

NEWBY AND SCALBY TOWN COUNCIL

**COUNCIL OFFICE
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SCARBOROUGH
YO12 6UA**

**Clerk to the Council:
Jools Marley (CILCA)**



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2026/27 MEETING DATES

In accordance with the provisions of the Local Government Act 1972, Sch 12, para 10(2)(a), it is recommended the Annual and Ordinary meetings of Newby and Scalby Town Council be scheduled to be held in the large meeting room on the following dates:-

Ordinary	Wednesday 9 th September 2026
Ordinary	Tuesday 8 th November 2026
Ordinary	Tuesday 9 th February 2027
Annual	Wednesday 19th May 2027

NEWBY & SCALBY TOWN COUNCIL

MEMBERS' DECLARATION OF INTERESTS

(Form updated 4/6/25)

Name:

Meeting:

Date:

Is it a Disclosable Pecuniary Interest ☐ (✓ & give details in Box 1 below)

Box 1	Agenda Number & Item	
	Nature of Interest	

OR is it an Other Registrable Interest ☐ (✓ & give details in Box 2 below)

Box 2	Agenda Number & Item	
	Nature of Interest	

OR is it a Non-Registrable Interest ☐ (✓ & give details in Box 3 below)

Box 3	Agenda Number & Item	
	Nature of Interest	

SIGNED: _____

DATE: _____

If you are uncertain if you have an interest, please raise the matter with the Clerk on receipt of the agenda papers, so there is time to take advice (if necessary) prior to the meeting.

MINUTES OF EXTRAORDINARY MEETING OF NEWBY AND SCALBY TOWN COUNCIL

held in the Community Hub, 445b Scalby Road,
on Wednesday 13th April 2026 at 10.45am

712

PRESENT:

Councillors J Smith (Chairman), H Bore, J Buckley (left 11.48am), R Holliday, G Kendall, B Marley, N Murphy (left 11.46am), J Shepherd, C Thistleton, R. Thompson, R Towse (left 11.48am).

ALSO IN ATTENDANCE

9 members of public; Mrs J Marley (Town Clerk).

ABSENT

Cllrs. D Bastiman, S Foote.

102/25

NON-ATTENDANCE OF COUNCILLORS

102/25.1

Apologies **received & noted** from Cllrs. D Bastiman, S Foote.

102/25.2

Acceptance of reasons for absence:- recorded vote - FOR Cllrs. Bore, Holliday, Kendall, Marley, Shepherd, Smith, Thistleton and Thompson, AGAINST Cllrs. Buckley, Murphy and Towse and **resolved** the reasons for absence given by Cllrs. Bastiman (prior NYC commitment) Foote (prior commitment) be accepted & approved.

103/25

DECLARATIONS OF INTEREST: **Resolved** forms be received from Cllr. Buckley (registrable interest in agenda item 4.1 – challenger and disclosable pecuniary interest in agenda item 7.1 – challenger) and Cllr. Towse (registrable interest in agenda item 4.1 – member involved and disclosable pecuniary interest in agenda item 7.1 – member involved). Cllr. Buckley requested and it was **resolved** it be included in the minutes that he had brought a potential conflict of interest to the Clerk's attention in respect of agenda item 5.1 (Review & Staffing Committee report) and the Clerk had responded that declarations of interest were for a councillor to decide, she could only advise if asked for advice.

104/25

MINUTES

104/25.1

Having been previously circulated, it was **resolved** the minutes of the Ordinary Meeting of Council held on 11th February 2026 be approved and authorised for signature by the Chairman of Council.

105/25

CORRESPONDENCE

105/25.1

Resolved it be noted that objections lodged by two persons against the 2024/25 AGAR were the subject of ongoing investigations by the external auditor PKF Littlejohn.

106/25

FINANCE, REGULATORY & GENERAL MATTERS

106/25.1

The Review and Staffing Committee's report (*circulated with the agenda*) and the confidential appendix (*tabled at the meeting*) were considered. Cllr. Buckley then proposed recommendation 2 of that report be removed and replaced with 4 amendments (one of which had the effect of negating recommendation 2 of that report, contrary to Standing Order 1e). The Chairman of Council adjourned the meeting at 10.59 and she, the Chairman of Review & Staffing Committee and the Clerk left the meeting for a few minutes so the Clerk could advise how the proposed amendments could be dealt with in accordance with Standing Orders. On their return the meeting resumed at 11.02 and voted as follows (recorded votes for all):-

- A. Council recommendation 1 of report "that Council resolves to receive and note this report" FOR Cllrs. Bore, Buckley, Holliday, Kendall, Marley, Murphy, Shepherd, Smith, Thistleton, Thompson and Towse. AGAINST none. ABSTAIN none. **Resolved original recommendation 1 carried.**
- B. Buckley amendment 2 "that Council resolves to not approve the pay grade recommendations" FOR Cllrs. Buckley, Murphy and Towse. AGAINST Cllrs. Bore, Holliday, Kendall, Shepherd, Smith, Thistleton, Thompson. ABSTAIN Cllr. Marley. **Resolved amendment 2 not carried.**
- C. Council recommendation 2 of report "that Council resolves to approve the pay grade recommendations as detailed in the confidential appendix to this report" FOR Cllrs. Bore, Holliday, Kendall, Shepherd, Smith, Thistleton, Thompson. AGAINST Cllrs. Buckley, Murphy and Towse. ABSTAIN Cllr. Marley. **Resolved original recommendation 2 carried.**
- D. Buckley amendment 3 "that Council resolves to not support or proceed with the implementation of the split Clerk and Responsible Financial Officer structure agreed

under minute 133/24.4" FOR Cllrs. Buckley, Murphy and Towse. AGAINST Cllrs. Bore, Holliday, Kendall, Shepherd, Smith, Thistleton, Thompson. ABSTAIN Cllr. Marley. **Resolved amendment 3 not carried.**

E. Buckley amendment 4 "that minute 133/24.4 be brought to a future meeting for formal rescission" FOR Cllrs. Buckley, Murphy and Towse. AGAINST Cllrs. Bore, Holliday, Kendall, Shepherd, Smith, Thistleton, Thompson. ABSTAIN Cllr. Marley. **Resolved amendment 4 not carried.**

F. Buckley amendment 5 "that Council resolves that the existing combined post shall remain in place pending that determination" FOR Cllrs. Buckley, Murphy and Towse. AGAINST Cllrs. Bore, Holliday, Kendall, Shepherd, Smith, Thistleton, Thompson. ABSTAIN Cllr. Marley. **Resolved amendment 5 not carried.**

106/25.2 **Resolved** the Schedule of Accounts Payable (*circulated with the agenda*) for April 2026 (Sch 1, £17,309-22) be authorised, Cllrs. Bore and Kendall to do the cheque signatures and online authorisations.

107/26 **EXCLUSION OF PRESS AND PUBLIC**

At 11.45am it was **resolved** that in accordance with section 1 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the next items of business on the grounds they related to personnel/staffing, financial or legal matters. All persons in the meeting room except councillors and clerk left the room.

Procedural note – Cllrs. Buckley, Murphy and Towse left the meeting prior to consideration of the next item.

108/26 **CONFIDENTIAL BUSINESS**

108/26.1 Objections to 2024/25 AGAR. **Resolved** the Clerk's summary reports dated 3/4/26 and the redacted emails of 18/3/26 (*both circulated with the agenda*) from the external auditor containing the details of the accepted objections from Persons A and B be **noted**.

108/26.2 **Resolved** the confidential reports (*tabled at meeting*) containing suggested responses to each objection by Person A be **noted**. Following discussion it was **resolved** the confidential reports in respect of Person A be sent to the external auditor in their entirety as the Council's response.

108/26.3 **Resolved** the confidential reports (*tabled at meeting*) containing suggested responses to each objection by Person B be **noted**. Following discussion it was **resolved** the confidential reports in respect of Person B be sent to the external auditor in their entirety as the Council's response.

There being no further business to be transacted, the Chairman declared the meeting closed at 12.05pm.

Cllr. Jackie Smith, Chairman
Dated: TO BE INSERTED

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**MINUTES OF A MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Community Hub, 445b Scalby Road,
Thursday, 18th December 2025 at 7.00pm.

PRESENT:

Councillors H. Bore (Chairman), R. Holliday, G Kendall, J Smith

ALSO IN ATTENDANCE

Ms G. Armstrong (Locum Clerk), 1 member of public.

ABSENT: Cllr. J. Buckley.

