

MINUTES OF ORDINARY MEETING OF NEWBY AND SCALBY TOWN COUNCIL

held in the Community Hub, 445b Scalby Road,
on Wednesday 11th February 2026 at 9.30am

710

PRESENT:

Councillors J Smith (Chairman), H Bore, J Buckley, R Holliday, G Kendall, B Marley,
N Murphy (left 10.39am), J Shepherd, R. Thompson.

ALSO IN ATTENDANCE

4 members of public.

ABSENT

Cllrs. D Bastiman, S Foote, C Thistleton, R Towse, Mrs J Marley (Town Clerk).

Informative – Cllr. Smith explained that in the absence of the Clerk to Council (due to sick leave), notes of the meeting would be taken by Cllrs. Smith and Bore.

93/25

NON-ATTENDANCE OF COUNCILLORS

93/25.1

Apologies **received & noted** from Cllrs. D Bastiman, S Foote, C Thistleton, R Towse.

93/25.2

Acceptance of reasons for absence:- **resolved** the reasons for absence given by Cllrs. Bastiman (NYC commitment) Foote (other commitment), Thistleton (work commitment) and Towse (illness) be accepted & approved.

94/25

DECLARATIONS OF INTEREST: Forms received from Cllr. Bore (other registrable interest in agenda item 8.5 – grant request- as a member of Scalby & Newby Village Trust) and Cllr. Thompson (pecuniary interest in agenda item 8.5 -grant request- as he was a trustee/committee member of Scalby & Newby Village Trust). Cllr. Buckley stated he was a member of the Steering Group of Frack Free Coastal Communities (a form was not completed at the meeting but was provided subsequently for a non-registrable interest in agenda item 6.1 – fracking update report).

95/25

MINUTES

95/25.1

Having been previously circulated, Minute 90/25 was amended by the deletion of “no public present” and the insertion of “No matters raised by the public present”. It was then **resolved** the amended minutes of the Ordinary Meeting of Council held on 12th January 2026 be approved and authorised for signature by the Chairman of Council.

96/25

PUBLIC PARTICIPATION Matters raised included the time of day the meeting was held, the handling of emails to council and the lack of the website being updated during the absence of the Clerk.

97/25

MATTERS RAISED IN PUBLIC PARTICIPATION The matters raised were noted. It was explained 1] the website would be updated once the Clerk returned to work; 2] an automatic out of office response was sent to every email received which asked people to email the Chairman if the matter was urgent.

98/25

EXTERNAL REPORTS

99/25.1

Joint Council Working Group on Fracking – an update report (*circulated with agenda*) by this Council's representative (Cllr. Bore) was **received & noted**. **Resolved** recommendation 1-3 inclusive of that report be **carried**. Cllr. Buckley suggested and later withdrew his amendment 1 to recommendation 4. **Resolved** recommendation 4 of that report **not be carried**. **Resolved** Cllr. Buckley's proposal “that this Council should make a formal request to the Secretary of State to call in planning application NY/2025/0030/ENV (Hydrocarbon drill and appraisal at Burniston Mill) be **carried**. **Resolved** Cllr. Bore's proposal that “this Council should formally write to the Chief Executive of North Yorkshire Council confirming our support for Burniston Parish Council's recommendation that North Yorkshire Council should self-refer to the Planning Advisory Service” be **carried**.

99/25

UPDATES ON VARIOUS MATTERS & COUNCILLOR'S REPORTS/ITEMS

99/25.1

Traffic speed Barmoor Lane (*Minutes 24/25.5 AND 84/25.2 refer*) – **resolved** it be noted the signs had now been repaired under warranty and a sign was monitoring speeds on Barmoor Lane.

99/25.2

Resolved the following reports from Councillors of highway & footpath matters requiring attention be received and passed to Highways for action:-1] pavement at both entrances to Jet garage on Scalby Road uneven and breaking up; 2] slow running gully at Green Lane/Scalby road junction causing flooding extending across more than 50% of carriageway; 3] potholes on Stony Lane.

100/25 **CORRESPONDENCE**

- 100/25.1 Proposed disabled parking on Scalby High Street near memorial fountain (*details circulated with agenda*) – **resolved** no objections providing the bay was for general disabled parking since there was a 3 hour time limit.
- 100/25.2 North Yorkshire Council proposed Local Planning Enforcement Plan (*details including screenshots of survey questions to be answered circulated with agenda*) – **resolved** proposals supported, no objections and survey questions answered.
- 100/25.3 Email from North ~Yorkshire Police re. cessation of monthly Police reports to Town and Parish Council (*circulated with agenda*) – **resolved** received & noted.
- 100/25.4 Email from a parishioner (*details circulated with agenda*) requesting installation of a grit salt bin on The Close, Newby – **resolved** request agreed to. (Chairman/Clerk to contact parishioner with a view to agreeing the precise location of bin).
- 100/25.5 Grant request from Scalby Cinema (*details circulated with agenda*). In accordance with their declarations of interest Cllrs. Bore & Thompson were to leave the room but were permitted to remain on condition they did not take part in the discussion or vote. **Resolved** a discretionary grant of £500 be awarded towards the cost of a set of cinema surround-sound speakers with the payment being made to Scalby & Newby Village Trust as holders of the bank account.
- 100/25.6 Letter from Duchy of Lancaster re. allotment rent (*circulated with agenda*). **Resolved** it be noted the Duchy has agreed to commute to nil for the duration of the reign of King Charles III the rent for the allotment land at Hackness Road. Further **resolved** the concession be accepted and the Clerk authorised to sign the necessary documentation.
- 100/25.7 Correspondence received after 5/2/26 which the Chairman of the meeting deems it necessary to consider as a matter of urgency - none.

