WHITBY TOWN COUNCIL

A Minutes silence was held for former Councillor Sandra Smith prior to the start of the meeting.

**Minutes of the Meeting** of the **Town Council** of Whitby, duly convened, and conducted in Pannett Art Gallery **on Tuesday 10 September 2024** at 6:00pm.

**Present** Councillor R Dalrymple (Chair), and Councillors, R Barnett, H R Coughlan, M Harrison, J Harston, J Layman, E Mulheran, J Nock, C Riddolls, A Smith, S Smith, S Turner and L Wild.

**Also** D Rickaby, Locum Town Clerk and A Cowey Deputy Clerk with County Councillors Swannick and Trumper and seven members of the public.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

The Town Mayor welcomed Locum Town Clerk Dianne Rickaby and new Councillor Amanda Smith to the Council.

147/24 APOLOGIES

Apologies were received from Councillors, A Abbott, P Bolton and A Brown

**MOVED** by Councillor S Smith, seconded by Councillor R Barnett and

**RESOLVED** that the apologies received from Councillor A Abbott, P Bolton and A Brown are accepted.

148/24 DECLARATION OF INTERESTS

Councillors A Smith and S Smith declared an interest agenda item 9 Committee Vacancies – Whitby in Bloom.

149/24 PUBLIC PARTICIPATION

Three members of the public spoke under Public Participation regarding: -

* The poor condition of the whale bones, lighthouse and capstans and the urgent need for repair and maintenance.
* Concerns how the Levelling up Funding has been spent and the lack of no physical work being carried out, when urgent repairs are required on roads and pavements. How much levelling up money has been spent on the three projects.
* A request for WTC to ask NYC to speak to residents of Whitby about the Levelling Up Fund, the lack of consultation over projects and the need to keep Whitby residents updated.

150/24 EXTERNAL REPORTS

1. **Anglo American**

No representation

1. **North Yorkshire Police**

 No Representation

1. **North Yorkshire Council**

Councillor Swannick reported on:-

* A sum of money set aside from the capital budget for urgent repairs to the lighthouse on the West Pier. A heritage joiner has been employed to repair the capstans – work has commenced on the east pier. He acknowledged that the Whale Bones need attention.
* The budget - Some difficult decisions to be made as the cost for both children’s services and adult social care has increased
* Consultation on the Planning Policy Framework
* A Consultation on delivering waste and recycling ends on 16 September – NYC are looking to base waste collection on the Selby model who have two recycling bins.
* Local Government Boundary Review
* The use of pension pools to invest in infrastructure
* Protests to planning consent for 241 houses adjacent to the Barratt site
* Police will be having a meeting in a fortnight regarding antisocial behaviour in vehicles

Councillor Trumper reported on:-

* The Seafront Temporary Traffic Order for the sea wall which will be implemented on the 1 November 2024 – No Parking from 8am – 8pm – there will be a consultation before the Traffic Order becomes permanent.
* Cliff Lift – awaiting the report to be published following inspection.
* If members of the public feel they have not been consulted regarding the levelling up fund they can raise any issues with the Town Deal Board.

Councillors asked questions on:

* Noise issues from the Whitby Way on Wellington Road and the impact on businesses and residents in the area
* The replacement bus being discontinued to the sea front – *NYC are obliged to provide transport to the sea wall under the disability act.*
* Eskdale School – *No truth to the rumour*
* How will the outcome of the High Court judgment affect the budget – *no answer until the judge makes a decision*
* Will there be two extra bins including garden waste? – *If NYC follow Selby there will be two recycling bins one for paper and one for bottles etc – four bins in total including garden waste*
* Housing and the need for more social housing – Whitby has a lot of houses and building that could be brought back into use as homes *– must be new builds*

**MOVED** by Councillor S Turner, seconded by Councillor E Mulheran

**RESOLVED** that the external reports are received

151/24 MINUTES

**MOVED** by Councillor H Coughlan, seconded by Councillor M Harrison and

**RESOLVED** that the minutes of the meeting of Full Council held on 2 July 2024 having been circulated be taken as read and confirmed as a correct record. 1 Abstention

**MOVED** by Councillor Coughlan, seconded by Councillor Harrison and

**RESOLVED** The minutes of the Extra Ordinary Council held on the 15 August 2024 having been circulated be taken as read and confirmed as a correct record. 3 Abstention

NB Councillor Layman asked that it be noted ‘As the extraordinary Council Meeting 15 August was not recorded, I would ask it be noted I questioned the compliance with Schedule 12, para 10 (2) of the Local Government Act 1972 which requires public notice of the meeting to be fixed in some conspicuous place in the parish and was advised by the Chair and Deputy Town Clerk that posting the notice to the town council website met that requirement.’

