



SEAMER PARISH COUNCIL

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MINUTES: of the Annual Meeting of the Council held at Crossgates Community Centre, Curlew Drive, Crossgates, Scarborough, YO12 4TL on 9 May 2023 commencing at 7.00pm.

PRESENT: Councillor L Wallis (Chairman) in the Chair;
Councillors M Coulson, K Elbourne, V Milner (Vice-Chairman) and J White;
North Yorkshire Councillor D Jeffels, Honorary Alderwoman H Mallory, a member of the public and the clerk.

22 APPOINTMENT OF CHAIRMAN 2023/24

Councillor Milner proposed Councillor Wallis as Chairman, adding that Councillor Wallis had fulfilled all her duties as Chairman in a further difficult year for her, which was seconded by Councillor White.

RESOLVED that Councillor Wallis be appointed Chairman for 2023/24.

23 DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed her Declaration of Acceptance of Office.

24 APPOINTMENT OF VICE-CHAIRMAN 2023/24

Councillor Wallis proposed Councillor Milner as Vice-Chairman, adding her thanks for Councillor Milner's support in the last year, which was seconded by Councillor Elbourne.

RESOLVED that Councillor Milner be appointed Vice-Chairman for 2023/24.

25 APOLOGIES FOR ABSENCE

RESOLVED that:

- (i) it be noted Councillors D Raine and J Stockdale were absent.
- (ii) it be noted Mr WH Smith had resigned from the Office of Councillor on 5 May 2023.
- (iii) apologies for absence given in advance of the meeting by North Yorkshire Councillor H Phillips be received.

26 DECLARATIONS OF INTEREST

RESOLVED that it be noted:

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

27 CIVIC HONOURS

Further to minute 5(c) of the last meeting, the Chairman made presentations of inscribed glassware to:

- (i) Councillor Jeffels, "in appreciation of all your service and support over the years", as Councillor for the former Seamer & Derwent Valley Ward of North Yorkshire County Council from 2005 to 2022.
- (ii) Honorary Alderwoman Mallory, "in appreciation of all your loyalty and hard work as our Borough Councillor 2003 – 2023", as Councillor for the former Seamer Ward of Scarborough Borough Council.

RESOLVED that, further to minute 5(d) of the last meeting, it be noted the order for the glassware and engraving was placed under the general urgency delegation under Standing Order 15(b)(xvii) and Financial Regulation 4.1.f). in consultation with the Chairman and Vice-Chairman.

Councillor Jeffels gave apologies and left the meeting at this point.

28 APPOINTMENTS OF MEMBERS 2023/24

(a) Appointment of Working Group Chairmen and Members

(i) Allotments Working Group

RESOLVED that Councillors Milner, Wallis and White be the appointed Members of the Allotments Working Group for 2023/24.

(ii) Centurion Way Community Woodland Working Group

RESOLVED that Councillor White be an appointed Member & Chairman and Councillor Coulson an appointed Member of the Centurion Way Community Woodland Working Group for 2023/24.

(iii) Seamer and Crossgates Health & History Trails Working Group

RESOLVED that, further to minute 24(a)(i) of 10 August 2021, it be noted Councillor Milner continue to be appointed a Member and Chairman of the Seamer and Crossgates Health & History Trails Working Group.

(iv) Community Award Working Group

RESOLVED that, further to minute 10 of the last meeting, it be noted the Chairman and Vice-Chairman continue to be appointed Members of the Community Award Working Group.

(v) Coronation Celebrations Working Group

RESOLVED that, further to minute 183(vi) of 14 February 2023, it be noted Councillor Wallis continue to be an appointed Member & Chairman and Councillor Milner an appointed Member of the Coronation Celebrations Working Group.

(b) Appointment of Representatives on Outside bodies

RESOLVED that the Council be represented on outside bodies, as follows:

- | | | |
|-------|--|---|
| (i) | Yorkshire Local Councils Associations (YLCA)
Scarborough Branch | Councillors Wallis and Elbourne |
| (ii) | Crossgates Community Centre
(Management Committee) | Councillor Coulson |
| (iii) | Seamer & Irton War Memorial Hall
(Management Committee) | Councillor White |
| (iv) | Seamer & District Youth Centre
(Management Committee) | <i>Clerk to liaise Councillor
Stockdale to confirm or defer</i> |
| (v) | Seamer Sports Association
(Management Committee) | Councillor Elbourne |

(c) Applications for dispensation from restrictions on participation

RESOLVED that the following applications for dispensation be received and approved:

