



SEAMER PARISH COUNCIL

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MINUTES: of the Meeting of the Council held at Crossgates Community Centre, Curlew Drive, Crossgates, Scarborough, YO12 4TL on 14 November 2023 commencing at 7.00pm.

PRESENT: Councillor L Wallis (Chairman) in the Chair;
Councillors M Coulson, V Milner (Vice-Chairman), M Sykes, J Stockdale and J White;
North Yorkshire Councillor H Phillips, 1 member of the public & the clerk.

142 APOLOGIES FOR ABSENCE

RESOLVED that it be noted:

- (i) no apologies for absence were given in advance of the meeting.
- (ii) Councillors M Coulson, K Elbourne and J Stockdale were absent.

143 DECLARATIONS OF INTEREST

RESOLVED that it be noted:

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

144 MINUTES

Councillor Coulson joined the meeting during discussion of this item and apologised for lateness.

RESOLVED that the previously circulated minutes of the meeting of the Council held on 10 October 2023 be approved as a correct record and signed by the Chairman.

145 PUBLIC PARTICIPATION

None.

146 REPORT OF NORTH YORKSHIRE COUNCILLOR H PHILLIPS

The Council considered a verbal report by Councillor Phillips, including:

- (a) Special Educational Needs and Disabilities (SEND) strategy amendment and provision proposals focused on the Scarborough area.
- (b) lack of known ownership and maintenance responsibilities for the stone-built bus shelters on the B1261 (former A64) in Seamer and Crossgates.
- (c) hedge maintenance.
- (d) congratulations for the Service of Remembrance held on Armistice Day, Saturday 11 November 2023 at Seamer and Irton War Memorial Hall.
- (e) increase in rats in the vicinity of the Linden Homes' Northfield Meadows development.
- (f) response to a question by the Vice-Chairman, on behalf of the Friends of Seamer Village, concerning the collection, removal and disposal of leaves by the group, following discontinued support with removal and disposal by North Yorkshire Council.

Councillor Stockdale joined the meeting during discussion of this item and apologised for lateness.

RESOLVED that:

- (i) the verbal report be received, with thanks.
- (ii) provision of playground equipment to meet the needs of disabled children be considered by the Council in any further development of playground equipment at The Green, Seamer.
- (iii) Councillor Phillips' offer to consider an application for a Locality Budget grant towards provision of playground equipment for disabled children be noted with thanks.
- (iv) further to minute 141 of the last meeting and with reference to minute 158 of this meeting:
 - (1) it be noted Councillor Stockdale was due to inspect and specify any maintenance currently required of the stone-built bus shelters on the B1261 (former A64) in Seamer and Crossgates, for consideration of maintenance and funding options by the Council.

- (2) it be noted the clerk was in liaison with North Yorkshire Council's Highways and Integrated Passenger Transport services, to seek to resolve responsibilities for the bus shelters via National Highways and/or the Department for Transport.

147 JUBILEE ALLOTMENTS

RESOLVED that, further to minutes 67(iii) & (iv) of 11 July 2023, Councillor Sykes' declared pecuniary and other interest and the Council's approved dispensation from restrictions on participation in discussion and voting in these matters be noted.

(a) British Mycological Society (BMS) visit for the Study of fungi

The Council considered a report by the British Mycological Society of its initial findings and a verbal report by Councillor Sykes, who was present for the visit.

RESOLVED that it be noted:

- (i) the study was supported by the tenants of 14 allotment gardens who kindly granted the BMS members access to their plots across the site.
- (ii) 3 tenants received and met with the BMS members, who due to time constraints focussed the study on their plots.
- (iii) the visit was successful and the study's initial findings interesting.
- (iv) the BMS members expressed thanks for facilitating their visit and the very warm and enthusiastic welcome they received.

(b) Tenants' Participation

None.

148 REMEMBRANCE

Further to minute 130 of the last meeting, the Council considered verbal reports by the Chairman & Vice-Chairman and Councillor Phillips.