In her capacity as Chairman of the Committee, Cllr. Bore called the meeting to order.

FGP14/25 **APOLOGIES FOR ABSENCE** None to receive.

FGP15/25 **DECLARATIONS OF INTEREST** None.

FGP16/25 **Minutes** – It was **resolved** to formally accept the minutes of the meeting of 6th October 2025. (*circulated with agenda*). Proposed Cllr Kendall, seconded Cllr Smith. The Chair signed the minutes

FGP17/25 **Model Publication Scheme** [*minute FGP6/25 refers*] – It was noted that the ICO had replied to the Clerk and formally approved the amendment to Council's Model Publication Scheme.

FGP18/25 **November Council Meeting** – **noted** the Ordinary meeting scheduled for 12th November 2025 was not held due to staff illness and **resolved** that the next Ordinary meeting be arranged for Monday 12th January 2026 at 1.00pm

FGP19/25 **QE2 seat plaque** – It was **resolved** that the wording for the plaque would be : '*IN HONOUR OF HER MAJESTY QUEEN ELIZABETH II WHO REIGNED FROM 1952-2022. This bench has been provided by Newby and Scalby Town Council*'. Cllr. Bore requested that a brass or metal plaque be obtained. It was suggested that a flowerbed be created next to the bench, this matter to be discussed at Full Council.

FGP20/25 **October schedule of accounts** [*circulated with agenda*] – It was noted that the online bank authorisations were done on 29/10/2025 by Cllrs.Bore and Smith. It was **resolved** to accept the schedule of accounts for October and the Chair signed the document.

FGP21/25 **November schedule of accounts** [*circulated with agenda*] – It was **resolved** to accept the schedule of accounts for November and the Chair signed the document.

FGP22/25 **December schedule of accounts** [*circulated with agenda*] - It was **resolved** to accept the schedule of accounts for December and the chair signed the document.

FGP23/25 **Budget 2026/27** [*circulated with agenda*] – It was **resolved** to recommend the budget and earmarked reserves to the next Council meeting. It was noted that the amount of £10,000 under the Audit heading was to meet any challenges that may arise and that the Staffing amount was in anticipation of the role of Parish Clerk and RFO being split.

FGP24/25 **Precept 2026/27** [*circulated with agenda*] - It was **resolved** that the RFO's recommendation that a precept of £123,768-00 (which equated to a slight decrease of 0.76% overall) be recommended to the next Council meeting.

There being no further business, the Chairman declared the meeting closed at 7.22pm.


Cllr. Helen Bore, Committee Chairman
2nd March 2026

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**MINUTES OF A MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

5

held in the Community Hub, 445b Scalby Road,
Monday, 2nd March 2026 at 11.00am.

PRESENT:

Councillors H. Bore (Chairman), J Buckley, R. Holliday, G Kendall.

ALSO IN ATTENDANCE

Mrs J Marley (Clerk).

ABSENT: Cllr. J. Smith.

In her capacity as Chairman of the Committee, Cllr. Bore called the meeting to order.

FGP1/26 APOLOGIES FOR ABSENCE

FGP1/26.1 Apologies **received & noted** from Cllr. J. Smith.

FGP1/26.2 Acceptance of reasons for absence:- **Resolved** the reason for absence given by Cllr. Smith (personal commitment) be accepted and approved.

FGP2/26 DECLARATIONS OF INTEREST None.

FGP3/26 MINUTES – Having been previously circulated, **resolved** the minutes of the Finance & General Purposes Committee Meeting held on 18th December 2025 be approved and authorised for signature by the Chairman of the F&GP Committee. The Committee Chairman signed the minutes

FGP4/26 Scalby Football Club It was noted that the Club had applied for a grant from the Grass Pitch Maintenance Fund of the Football Foundation. To access this grant it was possible the Football Foundation would require the landlord (the Town Council) to sign a Landlord and Tenant form. **Resolved** Clerk was authorised to sign the relevant consent form on behalf of the Town Council should it be required.

FGP5/26 Internal Audit An Interim Audit Report carried out by Council's Internal Auditor (Internal Audit Yorkshire) had been circulated with the agenda along with a summary report by the Town Clerk. **Resolved** the Interim Audit Report carried out by Council's Internal Auditor be received and noted. In respect of the Town Clerk's summary report, Cllr. Buckley disagreed with actions arising from any of the internal auditor's recommendations referring to Standing Orders or Financial Regulations since he had not agreed with the Council's recent adoption of the NALC Standing Orders and Financial Regulations tailored to Council's requirements. **Resolved** no amendments required in the "Actions done/To be done" column of the Town Clerk's report. **Resolved** the recommendations in the Town Clerk's report be noted and confirmed.

FGP6/26 Review & Staffing Committee **Noted** that the R&S Committee had recently resolved that a cleaner was once more to be employed (Minute RS5/26.1 refers). Also **noted** was information from RFO that the expenditure was not expected to create an overspend on the staffing budget.

FGP7/26 Schedule of accounts payable (Sch 11) [emailed to committee 27/2/26] – Cllr. Buckley queried invoice 11/9 for printing and an explanation was provided by the Clerk which was accepted by those present. No other invoices were queried or inspected by those present. **Resolved** the schedule of accounts be authorised for payment and the Chair signed the document. Online authorisations to be done by Cllrs. Bore and Kendall.

FGP8/26 Review of Effectiveness of Internal Control Systems This was referred to within Recommendation 12 of the Internal Auditor's Report considered at Minute 5/26. The Town Clerk's report and recommendations had been circulated with the agenda. Committee did a detailed review of Assertion 2 and determined it was able to answer "Yes" to each process. **Resolved** this review would assist Council when completing the relevant section of the 2025/26 AGAR.

There being no further business, the Chairman declared the meeting closed at 12.02pm.



Cllr. Helen Bore, Committee Chairman
23rd March 2026

**MINUTES OF A MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

7

held in the Community Hub, 445b Scalby Road,
Monday, 23rd March 2026 at 10.45am.

PRESENT:

Councillors H. Bore (Chairman), J Buckley, R. Holliday, G Kendall, J Smith.

ALSO IN ATTENDANCE

4 members of public. Mrs J Marley (Clerk).

ABSENT: None.

In her capacity as Chairman of the Committee, Cllr. Bore called the meeting to order.

FGP9/26 APOLOGIES FOR ABSENCE

FGP9/26.1 None to receive.

FGP9/26.2 Acceptance of reasons for absence:- None to receive.

FGP10/26 DECLARATIONS OF INTEREST None.

FGP11/26 MINUTES –A request by Cllr. Buckley to amend the minutes of the meeting of 2nd March 2026 to include the Chairman's ruling in respect of recording of the meeting was denied by the Chairman on the grounds the request regarding recording had been made prior to commencement of the meeting and therefore was outside the scope of the minutes. Having been previously circulated, **resolved** the minutes of the Finance & General Purposes Committee Meeting held on 2nd March 2026 be approved and authorised for signature by the Chairman of the F&GP Committee. The Committee Chairman signed the minutes

FGP12/26 Actions arising from Interim Audit report by Internal Auditor [Minute FGP5/26 refers] An update report and associated documents had been circulated with the agenda and it was **resolved** as follows:-

FGP12/26.1 The update report be **received and noted**.

FGP12/26.2 Recommendation 7 of that report in respect of contracts, direct debits and bank standing orders – the schedule be **noted, confirmed as approved and adopted**.

FGP12/26.3 Recommendation 9 of that report in respect of a risk management assessment matrix be **noted and adopted subject to the amendments agreed** at this meeting as follows:-

- Point 3 - Clerk and R&S Committee to create a succession plan once Clerk and Deputy Clerk roles filled;
- Point 5 - a formal Disaster Recovery Plan to be produced (referred to future F&GP Committee meeting for consideration and action);
- Point 14 – no update on need to register for VAT and [Minute FGP5/26 refers] moving to a dedicated accounts package be deferred for future implementation;
- Point 18 – cyber insurance to be considered later in this meeting;
- Point 23 – Press and Social Media Policy to be referred to Review and Staffing Committee for consideration and recommendations;
- Point 24 – Harassment policy (may not be necessary as could be contained within Dignity at Work policy) so to be referred to Review and Staffing Committee for consideration and recommendations;
- Point 39 – words “village hall” to be replaced by “community hub”; words “and the recreation ground” to be removed; updated tree survey to be obtained (Clerk to action); risk assessments to be reviewed (referred to future F&GP Committee meeting for consideration and action).