101/25 **FINANCE, REGULATORY & GENERAL MATTERS**

Procedural note – Cllr. Murphy left during consideration of the next item and did not take part in any of the discussion or voting.

- 101/25.1 The Review and Staffing Committee's report (*with the agenda*) was considered. Cllr. Buckley's proposal that A] only recommendation 1 of the report and attached papers be received and B] Council adopted the Model Standing Orders and Financial Regulations recommended by NALC was not seconded and therefore not put to the vote. Proposed Cllr. Bore, seconded Cllr. Kendall that all three recommendations in the Review and Staffing Committee's report (*as circulated with the agenda*) be carried and it was so **resolved**.
- 101/25.2 **Resolved** the Schedule of Accounts Payable (*circulated with the agenda*) for January 2026 (Sch 10, £952-22) be authorised, Cllrs. Smith and Bore to do the cheque signatures and online authorisations.

There being no further business to be transacted, the Chairman declared the meeting closed at 10.43am.

Cllr. Jackie Smith, Chairman
Dated: TO BE INSERTED

REPORT

FROM: Jools Marley, Clerk to Council.

TO: Council

DATE: 31st March 2026

SUBJECT: Staffing

At its meeting on 11/9/2024 Council resolved the job of Clerk/RFO be split into two posts and the YLCA be asked to carry out job assessments for each post (to include recommendations on salary and hours).

To that end confidential job and salary evaluations were carried out by the YLCA and confidential recommendations made which were considered by the Review & Staffing Committee in September 2025.

On considering those evaluations the Review & Staffing Committee agreed that the proposed structure and associated grading would enhance operational capacity, improve business continuity, and fairly reflected the scope and responsibilities of each role. Committee therefore resolved to recommend to Council that the staff salaries in relation to the agreed change in staffing structure be adopted.

The delay in bringing the matter to Council has come about due to the recent long-term absence on sick leave of the Clerk/RFO.

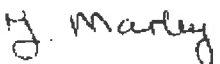
Financial Implications

The proposed staffing structure will marginally increase salary costs in line with the LC2 grading recommendations. These costs have been assessed and accommodated within the Council's 2026/27 budgeted staffing allocations.

RECOMMENDATIONS TO COUNCIL:-

That Council:-

- 1] Resolves to receive and note this report.
- 2] Resolves to approve the pay grade recommendations as detailed in the Confidential Appendix to this report



Jools Marley CiLCA
Clerk to Council

NEWBY & SCALBY TOWN COUNCIL - SCHEDULE OF ACCOUNTS TO BE PAID year 2026 to 2027

Council meeting of 13/4/26

SCHEDULE 1

REF NO.	Invoice Date	CREDITOR	REASON	GROSS £	VAT £	NET £	VAT Code	TRANS. TYPE	VAT No.
1/1	21.2.26	Internal Audit Yorkshire	Interim internal audit	£550.00	£0.00	£550.00	T10	bacs**	
1/2	26.3.26	N Yorks. Council	Grit bin, The Close (Min 100/25.4 refers)	£150.00	£25.00	£125.00	T1	bacs**	259107749
1/3	31.3.26	Pear Technology	Mapping software licence	£240.00	£40.00	£200.00	T1	bacs	656482115
1/4	1.4.26	Grenke	Copier rent	£406.80	£67.80	£339.00	T1	DD**	803892226
1/5	1.4.26	Franklin Greenscapes	Garden/ground maintenance	£187.00	£0.00	£187.00	T10	bacs	
1/6	1.4.26	Fidelity	Phone/broadband	£75.55	£12.59	£62.96	T1	DD	970685289
1/7	1.4.26	Brunton	Waste collection	£38.68	£6.45	£32.23	T1	DD	167153754
1/8	1.4.26	YLCA	26/27 membership sub	£1,562.00	£0.00	£1,562.00	T0	bacs	--
1/9	1.4.26	Cash	Petty cash to imprest	£75.00	£0.00	£75.00	T10	ch300130	--
1/10	2.4.26	YLCA	Training (VAT partial exemption, Marley)	£35.00	£0.00	£35.00	T0	bacs	--
1/11	2.4.26	Business Stream	Water 445b (2.1.26-1.4.26)	£65.06	£0.00	£65.06	T0	DD	--
1/12	2.4.26	Lloyds	Multipay	£34.52	£4.96	£29.56	T1	DD	various
1/13	3.4.26	PWLB	Loan repayment	£14,589.61	£0.00	£14,589.61	T0	DD	--
				£17,309.22	£131.80	£17,177.42			

