



SEAMER PARISH COUNCIL

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MINUTES: of the Meeting of the Council held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD on 12 April 2022 commencing at 7.00pm.

PRESENT: Councillor L Wallis (Chairman) in the Chair;
Councillors K Elbourne, V Milner (Vice-Chairman), D Raine, WH Smith, J Stockdale and J White;
County Councillor D Jeffels and the clerk.

1 APOLOGIES FOR ABSENCE

RESOLVED that:

- (a) apologies for absence given in advance of the meeting by Councillor H Mallory be received.
- (b) the previously circulated reasons given for absence by Councillor Mallory be approved.

2 DECLARATIONS OF INTEREST

RESOLVED that it be noted:

- (a) no declaration of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests was received.
- (b) no application for dispensation from restrictions on participation in discussion and/or voting was received.

3 PUBLIC PARTICIPATION

The following matters were raised by Councillors on behalf of a members of the public:

- (a) Fences of 2 properties, backing on to Scarborough Road, Seamer, which were erected outside the boundary wall and were not in keeping with neighbouring fences.
- (b) Continued absence of the waste bin and seat on Stoney Haggs Road.
Councillor Stockdale declared a pecuniary interest in and did not participate in discussion of this matter.
- (c) Sequencing of the green filter arrow on the traffic lights on the B1261, approaching from Crossgates to turn right into Stoney Haggs Road.
- (d) Rutts in the verges on Seamer Moor Lane, especially approaching the junction with the A170 Racecourse Road / Stepney Road.
- (e) Absence of warning signage to alert traffic and protect users of Seamer Pre-School.
- (f) Continued lack of waste bins in Pasture Lane, beyond Long Lane, to and beyond Chew Lane, and dog faeces not picked up, or bagged and thrown onto neighbouring properties by owners.
Councillor Stockdale declared a personal interest in this matter.
- (g) Continued absence of the memorial plaque on the bench at Crossgates roundabout.

RESOLVED that:

- (i) Councillor Jeffels' offer to raise the issue of the fences of 2 properties, backing on to Scarborough Road, Seamer, which were erected on the pavement side of the boundary wall with whichever of the County or Borough Council owned the land, be accepted with thanks.
- (ii) further to minutes 19 of 4 May 2021 and 92 of 9 November 2021, the clerk be delegated to consider a quotation requested from Creating Solutions Ltd to replace the legs in keeping with the Council's other benches, and refurbish and reinstall the bench on Stoney Haggs Road, in consultation with the Chairman and Vice-Chairman.
- (iii) further to minute 115 of 9 March 2021, the Borough Council then be re-requested to install the replacement waste bin on Stoney Haggs Road.
- (iv) further to minute 10(e) of 14 December 2021, Councillor Jeffels' offer to raise the sequencing of the green filter arrow on the traffic lights on the B1261, approaching from Crossgates to turn right into Stoney Haggs Road, with the County Council's Highways Customer Communications Officer, be accepted with thanks.

- (v) it be noted the County Council had advised no action could be taken concerning rutts in the verges on Seamer Moor Lane but the situation would be monitored.
- (vi) Councillor Jeffels' offer to raise the issue of signage to alert traffic and protect users of Seamer Pre-School be accepted with thanks.
- (vii) further to minutes 86(iii) of 13 August 2019 and 89(e)(iii) of 9 November 2021, the Borough Council be re-requested to install waste bins in Pasture Lane beyond Long Lane, to and beyond Chew Lane, along with signage and patrols by Dog Wardens.
- (viii) concerning the memorial plaque on the bench at Crossgates roundabout:
 - (1) Councillor Stockdale's offer to provide the original memorial plaque to the clerk be accepted with thanks.
 - (2) a replacement then be purchased and installed.

4 MINUTES

RESOLVED that the previously circulated minutes of the meeting of the Council held on 8 March 2022:

- (a) be amended in minute 149 to:
 - (i) insert a colon and new paragraph (i) with the existing wording "it be noted:" after "RESOLVED that".
 - (ii) re-number the existing paragraphs (i)-(iii) as sub-paragraphs (1)-(3).
 - (iii) delete the second comma and the words "each under delegation" in paragraph (iii) [new sub-paragraph (3)].
 - (iv) insert a new paragraph (ii) "under Financial Regulation 4.4, a further £8,650 of reserves be earmarked and committed to the Play Equipment Inspection/Repairs budget (£10,650 less £2,000 Borough Councillor's Locality Budget confirmed commitment)."
- (b) be amended in minute 151(ii) to delete the word "duly".
- (c) then be approved as a correct record and signed by the Chairman.