FGP12/26.4 Recommendation 10 of that report in respect of cyber insurance be **noted** and the £250k cover offered by Coalition through Gallaghers at a cost of £222-12 be **initiated**.

FGP13/26 Schedule of accounts payable (Sch 12) [emailed to committee 18/3/26] – Having been previously circulated **resolved** the schedule of accounts be authorised for payment and the Chairman signed the document. Online authorisations to be done by Cllrs. Bore and Smith.

There being no further business, the Chairman declared the meeting closed at 11.21am.


Cllr. Helen Bore, Committee Chairman
27th April 2026

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11

**MINUTES OF A MEETING OF PLANNING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Community Hub, 445b Scalby Road,
on Monday, 22nd December 2025 at 1pm.

PRESENT:

Councillors R Thompson (Chairman), H. Bore, B Marley, J Smith

ALSO IN ATTENDANCE

None.

Informative – in the absence of the Clerk on sick leave, notes of the meeting were taken by Cllr. Smith.

ABSENT: Cllr. R Holliday.

P29/25 APOLOGIES FOR ABSENCE

P29/25.1 Apologies received & noted from Cllr. Holliday.

P29/25.2 **Resolved** the reason for Cllr. Holliday's absence (prior commitment) be approved.

P30/25 DECLARATIONS OF INTEREST None.

P31/25 MINUTES Having been previously circulated it was **resolved** the minutes of the Planning Committee meeting of 28th October 2025 be approved and authorised for signature by the Committee Chairman.

P32/25 PLANNING APPLICATIONS & APPEALS NOTIFIED

Resolved comments on the following applications be submitted to the planning authority:-

1. 25/03917/DISCON Approval of details under Condition 2 (Material details) and Condition 3 (Specifications) of planning permission ZF25/00379/FL Demolition of existing "lean-to" rear extension and first floor access stair. Replacement of rear first floor door with window. Erection of single story rear extension with extraction flue. Replacement of 1no. uPVC window to front in timber at 30-32 High Street Scalby. **Resolved** application supported.
2. 25/01293/FLA Variation of Condition 1 (plans) & 7 (permitted development rights) in relation to application 23/00058/FL to allow the relocation of the driveway, garage and amendments to the windows on the north west elevation. 77 Green Lane Newby. **Resolved** Council notes Highways comments and supports them.
3. 25/01288/HS Erection of rear extension at 19 Duchy Avenue, Scalby. **Resolved** no objections.
4. 25/01238/FL Upgrade of existing grass pitch to 3G/4G pitch, new spectator stand, construction of 1no new padel court and extensions to the clubhouse building, including external terraced area, infill WC extension and 2no indoor rugby 5s courts at Scarborough Rugby Union Football Club Silver Royd 569 Scalby Road, Scalby. **Resolved** Council wishes to make mention of possible floodlighting issues, drainage and sewage impact with increase in size of site, and notes Sports England report and fully supports their recommendation.

P33/25 PLANNING DECISIONS/APPEALS/WITHDRAWALS

Resolved the following be noted:-

1. 25/01103/HS Erect single storey rear extension at 45 Coldyhill Lane, Newby. **Granted with conditions.**
2. 25/03845/TCON Felling of 1 No Horse Chestnut T1 (A) and 1 no Birch T3 (C) and pruning of 1 no Apple Tree T2 (B) at 5 North Street, Scalby. **Granted with conditions.**
3. 25/03840/PNX To increase width of existing rear single storey extension to provide kitchen/dining/living area at 47 Newlands Park Drive, Newby. **Prior approval not required, subject to conditions.**

P34/25

PLANNING MATTERS RECEIVED AFTER 16/12/25 None.

There being no further business, the Chairman declared the meeting closed at 1.30pm.

 *mpson*

Cllr. Richard Thompson, Chairman

DATE

9/2/26

13

**MINUTES OF A MEETING OF PLANNING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Community Hub, 445b Scalby Road,
on Monday, 9th February 2026 at 2.30pm.

PRESENT:

Councillors R Thompson (Chairman), H. Bore, R Holliday, B Marley, J Smith

ALSO IN ATTENDANCE

No one.

Informative – in the absence of the Clerk on sick leave, notes of the meeting were taken by Cllr. Smith.

ABSENT: None.

P35/25 APOLOGIES FOR ABSENCE

P35/25.1 None to receive.

P35/25.2 No reasons to receive.

P36/25 DECLARATIONS OF INTEREST Resolved a Non-Registrable Interest by Cllr. Bore in agenda item 4.1 (St. Catherine's Hospice) on the grounds she was an occasional customer at "Flavours Bistro" was **received & noted**.

P37/25 MINUTES Having been previously circulated it was **resolved** the minutes of the Planning Committee meeting of 22nd December 2025 be approved and authorised for signature by the Committee Chairman.

P38/25 PLANNING APPLICATIONS & APPEALS NOTIFIED

Resolved comments on the following applications be submitted to the planning authority:-

1. SCAZF25/01264/FL Change of use from part Class C2 (Hospice) to a mixed use comprising Use Class C2 (Hospice) and Use Class E at St Catherine's Hospice, Throxenby Lane, Newby. **Resolved** no objections.
2. SCAZF25/01321/FUL Erect 1no. bungalow with access from Scalby Road at 5 Station Road, Scalby. **Resolved** no objections.
3. SCAZF25/01382/FL Erection of a 75 bed Care Home with associated access, parking and landscaping at Former Scarborough Rugby Union Football Club Scalby Road Scalby. **Resolved** object on grounds of overbearing size of the development due to height and size, with a resulting negative impact on the current infrastructure.
4. 25/03928/FUL Convert residential apartments (C3) to visitor accommodation (C1) including associated parking, landscape and internal & external alterations at Yew Court, High St, Scalby. **Resolved** no objections.
5. 25/03929/FUL Erect single storey rear extension at 71 Cross Lane, Newby. **Resolved** no objections.
6. 25/04322/FUL Alterations and extensions to existing detached dwelling and provision of raised terrace to rear of extended dwelling at 378 Scalby Road, Newby. **Resolved** no objections.
7. 25/04541/FUL Rear single storey extension to dwelling and erection of detached garden room at 3 Beech Court, North Street, Scalby. **Resolved** no objections.
8. 25/04614/OUTMAJ Outline planning application with all matters reserved expect for means of access to North Street, but not within, the site for the development of up to 90 dwellings and associated landscaping and infrastructure works at Carr Lane to Sports ground, Scalby. **Resolved** object on grounds 1] site is not within the Scarborough Borough Local Plan 2011 – 2032 (July 2017), and the proposed North Yorkshire Local Plan is still being developed; 2] Conservation area boundary adjacent o proposed access, this council supports the NYMPA objection.

P39/25 PLANNING DECISIONS/APPEALS/WITHDRAWALS

Resolved the following be **noted**:-

1. Appeal against refusal of NYM/2025/0379. Variation of conditions 2 (material amendment) and 9 of planning approval NYM/2022/0476 to allow the installation of uPVC windows and doors at Beacon Farm, Beacon Brow Road, Scalby. **Appeal dismissed**.

2. ZF24/01878/FLA Variation of conditions 1 and 2 in relation to ZF24/00099/FLA, to allow removal of a tree and creation of parking area at former site of 79 Cross Lane, Newby. **Refused.**
3. ZF25/00739/FL Demolish existing building and erect 5no. flats with allocated garages, garden office and gardens to rear at 143-145 Burniston Road, Newby. **Refused.**
4. ZF25/00906/HS Proposed 2 storey rear extension and side pitched roof over kitchen area at 548 Scalby Road, Scalby. **Granted with conditions.**
5. ZF25/00989/HS Erection of single storey rear extension at 43 Station Road Scalby. **Granted with conditions.**
6. ZF25/01099/FLA Removal of Condition 8 (development phasing) in relation to application 21/00511/FL at High Mill Farm, Station Road Scalby. **Withdrawn.**
7. ZF25/1103/HS Erection of single storey rear extension at 45 Coldyhill Lane, Newby. **Granted with conditions.**
8. ZF25/01135/FL Installation of 2 No. air source heat pumps to two holiday cottages to replace malfunctioning ground source heat pumps and boreholes at Reception, Scalby Lodge, Burniston Road, Newby. **Granted with conditions.**
9. ZF25/01185/HAS Variation of condition 1 (plans) in relation to application 22/01969/HS, to allow changes to appearance, retaining wall and parking at The Barn, Scalby Hayes, Scalby. **Granted with conditions.**
10. ZF25/01229/HS Erection of single storey rear extension and conversion of garage to residential annexe (retrospective) at 2 Fieldstead Crescent, Newby. **Granted with conditions.**
11. ZF25/01261/HS Erection of single storey side extension and alteration to upper storey side window at| 3 Newlands Park Drive, Newby. **Granted with conditions.**