** Already drawn

RESOLVED THAT PAYMENT OF THE ABOVE BE AUTHORISED/RATIFIED:

13/04/2026

Cllr. Jackie Smith, Council Chairman

T0	0%	Zero rated goods
T1	20%	Standard rated goods
T2	0%	Exempt goods
T5	5%	Reduced Rate
T9	----	Outside scope of VAT
T10	----	Supplier Not registered for VAT (or no VAT receipt)

[illegible]

UTR

£0.00



Internal Audit Yorkshire

07553 960 125

info@internalauditoryorkshire.co.uk

www.internalauditoryorkshire.co.uk

Invoice

Invoice# INV-25260000244

Balance Due

£550.00

Bill To

Newby & Scalby Town Council

445b Scalby Road, Scarborough, YO12 6UA

Invoice Date : 21/02/2026

Terms : Net 28

Due Date : 21/03/2026

Subject :

2025/2026 - Interim Audit

#	Item & Description	Qty	Rate	Amount
1	Interim audit carried out remotely on 10th & 18th February 2026. Detailed internal audit report issued 21st February 2026.	1.00	550.00	550.00
Sub Total				550.00
Total				£550.00
Balance Due				£550.00

Terms & Conditions

Make all cheques payable to: Internal Audit Yorkshire

INVOICE CHECKED BY/DATE Om 27/3/26

PAYMENT ENTERED BY Om

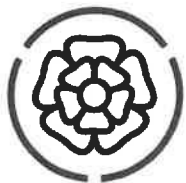
PAYMENT TOTAL/UTR 103347418

PAYMENT DATE 31/3/26

AUDIT CHECK BY/DATE 30/3/26

VAT RECLAIM DATE _____

bank auth Aik/DHB 30/3/26



NORTH YORKSHIRE COUNCIL

County Hall, Racecourse Lane, Northallerton, North Yorkshire, DL7 8AL
VAT Reg No. GB 259 1077 49

TO: NEWBY & SCALBY PARISH COUNCIL
Council Office
445b Scalby Road
Newby
Scarborough
YO12 6UA

INVOICE

Area Ref 4
Invoice No 490162665
Invoice Date 26-MAR-26
Due Date 25-APR-26

For queries regarding this invoice, please use the contact details shown below

DESCRIPTION	Amount	VAT rate
Supply a Grit Bin and salt at The Close, Newby	£125.00	20%
If you have any queries, please contact Annette Grady on 01609 536609		
Minute 100/25-4 Refs	NET Cost	£125.00
	VAT	£25.00
	Total	£150.00

INVOICE CHECKED BY/DATE DM 27/3/26

PAYMENT ENTERED BY DM

PAYMENT TYPE/UTR 176128948

PAYMENT DATE 31/3/26

AUDIT CHECK BY/DATE 30/3/26

VAT RECLAIM DATE

bank
auth AK/DHB 30/3/26

ABC

Bank Giro Credit



ABC

NYC Date

Financial
Services
Cashier's stamp and
initials

INVOICE NUMBER: 490162665 AMOUNT DUE: £150.00

Sorting Code Number
25-54-27

Cash

Cheques

£

Please do not mark or write below this line

<900000004901626659< 255427+ 70208671< 73 X

Invoice

From

Pear Technology Services Ltd
Gatcombe House
Copnor Road
Portsmouth
Hampshire
PO3 5EJ
VAT Reg No: 656482115



www.peartechology.co.uk

accounts@peartechology.co.uk
Tel: 02392 499689

To:

Newby and Scalby Town Council
445b Scalby Road
Scalby
Scarborough
YO12 6UA

VAT Reg No:

Invoice No 150359
Invoice Date 31/03/2026
PO Number
Account No. 10062

Quantity	Details	Unit Price	Net Amount	VAT	VAT Amount
1.00	PT-Mapper Pro Technical Support until 31/3/2027	£110.00	£110.00	20 %	£22.00
1.00	Maplink Technical Support until 31/3/2027	£90.00	£90.00	20 %	£18.00

INVOICE CHECKED BY/DATE DM 30/3/26
PAYMENT ENTERED BY DM
PAYMENT TYPE/UTR 887111571
PAYMENT DATE 15/4/26
AUDIT CHECK BY/DATE _____
VAT RECLAIM DATE _____

TERMS: NET 30 DAYS
PAYMENT DUE : 30/04/2026

PLEASE QUOTE YOUR ACCOUNT NO. : 10062

Total Net Amount	£200.00
Carriage Net	£0.00
Total VAT Amount	£40.00
Total	£240.00

Please be advised that our "Sage Pay" and "Pay" features will be discontinued effective 1st April 2026.

We kindly ask that you avoid using credit or debit cards for payments during this transition.

We are excited to launch a new payment feature next month and appreciate your patience.
Thank you for your continued support.