RESOLVED that:

- (i) it be noted:
 - (1) with thanks, the Service of Remembrance was kindly led by retired Deacon T Street.
 - (2) the Service of Remembrance was well attended.
 - (3) many expressions of thanks were received following the Service of Remembrance.
- (ii) thanks be expressed to the Chairman for her organisation of the Service of Remembrance.

149 CHRISTMAS

(a) Christmas Carol Service, to be held at Seamer and Irton War Memorial Hall

Further to minute 130 of the last meeting, the Council considered a verbal report by the Chairman.

RESOLVED that:

- (i) the Carol Service be held on Tuesday 19 December 2023 commencing at 7.00pm.
- (ii) the Carol Service be led by retired Deacon T Street, for which the Council's thanks.
- (iii) the Chairman and Vice-Chairman's offers to liaise to finalise the arrangements be accepted with thanks.

150 CORRESPONDENCE

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

- (a) Monthly Police Report.
- (b) Further to minute 54(vii) of 13 June 2023, North Yorkshire Council Gritting Route Request – outcome.
- (c) North Yorkshire Council Let's Talk Money - 23 October to 18 December 2023.
- (d) North Yorkshire Council Self-build and Custom Housebuilding Register - consultation (Parish Councils).
- (e) E-mail from a resident re Land at Seamer Manor House monument.
- (f) Further to minute 83(ii)(1) of 8 August 2023, a letter from Royal Mail to Councillor Phillips re Post Box, Beacon Road, Seamer.

(g) Voltalia Solar Community Benefit Fund Grants for Local Projects.

RESOLVED that:

- (i) the report and correspondence be received.
- (ii) Councillor Phillips' offer to recontact Royal Mail, concerning the distance from the far end of the Linden Homes' Northfield Meadows development to the Post Box at the Pasture Lane / Denison Avenue junction be accepted with thanks.
- (iii) the information concerning the Voltalia Solar Community Benefit Fund Grants be:
 - (1) provided to local community organisations.
 - (2) considered further by the Council in considering, in particular, any further development of playground equipment.

151 PLANNING MATTERS

(a) Planning Applications

(i) Applications considered and resolved under delegation

RESOLVED that, further to Standing Order 15(b)(xv), the following planning application responded to and response made to the Planning Authority under delegation since the last meeting be noted:

- (1) ZF23/01516/HS Proposed conversion on loft space and rear dormer window, 21 The Grove, Seamer

RESOLVED that:

- (a) no objection be raised.
- (b) it be noted current Planning Complaint 23/00256/COM relates to the same property and should be resolved prior to final consideration of the planning application.

(b) Planning Complaints

RESOLVED that, further to minute 55(b) of 14 June 2022, it be noted North Yorkshire Council Highways service was not taking any action over the encroachment of the highway but the following planning complaints had been registered with North Yorkshire Council Planning Services to investigate any breach of planning control:

- (i) 23/00255/COM Erection Of High Fence, 17 The Grove, Seamer.
- (ii) 23/00256/COM Erection Of High Fence, 21 The Grove, Seamer.

(c) Housing Strategy consultation

The Council considered its response to the draft North Yorkshire Council Housing Strategy 2024 – 2029 consultation.

RESOLVED that the following responses be made:

- (i) Q1-Q3: concern the basis and locality of the person or organisation responding, and be completed by the clerk.
- (ii) Q4: the Council strongly disagree with the vision statement.
- (iii) Q5:
 - (1) the Council neither agree nor disagree with the priorities for the People theme.
 - (2) the Council comment:
 - (a) provision is already made locally for travellers and older people.
 - (b) small scale community provision be made for local people within the priorities for the People theme.
- (iv) Q6: the Council agree with the priorities for the Places theme.
- (v) Q7:
 - (1) the Council agree with the priorities for the Homes theme.
 - (2) the Council comment education and guidance require to be provided to new tenants, to look after and maintain accommodation, including ventilation, cleaning and basic maintenance.
- (vi) Q8: None.