5 JUBILEE ALLOTMENTS

(a) Matters resolved under delegation

Further to Financial Regulation 4.1 d) & Standing Orders 15(b)(xviii)-(xx), the Council considered a report by the clerk of matters resolved under delegation since the last meeting.

RESOLVED that:

- (i) the report be received.
- (ii) the following decisions taken under Standing Order 15(b)(xix), in consultation with the Members of the Allotments Working Group and then the Chairman & Vice-Chairman, be noted:
 - (1) a 8' x 6' x maximum 6' high greenhouse on a plot be approved, subject to a requirement to position the greenhouse not to overshadow any neighbouring plot.
 - (2) a poly tunnel of height 200cm x width 200cm x length 300cm on a half plot be approved, subject to a requirement to position the poly tunnel not to overshadow any neighbouring plot.
 - (3) a 6' x 4' x maximum 2m high shed on a half plot be approved, subject to requirements to position the shed adjacent to the field boundary and not to overshadow any neighbouring plot.
 - (4) the replacement of an existing shed on half plot be approved, subject to requirements the replacement be the same size or smaller and in the same position.

(b) Tenants' Participation

None.

6 HIGHWAYS

(a) Inconsiderate driving and parking in Pasture Lane, Dennyson Avenue, Bell Close and Eastgate, causing risk to children going to and from Seamer & Irton Community Primary School and inconvenience to residents

The Council considered a verbal report by Councillor Stockdale.

RESOLVED that:

- (i) it be noted with thanks the Police had been active concerning inconsiderate driving and parking in Pasture Lane on 8 April 2022.
- (ii) further to minute 140(a)(ii)(2) of the last meeting, this matter be deferred to a future meeting for enquiries to be made by the clerk concerning options for funding, and alternative cycling and walking access to the school.

(b) Heavy Goods Vehicles inappropriately using Pasture Lane and Chew Lane

RESOLVED that, further to minute 140(b) of the last meeting, it be noted images of the vehicles stuck in Chew Lane, on or about 28 December 2021 and 22 January 2022, had been provided to assist the County Council in seeking to recover the costs of verge repairs.

(c) Pasture Lane: Carriageway Height and Ruts

RESOLVED that, further to minute 140(c) of the last meeting, it be noted the County Council reported it did not have the funding to re-profile the verges in Pasture Lane to allow easier use by pedestrians and wheelchairs or pushchairs.

(d) Vehicle Activated Signs (VAS)

RESOLVED that, further to minute 140(e) of the last meeting, it be noted:

- (i) installation of most of the equipment had been completed on 8 April 2022.
- (ii) the installation at Lighting column number 3 on B1261 Ayton Road, Irton could not be made due to damage to the lighting column, details of which would be provided to the County Council to repair or replace the lighting column, prior to installation.

(e) Community Speed Watch (CSW)

Further to minute 140(f) of the last meeting, the Council considered a report by the clerk.

RESOLVED that:

- (i) the approved areas and assessed, recommended sites for Community Speed Watch be noted, as follows:
 - (1) approaching the first house on Centurion Way, from the B1261.
 - (2) both ways, near and opposite the stone bus shelter, on the B1261 between Musham Bank and the Byways roundabouts.
 - (3) both ways, from the brick bus shelter / start of the path and top of the steps down under the bridge, on the B1261, Station Road / Cayton Low Road, between Byward Drive and the railway/A64 bridge.
 - (4) approaching from Seamer on the B1261, near Crab Lane and Rowan Fields.
- (ii) the limited availability and likely shared use of Police equipment between groups of Community Speed Watch volunteers in different Council areas be noted.
- (iii) the Council consider purchasing a set of equipment for the exclusive use of the local Community Speed Watch volunteers under Item 15 of this meeting.

(f) Overgrowing of the footpath on the east side of the B1261 from Musham Bank to the Byways roundabout

Further to minute 9(d)(ii) of the meeting of Council Members held on 11 January 2022, the Council considered a verbal report by the clerk.