P40/25**PLANNING MATTERS RECEIVED AFTER 1/2/26**

1. SCAZF25/01348/FLA PROPOSAL: Variation of condition 1 of planning permission ref. 21/00511/FL to allow provision of study and utility area rather than approved garage to house No.1 at High Mill Farm Station Road Scalby. **Resolved** no objections.
2. SCAZF25/01346/LB PROPOSAL: Internal and external works (to include partial demolition of load bearing walls) to allow for conversion of former Millers House, Mill, Cart Shed, Piggery and Outbuilding to single dwelling and annexe. The erection of 3 no. dwellings following the demolition of No.3 outbuildings (partly retrospective) at High Mill Farm Station Road Scalby. **Resolved** no objections.
3. 26/00113/FUL Erection of second storey to existing single storey rear extension and conservatory to the rear of property. Alteration to fenestration at 35 Scalby Avenue Newby. **Resolved** no objections.

There being no further business, the Chairman declared the meeting closed at 3.06pm.


Cllr. Bob Marley, Meeting Chairman
16th March 2026

**MINUTES OF A MEETING OF PLANNING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Community Hub, 445b Scalby Road,
on Monday, 16th March 2026 at 10.45am.

15

PRESENT:

Councillors B Marley (Vice Chairman in the chair), H. Bore, R Holliday, J Smith
Mrs J Marley (Clerk to Council)

ALSO IN ATTENDANCE

No one.

ABSENT: Cllr. R. Thompson.

P41/25 **APOLOGIES FOR ABSENCE**

P41/25.1 Apologies received & noted from Cllr. Thompson.

P41/25.2 **Resolved** the reason for Cllr. Thompson's absence (prior commitment) be approved.

P42/25 **DECLARATIONS OF INTEREST** None.

P43/25 **MINUTES** Having been previously circulated it was **resolved** the minutes of the Planning Committee meeting of 9th February 2026 be approved and authorised for signature by Cllr. Marley in his capacity as Chairman of the meeting.

P44/25 **PLANNING APPLICATIONS & APPEALS NOTIFIED**

Resolved comments on the following applications be submitted to the planning authority:-

1. 25/04387/FUL Installation of 1 no. air source heat pump at no.8 Scalby Lodge, Burniston Road, Newby. **Resolved** no objections.
2. 25/04630/FUL Removal of conservatory and erection of porch; installation of uPVC windows, works to front stone boundary wall and removal of rear store at 5 North Street Scalby. **Resolved** no objections.
3. 26/00364/FUL Proposed residential extensions and the replacement of a rear boundary fence with a brick wall at 47 Lady Ediths Avenue Newby. **Resolved** no objections.
4. 26/00806/FUL Proposed front extension to create sun room at 237 Scalby Road Newby. **Resolved** no objections.

P45/25 **PLANNING DECISIONS/APPEALS/WITHDRAWALS**

Resolved the following be **noted**:-

1. SCA ZF25/01127/FLA Variation of condition 1 of decision reference ZF23/01059/FL dated 12.06.2025 to allow amended footprint, increase in floor area and amended design at Briar Dene Retirement Home 73 Burniston Road Newby. **Granted with conditions.**
2. 25/03929/FUL Erect single storey rear extension at 71 Cross Lane Newby. **Granted with conditions.**
3. 25/03928/FUL Convert residential apartments (C3) to visitor accommodation (C1) including associated parking, landscape and internal & external alterations at Yew Court High Street Scalby. **Granted with conditions.**
4. SCA ZF25/01321/FUL Erection of 1no. bungalow with access from Scalby Road at 5 Station Road Scalby. **Refused.**

P46/25 **PLANNING MATTERS RECEIVED AFTER 11/3/26**

1. SCAZF25/01382/FL AMENDED Erection of a 75 bed Care Home with associated access, parking and landscaping at Former Scarborough Rugby Union Football Club Scalby Road Scalby. **Resolved to object.** Although the applicant has tried to reduce the massing of the building by changing the designs of the roofs at the north west and south east end of the front elevation, Committee continues to consider the proposed development is overbearing by virtue of height, size and massing. Concerns expressed about the ability of the existing infrastructure to cope with the development, especially the GP services which are already considerably overstretched. Lighting - there does not appear to be anything in the submitted plans to indicate what is proposed in terms of external lighting. While acknowledging this is a relatively urban area, the opportunity to minimise light pollution is considered important, especially in view of the proximity of

wildlife, and lighting should be sympathetic and downward facing to reduce upward light pollution.

There being no further business, the Chairman declared the meeting closed at 11.20am.

Cllr. Richard Thompson, Chairman
15th April 2025

51

**MINUTES OF A MEETING OF REVIEW & STAFFING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Committee Room, Newby & Scalby Community Hall, Scalby Road,
on Thursday, 27th November 2025 at 2pm.

PRESENT:

Councillors G Kendall (Chairman), H Bore, J Shepherd, J Smith, R Thompson.

ALSO IN ATTENDANCE

J Collins (Locum Clerk), 4 members of public.

ABSENT: None.

RS44/25 APOLOGIES FOR ABSENCE

RS44/25.1 Apologies – none to receive.

RS44/25.2 Reasons for absence – none to consider.

RS45/25 DECLARATIONS OF INTEREST None.

RS46/25 MINUTES Having been previously circulated it was **resolved** the minutes of the Review & Staffing Committee meeting of 31st October 2025 be confirmed as accurate and signed by the Chairman of the Review & Staffing Committee.

RS47/25 EXCLUSION OF PUBLIC & PRESS

Resolved that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the next items due to the confidential nature of the business to be transacted.

CONFIDENTIAL ITEMS

RS48/25 STAFFING

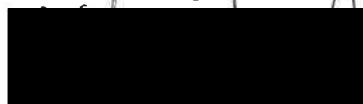
RS48/25.1 Committee considered any actions to be taken on matters occurring during the Town Clerk's absence. The Chairman's verbal report on the progress of the Clerk's recovery was **received & noted**. **Resolved** as follows:-

- The Clerk would begin a mutually agreed phased return to work on 8th December;
- To fulfil the Council's duty of care, a workstation assessment would be carried out and the Clerk asked to request any adaptations required;
- The RFO element of the role be re-introduced on restrictive duties, and that the hours worked in this element be reviewed in early January 2026;
- The Chairman advise the Clerk to make a request for any necessary office furniture to accommodate a return to work.

RS48/25.2 Committee considered at complaint about a member of staff and **resolved** it be handled in accordance with Council policies. Timings for the appropriate handling of the complaint were also agreed.

There being no further business on the agenda, the Chairman declared the meeting closed at 2.45pm.

Cllr. Gill Kendall, Chairman
18th February 2026



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53

**MINUTES OF A MEETING OF REVIEW & STAFFING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Committee Room, Newby & Scalby Community Hall, Scalby Road,
on Wednesday, 18th February 2026 at 10.30am.

PRESENT:

Councillors G Kendall (Chairman), H Bore, J Shepherd, J Smith, R Thompson.

Note taker for the meeting – Cllr. Smith

ABSENT: None.

RS1/26 **APOLOGIES FOR ABSENCE**

RS1/26.1 Apologies – none to receive.

RS1/26.2 Reasons for absence – none to consider.

RS2/26 **DECLARATIONS OF INTEREST** None.

RS3/26 **MINUTES** Having been previously circulated it was **resolved** the minutes of the Review & Staffing Committee meeting of 27th November 2025 be confirmed as accurate and signed by the Chairman of the Review & Staffing Committee.

RS4/26 **EXCLUSION OF PUBLIC & PRESS**

Resolved that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the next items due to the confidential nature of the business to be transacted.

CONFIDENTIAL ITEMS

RS5/26 **STAFFING**

RS5/26.1 The Chairman's verbal report on the progress of the Clerk's recovery was **received & noted. Resolved** as follows:-

- The Clerk would return to work from the office (ideally the mornings of Monday, Wednesday and Friday) from 2nd March with other hours being worked from home;
- The Town Clerk is no longer able to carry out some tasks so in order to make reasonable adjustments, a cleaner again to be employed for the hub and office.