- (i) by Councillor Wallis, from restrictions on participation in discussion and voting, as one of the Council's two representatives to the Yorkshire Local Council Associations (YLCA) Scarborough Branch, until the next Annual Meeting of the Council to be arranged and held in May 2024, to be able to report on and represent the Council on business relating to and/or affecting the Yorkshire Local Council Associations (YLCA) Scarborough Branch.
- (ii) by Councillor Elbourne:
 - (1) from restrictions on participation in discussion and voting, as one of the Council's two representatives to the Yorkshire Local Council Associations (YLCA) Scarborough Branch, until the next Annual Meeting of the Council to be arranged and held in May 2024, to be able to report on and represent the Council on business relating to and/or affecting the Yorkshire Local Council Associations (YLCA) Scarborough Branch.
 - (2) from restrictions on participation in discussion and voting, as the Council's representative to the Seamer Sports Association Management Committee, until the next Annual Meeting of the Council to be arranged and held in May 2024, to be able to report on and represent the Council on business relating to and/or affecting the Seamer Sports Association.

- (iii) by Councillor Coulson, from restrictions on participation in discussion and voting, as the Council's representative to the Crossgates Community Centre Management Committee and therefore a Trustee of Crossgates Community Centre as a Charity, until the next Annual Meeting of the Council to be arranged and held in May 2024, to be able to report on and represent the Council on business relating to and/or affecting Crossgates Community Centre.
- (iv) by Councillor White, from restrictions on participation in discussion and voting, as the Council's representative to the Seamer & Irton War Memorial Hall Management Committee and therefore a Trustee of Seamer & Irton War Memorial Hall as a Charity, until the next Annual Meeting of the Council to be arranged and held in May 2024, to be able to report on and represent the Council on business relating to and/or affecting Seamer & Irton War Memorial Hall.

29 MINUTES

RESOLVED that the previously circulated minutes of the meeting of the Council held on 11 April 2023 be approved as a correct record and signed by the Chairman.

30 PUBLIC PARTICIPATION

The following matters were raised by Members of the Council on behalf of members of the public and discussed:

- (a) Flooding of the footpath from the pedestrian level crossings off the eastern end of Long Lane to the A64/Dunslow Road roundabout.
- (b) Closure of the B1261 between Seamer and Crossgates for 2 days in the coming week.

RESOLVED that:

- (i) enquiries be made as to responsibility and a solution to resolve the flooding requested, for the footpath from the pedestrian level crossings off the eastern end of Long Lane to the A64/Dunslow Road roundabout.

31 REPORT OF COUNTY COUNCILLOR H PHILLIPS

The Council considered a report by Councillor Phillips.

RESOLVED that the report be received.

32 JUBILEE ALLOTMENTS

(a) Tenants' Participation

None.

33 CORONATION OF THEIR MAJESTIES KING CHARLES III AND THE QUEEN

Further to minute 204 of 14 March 2023, the Council considered a verbal report by the Chairman of the Coronation Celebrations Working Group.

RESOLVED that:

- (i) the verbal report be received, with thanks.
- (ii) it be noted with thanks:
 - (1) the Family Fun evening at Crossgates Community Centre on Saturday 6 May 2023 was a great success, well attended by families, couples and individual residents, with thanks and a lot of positive feedback received.
 - (2) the "Big Lunch" with a quiz and prize raffle draw at Seamer and Irton War Memorial Hall on Sunday 7 May 2023 was also a great success, well attended by large and smaller family groups, couples and individual residents, with the Reverend A Moreland joining for comments and a prayer, and again with thanks and a lot of positive feedback received.
 - (3) Councillor Phillips congratulated the Working Group and was particularly impressed by the village atmosphere experienced at the celebrations.
- (iii) thanks be expressed:
 - (1) particularly to Councillor Wallis for her leadership and hard work.
 - (2) to Councillor Milner for her contributions, particularly to the Working Group, "Big Lunch" and quiz.
 - (3) to Councillor Phillips for her Locality Budget grant and support.

- (4) to the Crossgates Community Centre Management Committee for their contributions to the Working Group and support of the Family Fun evening.
 - (5) to the Seamer & Irton War Memorial Hall Management Committee for their contributions to the Working Group and support of the “Big Lunch”.
 - (6) to St Martin’s Church and Seamer Methodist Church for their contributions to the Working Group and support of the events.
- (iv) further to minute 183(vi) of 14 February 2023:
- (1) and paragraph 1(a) of the Terms of Reference, the work of the Coronation Celebrations Working Group be successfully concluded.
 - (2) and paragraph 3(c) of the Terms of Reference, the Coronation Celebrations Working Group be dissolved.