- (vii) Q9-Q13: concern equalities monitoring and be not applicable.

152 OUTSIDE BODIES

No reports were received from representatives on outside bodies.

153 FINANCIAL MATTERS

(a) Accounts for payment and income received

RESOLVED that:

- (i) it be noted the National Joint Council for Local Government Services had reached agreement on the rates of pay applicable from 1 April 2023 to 31 March 2024 and this had been applied to the clerk's salary backdated to 1 April 2023.
- (ii) the accounts received for payment and income received since the last meeting be approved.

(b) Budget Update 2023/24 April to November

RESOLVED that, further to minute 98(a)(ii) of 29 August 2023, it be noted the actual payments and income received, with a full year forecast against annual budget for the period 1 April to 30 November 2023, be received for and considered at the next meeting.

(c) Model Agreement, Budget Forecast & Precept 2024/25

RESOLVED that:

- (i) it be noted the Model Agreement estimates and budget forecast for the forthcoming financial year be received for and considered at the next meeting.
- (ii) it be noted the Model Agreement estimates, precept and budget for the forthcoming financial year be determined at the next meeting, for submission of the Model Agreement estimates and precept to North Yorkshire Council as the Billing Authority.

154 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 and/or which was likely to reveal the identity of any individual [*minute 159(a)(iii)&(iv)*].
- (b) relating to the financial or business affairs of any particular person (including the authority holding that information) [*minute(s) 155 - 159*].
- (c) which revealed that the authority proposed:
 - (i) to give under any enactment a notice under or by virtue of which requirements were imposed on a person [*minutes 159(a)(iv)(2)*].
 - (ii) to make an order or direction under any enactment [*minutes 159(a)(iv)(2)*].

155 BANK ACCOUNT

The Council considered a report by the clerk.

RESOLVED that:

- (i) the report be received.
- (ii) decisions taken under the general urgency delegation under Standing Order 15.b xvii. in consultation with the Chairman & Vice-Chairman and keeping Councillor White informed, be noted:
 - (1) to instruct the Council's solicitor to write to Barclays Bank UK PLC verifying the Council's business address, as required by the bank.
 - (2) to discontinue the instructions following meeting with the Council's solicitor, as no longer required by the bank.

156 INTERNAL AUDITOR

The Council considered a quotation received and appointing an Internal Auditor for the current financial year 2023/24.

RESOLVED that:

- (i) Internal Audit Yorkshire's quotation be accepted.

- (ii) Internal Audit Yorkshire be appointed as the Council's Internal Auditor, for one year on a rolling basis, subject to an annual review of the fees for the future financial years, current Professional Indemnity & Public Liability Insurances at the time of internal audit(s) being undertaken and agreement of Letters of Engagement.
- (iii) the Clerk and Responsible Financial Officer be delegated to agree and sign Letters of Engagement, in consultation with the Chairman & Vice-Chairman.

157 OLD SCHOOL (YOUTH CENTRE)/HOUSE

RESOLVED that, further to minute 45(ii)(2) of 13 June 2023, Councillor Stockdale's declared other interest and the Council's approved dispensation from restrictions on participation in discussion and voting in these matters be noted.

(a) Maintenance: Roofing

Further to minute 139(a)(i)(2) of the last meeting:

(i) Urgent works to be undertaken on a temporary basis for the winter 2023/24

(1) Matters resolved under delegation

the Council considered a report by the clerk.