GRENKELEASING Ltd. • 2 London Square, Cross Lanes • Guildford, Surrey GU1 1UN
158020302

Newby & Scalby Town Council
Jools Marley
445b Scalby Road
SCARBOROUGH YO12 6UA

Guildford, Surrey, the 22/03/2026

Glasgow Service
Telephone: +44 1355 5998-00
Email: service.glasgow@grenke.co.uk

Invoice No. 0000197824/2026

Equipment Refurbished 250i Develop Ineo (Additional equipment as detailed on the contract)
Delivery Address 445b Scalby Road, YO12 6UA SCARBOROUGH
Due date 01/04/2026

Description	Amount
Quarterly fee for the period 01/04/2026 to 30/06/2026	£339.00
VAT 20 %	£67.80
Invoice Amount	£406.80

In accordance with the terms of your contract the amount will be taken via direct debit.

Yours truly,

GRENKELEASING Ltd.

This document has been generated automatically and is not signed.

INVOICE CHECKED BY/DATE om 30/3

PAYMENT ENTERED BY /

PAYMENT TYPE/UTR DD

PAYMENT DATE 7/4/26

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____



Franklin GreenScapes
115 Westway
Scarborough
North Yorkshire YO11 3EG
franklingreenscapes@mail.com
07484270351

Jools Marley

Newby and Scalby Town Council

445b Scalby Road
Scarborough
North Yorkshire YO12 6UA

INVOICE 083

01 April 2026

Payment due by 08 April 2026

QUANTITY	DETAILS	UNIT PRICE (£)	SUBTOTAL (£)
2:00 Hours	11th March Garden Maintenance	22.00	44.00
3:30 Hours	25th March Garden Maintenance	22.00	77.00
3:00 Hours	1st April 2026 Garden Maintenance 10.00am to 1.00pm	22.00	66.00

GBP Total £187.00

INVOICE CHECKED BY/DATE sm 214

PAYMENT ENTERED BY sm

PAYMENT TYPE/UTR 322 666 410

PAYMENT DATE 15/4/26

AUDIT CHECK BY/DATE _____

Invoice

Accounts
NEWBY & SCALBY TOWN COUNCIL
445b Scalby Road
Scarborough
YO12 6UA

In association with



Your Account

Account no. 22701
Invoice no. 445616
Tax Date 1 April 2026
Period March 2026

Invoice

This Invoice	Amount
331737 Enhanced Support	£ 5.27
331737 SOGEA	£ 40.18
2028NEWBYANDSCALBYTOWNCOUNCIL VoIP rental	£ 17.51
01723354018 VoIP call charges	£ 0.00
Subtotal	£ 62.96
VAT at 20.0%	£ 12.59
Invoice Total	£ 75.55

Tax summary	Net	Tax
VAT at 20.0%	£ 62.96	£ 12.59
GB 970685289		06765669

It's important that emergency service details are kept up to date for hosted voice services, if you've relocated any hosted users please let us know so we can ensure this matches the national database!

Customer Service

T 0800 8406800
E support@fidelity-group.co.uk

Payments

This invoice is for information only. The amount shown will be collected by Direct Debit on or just after 15/04/2026 with reference V0038665. If there are any changes to the amount, date or frequency of your Direct Debit we will notify you 10 working days in advance of your account being debited or as otherwise agreed.

INVOICE CHECKED BY/DATE bm 2/4

PAYMENT ENTERED BY

PAYMENT TYPE/UTR DD

PAYMENT DATE

AUDIT CHECK BY/DATE

VAT RECLAIM DATE

**A. Brunton Waste**

A. Brunton Limited, Woodside, Boynton, Bridlington, YO16 4XG

Call Us

01262 672591

Visit Our Website

abruntonskiphire.co.uk

Email Us

info@abruntonskiphire.co.uk

Invoice

A/C Ref.: NEWBY001

NEWBY & SCALBY TOWN COUNCIL

Newby & Scalby Community Hub
445 Scalby Road
Scarborough
North Yorkshire
YO12 6UA

Invoice No.: OUT-50924

Invoice Date: 01-04-26

Date	Our Ref	Description	PO Number	Quantity	Rate	Total
Newby & Scalby Community Hub, 445 Scalby Road, Scarborough, North Yorkshire, YO12 6UA						
02/04/26	242616	SLBIN 240 (Ltr Bin) Waste (Mixed Municipal) 20.03.01 FC		1	6.81	£6.81
16/04/26	242617	SLBIN 240 (Ltr Bin) Waste (Mixed Municipal) 20.03.01 FC		1	6.81	£6.81
30/04/26	242618	SLBIN 240 (Ltr Bin) Waste (Mixed Municipal) 20.03.01 FC		1	6.81	£6.81
03/04/26	242619	SLBIN 240 (Ltr Bin) DMR (Mixed Packaging) FC		1	5.90	£5.90
17/04/26	242620	SLBIN 240 (Ltr Bin) DMR (Mixed Packaging) FC		1	5.90	£5.90

INVOICE CHECKED BY/DATE am 214PAYMENT ENTERED BY PAYMENT TYPE/UTR DD

Payment is due 28 days from date of invoice.
VAT Rate is 20%

PAYMENT DATE AUDIT CHECK BY/DATE **Net Total £32.23****VAT £6.45****Grand Total £38.68**