RESOLVED that:

- (i) it be noted the County Council:
 - (1) had not given consent to the Parish Council engaging its Grounds Maintenance Contractor to clear the overgrown grass etc from the footpath.
 - (2) would require any works, if agreed, to be undertaken by a contractor authorised to work on the highway under the County Council's provider list(s).
 - (3) advised there was no pin kerb edging to the pavement and a sample section checked by a Traffic Officer indicated deterioration of the pavement surface and/or edging under the overgrown grass etc.
- (ii) the need to resolve the repair of the pavement surface and/or edging, if exposed, with the County Council be noted.

- (iii) Councillor Stockdale's offer to provide details of a suitable contractor to clear the overgrown grass etc from the footpath to the clerk be accepted with thanks.
- (iv) the potential contractor be checked against the County Council's approved provider list(s).
- (v) quotations then be sought from County Council approved providers.

(g) Flooding at the eastbound B1261 entry from Seamer to the Byways roundabout

Further to minute 45(b) of 14 September 2021, the Council considered a verbal report by the clerk.

RESOLVED that:

- (i) further to minute 140(d) of the last meeting, it be noted the County Council had hoped its specialist contractor could start further investigation and remedial work, to resolve the apparent obstruction or collapse in the drain causing the recurrent flooding, whilst the temporary 4 way traffic lights were in place for the recent works to extend the pavement and install the dropped kerb on the Byways side of B1261 Station Road.
- (ii) the estimated timescale to undertake the investigations and remedial drainage works be sought from the County Council.
- (iii) the safe positioning of signage, warning of forthcoming works, be further raised with the County Council.

7 THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS

Further to minute 141 of the last meeting, the Council considered a report by the Chairman of the Queen's Platinum Jubilee Celebrations Working Group.

RESOLVED that:

- (i) the report be received, with thanks.
- (ii) a contribution in the sum of £100 be made towards an event with refreshments and entertainment, to be held at Crossgates Community Centre on Thursday 2 June 2022.
- (iii) the Green be decorated with flags and/or bunting etc to make it look festive during the extended bank holiday weekend Thursday 2 to Sunday 5 June 2022.
- (iv) it be noted an exhibition would be held in Seamer and Irton War Memorial Hall, with tea, coffee and cakes between 10.00am and 4.00pm on Friday 3 June 2022.
- (v) the following events to be held by local businesses and community organisations be noted:
 - (1) on Thursday 2 and Friday 3 June 2022, evening events at The Mayfield, Seamer.
 - (2) on Saturday 4 June 2022:
 - (a) a family party from 12.00 noon with a bouncy castle and games, and live music from 8.00pm at The Mayfield, Seamer.
 - (b) a family fun day from 12.00 noon with stalls, children's games, live music and a barbeque at the Copper Horse, Seamer.
 - (c) a family event with a band, barbeque and a bouncy castle in the afternoon at Seamer Sports Association.
 - (3) on Sunday 5 June 2022 a 'big lunch' at The Mayfield, Seamer.

8 SEAMER AND CROSSGATES HEALTH & HISTORY TRAILS

Further to minute 132 of 8 February 2022, the Council considered a report by the Chairman of the Seamer and Crossgates Health & History Trails Working Group.

RESOLVED that:

- (i) the report be received, with thanks.
- (ii) it be noted the following were undertaken under the specific delegations under minute 132(ii) of 8 February 2022, in consultation with the Chairman of the Working Group / Vice-Chairman of the Council and the Chairman of the Council:
 - to design, provide and install 3 x public information boards;
 - and
 - to advise the project group on the artwork / graphics and text to be included on each board, following completion and collation of final information by the project group:

- (1) 3 quotations sought and obtained.
- (2) Hardy & Lloyd Ltd trading as Signs Express (Scarborough)'s quotation accepted.
- (3) purchase order requested of and raised by the Borough Council.
- (4) invoice approved, and payment authorised, requested of and paid by the Borough Council, within the £2,500 sum of the European Regional Development Fund (ERDF) grant funding, within the grant timescales.
- (iii) it be noted, consequently, the Council's Open Spaces budget was not committed or increased, or further Council reserves earmarked for this project.
- (iv) further to minute 132(ii)(2) of 8 February 2022, continued delegation to the clerk in consultation with the Chairman of the Seamer and Crossgates Health & History Trails Working Group / Vice-Chairman of the Council and the Chairman of the Council be confirmed, to approve the final works of the Working Group.

9 ELECTIONS: NEW UNITARY NORTH YORKSHIRE & PARISH/TOWN COUNCILS – 5 MAY 2022

Further to minute 142 of the last meeting:

(a) Uncontested Results Notices

RESOLVED that the Uncontested Results Notices – Parish of Seamer be noted:

- (i) Seamer Ward.
- (ii) Crossgates Ward.

