

held in the Community Hub, 445b Scalby Road,
on Wednesday 8th February 2023 at 7pm.

PRESENT:

Councillor R Towse (Chairman),
Cllrs. S Barnes, J Fennell, R Holliday, B Marley, J Smith (from 7.10pm)

ALSO IN ATTENDANCE

County & Borough Cllr. Sharma (left 7.15pm), PC 636 Flinton and PC Laura Robinson (7.03 to 7.11pm)
1 member of public (left 7.28pm),
Mrs J Marley (Clerk to Council).

ABSENT: Cllrs. D Bastiman S Foote, D Langmead, D Sutton, R Thompson, D Wiles. H King

21/23 **APOLOGIES FOR ABSENCE** Cllrs. D Bastiman (work), S Foote (family health), D Langmead (family), D Sutton and R Thompson (personal commitment), D Wiles (family), H. King (annual leave).

22/23 **DECLARATIONS OF INTEREST:** Cllr. Marley declared an interest in a late planning application to be determined by the NYMNP as he sat on that authority's planning committee - see Minute 34/23.2.

23/23 **MINUTES**

23/23.1 Having been previously circulated, the minutes of the Ordinary Council meeting held on 11th January 2023 were **approved** as a correct record and **authorised** for signature by Cllr. Towse.

23/23.2 Having been tabled at the meeting, the minutes of the Staffing and Review Committee meeting held on 8th December 2022 were **approved** as a correct record and **authorised** for signature by Cllr. Towse.

PROCEDURAL MATTER Suspension of Standing Orders at 7.02pm.

24/23 **PUBLIC OPEN FORUM** No matters raised.

PROCEDURAL MATTER Reinstatement of Standing Orders at 7.02pm.

25/23 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

PC Flinton and PC Robinson arrived during the next item.

26/23 **VACANCY UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS**

Noted no applications for co-option to the existing Ordinary Vacancy had been received.

27/23 **EXTERNAL REPORTS**

27/23.1 **Police:-** :- The Scalby report for January 23 incidents *[tabled at meeting]* was **received & noted**. A verbal report by PC636 Flinton for January incidents in Newby was also **received & noted**. Concerns raised with PC Flinton included 1] inconsiderate parking of vehicles on Hackness Gardens such that residents were unable to access/their properties and 2] excessive speed of traffic on Hackness Drive, especially late evenings.

At this point PC Flinton and PC Robinson left the meeting.

27/23.2 **County Council:-** County Cllr. Sharma reported amendments to the new licensing regime were being sought.

27/23.3 **Borough Council:-** Borough Cllr. Sharma had no matters to report.

At this point, Cllr. Sharma left the meeting.

28/23 **UPDATES ON VARIOUS MATTERS & COUNCILLOR'S REPORTS**

29/23.1 A written report from H King on Community and Wellbeing Hub covering January *[circulated with agenda]* was **received & noted**.

29/23.2 Update from Chairman and/or Clerk on any matters dealt with under delegated powers and on Neighbourhood Plan Working Group – Cllr. Towse reported 1] the NHP policy

document had been reviewed by Planning Officers; 2] there had only been one meeting of the working group since its formation and 3] submissions had to be via the Town Council not direct to the Borough Council. It was **agreed** a meeting of the Working Group would be held before the March Council meeting.

At this point, the member of public left the meeting.

- 29/23.3 Update on local government re-organisation – none to receive.
- 29/23.4 Update on Scalby Toilets – Cllr. Smith confirmed the promised funding from Qdos Entertainment Ltd had been received.
- 29/23.5 Reports from Councillors of any highway & footpath or general matters requiring attention – reports regarding 1] the standard of the patching on Station Road & Field Lane left a lot to be desired and the verge erosion had not been dealt with at all; 2] the pavement from West Avenue to Cow Wath Bridge was in a bad state; 3] there was a lot of leaves accumulated around the bus layby outside the Rosette on Scalby Road.