KEY SERVICES: NEWSK = NEW SKIP, E/R = SKIP EXCHANGE, FIN = SKIP COLLECTION, WWL = SKIP WAIT WHILE LOAD, DELIV = UNIT DELIVERY, COLL = UNIT COLLECTION, HAU = HAULAGE, HSUP = HAULAGE SUPPLY, YAIN = TRADE IN, YAOUT = TRADE OUT, SLBIN = SCHEDULED BIN LIFT, ALBIN = ADHOC BIN LIFT, SEBIN = SCHEDULED BIN EXCHANGE, AEBIN = ADHOC BIN EXCHANGE, DBIN = BIN DELIVERY, CBIN = BIN COLLECTION, HIRE = RENTALS, CHARGE = SURCHARGES, PROUT = PRODUCTS

KEY PRICE LINES: FC = FLAT CHARGE, P/T = PER TONNE, P/U = PER UNIT, P/LTR = PER LITRE, P/HR = PER HOUR, TRIP = PER TRIP, DEL = DELIVERY, COL = COLLECTION, ITEM = ITEM, PPKG = PRICE PER KILOGRAM

VAT Registration: 167 1537 54

Company Registration: 09571842

Any queries must be notified within 14 days of invoice date.

Remittances and account queries to: accounts@abruntonskiphire.co.uk**OUT-50924**



INVOICE

Newby & Scalby TC

Invoice Date
1 Apr 2026

Invoice Number
5832

Yorkshire Local Councils
Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

INVOICE CHECKED BY/DATE DM 2/4

PAYMENT ENTERED BY DM

PAYMENT TYPE/UTR 1814 69525

PAYMENT DATE 15/4/26

AUDIT CHECK BY/DATE _____

VAT REG NO _____

Description	Quantity	Unit Price	Amount GBP
Membership Subscription 1 April 2026 to 31 March 2027	1.00	1,562.00	1,562.00
		Subtotal	1,562.00
		TOTAL NO VAT	0.00
		TOTAL GBP	1,562.00

Due Date: 1 May 2026

Please pay within 28 days

Cheques made payable to Yorkshire Local Councils Associations.

PLEASE REMEMBER TO REFERENCE INVOICE NUMBER ON BANK PAYMENTS AND BACK OF CHEQUES

PAYMENT ADVICE

To: Yorkshire Local Councils Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

Customer Newby & Scalby TC
Invoice Number 5832
Amount Due 1,562.00
Due Date 1 May 2026

Amount Enclosed

Enter the amount you are paying above

CONTROL ACCOUNT FOR PETTY CASH SCHEDULE 1 2026/2027

INCOME			EXPENDITURE							
DATE	SOURCE	AMOUNT	DATE	DESCRIPTION	AMOUNT	VAT	NET	VAT NO.		
11/02/2026	b/fwd	75.39		brought forward from Sch 11/12 of 2	£0.00	£0.00	£0.00			
26/02/2026	reclaimed	74.61	13.3.26	clean hub carpet (Carpet Magic)	£75.00	£0.00	£75.00			
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Petty Cash Voucher

Folio _____

Date 13/3/26

For what required

AMOUNT

To cleaning of
carpet in hub & rotary
Vestibule

(Carpet Magic
[REDACTED])

75

75

Signature

[Signature]

Carpet Magic

Passed by _____



INVOICE

Newby & Scalby TC

INVOICE CHECKED BY/DATE dm 26/4

PAYMENT ENTERED BY dm

PAYMENT TYPE/UTR 3238664

PAYMENT DATE 15/4/26

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____

Invoice Date
2 Apr 2026

Invoice Number
INV-6067

Yorkshire Local Councils
Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

Description	Quantity	Unit Price	Amount GBP
Parkinson Partnership Training VAT Partial Exemption Tuesday, 14 April 10.00am Delegate: Jools Marley	1.00	35.00	35.00
Subtotal			35.00
TOTAL NO VAT			0.00
TOTAL GBP			35.00

Due Date: 30 Apr 2026

Please pay within 28 days

Cheques made payable to Yorkshire Local Councils Associations.

PLEASE REMEMBER TO REFERENCE INVOICE NUMBER ON BANK PAYMENTS AND BACK OF CHEQUES



PAYMENT ADVICE

To: Yorkshire Local Councils Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

Customer Newby & Scalby TC
Invoice Number INV-6067
Amount Due 35.00
Due Date 30 Apr 2026

Amount Enclosed

Enter the amount you are paying above

For emergencies, please contact your:
Water wholesaler: Yorkshire Water
Waste wholesaler: Yorkshire Water
Visit business-stream.co.uk/emergencies

Newby And ScalbyTown Council
445B
Scalby Road
Newby
SCARBOROUGH
YO12 6UA

Invoice / tax point date: 2 April 2026

Supply address: 445B Scalby Road, Newby
Scarborough, North Yorkshire, YO12 6UA

Our VAT number: 945 8508 85

Page 1 of 3

Your water services invoice

2 January - 1 April 2026 (90 days, average £0.72 per day)

Your account summary

Your previous balance	£85.20	
Payments received	£85.20	CREDIT
Your balance brought forward	£0.00	

Your charges this period (see page 2 for details)

Water services charges	£65.06
VAT	£0.00
Total charges this period	£65.06

Your new account balance **£65.06**



Thanks for paying by Direct Debit. You don't need to do anything - we'll collect £65.06 from your account on 17 April 2026.