(b) Co-option to normal vacancies arising from the election

and minute 6(a) of 4 May 2021, the Council considered:

- (1) a report by the clerk.
- (2) amending the Council's Co-option to Casual Vacancies Policy and forms to apply a consistent approach to normal vacancies.
- (3) a draft proposed Co-option Policy.
- (4) amending the headings of the following forms, reflecting the Co-option Policy:
 - (a) Appendix A: Application for Co-option form.
 - (b) Appendix B: Eligibility for Co-option form.

RESOLVED that

- (i) the amendments to replace the Council's existing Co-option to Casual Vacancies Policy and forms be approved.
- (ii) the proposed Co-option Policy be approved and adopted.

10 CORRESPONDENCE

The Council considered the following correspondence/communications received since the last meeting:

- (a) Reports of County Councillor Jeffels:
 - (i) Ukrainian refugees – update of 15 March 2022.
 - (ii) Parish Notes - 31st March 2022.
 - (iii) Parish Council notes - No APRIL.
- (b) Monthly Police Report.
- (c) Planned Road Closure Notification - Surface Dressing (SD).

RESOLVED that:

- (i) the reports and correspondence be received.
- (ii) further to minute 127(b) of 8 February 2022, the information concerning Section 106 Funding reported at the 8 February 2022 meeting be forwarded to Councillor Jeffels.

11 PLANNING MATTERS

(a) Planning Applications

(i) Applications considered and resolved under delegation

Further to Standing Order 15(b)(xv), the Council consider a report by the clerk.

RESOLVED that the following planning applications responded to and responses made to the Planning Authority under delegation since the last meeting be noted:

- (1) NY/2022/0055/73 Retention of prefabricated classroom unit 1043 for a further 6 Years on land at Seamer & Irton Community Primary school.

RESOLVED that:

- (a) no objection be raised.
(b) the application be supported.

- (2) 22/00089/FL Removal of dormer windows and making good of roof, Mayfield Hotel, 10 - 11 Main Street, Seamer.

RESOLVED that no objection and no comment be raised.

(ii) Current application

- (1) 22/00420/HS Erection of a garden room to side elevation, 97 Pasture Lane, Seamer.

RESOLVED that no objection and no comment be raised.

(b) Street Naming

- (i) 22/00446/NSN Land to the North of Beacon Road, Seamer

RESOLVED that:

- (1) no objection be raised.
(2) the proposed names, as follows, be suitable and supported:
(a) New Forest Way.
(b) Dartmoor Lane.
(c) Brumby Road
(d) Lundy Street

- (3) whichever of Brumby Road and Lundy Street be adopted at this stage, the other be proposed and supported as suitable to be adopted for a subsequent street to be named within the development.

12 OUTSIDE BODIES

(a) Police Meeting

Further to minute 146(a) of the last meeting, the Council considered a verbal report by the Chairman.

RESOLVED that it be noted:

- (i) the Neighbourhood Policing Team were undertaking regular speed checks in the area.
(ii) the Travellers' Horse Fair would be held and was being planned for but with the possibility of reduced attendance due to a memorial event in the Norwich area.

(b) Crossgates Community Centre

RESOLVED that an invitation to Council Members to attend the Crossgates Community Centre Annual General Meeting at 7.00pm on Thursday 21 April 2022 be received and noted.

13 FINANCIAL MATTERS

(a) Accounts for payment and income received

RESOLVED that:

- (i) further to minute 147(a)(ii) of the last meeting, the accounts received for payment and income received 9 to 31 March 2022 be approved.
(ii) the accounts received for payment and income received 1 to 8 April 2022 be approved.
(iii) Business Stream's invoice for water charges at the Jubilee Allotments in the sum of £141.89, received following the schedule being prepared, be approved for payment and inclusion on the schedule for the next meeting.

(b) Accounts 2021/22

RESOLVED that:

- (i) the Budget Update for the outturn of 2021/22 be received.
(ii) the unaudited Accounts 2021/22 be received.

- (iii) it be noted the Budget Update, Annual Internal Audit Report, Governance Statement, internally audited Accounts pending external audit and Accounting Statement 2021/22 would be considered at the Annual Meeting of the Council.

(c) Community Fund

(i) Seamer & District Youth Centre

Further to minute 66(c)(i) of 12 October 2022, the Council considered an application for £1,200 to improve loft insulation.