**MOVED** by Councillor M Harrison, seconded by Councillor C Riddolls and

**RESOLVED** that the minutes of the meeting of the Pannett Art Gallery held on 25 July 2024 having been circulated be taken as read and received.

 MOVED by Councillor S Turner, seconded by Councillor M Harrison and

**RESOLVED** that the minutes of the meeting of the Finance Policy & General Purposes Committee held on 6 August 2024 having been circulated be taken as read and received. 5 Abstentions

NB Councillor Layman asked that it be noted ‘with reference to agenda item 133/24 I contend that the purchase of personal attack alarms for councillors represents an unwarranted and inexcusable misuse of public funds. I further contend the emails by Cllr Wild and Dalrymple in response to my requests for the reasons and justifications of this purchase are contrary to the values enshrined in the Nolan Principles.**’**

 **MOVED** by Councillor S Turner, seconded by Councillor E Mulheran and

**RESOLVED** that the minutes of the meeting of the Planning and Licensing Committee held on 27 August 2024 having been circulated be taken as read and received.

152/24 COMMITTEE RECOMMENDATIONS

* 1. **FP&GP Committee 6 August 2024
	037/24 APPROVAL OF EXPENDITURE**

**RECOMMENDED** that the schedule of expenditure up to 30 June 2024 in the sum of **£99,127/14** (as attached) is approved and submitted to Full Council.

**MOVED** by Councillor Coughlan, seconded by Councillor Tuner

**RESOLVED** that the schedule of expenditure up to 30 June 2024 in the sum of **£99,127.14** as recommended by Finance Policy and General Purposes Committee is approved 2 abstentions

153/24 NOTICE OF MOTIONS

Proposed by Cllr Riddolls and Seconded by Cllr Layman

 **(1) Reporting on contracts**

**“**We (The Council) request that DANFO abide by the current contract, especially concerning the providing of monthly figures to the client office (WTC).”

As the Locum Town Clerk is pursuing this issue, and going through information received from DANFO, Councillor Riddolls agreed to withdraw his motion on condition that the investigation into the missing finance is chased and reported back to Full Council. Councillor Riddolls feels that the council doesn’t have the will to confront DANFO for the last penny.

 **MOVED by C Layman**

**(2) Whitby Neighbourhood Plan**

That the Council recognises Joyce Stangoe, Chair of the Whitby Neighbourhood Plan (WNP) steering group and receives an update on the progress of, and issues facing the WNP.

The above motion was withdrawn

**154/24 CASUAL VACANCY – CO-OPTION TIMETABLE**

The Locum Town Clerk reported that three applications for co-option had been

 received – an Extra Ordinary meeting of the Town Council will be held to proceed

 co-option for the two vacant seats.

155/24 COMMITTEE PLACES

To consider appointment to committee vacancies on the:-

Human Resources Committee (1)

Harbour Committee (3 + 2 Substitutes)

Planning & Licensing Committee (3 + 1 Substitute)

Joint Management Committee (1)

Pannett Art Gallery Committee (2 Substitutes)

Town Development and Improvement Committee (2 Substitutes)

Two nominations were put forward for the vacancy on Human Resources Committee.

Moved by Councillor L Wild, seconded by Councillor H Coughlan

Nominated Councillor R Dalrymple

Moved by Councillor Layman, Seconded by Councillor R Barnett nominated Councillor A Smith

 A vote was taken, and it was

**RESOLVED** that Councillor R Dalrymple be appointed to the Human Resources Committee for the ensuing municipal year.

 MOVED by Councillor J Layman, seconded by Councillor E Mulheran

**RESOLVED** that Councillors E Mulheran, C Riddolls and A Smith are appointed to the Harbour Committee for the ensuing municipal year

 MOVED by Councillor L Wild, seconded by Councillor J Layman

**RESOLVED** that Councillor A Smith is appointed as a substitute on the Town Development and Improvement Committee for the ensuing municipal year**.**

 The Town Mayor raised concerns regarding being named as a trustee of Whitby in Bloom along with Councillor Wild. Both Councillors understood that they were representatives for Whitby Town Council on this Group not Trustees.