Changes to your 2026/27 charges



Like all water retailers, we review our charges every year. As a result, you'll see some changes to the charges included in your bill for the billing period starting 1 April 2026. Find out more information at business-stream.co.uk/charges

Your water consumption and carbon emissions



The year to date (YTD) water consumption for your site is m³. Based on the billing period and using UK Government statistics, your annual carbon emissions are 4.30kgCO₂e/yr.

Ways to pay



Direct Debit

Paying by Direct Debit is the quickest and easiest way to pay your bills. Visit business-stream.co.uk/direct-debit or call us on 0330 123 2000.

Online

Visit business-stream.co.uk/payonline with your debit or credit card details.

By phone

Call 0330 123 2000 to pay over the phone using your debit or credit card details.

By bank transfer

Sort code: 30-00-02.
Account number: 03029919.
Account name: Business Stream Revenue Account. Please include this reference number: 9185926402 / 10314659

You can also find other ways to pay at business-stream.co.uk/ways-to-pay

Your charges in detail

Meter number / meter size: 20LU046095 / 15mm

Water charges		Units	Rate	VAT	Charge
Fixed water charge					
Yearly fee £67.52	2 Jan 26 - 31 Mar 26	89 days	0.184986	Z	£16.46
Yearly fee £70.14	1 Apr 26 - 1 Apr 26	1 days	0.192164	Z	£0.19
Volumetric water charge					
AMR reading	12 Mar 26	118			
Estimated reading	2 Jan 26	116			
= volume used this period		2 m ³			
Estimated reading	2 Apr 26	119			
AMR reading	12 Mar 26	118			
= volume used this period		1 m ³			
Charges	2 Jan 26 - 11 Mar 26	2 m ³	2.1796	Z	£4.36
Charges	12 Mar 26 - 31 Mar 26	0.952 m ³	2.1796	Z	£2.07
Charges	1 Apr 26 - 1 Apr 26	0.048 m ³	2.2458	Z	£0.11
Total water charges					£23.19

This is a fee for the upkeep of external pipes and pumps that supply water to your premises.

This is a charge for the amount of water you've used, as recorded by your water meter. The rate you are charged can vary based on your location and your water consumption.

Waste water & drainage charges		Units	Rate	VAT	Charge
Fixed waste water charge					
Yearly fee £56.51	2 Jan 26 - 31 Mar 26	89 days	0.154822	Z	£13.78
Yearly fee £58.70	1 Apr 26 - 1 Apr 26	1 days	0.160822	Z	£0.16
Volumetric waste water charge					
Charges	2 Jan 26 - 11 Mar 26	1.9 m ³	2.7202	Z	£5.17
Based on 95% of water usage figure					
Charges	12 Mar 26 - 31 Mar 26	0.905 m ³	2.7202	Z	£2.46
Based on 95% of water usage figure					
Charges	1 Apr 26 - 1 Apr 26	0.045 m ³	2.989	Z	£0.13
Based on 95% of water usage figure					
Surface water drainage					
Charges	2 Jan 26 - 31 Mar 26	89 days		Z	£19.92
Based on the annual charge of £81.70					
Charges	1 Apr 26 - 1 Apr 26	1 days		Z	£0.25
Based on the annual charge of £89.45					
Total waste water and drainage charges					£41.87

This is a fee for the upkeep of external pipes and pumps that remove waste water from your premises.

This is the amount of water that we estimate goes down your drain based on a proportion of the water consumption recorded by your water meter. In general, waste water is charged between 90% and 100% of your recorded water use.

This is a fee for the cost of collecting rain water which goes in to the public sewerage system from your premises.

Subtotal	£65.06
Total charges this period	£65.06

INVOICE CHECKED BY/DATE 0m614

PAYMENT ENTERED BY

PAYMENT TYPE/UTR DD

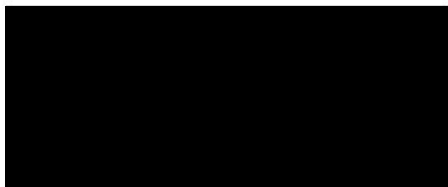
PAYMENT DATE

AUDIT CHECK BY/DATE

VAT RECLAIM DATE

%%eyeball1

NEWBY & SCALBY PARISH COUNCIL



Programme Administrator Helpline
0345 030 6270
+44 1908 544 059 (from abroad)
www.lloydsbank.com/commercialbanking/

Corporate Purchasing Card - Sterling Account

Page 1

Cardholder details

Statement date	02-04-2026
Account number	4484-4513-1041-3630
Credit Limit	£2,000.00

Your account at a glance

Previous balance	£287.27	Transaction refunds	£0.00
Payments received	£287.27	Account charges	£0.00
Purchases	£31.52	Annual Card Fees	£3.00
Cash advances	£0.00	Current balance	£34.52

Transaction date	Reference	Description	Amount
16-03-2026		DIRECT DEBIT PAYMENT - THANK YOU	£287.27 CR
	XXXX-XXXX-XXXX-6506 MARLEY, JULIA MARGUERITE		£34.52
02-03-2026	74830506061243170539547	POST OFFICE COUNTER SCARBOROUGH GB	£1.74
23-03-2026	74875306082001700242032	giffgaff London GB	£6.00
23-03-2026	74657376083000102693111	TOOLSTATION UK NORTHAMPTON GB	£23.78
02-04-2026		MONTHLY FEE	£3.00

INVOICE CHECKED BY/DATE _____

PAYMENT ENTERED BY _____

PAYMENT TYPE/UTR DD

PAYMENT DATE _____

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____

Payment is due by 16 April 2026

Balance

£34.52

Payment will be collected by direct debit on 16 April 2026.