30/23 CORRESPONDENCE

- 30/23.1 Deferred from January meeting, *[Minute 12/23.3 refers]* – email from County Cllr. Bastiman with suggestion for commemorative to the late Queen Elizabeth II – **agreed** possible locations included the land on Newby Farm Road beside the hub, Church Beck Green and on Scalby Road adjacent the sea cut. To consider a seat and/or a tree. **Agreed** to defer to March agenda to agree land to be used and planting etc.
- 30/23.2 Letter from NYMNP dated 20/1/23 *[circulated with agenda]* requesting details of local community groups in our area. **Agreed** to refer them to Closer Communities and the church.
- 30/23.3 Correspondence received after preparation of the agenda which the Chairman of the meeting deemed it necessary to consider as a matter of urgency:– none.

31/23 FINANCE, REGULATORY & GENERAL MATTERS

- 31/23.1 **Resolved** the Schedule of Accounts Payable for February 2023 (Sch 11, £11,878-39) be **approved**. Cllrs. Thompson and Towse to do the online authorisations within 24 hours.
- 31/23.2 Dignity at Work Policy (deferred from January meeting), *[Minute 128/22.2.10 refers]* - **received** update *[circulated with agenda]* on wording query and **agreed** policy be adopted.
- 31/23.3 Civility & Respect Project including the Pledge *[emailed to councillors 15/11/22]* and deferred from January meeting, *[Minute 128/22.2.11 refers]* - **noted** part of the Pledge confirms that Council has put in place a training programme for councillors and staff; as this is not the case, **agreed** this item to be deferred to the April meeting to allow creation of a training programme.
- 31/23.4 Consultation on Draft Parish Charter *[emailed to councillors 18/1/23]* – **received & agreed** no comments to submit at this time.

32/23 PLANNING APPLICATIONS & APPEALS NOTIFIED

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

1. 21/01225/OL Outline application for residential development, all matter reserved except for access, land off Old Rugby Way, Newby. **No objections.**
2. 22/00552/OL (2nd AMENDED PLANS) Outline erection of 2 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.**
3. 22/02440/HS Alter and extend existing driveway entrance, 5 Station Road , Scalby. **No objections.**

33/23 PLANNING DECISIONS - The following were **received and noted**:-

1. 22/01421/HS Erect two storey and single storey rear extension following removal of rear extension and conservatory, 16 Hackness Drive – **withdrawn.**
2. 22/02117/HS Erect single storey and two storey rear extension, 383 Scalby Road, Newby. **Granted with conditions.**
3. 22/02301/HS Proposed single storey rear extension, 70 Station Road Scalby. **Granted with conditions.**

4. 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. **Granted with conditions** 22/01141/HS Erect two storey side extension, single storey rear extension and front porch, 4 Greenstead Road, Newby. **Granted with conditions.**

34/23**PLANNING MATTERS RECEIVED AFTER 31/1/23 –**

Comments on the following applications received [*previously notified to councillors by email*] were **agreed**:-

1. 23/00120/RG4 Extension to existing compound, resurfacing of existing hardstanding area, new/relocated electric hookup and relocation of hedge, Caravan and Camping Club, Field Lane, Scalby. **No objections.**
2. NYM/2023/0042 Excavation works to create earth bank slurry store, Cumboots Dairy Farm, Limestone Road, Burniston. **No objections.**

35/23

REPORTS FROM OUTSIDE BODIES Cllr. Thompson had given the Chairman some notes on a Twinning Meeting he had recently attended – **agreed** Cllr Thompson to present his report at the March meeting.

36/23**EXCLUSION OF PRESS AND PUBLIC**

Not required as no confidential items to consider.

37/23**CONFIDENTIAL ITEMS**

37.22.1

None to consider.

There being no further business, the Chairman declared the meeting closed at 8.03pm.

R. Towse, Chairman
Dated: 8th March 2023

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INTERNAL AUDIT REPORT

2022/23 FINANCIAL YEAR

October-December CASH BOOK & BANK STATEMENT FOR SCHEDULES 7-9 AND April to September ACCOUNTS, SCHEDULES 7-9

AUDIT CARRIED OUT ON 10th January 2023

1 PETTY CASH (Schedules 7-9 of 2022/23 financial year, 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.
- ☐ The Inland Revenue electronic record has not been completed correctly and the figures do not accord with the schedule of payments. See Comments Section 7.

7 COMMENTS/EXPLANATIONS:

Signed R.A. Gray
Internal Auditor

Date: 16th February 2023