34 COMMUNITY SPEED WATCH

Further to minute 132 of 8 November 2022, the Council received a verbal report by the clerk.

RESOLVED that:

- (i) the resignation of the voluntary Lead Volunteer/Coordinator be noted, with thanks for continuing as an operational Community Speed Watch volunteer.
- (ii) a replacement voluntary Lead Volunteer/Coordinator be sought through the Council’s website and Facebook pages.
- (iii) consideration be given to placing an advertisement in the Scarborough News and/or local radio, in liaison with the North Yorkshire Police Traffic Bureau and Communications Team.

35 NORTH YORKSHIRE COUNCIL STANDARDS ARRANGEMENTS

RESOLVED that correspondence and documents from the Monitoring Officer, comprising the North Yorkshire Council Code of Conduct, Standards Committee Complaint Procedure, Assessment Criteria and Complaint Form be received, for consideration by the Council at the next meeting.

36 CORRESPONDENCE

- (a) Monthly Police Report.
- (b) Further to minute 14(ii) of 4 May 2021, CAMS Ref: 69574 – Replacement Bridge: Footpath 30.20/10/1 – SCAR-Seamer.

RESOLVED that:

- (i) the report and correspondence be received.
- (ii) the apology of the clerk be noted for initially distributing and publishing the previous month’s Police Report again with the Agenda, although the current report was correctly published on the Police +Trading Standards page of the Council’s website on 4 May 2023.

37 PLANNING MATTERS

(a) Planning Applications

(i) Applications considered and resolved under delegation

RESOLVED that the following planning application responded to and the responses made to the Planning Authority since the last meeting, under the specific urgency delegation under Standing Order 15(b)(xv) but abridged under the general urgency delegation under Standing Order 15(b)(xvii), in consultation with all Members of the Council and then the Chairman & Vice-Chairman, be noted:

- (1) 23/00402/HS Erection of single storey side extension, 66 Beacon Road, Seamer.

RESOLVED that the Council:

- (a) objects to the application on the grounds of lack of parking.

(b) notes:

- (i) the Highways Authority’s recommendation that planning permission is refused, as in the absence of sufficient adequate on-site parking space the proposed development would be likely to result in vehicles being parked outside the site on the County Highway, to the detriment of the free flow of traffic and road safety.

- (ii) the proximity of the proposed development to and almost opposite a junction of Beacon Road with Napier Crescent.

(ii) Current application

- (1) 23/00290/FL Formation of bus depot with ancillary workshop and offices, provision of battery energy storage system and associated accesses, parking and landscaping, Taylor Way, Eastfield. YO11 3YS.

RESOLVED that:

- (a) no objection be raised.
- (b) the application be supported.
- (c) it be noted the proposed development would relocate a significant number of vehicles from within Scarborough town to the Eastfield industrial estate site.

38 OUTSIDE BODIES

No reports received.

39 FINANCIAL MATTERS

(a) Budget Update 2022-2023

RESOLVED that:

- (i) the Budget Update for the outturn of 2022-2023 be noted.
- (ii) it be noted with thanks Councillor Stockdale verified and signed the bank reconciliation and original bank statements, with no exceptions, under Financial Regulation 2.2 on 19 April 2023.

(b) Annual Internal Audit Report 2022-2023

RESOLVED that the Annual Internal Audit Report 2022-2023 be received and noted.

(c) Annual Governance Statement 2022-2023

RESOLVED that the Annual Governance Statement 2022-2023 be received, approved and signed by the Chairman.

(d) Accounts and Accounting Statements 2022-2023

RESOLVED that:

- (i) the annual Accounts 2022-2023 be approved.
- (ii) the annual Accounting Statements 2022-2023 be received, approved and signed by the Chairman.

(e) Dates for the period for the exercise of public rights

RESOLVED that the dates for the period for the exercise of public rights be approved as commencing on Monday 5 June 2023 and ending on Friday 14 July 2023.

(f) Revised Budget 2023-2024

Further to minute 155(d)(iii) of 13 December 2022, the Council considered a report by the Clerk and Responsible Financial Officer, recommending a Revised Budget for the current financial year 2023/24.