%%eyeball2

Post Office Ltd.
Your Receipt

FAD: 171337

Newby
401 Scalby Road
Scarborough
North Yorkshire
YO12 6TQ

VAT REG No. GB 172 6705 02
Date of Issue: 02/03/2026 13:03
SESSION: 2-342278

Attachments
multiple

2nd Class Sp Stp		
1 @	0.87	0.87
2nd Class Sp Stp		
1 @	0.87	0.87

TOTAL DUE TO POST OFFICE 1.74

NRCC Visa Credit FROM CUSTOMER 1.74
BALANCE 0.00

CARD PAYMENT

VISA CREDIT

Auth Code: 098322
Merchant ID: ****6751
Terminal ID: ****6884
Application ID: A0000000031010
PAN Seq No: 01
HTxn ID: 57A9A2545347
TRX ID: 486061469782359

Amount: £1.74
NO CARDHOLDER VERIFICATION
PAYMENT APPROVED
CARDHOLDER RECEIPT

Please retain for future reference

Thank You



giffgaff Ltd
Belmont House
Belmont Road
Uxbridge
UB8 1HE

INVOICE

Page 1/1

Invoice Address:

Julia Marley-NandSTC
445b Scalby Road
Scalby
Scarborough
YO12 6UA
United Kingdom

Information:

Invoice Number: 1774314818919



SIM monthly plan	5.00
VAT 20%	1.00
Total Amount in GBP	6.00

INVOICE CHECKED BY/DATE sm 6/4

PAYMENT ENTERED BY —

PAYMENT TYPE/UTR multipay

PAYMENT DATE —

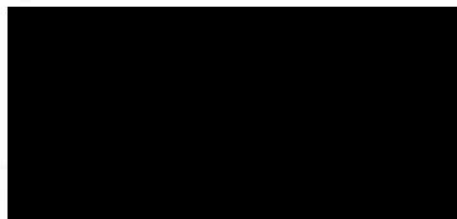
AUDIT CHECK BY/DATE —

VAT RECLAIM DATE —

This Invoice is for information only. No further payment is required.
VAT Reg Number: 778 603 785

Toolstation Copy Invoice

UID: CWW14342386
 Title:
 First name: Jools
 Last name: Marley



Addresses

Contact	Delivery	Payment
445b	Toolstation Scarborough	445b
Scalby Road	Unit 4	Scalby Road
Scalby	Seamer Road	Scalby
Scarborough	Scarborough	Scarborough
North Yorkshire	North Yorkshire	North Yorkshire
YO12 6UA	YO12 4HW	YO12 6UA
United Kingdom	United Kingdom	United Kingdom

Items

Code	Items	Qty	Price	Totals	VAT Band
<i>multipay</i>					
YWW34796080					
37901	Handy Step Stool 3 Tread SWH 2.43m	1	23.78	23.78	5
00006	Customer Collection	1	0.00	0.00	5

Company Information

Toolstation Ltd
 www.toolstation.com
 0808 100 7-2-11 or 0330 333 3303 (mobile friendly)
 Toolstation, Express Park, Bridgwater, Somerset,
 TA6 4RN, United Kingdom

VAT Analysis

Band	Rate	Net	VAT	Total
5	20%	£19.82	£3.96	£23.78
		£19.82	£3.96	£23.78

Any questions? Check out our FAQs for answers, or visit our Returns page to learn more about our 30-Day Money Back Guarantee.
 Registered in England: 4372131, Toolstation Ltd, Ryehill House, Rye Hill Close, Lodge Farm Industrial Estate, Northampton, NN5 7UA
 VAT Number: 408 5567 37

INVOICE C/ CLEARED BY/DATE dm 23/3/26
 PAYMENT ENTERED BY dm
 PAYMENT TYPE/UTR multipay
 PAYMENT DATE 23/3/26
 AUDIT CHECK BY/DATE _____
 VAT RECLAIM DATE _____

OFFICIAL



United Kingdom
Debt Management
Office

T 020 7862 6610
E pwlb@dmo.gov.uk
www.dmo.gov.uk

PWLB lending facility

Loan Reference Number	Outstanding Principal Balance (£)	Principal Due (£)	Interest Due (and Late Interest Charges) (£)	Total Due (£)	Interest Rate (%)
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NEWBY AND SCALBY PC (N YORKS)

03/04/2026

LOAN REPAYMENT DUE - REPAYMENT DATE 01/05/2026

275346	498,215.42	10,628.80	3,960.81	14,589.61	1.590
TOTAL:	498,215.42	10,628.80	3,960.81	14,589.61	

INVOICE CHECKED BY/DATE dm 6/4

PAYMENT ENTERED BY —

PAYMENT TYPE/UTR DD

PAYMENT DATE

AUDIT CHECK BY/DATE

VAT RECLAIM DATE

Your authority has elected to pay loan repayments by direct debit and therefore the sum of £14,589.61 will be debited from your nominated account on 01/05/2026 quoting reference NEWBYSCALB.
You need take no further action.
If you have any queries, please do not hesitate to contact the UK Debt Management Office.