RS5/26.2 Committee **noted** that PD Solutions had given notice they were terminating their HR contract with Council, with the last day of support being 31st March 2026. **Resolved** in the interim the YLCA to be used and enquiries to be made with YLCA about possible alternatives.

There being no further business on the agenda, the Chairman declared the meeting closed at 11.00am.


Cllr. Gill Kendall, Chairman
23rd March 2026

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**MINUTES OF A MEETING OF REVIEW & STAFFING COMMITTEE,
NEWBY AND SCALBY TOWN COUNCIL**

held in the Community Hub, 445b Scalby Road,
on Monday, 23rd March 2026 at 11.31am.

55

PRESENT:

Councillors G Kendall (Chairman), H Bore, J Shepherd, J Smith.

ALSO IN ATTENDANCE

2 members of public. Mrs J Marley (Clerk).

ABSENT: Cllr. R Thompson.

In her capacity as Chairman of the Committee, Cllr. Kendall called the meeting to order at 11.31am.

RS6/26

APOLOGIES FOR ABSENCE

RS6/26.1

Apologies **received & noted** from Cllr. R. Thompson.

RS6/26.2

Acceptance of reasons for absence:- **Resolved** the reason for absence given by Cllr. Thompson (personal commitment) be accepted and approved.

RS7/26

DECLARATIONS OF INTEREST None.

RS8/26

MINUTES Having been previously circulated it was **resolved** the minutes of the Review & Staffing Committee meeting of 18th February 2026 be confirmed as accurate and signed by the Chairman of the Review & Staffing Committee.

RS9/26

STAFFING

RS9/26.1

Recruitment of Cleaner [Minute RS5/26.1 refers]. It was **resolved** as follows:-

- Post to be for 1½ hours a week
- 3 month probation period
- Initial pay rate of £13/hour
- Council to be asked to increase pay rate to SCP 10 once the probationary period had been successfully completed
- Advert to be written by Chairman of Committee and Clerk to Council and placed on Council noticeboard, website and facebook page
- Closing date to be 12noon on 7th April 2026
- Applications in writing or by email to the Clerk to Council
- Shortlisting to be done by R&S Committee meeting on 10th April.
- Interviews (by R&S Committee) to be held week commencing 13th April 2026
- DBS check would be needed
- Appointment would be on the NJC contract provided by Council's retained HR advisor
- Clerk authorised to take action as necessary

There being no further business on the agenda, the Chairman declared the meeting closed at 11.48am.

**Cllr. Gill Kendall, Chairman
20th April 2026**



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NEWBY AND SCALBY TOWN COUNCIL

**Parish Caretaker/Highways Items/
Street lights (column number essential)**

DATE first noticed	LOCATION	NATURE OF WORK REQUIRED

Councillor

Date

Subject: Speeding concerns – Station Road and Scalby Road WAS Re: Newby & Scalby Town Council
From: "Jools Marley, Clerk to Council" <clerk@newbyandscalby-tc.gov.uk>
Date: 13/04/2026, 09:32
To: [REDACTED]
BCC: clerk@newbyandscalby-tc.gov.uk

Dear [REDACTED]

Thank you for your emails regarding speeding traffic on Station Road and Scalby Road, and please accept my apologies for the delay in responding due to being on sick leave.

I do understand your concerns. Excessive speed in residential areas is worrying, particularly where it creates a risk to pedestrians and other road users, and I appreciate you taking the time to raise this.

While this Council does not have enforcement powers in relation to speeding, this responsibility sitting with the police, we can work with the relevant authorities to highlight concerns and explore possible measures.

In terms of what can be done, there are a few options that the Council could consider, such as raising the issue with the local police team, contacting the Highways Authority regarding signage or traffic calming measures, or exploring community speed awareness initiatives.

I will place this matter on the agenda for the Parish Council meeting in May so that it can be discussed fully, and a collective view taken on how best to proceed. You would be very welcome to attend the meeting and speak during the public session should you wish to share your concerns directly with councillors.

Thank you again for bringing this to our attention.

Kind regards,

Jools Marley (Mrs) CiLCA
Clerk to the Council

Newby & Scalby Town Council
445b Scalby Road,
SCARBOROUGH
YO12 6UA
01723 354018 (answerphone when unavailable)

Office generally open Mon-Fri 8am-12noon.

Please note messages sent after 12noon may not get a response until the next working day.

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On 10/04/2026 11:24, Newby & Scalby Town Council (no-reply) wrote:

From:

Subject: Speeding traffic

Message Body:

I contacted you recently regards the total lack of speed control on Station Rd and Scalby Rd.
If you agree with my view can you please advise what can be done about it.

--

This e-mail was sent from Newby & Scalby Town Council (<https://newbyandscalby-tc.gov.uk/>)
Please note messages sent after 12noon may not get a response until the next working day.

Subject: Newby & Scalby Town Council

From: "Newby & Scalby Town Council (no-reply)" <newsletter@newbyandscalby-tc.gov.uk>

Date: 06/03/2026, 18:00

To: clerk@newbyandscalby-tc.gov.uk

From: [REDACTED]
[REDACTED]

Subject: Speeding traffic

Message Body:

I have been in touch with Alison Hume on the matter of speeding traffic on Station Rd and Scalby Rd both 30 mph area's.

She suggested I contact you, I know that you have been doing what you can but the problem simply gets worse. Speed is now a complete free for all in these area's vehicles often travelling at 45 to 50 mph.

There is an absence of signage and no calming measures , a major accident would seem inevitable. Please do what you can to restore some sort of order.

--
This e-mail was sent from Newby & Scalby Town Council (<https://newbyandscalby-tc.gov.uk/>)
Please note messages sent after 12noon may not get a response until the next working day.

Subject: Re: Lady Edith's/Forge Valley traffic speed WAS Newby & Scalby Town Council

From: [REDACTED]

Date: 09/04/2026, 13:56

To: "Jools Marley, Clerk to Council" <clerk@newbyandscalby-tc.gov.uk>

Dear Clerk,

Many thanks for your speedy reply.

I have clipped on to this a letter to the Council which I am sure you will be able to deal with in the proper way.

It is a PDF which I am sure you will be able to open. Should you not be able to do that please let me know.

I will expect a reply from the Council which I am sure will then enable me to decide what action to take next.

Regards

[REDACTED]



8th April 2026

FTAO Newby and Scalby Town Council

Re:- Dangerous speeding 'Lady Edith's Drive and Forge Valley roads'

Dear Clerk,

Thank you for the reply to my email which spelled out the public's concern about the speed of vehicles along Lady Edith's Drive and through Forge Valley' to Ayton.

I am fully aware of the committees and protocols regarding the responsibility for this issue, thank you, but had expected a more positive response from my Town Council.

It is my perception that the majority of the residents of Scalby and Newby use this road regularly and are therefore at risk of severe injury from the type of motorists I listed in my letter to Cllr David Jeffels recently.

Copy available if required

As the Town Council it is your responsibility to represent the people of the Town.

I, therefore, would now like to officially ask the Town Council to lobby the people you mention in your email for a reduction in the speed limit to an acceptable 20 MPH which it was when traffic numbers were far less and the types of vehicles were smaller and less powerful.

As this is an amenity area for the community it would create a safer environment suitable for the residents, including horse riders, cyclists, walkers and children particularly visitors who use the roads mentioned. I hasten to add that there are no footpaths on most of the road I have included.

I look forward to the Town Council's early reply.

Yours faithfully



On Mon, Mar 23, 2026 at 7:24 AM Jools Marley, Clerk to Council <clerk@newbyandsalby-tc.gov.uk> wrote:

Thank you for your email regarding road safety along Lady Edith's Drive and Forge Valley Road through to East Ayton.

Your concerns are acknowledge regarding vehicle speeds and the range of users of these roads, including pedestrians, horse riders, and visitors. It is recognised that rural roads can experience increased traffic volumes and higher vehicle speeds, which may give rise to safety concerns.

However, only a small section of the route referred to falls within the Town Council's area, namely the stretch from Raincliffe Farm to Throxenby Mere (approximately 1km) and it would not be practical for action to be taken on this stretch of road alone. The remainder of the route lies within the areas of East Ayton Parish Council, Suffield cum Everley Parish Council, Irton Parish Council, and Scarborough Town Council.