 The Chairman of Whitby in Bloom agreed to send a copy of its constitution to the Locum Town Clerk to investigate the governance relating to WTC trustees. Concerns were raised regarding the overdue charity return by 1138 days. The Chairman of Whitby in Bloom informed members that although the group is behind on admin a treasurer has been appointed and this situation will soon be resolved.

156/24 REPORTS FROM REPRESENTATIVES ON EXTERNAL BODIES

 Nothing to report

157/24 REPORT OF WHITBY NEIGHBOURHOOD PLAN STEERING GROUP

The Chairman of the Neighbourhood Plan Steering Group, Joyce Stangoe gave a report on the work and consultations being carried out by this group, and the opportunity to comment on the Housing Assessment. The need for more social housing is being investigated including the requirement for more housing for the elderly.

Ms Stangoe asked for information regarding administration, budget, questionnaires and venues.

Councillors askes questions on:-

* Moving older people out of four bedroom homes – *trying to identify what sort of housing we need including the need for more housing for older people*
* Reports to Councillors would be useful - *Minutes are taken at the meetings and circulated to Councillors*
* There are several Town Councillors on this group who can report back to members.

**MOVED** by Councillor S Turner, seconded by Councillor J Layman and

**RESOLVED** that the report from the Neighbourhood Plan Steering Group is received.

158/24 MAYOR'S REPORT

The Town Mayor reported on his Civic engagements since the last meeting of Full Council including Yorkshire Day in York, 10 Anniversary of Whitby Court Care Home, the launch of a CD at Folk Week and the unveiling of a statue at Captain Cook Memorial Museum.

**MOVED** by Councillor S Turner, seconded by Councillor J Layman

 **RESOLVED** that the Mayor’s Report is received.

159/24 CLERK’S REPORT

The Locum Town Clerk reported on the work she involved with for the Town Council.

A request for a weekly report including future meetings was made.

**MOVED** by Councillor Nock, seconded by Councillor S Smith

**RESOLVED** that the Clerk’s report is received.

160/24 FLOODING AWARENESS - STANDING ITEM

 **MOVED** Councillors H Coughlan, seconded by Councillor Nock

**RESOLVED** that the following tides above 5.5 metres up until 5 November 2024 are received.
17 – 24 September
3 – 19 October

**161/24 EXCLUSION OF PRESS AND PUBLIC**

 **MOVED** by Councillor S Smith, seconded by Councillor J Nock and

**RESOLVED** 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 matter referred to at item 5 below, due to the confidential nature of the business to be transacted.

**162/24 APPOINTMENT OF CLERK & RFO – Locum Clerk’s update report**

 **MOVED** by Councillor H Coughlan, seconded by Councillor S Smith

**RESOLVED** that the new Town Clerk is offered the same pay scale point as the previous Town Clerk –subject to references.

 **MOVED** by Councillor S Smith, seconded by Councillor J Harston

**RESOLVED** that the following minutes are taken en bloc and received.

Human Resources Committee 30 JULY 2024 Human Resources Committee 8 August 2024 Human Resources Committee 15 August 2024

 Human Resources Committee 4 September 2024

Signature November2024

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PLANNING** **& LICENSING** Committee held in Pannett Art Gallery, on **Tuesday 24 September 2024** at 6:00pm.

**Present** Councillor J Harston (Chair) with Councillors P Bolton, R Dalrymple and

E Mulheran

**Also** A Cowey Deputy Clerk

**NOTICE OF MEETING – Public Notice of the Meeting has been given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.**

170/24 APOLOGIES

 No apologies for inability to attend

171/24 DECLARATION(S) OF INTEREST

There were no declarations of interest

STANDING ORDERS SUSPENDED

172/24 PUBLIC PARTICIPATION

No public present

STANDING ORDERS REINSTATED

173/24 PLANNING APPLICATIONS

**RESOLVED** that the Planning Applications, as detailed at Annex A, were considered and the Planning Committees recommendations duly recorded and submitted to the Planning Authority.