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

TO: All Councillors

DATE: 3rd April 2026

SUBJECT: OBJECTOR A -Objections to 2024/25 AGAR

Background

Objections in respect of the 2024/25 AGAR were sent to the external auditors, PKF Littlejohn, who have now confirmed which objections they wish to further consider. To that end PKF requires a formal response to those objections be approved by Council.

When objections and the response are considered by Council, the objectors' details must be kept confidential from the public, hence papers will be on pink paper, marked as 'private', redacted and objectors will be referred to as objector A/B/C etc.

PKF Littlejohn advises that any objectors who are sitting councillors must leave the room during Council's discussion of its responses and not be privy to the response until it is sent to PKF.

Council is required to address the detailed concerns (as itemised below) raised by the objector, agree a formal response and resolve to submit that response to PKF (with relevant supporting documentation or links thereto). Individual reports (with recommendations) in respect of each objection have been prepared.

Objections by Objector A

1. **Objection 1:** Object to the expenditure on legal and professional fees during the year above budget and the failure to approve such expenditure over £300 in advance of payment (Assertions 1 and 2 and Box 6)
2. **Objection 6a:** Object to the adoption of financial regulations that do not conform to the NALC model Financial Regulations (Assertion 2);
3. **Objection 6b:** Object to the suspension of Financial Regulations 3.5 and 19.2 (Assertion 2);
4. **Objection 6d:** Object to the application of legal professional privilege in respect of the disclosure of expenditure of over £300 during 2024/25 (Assertion 2 and Box 6)

Cost implications

The audit challenge to the 2023/24 accounts resulted in unbudgeted external auditor costs of £7,800 (excluding VAT). In the knowledge there had been challenges to the 24/25 accounts, the 2026/27 audit budget was increased from £1,000 to £10,500. Council staff have already contributed 19 hours dealing with the 2024/25 accounts challenges. The final cost of the 2024/25 audit challenge work is not yet known and will depend on the extent of work required by the external auditors.

Recommendations

1. Council receives and notes this summary report and agrees the formal responses to all objections received, as detailed in the individual reports.



Jools Marley (CiLCA)
Clerk to the Town Council and RFO

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

TO: All Councillors

DATE: 3rd April 2026

SUBJECT: OBJECTOR B -Objections to 2024/25 AGAR

Background

Objections in respect of the 2024/25 AGAR were sent to the external auditors, PKF Littlejohn, who have now confirmed which objections they wish to further consider. To that end PKF requires a formal response to those objections be approved by Council.

When objections and the response are considered by Council, the objectors' details must be kept confidential from the public, hence papers will be on pink paper, marked as 'private', redacted and objectors will be referred to as objector A/B/C etc.

PKF Littlejohn advises that any objectors who are sitting councillors must leave the room during Council's discussion of its responses and not be privy to the response until it is sent to PKF.

Council is required to address the detailed concerns (as itemised below) raised by the objector, agree a formal response and resolve to submit that response to PKF (with relevant supporting documentation or links thereto).

Objections by Objector B

1. **Objection 2:** Object to the failure to comply with financial regulations (including FR 5.2) during 2024/25 in relation to the presentation of a schedule of payments and supporting invoices to the Council prior to authorisation. (Assertion 2).
2. **Objection 3:** Object to the failure to comply with Standing Order 5.1 by not having 'at least half' of the members being approved signatories on the bank mandate. You assert that there are at most 5 out of the current 13 members included. (Assertion 2).
3. **Objections 4:** Object to matters in relation to a letter sent by the Council to you as the former Chair in April 2024, and the expenditure on legal and professional fees incurred by the Council in relation to this. (Box 6).
4. **Objection 5:** Object to the expenditure on legal and professional fees during the year on complaints made against members of public and a Unitary Councillor. (Box 6).
5. **Objection 6:** Object to the failure to follow financial regulations in respect of expenditure on professional services, namely Alder Crisis Management consultants, during the year. (Assertion 2 and Box 6).

Cost implications

The audit challenge to the 2023/24 accounts resulted in unbudgeted external auditor costs of £7,800 (excluding VAT). In the knowledge there had been challenges to the 24/25 accounts, the 2026/27 audit budget was increased from £1,000 to £10,500. Council staff have already contributed 19 hours dealing with the 2024/25 accounts challenges. The final cost of the 2024/25 audit challenge work is not yet known and will depend on the extent of work required by the external auditors.

Recommendations

1. Council receives and notes this summary report and agrees the formal responses to all objections received, as detailed in the individual reports.



Jools Marley (CiLCA)
Clerk to the Town Council and RFO