As is common with many rural roads in the area, this route is subject to the national speed limit, meaning that the applicable limit depends on the type of vehicle unless otherwise indicated by signage.

Responsibility for setting speed limits, undertaking traffic assessments, and implementing any traffic calming measures rests with the Highways Authority, while enforcement is the responsibility of the Police.

Residents with concerns regarding vehicle speeds are therefore encouraged to report these directly to North Yorkshire Highways and North Yorkshire Police, who have the legal authority to review speed limits, carry out monitoring, and take enforcement action where appropriate.

Jools Marley (Mrs) CiLCA
Clerk to the Council

Newby & Scalby Town Council
445b Scalby Road,
SCARBOROUGH
YO12 6UA
01723 354018 (answerphone when unavailable)

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On 21/03/2026 10:43, Newby & Scalby Town Council (no-reply) wrote:

From: [REDACTED]

Subject: Road Safety

Message Body:

What action is the Town Council taking to improve Road safety on Lady Edith's drive and Forge Valley roads through to East .Ayton.

This, at present, is used as a Rat run by Contractors, delivery drivers and large cars travelling at great speed on a road more suitable for a limit of 20MPH as it used to be years ago.

The road has remained in relatively the same condition as it used to be.

The speed of traffic today is not compatible for the users which include several schools, horse riders, walkers, visiting site seers and the like.

The speed limit needs to be reduced to 20 MPH. It should never have been allowed to increase.

--

This e-mail was sent from Newby & Scalby Town Council (<https://newbyandscalby-tc.gov.uk/>)

Please note messages sent after 12noon may not get a response until the next working day.

— Attachments:

Letter to town Council re spped limit.pdf

1.4 MB

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

Council meeting of 13/5/26

SCHEDULE 2

REF NO.	Invoice Date	CREDITOR	REASON	GROSS £	VAT £	NET £	VAT Code	TRANS. TYPE	VAT No.
2/1	30.4.26	Normans	Stationery	£11.98	£2.00	£9.98	T1	bacs	360465265
2/2	30.4.26	Garness Jones	Insurance valuation	£1,500.00	£250.00	£1,250.00	T1	bacs	372900988
2/3	5.5.26	Franklin Greenscapes	Garden/ground maintenance	£308.00	£0.00	£308.00	T10	bacs	
				£1,819.98	£252.00	£1,567.98			

** Already drawn

RESOLVED THAT PAYMENT OF THE ABOVE BE AUTHORISED/RATIFIED:

13/05/2026

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]

£0.00

INVOICE TO
Newby & Scalby Town Council

 445B Scalby Road
 Opposite Library
 North Yorkshire
 YO12 6UA

Tel: 01723 354018

Invoice No 216523

Invoice Date 30-Apr-26

Your Order No Julia

Acc Code NEWS13

Cost Centre

Page 1 of 1

Cust Dept

Code	Description	Qty	Unit	Price	Total	VAT
Sales Order No : 264774. Despatch Note 297152		Julia Marley		Cust Ref: Julia		
NORA3CPW	A3 Copier Paper 500 Sheets	1	Each	£6.99	£6.99	1

All goods on this invoice remain the property of Normans of Billingham Limited until paid for in full. Any discrepancies on delivery must be reported by the next working day at the latest. Any query with this invoice must be notified in writing within 7 working days of invoice. Calls may be recorded or monitored for training purposes. Goods and services are provided subject to our present Terms and Conditions

Despatch Notes

297152

 INVOICE CHECKED BY/DATE dm 1/5

 PAYMENT ENTERED BY dm

 PAYMENT TYPE/UTR 923114965

 PAYMENT DATE 15/5/26

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____

Delivery Address

 445B Scalby Road
 Opposite Library
 North Yorkshire
 YO12 6UA

Please Make Payments To:

Please email all queries and remittances to sales.ledger@normansbusiness.co.uk
PLEASE NOTE FROM 1st MAY 2025, WE WILL NO LONGER ACCEPT PAYMENT VIA CHEQUE. THANK YOU
VAT Summary

Nett	Code	Rate %	VAT Amt
9.98	1	20.0000	2.00

Delivery	£2.99
Sub-Total	£9.98
VAT	£2.00
Total	£11.98

Normans of Billingham Limited

T: 01642 564190

 Unit 5, Royce Avenue, Cowpen Industrial Estate, Billingham, Cleveland.
 TS23 4BX.

F: 01642 564514





Invoice

Our Ref: RC/SE

Your Ref:

AP Ref: 47322

Invoice No. 3548

Account Ref: NEWBYSCA

Tax Point 30/04/2026

VAT Reg No: 372 9009 88

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

Details	NET Amt	VAT %	VAT
445 and 445b Scalby Road, Scarborough, YO12 6UA			
Report & Valuation of the above			
Professional Services - Commercial Valuations	1,250.00	20.00	250.00

INVOICE CHECKED BY/DATE am/15

PAYMENT ENTERED BY DM

PAYMENT TYPE/UTR 956899948

PAYMENT DATE 15/5/26

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____

PLEASE NOTE WE HAVE CHANGED OUR BANK ACCOUNT DETAILS AS SHOWN BELOW



SUBTOTAL	£	1,250.00
VAT	£	250.00
TOTAL	£	1,500.00

Approved By: RC

Accounts carry a monthly surcharge of 2% on the balance of all sums overdue until payment is made in full (Nett 30 Days)

TERMS: STRICTLY 30 DAYS NET (30/05/2026)

Any charges in dispute must be notified to us in writing within 14 days of the date of this invoice



Franklin GreenScapes
115 Westway
Scarborough
North Yorkshire YO11 3EG

Jools Marley

Newby and Scalby Town Council

445b Scalby Road
Scarborough
North Yorkshire YO12 6UA

INVOICE 103

05 May 2026

Payment due by 12 May 2026

QUANTITY	DETAILS		UNIT PRICE (£)	SUBTOTAL (£)
2:00 Hours	7th April House and office gardens Rear Courtyard 10.00am to 12.00pm	<i>premises ggm 2</i>	22.00	44.00
3:00 Hours	15th April House and office gardens QE2 Garden 10.00am to 1.00pm	<i>premises ggm 2</i> <i>civic pride 1</i>	22.00	66.00
1:00 Hour	17th April 53 Moor Lane Epicormic shoots Tip Run Burniston	<i>civic pride 1</i>	22.00	22.00
2:00 Hours	21st April Car Park Rear Courtyard 10.00am - 12.00pm	<i>premises ggm 2</i>	22.00	44.00
3:00 Hours	28th April House and office gardens Car Park 10.00am to 1.00pm	<i>premises ggm 3</i>	22.00	66.00
3:00 Hours	5th May Garden Maintenance House and office gardens QE2 Garden 9.15am to 12.15pm	<i>premises ggm 2</i> <i>civic pride 1</i>	22.00	66.00

GBP Total £308.00



INVOICE CHECKED BY/DATE dm 6/5

PAYMENT ENTERED BY dm

PAYMENT TYPE/UTR 11925149

PAYMENT DATE 15/5/26

AUDIT CHECK BY/DATE _____

VAT RECLAIM DATE _____

REPORT

FROM: Jools Marley, Clerk to Council.

TO: All Councillors

DATE: 28th April 2026

SUBJECT: Recommendations of Finance & General Purposes Committee held on 27th April 2026 in respect of the 2025/26 Annual Return (AGAR)

At its meeting on 27th April 2026 the Finance & General Purposes Committee undertook a thorough and comprehensive examination of the 2025/26 Annual Governance and Accountability Return (AGAR) and the public rights notice and agreed its recommendations to Council as follows:-

- a) Annual Internal Audit Report 2025/26 completed by Internal Audit Yorkshire on 19/4/26 – **Recommendation** that Council resolves to receive and note the report;
- b) Section 1 Annual Governance Statement 2025/26 – **Recommendation** that Council resolves to respond “Yes” to each of the ten questions and authorises the Chair of the meeting to sign the form;
- c) Section 2 Accounting Statement 2025/26 – **Recommendation** that Council resolves to approve the Accounting Statements and authorises the Chair of the meeting to sign the form;
- d) Notice of Public Rights and Publication of Unaudited AGAR for 2025/26 – **Recommendation** that Council resolves the inspection period be 1/7/26 to 11/8/26 inclusive.

The documents referred to above will be emailed to councillors on 5/5/26.