RESOLVED that:

- (a) the report be received.
- (b) it be noted the Council received advice/representations from one of the 3 prospective contractors invited to quote.
- (c) decisions taken under the general urgency delegation under Standing Order 15.b xvii. in consultation with all Councillors (Councillor Stockdale verbally and excluding item (ii)2. in which he had declared a pecuniary interest) and then the Chairman & Vice-Chairman since the last meeting be noted:
 - (i) to suspend Standing Order 7, concerning previous resolutions, in this matter.
 - (ii) to withdraw the initial invitation to quote and amend & re-issue it, as follows:
 1. To resolve leaks on a temporary basis for the winter 2023/24 of the roof of Old School/Youth Centre only by:
 - a. re-flashing the 3 chimney stacks which are not adjoining the Old School House, all of which are generating substantial leaks.
 - b. having the front corner chimney swept and supplying and installing a 'pepper pot' on its (short) chimney stack.
 - c. replacing loose tiles.
 2. To replace necessary sections of guttering on the Old School/Youth Centre and Old School House on a temporary basis for the winter 2023/24.

(2) Estimates and Quotations received

Councillor Stockdale confirmed his declared pecuniary interest as a Director of Creating Solutions Ltd concerning item [minute 157(a)(i)(1)(c)(ii)] 2. guttering, and left the meeting for the Council's consideration of this matter.

(a) Guttering

the Council considered estimates and quotations received.

RESOLVED that:

- (i) Creating Solutions Ltd's quotation be accepted and the works awarded accordingly, subject to:
 1. receipt of current relevant insurances.
 2. completion of the works on or before Friday 15 December 2023.
- (ii) further to Financial Regulation 11.1. a) iv. the clerk be delegated authority to extend the above contract to agree further remedial works identified on closer inspection of the roof, other than those works awarded following acceptance of an estimate or quotation under minute 157(a)(i)(2)(b).

Councillor Stockdale rejoined the meeting.

(b) Works to Resolve Leaks

the Council considered estimates received.

RESOLVED that JW Joinery Ltd's estimate be accepted and the works awarded accordingly, subject to:

- (i) receipt of current relevant insurances.
- (ii) completion of the works on or before Friday 15 December 2023.

(ii) Remaining specification for works to be undertaken spring/summer 2024

RESOLVED that the Council reconsider the specification for further roofing works in January 2024, following completion of the remedial works.

158 BUS SHELTERS

RESOLVED that, further to minute 146(iv) of this meeting, this matter be deferred to the next meeting for verbal reports by Councillor Stockdale and/or the clerk, for consideration of maintenance and funding options for the stone-built bus shelters on the B1261 (former A64) in Seamer and Crossgates.

159 JUBILEE ALLOTMENTS**(a) Matters resolved under delegation**

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

RESOLVED that:

- (i) further to minutes 67(iii) & (iv) of 11 July 2023, Councillor Sykes' declared pecuniary and other interest, and the Council's approved dispensation from restrictions on participation in discussion and voting in these matters be noted.
- (ii) the report be received.
- (iii) it be noted the following decision concerning a request from a tenant was taken under Standing Order 15. b xix. in consultation with the Members of the Allotments Working Group and then the Chairman & Vice-Chairman:
 - (1) a polytunnel H 195 cm x W 143cm x D 143cm be approved on a half plot, subject to being position at the back of the plot and not overshadowing any neighbouring plot.
- (iv) it be noted the following decisions concerning unsatisfactorily maintained plots were taken under Standing Order 15. b xx. in consultation with the Members of the Allotments Working Group and then the Chairman & Vice-Chairman:
 - (1) further to minute 121(iv)(4) of 12 September 2023:
 - (a) the tenancy of a plot be terminated due to it not being brought up to the proper standard within the timescale set by the Council but notice of claim for damages be rescinded following it being brought up to the proper standard prior to the termination of the tenancy.
 - (b) notices of termination of the tenancies of 2 plots and claims for damages be rescinded, following the plots being brought up to the proper standard within the timescale set by the Council.
 - (2) the tenancy of a plot be terminated by agreement in 6½ weeks and a requirement to bring the plot up to the proper standard by then be issued to the relevant tenant, with notice of claim for damages by the Council to engage a contractor to undertake remaining tasks if not completed upon the termination of the tenancy.

The meeting closed at 8:35 pm

The next ordinary meeting of the Council will be held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD, on 12 December 2023 commencing at 7.00pm