174/24 LISTED BUILDINGS

Nothing to report

175/24 LICENSING

Concerns were raised about the noise and anti-social behaviour at the Whitby Way Pub on Wellington Road and the impact on this area of Town.

**MOVED** by Councillor E Mulheran, seconded by Councillor R Dalrymple and

**RESOLVED** that NYC Licencing Services is made aware of the concerns raised regarding the Whitby Way and the impact on residents and businesses in this area.

Signature

Planning Applications Considered on 24 September 2024

 **1** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/080** ZF24/01192/FL The Cragg 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mr Grant Honzik Land Adjoining 10 - 11 The Cra

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO213QA 20/08/24

 **Erection of 1no. Dwelling, Mr Grant Honzik, Land Adjoining 10 - 11 The Cragg, WHITBY,**

 **North Yorkshire, YO213QA**

 *Comment*

 **OBJECTIONS - out of keeping within a conservation area - detrimental impact on the area**

 **and neighbours - no access to the highway - over development - instability of the cliff - the**

 **Conservation Officers needs to inspect.**

 **2** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/081** ZF24/01229/HS Derwent Road 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mr Andrew Kitney 35 Derwent Road

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO213LZ 03/09/24

 **Erection of 2 storey extension to side, 2 storey extension to rear and porch to front**

 **elevations, Mr Andrew Kitney, 35 Derwent Road, WHITBY, North Yorkshire, YO213LZ**

 *Comment*

 **OBJECTIONS - Over development of the plot - impact on the neighbours**

 **3** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/082** ZF24/01241/FL Gray Street 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Professional Properties 22 Gray Street

 Yorkshire Ltd (Ms M Clarke)

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO211EP 06/09/24

 **Professional Properties Yorkshire Ltd (Ms M Clarke), 22 Gray Street, WHITBY, North**

 **Yorkshire, YO211EP**

 *Comment*

 **OBJECTIONS - amenity of future residents, the rooms are too small - parking issues**

 **causing public safety concerns**

 **4** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/083** ZF24/01303/LB St Hildas Terrace 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mrs A O Connor 21 St Hildas Terrace

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO213AE 03/09/24

 **Installation of replacement roof covering, rooflights, dormer window and portico, Mrs A O**

 **Connor, 21 St Hildas Terrace, WHITBY, North Yorkshire, YO213AE**

 *Comment*

 **OBJECTIONS - based on Historic England’s Comments and Recommendations**

 **5** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/084** ZF24/01300/FL Raglan Terrace 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mr A Hussain 1 Raglan Terrace

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO211PS 29/06/24

 **Change of use from Retail shop to flat, Mr A Hussain, 1 Raglan Terrace, WHITBY, North**

 **Yorkshire, YO211PS**

 *Comment*

 **SUPPORT this application**

 **6** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/085** ZF24/01243/FL Church Street 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Helmsley Brewing Co Limited Wesley Hall Church Street

 (Mr K Boote)

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO224DE 09/09/24

 **Change of use to a mixed-use bar/café, with live music and movies on occasion (Sui**

 **generis), Helmsley Brewing Co Limited (Mr K Boote), Wesley Hall, Church Street, WHITBY,**

 **North Yorkshire, YO224DEC**

 *Comment*

 **SUPPORT subject to Environmental Health Management Plan.**

 **7** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/086** ZF24/00578/HS Pembroke Way 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mr Andrew Clarke 4 Pembroke Way

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO211NT 10/09/24

 **Erection of single storey side extension to form 'granny' annexe, Mr Andrew Clarke, 4**

 **Pembroke Way, WHITBY, North Yorkshire, YO211NT**

 *Comment*

 **SUPPORT subject to residential occupancy only and highways support**

 **8** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/087** ZF23/00898/FL Ruswarp 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mrs Jane Wooding Stonegate Lodge Farm The Carrs RUSWARP

