharma left the meeting.

13/23**FINANCE, REGULATORY & GENERAL MATTERS**

13/23.1

Resolved the Schedule of Accounts Payable for January 2023 (Sch 10, £5,643-19) be **approved**. Cllrs. Langmead and Thompson to do the online authorisations within 24 hours.

13/23.2

Request by Clerk to bring the date of the June meeting forward by one week (to 7th June) – **agreed** June meeting to be held 7th June 2023.

13/23.3

Purchase of land adjacent Newby Farm Road [Minute 101/21.2 refers] – **agreed** Chairman and Vice Chairman authorised to sign agreement and land transfer documents and authorise any associated online payments.

13/23.4

Agreed to 1] extend the suspension of Financial Regulation 3.5 to 10/1/2024 and 2] for the same period to extend the variation of Financial Regulation 19.2 **FROM** “19.2 With the agreement of the Chairman or Vice Chairman of Council, urgent expenditure exceeding £500 which is specifically for the purpose of ensuring Council meets its legal or contractual obligations” **TO** “19.2 With the agreement of the Chairman or Vice Chairman of Council, expenditure exceeding £500”. (The extensions are to facilitate smooth running of Council’s finances such as paying bills in the event of a meeting not being held. The original suspensions are at Minute 111/21.5).

14/23**PLANNING APPLICATIONS & APPEALS NOTIFIED**

14/23.1

Comments submitted under delegated powers on the following were **confirmed:-**

- 22/00552/OL AMENDED PLANS Erect 3 detached bungalows (all matters reserved) served from private drive following demolition of existing dwelling, 151 Coldyhill Lane, Newby. **Object, overdevelopment, contrary to Local Plan Policies DEC1 and DEC4.**
- 22/01782/LB Extend existing outbuilding, dormer windows, solar panels and associated landscaping, The Manse, Low Street, Scalby. **No objections.**
- 22/02301/HS Erect single storey rear extension, 70 Station Road, Scalby. **No objections.**
- 22/02320/HS Proposed garage and store/workshop, Barmoor View, Barmoor Lane, Scalby. **No objections.**
- NYM/2022/0858 Vary condition 2 of NYM/2015/0197/FL to allow construction of first floor above approved single storey utility room, Ryefield, Hackness Road, Scalby. **No objections.**
- NYM/2022/0864 Variation of conditions 2 (material amendment), 6 and 7 of planning approval NYM/2021/0497/FL to allow a reduction in size of garage, alterations to roof design, use of horizontal cladding and plain roof tiles, 113 Hackness Road, Scalby. **No objections.**

14/23.2

Comments on the following application received [circulated with agenda] were **agreed:-**

- 22/02382/HS Replace front porch, install gate and masonry piers to front boundary, 73 Newby Farm Road, Scalby. **No objections.**

15/23**PLANNING DECISIONS** - The following were **received and noted:-**

1. 21/01397/FL Construct 6no. three bedroom semi detached dwellings with communal off street parking/courtyard and landscaping, former site of 79 Cross Lane, Newby. **Granted with conditions.**
2. 22/01141/HS Erect two storey side extension, single storey rear extension and front porch, 4 Greenstead Road, Newby. **Granted with conditions.**
3. 22/01492/HS Erect 2 storey side extension incorporating accommodation within roof, 28 Red Scar Drive, Newby. **Granted with conditions.**
4. 22/01658/HS Erect single storey rear extension, 6 Hall Park Grove, Scalby. **Granted with conditions.**
5. 22/01687/HS Erect single storey rear extensions and garage, form terrace and associated landscaping, 43 Hackness Drive, Scalby. **Granted with conditions.**
6. 22/01781/FL Alterations and extension to existing outbuilding to form family annex/holiday cottage, dormer windows, solar panels and associated landscaping, The Manse, Low Street, Scalby. **Withdrawn.**
7. 22/01782/LB Extension to existing outbuilding, dormer windows, solar panels and associated landscaping, The Manse, Low Street, Scalby. **Withdrawn.**
8. 22/01784/HS Conversion and extension of detached garage to form annexe to dwelling, 1 Scalby Hayes, Barmoor Lane, Scalby. **Granted with conditions.**
9. 22/01799/HS Erect single storey rear extension and detached single storey garage, 16 Newlands Park Drive, Newby. **Granted with conditions.**
10. 22/01833/HS Two storey side extension and single storey rear extension, 1 South Avenue, Scalby. **Granted with conditions.**
11. 22/01925/HS Erect 2 storey side extension. Install pitched rooves to rear extension and front bay/canopy, 74 Moor Lane Newby. **Granted with conditions.**
12. 22/01969/HS Convert barn to ancillary accommodation and erect timber outbuilding, The Barn, Scalby Hayes, Scalby. **Granted with conditions.**

16/23**PLANNING MATTERS RECEIVED AFTER 4/1/23** –None.17/23**REPORTS FROM OUTSIDE BODIES** None to receive.18/23**VACANCIES UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS**

The member of public present had expressed an interest in being co-opted to one of the vacancies in Newby Ward. **Agreed** Deb Wiles be co-opted and her Declaration of Acceptance of Office completed and accepted.

At this point Deb Wiles took her place at the council table.

19/23**EXCLUSION OF PRESS AND PUBLIC**

Not required as no confidential items to consider.

20/23**CONFIDENTIAL ITEMS**

20.22.1

None to consider.

There being no further business, the Chairman declared the meeting closed at 8.12pm.