Jools Marley CiLCA
Clerk to Council

Annual Internal Audit Report 2025/26

Newby and Scalby Town Council

ENTER PUA www.newbyandscalby-tc.gov.uk ADDRESS

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✓		
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes ✓	No 	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

10/02/2026

18/02/2026

17/04/2026

Safia Kauser - Internal Audit Yorkshire

Signature of person who carried out the internal audit

S. D. JIREB

Date

19/04/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

NEWBY & SCALBY TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

newbyandscalby-tc.gov.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2025/26 for

NEWBY & SCALBY TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	22,152	57,364	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	137,513	123,768	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	46,963	41,916	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	32,221	30,713	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	29,179	29,179	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	87,864	65,666	<i>Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	57,364	97,490	<i>Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	57,364	97,490	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	851,400	849,506	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	519,222	498,215	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	☒	☐	<i>For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.</i>

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE: [Signature]
 Date: 13/04/2026

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Smaller authority name: **NEWBY & SCALBY TOWN COUNCIL**

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
1. Date of announcement 29TH June 2026 (a) 2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to: (b) J Marley, Town Clerk, Newby & Scalby Town Council 445b Scalby Road, Scarborough YO12 6UA, 01723354018, clerk@newbyandscalby-tc.gov.uk commencing on (c) Wednesday 1 July 2026 and ending on (d) Tuesday 11 August 2026 3. Local government electors and their representatives also have: • The opportunity to question the appointed auditor about the accounting records; and • The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only. 4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2024. The appointed auditor is: PKF Littlejohn LLP (Ref: SBA Team) 30 Churchill Place London E14 5RE (sba@pkf-l.com) 5. This announcement is made by (e) J. Marley RFO	(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below (b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts (c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below (d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July. (e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

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

TO: All Councillors

DATE: 21st April 2026

SUBJECT: Committee Terms of Reference – Calling of Meetings

Report Purpose

To address minor inconsistencies across Committee Terms of Reference (ToR) regarding who is authorised to call meetings, and to recommend a standardised approach.

Background

A review of the current Terms of Reference for Council's committees has identified variations in wording between documents:

- The Finance & General Purposes Committee ToR includes appropriate provision.
- The Planning Committee ToR includes similar wording, though not consistently expressed.
- The Review & Staffing Committee ToR does not currently include this provision.

For clarity, consistency, and good governance, all Committees should follow the same wording.

Proposal

It is recommended that all Committee Terms of Reference include the following standard wording:

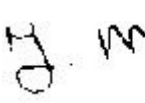
"Meetings may be called by the Proper Officer, the Deputy Clerk in the absence of the Proper Officer, or the Chairman of the Committee."

Required Amendments

- **Review & Staffing Committee** - Add the above wording within the section relating to the frequency and calling of meetings.
- **Planning Committee** - Delete the existing wording "The Town Clerk or the Chairman of the Planning Committee may call Planning Committee meetings as and when necessary" and replace it with the standard wording set out above.

Recommendations

1. Council receives & notes this report.
2. Council approves the adoption of the standard wording across all Committee Terms of Reference to ensure consistency and clarity.



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

REPORT

FROM: Jools Marley, Clerk to Council.

TO: All Councillors

DATE: 28th April 2026

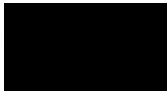
SUBJECT: Recommendations of Finance & General Purposes Committee held on 27th April 2026 in respect of the 2025/26 Annual Report and Accounts

At its meeting on 27th April 2026 the Finance & General Purposes Committee undertook a review of the 2025/26 Annual Report and Accounts.

Committee noted that the figures included the Burchell Bequest and therefore differed from those presented to the external auditor in the Annual Governance and Accountability Return (AGAR).

COMMITTEE'S RECOMMENDATIONS TO COUNCIL:-

- 1] Council resolves to receive and note this report.
- 2] Council resolves to approve the Annual Report & Accounts and authorises their signature by the Chairman of the meeting



Jools Marley CiLCA
Clerk to Council



Annual Report & Accounts

Year Ended 31 March 2026

NEWBY AND SCALBY TOWN COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDED 31 MARCH 2026

RECEIPTS

(Previous) Year Ended 31 Mar 2025		(Current) Year Ended 31 Mar 2026	BUDGET	NOTES
£		£	£	
3,080.51	Allotment rents	3,181.69	2,800	1
260.00	Allotment deposits	300.00	0	2
1,265.63	General interest received	1,889.17	478	3
0.00	Interest taken into revenue	0.00	0	4
6,366.90	Model agreement	6,532.44	6,532	5
137,513.00	Parish precept	123,768.00	123,768	6
2,500.00	Grants & donations (Council)	0.00	1	7
0.00	Grants & donations (Hub)	0.00	1	8
1,000.00	Loan repayments	1,000.00	1,000	9
4,855.52	Hub income (room hire etc)	4,965.25	4,350	10
1,398.59	Toilets on Scalby High Street	1,196.85	780	11
3,059.65	Other Council income inc. refunds	6.75	51	12
194.98	VAT charged	0.00	0	13
8,543.72	VAT reclaimed	8,038.58	2,500	14
14,500.00	Rent from property (gross)	14,870.00	15,000	15
184,538.50	TOTAL	£165,748.73	157,261	

¹ In line with expectations.

² In line with expectations.

³ In line with expectations.

⁴ Account closed

⁵ In line with expectations.

⁶ Decrease as per agreed budget.

⁷ No grants applied for.

⁸ In line with expectations.

⁹ Loan repayment by Scalby Sports Association.

¹⁰ In line with expectations.

¹¹ Marginally down (prior year income covered 13 months).

¹² £6.75 photocopying.

¹³ De-registered for VAT 31/5/24.

¹⁴ In line with expectations.

¹⁵ Rent for 445 Scalby Road in line with expectations

PAYMENTS

(Previous) Year Ended 31 Mar 2025		(Current) Year Ended 31 Mar 2026	BUDGET	NOTES
£		£	£	
3,018.38	Allotments	2,861.23	2,500	1
130.00	Audit fees	8,856.75	1,000	2
1,450.56	Licences & subscriptions	1,583.56	1,500	3
1,184.45	Contingency	7,330.77	3,000	4
3,987.18	General expenditure, training & elections	1,048.80	700	5
3,642.70	Insurance	3,989.38	3,000	6
8,981.99	Model agreement	6,040.07	6,500	7
6,100.88	Office, newsletter & software support	2,949.61	2,600	8
7.65	Councillor's expenses	67.05	50	9
200.00	Website	249.99	300	10
31,043.67	Staffing	31,109.44	55,000	11
22,012.05	Legal & professional fees	6,309.11	10,000	12
29,179.22	PWLB loan repayments	29,179.22	29,179	13
0.00	Discretionary grants	0.00	1,000	
2,989.18	Premises, hall hire & equipment	2,922.34	3,000	14
3,534.13	Civic pride related payments	1,085.62	650	15
4,787.22	Toilets, Scalby High Street	4,879.33	5,600	16
825.00	Special payments – section 96 (verges)	600.00	1,000	17
3,642.83	445 costs	2,482.04	3,000	18
12,142.82	445b costs	4,551.91	4,500	19
420.17	Community engagement/hub specific costs	447.33	1,000	20
100.00	Charitable donations	100.00	0	21
9,883.39	VAT	6,988.80	2,350	22
<u>149,263.47</u>	TOTAL	<u>£125,557.35</u>	137,429	

¹ In line with expectations.

² Challenge investigation work by external auditor as result of 2 people's objections (none upheld) to 23/24 accounts cost £7,786-75, routine external audit cost £420, increased internal audit cost (£650) due to previous auditor retiring and new one costing more.

³ In line with expectations.

⁴ 24/25 was work on VAS signs; 25/26 is costs relating to ET litigation and confidential settlement

⁵ Training £380-60; bank charges £194-20; Community Bloom group £474-00. Reduction due to no parish poll costs.

⁶ In line with expectations.

⁷ In line with expectations.

⁸ In line with expectations (new copier much cheaper to lease/run).

⁹ In line with expectations.

¹⁰ In line with expectations.

¹¹ In line with expectations.

¹² Legal & professional fees (includes payroll service and HR contract) – reduction as expected.

¹³ In line with expectations.

¹⁴ Fire extinguishers £265-50; cleaning £5-50; general maintenance £1,249-14; notice boards £33-20; cctv & wifi £370-00, ground maintenance £924-00.

¹⁵ Seats 916-62; grit bin £125-00, move VAS signs £44-00.