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO211RL 11/09/24

 **Demolition of existing stable block and erection of domestic stables, stores and garage.**

 **Formation of yard and access track to field. Re-roofing and alteration of barns, Mrs Jane**

 **Wooding, Stonegate Lodge Farm, The Carrs, RUSWARP, WHITBY, North Yorkshire,**

 **YO211RL**

 *Comment*

 **SUPPORT this application**

 **9** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/088** ZF24/01253/HS Carr Hall Gardens 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mrs Baslya Robinson 2 The Barn Carr Hall Gardens The Carrs

 *Town* *County* *Post Code* *Application date*

 Ruswarp North Yorkshire YO211RW 12/09/24

 **Installation of replacement windows in Upvc, Mrs Baslya Robinson, 2 The Barn, Carr Hall**

 **Gardens, The Carrs, Ruswarp, North Yorkshire,**

 *Comment*

 **Support subject to the use of traditional style windows only.**

 **10** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/089** ZF24/01302/FL St Hildas Terrace 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mariners House (Whitby) 21 St Hildas Terrace

 Management Co Ltd (Mrs A

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO213AE 17/09/24

 **Installation of replacement roof covering, rooflights, dormer window and portico, Mariners**

 **House (Whitby) Management Co Ltd (Mrs A O Connor), 21 St Hildas Terrace, WHITBY, North**

  **Yorkshire, YO213AE**

 *Comment*

 **OBJECTIONS - based on Historic England’s Comments and Recommendations**

 **11** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/090** ZF24/01383/FL Sandgate 27.09.24

 *Applicant* *House Name* *Road* *Locality*

 Mrs Rebecca Robinson 5 & 6 Sandgate

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO224DB 18/09/24

 **Replacement timber window frames, Mrs Rebecca Robinson, 5 & 6 Sandgate, WHITBY,**

 **North Yorkshire, YO224DB**

 *Comment*

 **SUPPORT subject to the use of traditional style windows only**

 **12** *Plan Number* *District Reference* *Road/Street* *Date of meeting*

 **24/091** ZF24/01424/HS Bog Hall 24.09.24

 *Applicant* *House Name* *Road* *Locality*

 Ms S Blackwell Waterstead Lane

 *Town* *County* *Post Code* *Application date*

 WHITBY North Yorkshire YO211PG 18/09/24

 **Erection of single storey rear extension, Ms S Blackwell, Waterstead Lane, WHITBY, North**

 **Yorkshire, YO211PG**

 *Comment*

 **SUPPORT this application**

 **WHITBY TOWN COUNCIL**

Minutes of the extraordinary meeting of the **HUMAN RESOURCES** Committee held in the Normanby Room, Pannett Gallery, Whitby on **Wednesday 4 September 2024 at 11 am.**

**Present**: Councillors S Smith (Chair), A Abbott, A Brown, H Coughlan, B Dalrymple, C Riddolls and L Wild.

**Also:** Dianne Rickaby – Locum Clerk (DR)

**NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972. .**

**146/24 APOLOGIES FOR ABSENCE**

There were no apologies for in ability to attend

147/24 DECLARATION OF INTERESTS

None

148/24 PUBLIC PARTICIPATION

A member of the public addressed the meeting and welcomed the new Locum Clerk. He also stated that he is all for making Whitby a better place to live and if there is anything he can do to help the council he happy to do so.

The Chair thanked member of the public for his attendance and offer.

149/24 EXCLUSION OF PRESS AND PUBLIC IN RESPECT OF ITEM 140/24

**MOVED** by Councillor S Smith, seconded by Councillor: H Coughlan

**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 matter referred to at item 145/24 below, due to the confidential nature of the business to be transacted.

145/24 STAFFING - RECRUITMENT OF CLERK AND RFO

The locum Clerk gave an update on the review she had undertaken of the contract & terms of employment drawn up by the HR Committee. DR advised that the contract that had been drafted was very much out of date, and examples of this were shared with the members. DR advised that she had drawn up a new contract based on the NALC model contract, ensuring that full compliance with employment laws and procedures.

Members recommended that the new contract be adopted and DR to continue with the recruitment process, ensuring the successful applicant’s checks and information are completed. A starting date to be confirmed.