RESOLVED that:

- (i) the recommended Revised Budget 2023-2024 be amended to increase the new Other Celebrations/Events budget by a further £500 to £1,500, reflecting additional expenditure on the Coronation Celebrations authorised by the Clerk, in consultation with the Chairman and Vice-Chairman under Financial Regulation 4.1 e).
- (ii) the Revised Budget 2023-2024 then be approved, comprising:
 - (1) additional income of £2,366.75 ie £2,026.00 Land Rents, £237.50 Old School House Rent and £103.25 North Yorkshire Council Grounds Maintenance inflationary uplift.
 - (2) in budget virements of:
 - (a) £65 from Members' Printer Inks to Stationery Mags Misc.
 - (b) £50 from YLCA Subs to CCTV – The Green.
 - (3) £1,465 commitments earmarked from reserves brought forward from 2022-2023, being:

- (a) further to minute 209(a)(ii)(6) of 14 March 2023, £440 to Old School House Repairs/Improvements re: Replacement Cooker.
- (b) further to minute 155(b)(viii)(1) of 13 December 2022, £1,025 to Parks & Open Spaces re: Noticeboards (Installations).
- (4) £5,170 new commitments earmarked from reserves, being:
 - (a) £2,000 to Clerk Salary (net) re: 2022/23 National Pay Award.
 - (b) a further £570 to Parks & Open Spaces re: Noticeboards (Installations).
 - (c) £1,000 to Public Seats re: brought forward £998 commitment to Curlew Drive.
 - (d) further to minute 39(f)(i) of this meeting, £1,500 to Other Celebrations/Events re: Coronation Celebrations.
 - (e) £100 to Road Grit Bins re: exceptional second refilling February 2023 invoiced late.
- (iii) the restructuring of the budget:
 - (1) to remove unnecessary '0' budget lines of two financial years of more.
 - (2) to correctly identify expenditure committed in the interests of and to bring direct benefit to residents under the 'power of last resort' under Section 137 of the Local Government Act 1972, where the Council has no other power to do so.
 - (3) to create an Other Celebrations/Events budget for when required eg the Coronation celebrations.

(g) Accounts for payment and income received

RESOLVED that:

- (i) the accounts received for payment and income received since the last meeting in the general financial schedule be approved.
- (ii) the accounts received for payment since the last meeting in the Coronation Celebrations financial schedule be approved.

40 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 [*minute 41(a)*].
- (b) which was likely to reveal the identity of an individual [*minute 41(b)*].
- (c) relating to the financial or business affairs of any particular person (including the authority holding that information) [*minutes 41 - 43*].

41 OLD SCHOOL HOUSE

(a) Existing Tenant's notice and Re-letting the tenancy

RESOLVED that the following decisions taken under the general urgency delegation under Standing Order 15(b)(xvii), in consultation with all Members of the Council and then the Chairman & Vice-Chairman, be noted:

- (i) the existing tenant's notice to 15 May 2023 be accepted and further notice waived.
- (ii) in re-letting the tenancy:
 - (1) the Council's intention to support a long term tenancy for a family from the Seamer and Crossgates area of Scarborough be noted.
 - (2) the rent be set at £775 per calendar month ie £9,300 per annum.
 - (3) first priority be given to a family from the Seamer and Crossgates area of Scarborough.
 - (4) second priority be given to a couple or individual from the Seamer and Crossgates area of Scarborough.
 - (5) the tenancy be marketed as soon as possible.

(b) Roofing

Further to minute 16(a) of the last meeting, the Council considered a verbal report by the clerk in the absence of a 3rd quotation.

RESOLVED that:

- (i) it be established whether the property be a listed building.
- (ii) Councillors Coulson and White be duly authorised to undertake an inspection of the small tiled sections above the ground floor windows, in liaison with the clerk and arrangement with the Agent.
- (iii) the Agent be re-requested to expedite a 3rd quotation.
- (iv) further to minute 212(a)(iv) of 14 March 2023, the clerk continue to be delegated to accept quotations and place orders in this matter, in consultation with all Members and then the Chairman & Vice-Chairman.

42 MARKET RENT AND MARKET (ASSET) VALUATIONS

Further to minute 215(ii) of 14 March 2023, the Council considered terms of engagement received.

RESOLVED that the terms of engagement be received, approved, signed by the clerk and returned to Cranswicks.

43 LAND HOLDING

Further to minute 21 of the last meeting, the Council considered a verbal report by the clerk.

RESOLVED that:

- (a) it be noted circumstances had not changed sufficiently for further formal negotiations to commence prior to April 2026.
- (b) the clerk be authorised to undertake informal negotiation with the current tenant in liaison with the landlord.

The meeting closed at 8:20 pm

The next meeting of the Council will be held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD, on 13 June 2023 commencing at 7.00pm

Chairman

13 June 2023