¹⁶ Cleaning contractors £3,230; hygiene contracts £300.56; cleaning products £265.56; blockages £140; water £942.67, Sumup charges £0.54.

¹⁷ In line with expectations.

¹⁸ Letting management charges £1,792-83; repair&maint. £579-21; window cleaning £110.

¹⁹ Utilities £3,681-32; waste collection £242-90; cleaning (inc windows) £122-09; rep/maint. £160-00; rodent control £345-60. Reduction due to reduced repair costs (no roof replacement).

²⁰ TV licence £174-50; Hallmaster £220-84; general £51-99.

²¹ British Legion £100.00.

²² In line with expectations. Budget figure is £300 playground £50 Burchell and £2,000 parish caretaker

BANK RECONCILIATION

(Previous) Year Ended 31 Mar 2025	SUMMARY	(Current) Year Ended 31 Mar 2026
£22,799.15	Balance brought forward 1 April	£58,074.18
<u>£184,538.50</u>	ADD total receipts	<u>£165,748.73</u>
£207,337.65		£223,822.91
<u>£149,263.47</u>	LESS total payments	<u>£125,557.35</u>
£58,074.18		£98,265.56
<u>£0.00</u>	Internal transfers	<u>£0.00</u>
<u>£58,074.18</u>	Balance carried forward	<u>£98,265.56</u>

These cumulative funds are represented by:

£54,695.14	Unity Reserve (IA)	£90,384.12
£2,409.04	Unity Current (T1)	£6,503.48
£710.00	Unity Burchell (IA)	£775.13
£260.00	Skipton Building Society (allotment deposit)	£527.83
<u>£0.00</u>	LESS unpresented cheques at year end	<u>£0.00</u>
<u>£58,074.18</u>		<u>£98,190.56</u>
<u>£0.00</u>	Petty cash	<u>£75.00</u>
<u>£58,074.18</u>	TOTAL	<u>£98,265.56</u>

The above statement represents fairly the financial position of the authority as at 31 March 2026 and reflects its receipts and payments during the year.

Approved by Council: _____

Signed _____

Chairman

Signed  _____

J Marley (CiLCA)
Responsible Financial Officer

NOTES TO THE STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2026

1 ASSETS

At 31st March 2026 the assets held include play equipment at Linden Road playground, allotment items, Christmas lights, civic items, office equipment & furniture, white goods, catering equipment, plaswood seats, fixtures and fittings. Full details are contained in the Asset Register. In accordance with the conventions of Town and Parish Council accounting, assets (excluding 445/445b Scalby Road) are valued at purchase cost and there is no depreciation element. The property 445/445b is valued on an insurance rebuild ex VAT basis. The total value of the assets held at the end of this financial year amounted to £849,506.

2 LOANS MADE AND LOANS RECEIVED

The Town Council has one outstanding loan made [Minutes 126/18.2 and 11/19.3 refer]. By an agreement dated 18th February 2019 the sum of £10,000 was lent to Scalby Sports Association for a term of 10 years. Funds were transferred to the Association's bank account on 27/3/19. Scheduled repayments are twice yearly on 1st January and 1st July. At 31st March 2026 the amount outstanding on this loan is £3,000.

One loan received (to purchase 445 and 445b Scalby Road) exists [Minute 79/20.4 refers]. On 7th December 2020 the sum of £600,000 was borrowed via the Public Works Loan Board (PWLb) for a term of 24 years and 11 months (maturity date 1st November 2045) at a fixed interest rate of 1.59%. Repayments are made twice yearly on the 1st May and 1st November. In the year of account repayments of £29,179-22 were made and the outstanding balance as at 31/3/26 was £498,215-42.

3 LEASES

At the end of the year the Town Council had the benefit of the following leases: -

Lessor	Purpose	Annual Payment	Year of Expiry
Grenke	Print/Scan/Copy	£1,423+VAT	2029

4 DEBTS OUTSTANDING

At the year end there were no outstanding invoices due to the Council.

5 TENANCIES

During the year the following tenancies were held:

Council as Tenant			
Landlord	Property	Rent P.A.	Repairing/Non repairing
Duchy of Lancaster	Land for Allotments	£1015+VAT	Maintain hedges, cut grass and maintain good soil quality.

NOTE: In the year of account, the Duchy reviewed its policy re. rent charged to charity and community association tenants and decided that from 25/11/25 and for the duration of the reign of King Charles III the rent of the allotments would be commuted to one peppercorn if asked.

Council as Landlord			
Tenant	Property	Rent P.A.	Repairing/Non repairing
Taylor	445 Scalby Road	£15,000 gross	Non-repairing on part of tenant.

6 GENERAL POWER OF COMPETENCE/SPECIAL PAYMENTS

During the year of account Newby & Scalby Town Council met the two criteria for eligibility to use the General Power of Competence (GPC) as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 which came into force in April 2012. The GPC is a power of first resort and gives an eligible council the power to do anything an individual may do as long as the action is not proscribed by any other laws.

A council which has resolved to adopt the GPC can no longer use s137 of the 1972 Local Government Act as a power for taking action for the benefit of the area or its community.

At its meeting on 11th May 2022 Council resolved that from 11th May 2022 until the next relevant Annual Meeting of the Council, and having met the conditions of eligibility as defined in the Localism Act 2011 and The Parish Councils (General Power of Competence) (Prescribed Conditions) Order, Newby & Scalby Town Council adopted the General Power of Competence. [Minute 31/22.5 refers]

Payments which would have previously been made under S137 and are now made under the GPC are shown below.

Item	Nature of payment	Power	Amount
Royal British Legion	Donation	GPC	£100.00
Total			£100.00

7 AGENCY WORK

During the year the Town Council undertook the following agency work on behalf of other Authorities:

Principal Authority	Nature of Work	£ Amount
North Yorkshire Unitary Council	Upkeep & maintenance of parks, playing fields, open spaces & shelters	£2,323.14
North Yorkshire Unitary Council	Contribution to closed churchyard upkeep costs	£3,716.93
Total		£6,040.07

8**RESERVES**

Reserves are held as follows:-

Year Ending 31 March 2025		Year Ending 31 March 2026
260.00	Allotment Deposits (Skipton Building Society)	527.83
£15,000.00	Community & Infrastructure Reserve (held within Unity Res. a/c)	£15,000.00
£1,500.00	Allotments (held within Unity Res. a/c)	£2,000.00
£710.00	Burchell Bequest (Unity a/c 20446123)	£775.13
£1,000.00	Decorative Lighting (held within Unity Res. a/c)	£8,000.00
£6,000.00	Election Fees (held within Unity Res. a/c)	£12,000.00
£20,000.00	Contingent Liability Reserve (held within Unity Res. a/c)	£3,000.00
£4,000.00	Premises/Buildings (held within Unity IA a/c)	£5,000.00
£7,195.14	General Reserve (held within Unity Res. a/c)	£45,384.12
£55,665.14		£91,687.08

A scheme to take deposits from new tenants of allotments commenced in Autumn 2024 and these funds (£520) plus interest (£7-83) are held in a dedicated interest bearing account at the Skipton Building Society.

At Unity Trust Bank, Council has the following accounts:-

current account (£6,503.48) which is not included within the above reserves;

dedicated interest bearing Burchell account (£775.13);

dedicated interest bearing reserve account (£90,384.12).

9**ADVERTISING AND PUBLICITY**

There were no costs for advertising or publicity incurred in the year of account.

10**PROVISIONS & CONTINGENT LIABILITIES**

The Council has recognised a provision in respect of anticipated costs arising from objections to the 2024/25 accounts. These are expected to result in investigative work by the external auditor, PKF Littlejohn, for which the Council will be liable. As at 31 March 2026, a present obligation exists; however, the final cost cannot yet be determined with certainty. The 26/27 audit budget head has therefore been raised to £10,500. The objections were received during 2024/25, but the associated work and invoicing are expected to take place in 2026/27.

11**PENSIONS**

Pursuant to pension auto-enrolment legislation, a pension scheme was set up in April 2016. The provider is the People's Pension and all staff are enrolled in this scheme. Contributions are 5% by the employee and 4% by the council. In the year of account, contributions totalled £2,195-25.

The Town Council is the Trustee for the J J Burchell Bequest in connection with the upkeep & maintenance of the playing field at Carr Lane, Scalby. The Trust is registered with the Charity Commissioners. Its sole source of income is from funds invested in 4¼% 2046 Treasury Gilt. In the year of account, the balance of the accrued dividends and interest held amounted to £775-13.