RESOLVED that the application be approved.

14 EXCLUSION OF THE PUBLIC

RESOLVED that, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting and no person may report on the meeting for the following items of business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:

- (a) relating to any individual (minutes 18 & 20, *below*).
- (b) relating to the financial or business affairs of any particular person (including the authority holding that information) (minutes 15 to 20, *below*).
- (c) in respect of which a claim to legal professional privilege could be maintained in legal proceedings (minute 17, *below*).

15 COMMUNITY SPEED WATCH (CSW)

RESOLVED that:

- (i) further to minute 6(e)(iii) above, the Council purchase a set of equipment for the exclusive use of the local Community Speed Watch volunteers.
- (ii) the clerk be delegated to confirm the specification of equipment and place an order to a maximum value of £1,000 in consultation with the Chairman and Vice-Chairman.

16 PLAYGROUNDS AND EQUIPMENT

(a) Outdoor gym equipment

RESOLVED that, further to minute 149 of the last meeting, the agreement of the Licence terms with the Borough Council and the order with Wicksteed Leisure Limited be noted.

(b) Inspection Report – The Green

Further to minute 53(a) of 14 September 2022, the Council considered Wicksteed Leisure Limited's inspection report.

RESOLVED that:

- (i) the Vice-Chairman's confirmation that the monitoring and removal of weeds and vegetation growth, around the edges of the surfacing of the Multiplay - Toddler and the Swing - Junior - 1 Bay 2 Seat, be undertaken as part of the grounds maintenance by the Friends of Seamer Village be noted with thanks.
- (ii) Councillor Stockdale's offer to replace missing slats in the timber fencing between the Multiplay - Toddler and the Swing - Junior - 1 Bay 2 Seat be accepted with thanks.
- (iii) it be noted neither RoSPA Play Safety or Wicksteed Leisure Limited's inspections recommended any remedial action concerning the barriers, steps and the absence of a slide bar on the Multiplay – Toddler.
- (iv) cleaning and treatment for algae and moss growth on the Multiplay – Toddler surfacing be explored.
- (v) HAGS-SMP Ltd be requested to affix identification labels to their following equipment when next on site:
 - (1) Rocker - Seesaw – Gullwing.
 - (2) Swing - Junior - 1 Bay 2 Seat.
 - (3) Carousel roundabout.
- (vi) quotations be sought to replace the surfacing under the Carousel roundabout, within the required range of clearance between it and the underside of the roundabout platform.

- (vii) it be noted neither HAGS-SMP Ltd or Wicksteed Leisure Limited had been able to recommend a suitable means of improving the pedestrian access gate.
- (viii) quotations be sought to enclose the access ramp barrier rails with mesh, to prevent small children accessing the pedestrian gate quickly through or climbing over the railings.
- (ix) signage, including the site address and contact details for maintenance issues and emergencies be installed.

17 LAND HOLDING

RESOLVED that, further to minute 150 of the last meeting, this matter be deferred to the next meeting for updating of the Council's Solicitor and negotiation by the clerk.

18 OLD SCHOOL HOUSE

RESOLVED that, further to minute 151 of the last meeting, this matter be deferred to the next meeting for liaison with the Agent by the clerk, Councillors White's inspection of the window frames and consideration of necessary works under delegation.

19 SEAMER AND IRTON WAR MEMORIAL HALL

RESOLVED that, further to minute 146(d)(i)&(ii) of the last meeting, this matter be deferred to the next meeting for the Management Committee to engage a plumber to explore and advise on the underground soil drain pipe issue, and consideration of necessary works under delegation.

20 CLERK AND RESPONSIBLE FINANCIAL OFFICER TERMS AND CONDITIONS

Further to minute 193 of 14 January 2020, the Council considered a report by the clerk.

The clerk left the meeting whilst this item was discussed.

RESOLVED that the clerk's working hours be increased to an average of 22.5 hours per week on a permanent basis from 1 January 2022.

The meeting closed at 9.20 pm

The Annual Parish Meeting (Assembly) will be held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD, on Tuesday 17 May 2022 commencing at 7.00pm

The next meeting of the Council will be the Annual Meeting of the Council, to be held at Crossgates Community Centre, Curlew Drive, Crossgates, Scarborough, YO12 4TL, on Wednesday 18 May 2022 commencing at 7.00pm

Chairman

18 May 2022