DR asked for a date for her contract. It was noted that the new Clerk may be commencing on 1st October 2024, therefore a two-week hand over will be required taking the locum contract up to mid-October.

**MOVED** by Councillor Wild, seconded by Councillor Coughlan

**RESOLVED** that the Locum Clerk will remain in position until a two week hand over had been completed.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Tuesday 17 September 2024 at 11:00am** in the Normanby Room, Whitby Museum.

**Present** Whitby Town Council: Councillors, R Dalrymple (Chair), E Mulheran J Nock,

C Riddolls, S Turner and L Wild;
Whitby Literary & Philosophical Society S Booth, D Gilroy, C Pyrah, A Roberts and D Rodwell-Cox.

**Also:** D Rickaby**,** Locum Town Clerk, A Cowey, Deputy Clerk & Civic Officer, H Berry PAG Curator and one member of the public

**NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.**

163/24 APOLOGIES

Apologies for inability to attend were received from Councillors A Brown,

H Coughlan, (Whitby Town Council) and Mr G Pipe (Whitby Literary & Philosophical Society).

**MOVED** by Councillor S Turner, seconded by Councillor J Nock

**RESOLVED** unanimously that the apologies of Councillors A Brown, H R Coughlan and Mr Pipe, be accepted.

164/24 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

165/24 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

166/24 MINUTES

**MOVED** by Councillor J Nock, seconded by S Turner

**RESOLVED** unanimously that the minutes of the Pannett Art Gallery and Whitby Museum Joint Management Committee Held on 11 June 2024 having been circulated be taken as read and signed by the Chairman as true record.

167/24 BUILDING MAINTENANCE EXPENDITURE 2022/23 OUT TURN 2023/24

The Income and expenditure was circulated and discussed. It was agreed that:

i – costings are obtained from local companies for the removal of trade waste

ii – information and costings are obtained to look to change security

 companies prior to the renewal of next years contract with ADT

iii – queries were raised regarding the water charges

**MOVED** by Councillor S Turner, seconded by Councillor J Nock

**RESOLVED** that the building maintenance expenditure 2023-2024 are noted and any information received is brough back to the next meeting

168/24 REPORT ON PROPERTY MATTERS

 It was agreed that any budget issues will be discussed at a future meeting.

 The Legionella report was circulated to the committee, it was highlighted that there are some concerns, and immediate action should be taken on these issues.

**MOVED** by Councillor R Dalrymple, seconded by Councillor L Wild and

**RESOLVED** that Legionella report is emailed to all members of the Joint Management Committee including the Museum Manager.

**MOVED** by Councillor L Wild, seconded by Councillor Turner

**RESOLVED** that report is received.

GAS ALARM
the previous Town Clerk had been informed that there was not a requirement for a gas alarm in the boiler room – it was agreed that a letter is obtained from the installation company confirming this fact.

NOTICE BOARDS

 It was suggested that more notice boards were required throughout the town.

 A section 106 working party is looking into this including archway sign board at

 the entries into Whitby. Signage is an agenda item for the November Section 106 Meeting.

 BUDGET

 It was agreed that a small group would review the years accounts and make recommendations for the next budget – two members from each group and the Chair

**MOVED** by L Wild, seconded by Councillor B Dalrymple

**RESOLVED** that Councillor J Nock is appointed to the budget working party

**MOVED** by Councillor E Mulheran, seconded by Councillor L Wild

**RESOLVED** that Councillor E Mulheran is appointed to the budget working party

**RESOLVED** that Budget Working Party will Comprise of Councillors Dalrymple (Chair), E Mulheran and J Nock (Whitby Town Council) with S Booth and D Rodwell-Cox (Lit & Phil)

ACTIONS

A process was requested to identity any actions and who is responsible for carrying them out and when completed.

**RESOLVED** that the Report on Property matters is received.

169/24 AGREED ACTION POINTS

* Lift
* Quotations for Alarms/CCTV replacement/monitoring
* Quotations for repairing of the damaged drain and drainage flushing
* Locking of the Park Gates
* Evacuation Plan
* Grant Funding for lift
* Gas Alarm
* Report
* Notice Boards
* Action Points
* Floor
* Legionella
* Water charges
* Trade waste (costings)

Signature January 2025