R. Towse, Chairman
Dated: 8th February 2023

Report for Newby and Scalby Town Council Meeting.

Wednesday 15 February 2023

The Hub is now starting to take on regular bookings on both a weekly and monthly basis.

Monday afternoon –	Closer Communities Lunch Club Scalby Women's Institute Craft Club
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Tuesday Morning	Warm Spaces Coffee Morning
Tuesday Afternoon	Dementia Forward Café
Tuesday Evening	Menopause Meet Groups 3 and 4

Wednesday Morning	Individual Support Sessions/Bereavement Support
Wednesday Afternoon	Warm Space / Social Afternoon

Thursday Morning	Slimming world
Thursday Afternoon	U3A Hobbies at The Hub

Friday	Hub Closed.
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We continue to build relations with both professionals and residents within our Parish and further afield.

I am in the process of planning events for each month for our Wednesday Social Group these include a courtyard event for The Kings Coronation.

Helen King

Head of Support Services

The Hub

Newby and Scalby Town Council



**North York Moors
National Park
Authority**

10-2

Tom Hind
Chief Executive

Our Ref: 03SL01

Date: 20/01/2023

Dear Sir/Madame

River Esk & Coastal Streams Catchment - Local Community Groups

The North York Moors National Park is developing a landscape-scale nature recovery strategy for the River Esk & Coastal Streams catchment. Over the years we have undertaken a number of conservation and education projects focussed specifically on the freshwater pearl mussel but are now looking to take a more holistic approach to nature conservation. As part of developing this new landscape-scale programme, we are looking to understand more about the local community groups that are active in the area.

We plan to increase our level of outreach and number of engagement opportunities to enable people greater connection and access to nature and increase local knowledge and understanding of the River Esk and the wildlife it supports. In doing so, we hope to provide more support across a wider range of groups, including but not limited to environment, arts, sports, outdoor or youth and school groups.

As such, I am writing to seek guidance on known community groups within your Parish Council that we may be able to engage with in future and would greatly appreciate your feedback. Please see the enclosed form. If you are able to fill out the form and respond either via post or using my email below, I would be very grateful for your time. Thank-you in advance.

Yours

Sarah Lonsdale

River Esk and Coastal Streams Partnership Officer

s.lonsdale@northyorkmoors.org.uk

07980737595 or 01439 772599

9am – 5pm (Monday – Friday)

North York Moors National Park Authority
The Old Vicarage, Bondgate, Helmsley, York,
North Yorkshire - YO62 5BP

Working together to sustain the landscape and life of the
North York Moors for both present and future generations to enjoy

The Old Vicarage, Bondgate, Helmsley, York YO62 5BP
01439 772700 general@northyorkmoors.org.uk
planning@northyorkmoors.org.uk northyorkmoors.org.uk



*circulate with agenda.***Ticket #1678716: Dignity At Work Policy In C&R Respect Project**

1 message

Yorkshire Local Councils Associations <admin@localcouncils.org>

27 January 2023 at 12:00

To: clerk@newbyandscalby-tc.gov.uk

Mrs J Marley,

The following ticket has been updated:

Ticket #: 1678716
Subject: Dignity At Work Policy In C&R Respect Project
Status: Closed
Priority: Important
Category: Council Business, Law & Procedure
Date: Fri, 27 Jan 2023 12:00:14 +0000
Author: Karen Mann

KAREN MANN
LOCAL COUNCILS ADVISORY AND TRAINING OFFICER
YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Please do not respond to this e-mail, ie to admin@localcouncils.org You will not get a response. To access any attachment that we are sending to you, scroll to the foot of this e-mail and access the attachment via the link provided. If you are asked to provide more information or have further questions in this matter, please log back into this ticket using the link, enter your info/enquiry and save. This will update the ticket. Do not e-mail any additional information or questions to our admin address or direct to a YLCA officer's e-mail address. Thank you.

Dear Mrs Marley,

NEWBY AND SCALBY TOWN COUNCIL – DIGNITY AT WORK POLICY

Thank you for your enquiry of 13 January 2023 on behalf of Newby and Scalby Parish Council, regarding the Dignity at Work Policy, contained in the NALC Civility and Respect Project.

These Associations asked for clarification regarding the wording on page 2 of the Policy, in the first sentence of the section on Scope why there is no reference to councillors, only clerks/chief officers and employees. We would advise that we have now received a response from NALC as follows:

Councillors were not mentioned within this context as the process relates to managing staff issues. The councillors are not employees and are not managed in the same way as employees. We know the challenge more generally is that there are policies and practices for employment matters, but less so for supporting and managing councillors.

The policy is setting out how the council will deal with bullying and harassment claims from employees, however, the bully and harassment could be 'by' councillors. The policy does clarify that potential breaches of the Councillors Code of Conduct would need to be referred to the Monitoring Officer to enable the investigation to take place. It would be anticipated that Councillors should abide by the spirit of the policy and treat those they work alongside (and the public) with dignity and respect.

We hope that this has been helpful. Please do not hesitate to contact us should you need any further information.

Yours sincerely

Karen Mann
Local Councils Advisory and Training Officer

Yorkshire Local Councils Associations, Suite 8, Sibling Workspace, York House, Station Road, Tadcaster. LS24 9JF.
Telephone 01937 228602. Email: admin@yorkshirelca.gov.uk <mailto:admin@yorkshirelca.gov.uk>

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