



# SEAMER PARISH COUNCIL

[www.seamercrossgates.org.uk](http://www.seamercrossgates.org.uk)

**MINUTES:** of the Meeting of the Council held at Crossgates Community Centre, Curlew Drive, Crossgates, Scarborough, YO12 4TL on 12 March 2024 commencing at 7.00pm.

**PRESENT:** Councillor L Wallis (Chairman) in the Chair;  
Councillors M Coulson, A Groves, V Milner (Vice-Chairman), J Stockdale, M Sykes and J White;  
North Yorkshire Councillor H Phillips, Area Coordinator 9794 Police  
Volunteer Mr A Skilbeck, 2 members of the public and the clerk.

## 209 APOLOGIES FOR ABSENCE

RESOLVED that:

- (i) apologies for absence given in advance of the meeting by Councillor K Elbourne be received.
- (ii) the previously circulated reasons given for absence by Councillor Elbourne be approved.
- (iii) apologies for lateness given in advance of the meeting by Councillor Stockdale be received.

## 210 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.

## 211 MINUTES

RESOLVED that the previously circulated minutes of the meeting of the Council held on 13 February 2024 be approved as a correct record and signed by the Chairman.

## 212 PUBLIC PARTICIPATION

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

- (a) Horse droppings left on footpaths on the east side of the B1261 between Byward Drive and the A64 Musham Bank roundabout.
- (b) A tractor & trailer and car attending the horse field on the east side of the B1261, between Byward Drive and the A64 Musham Bank roundabout, repeatedly causing damage to grass verges on both sides of the B1261 when turning and parking.

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

- (c) Unauthorised building development at Meads Lane, Crossgates.
- (d) Surveying at the quarries adjoining Saxon Park, Crossgates.
- (e) Inconsiderate and dangerous parking of vehicles on the bend nearest the Station Road end of Byward Drive, Crossgates.

RESOLVED that:

- (i) it be noted North Yorkshire Council, as the Highways Authority, could consider taking action for infringements, including soiling of the footpaths/pavements and damage to the verges, if reported promptly directly, with images if possible and safe to do so, and with as much detail as possible to increase the likelihood of identifying and dealing with those responsible.
- (ii) Councillor Coulson provide the images of soiled footpaths, damage to verges and vehicles on the verges to the clerk, with as much detail of times, dates, events and those responsible as possible, for reporting to North Yorkshire Council Highways service and Councillor Phillips.
- (iii) Councillor White's report, concerning ownership of the relevant tractor trailer, be noted for inclusion in the report to North Yorkshire Council Highways service [minute 212(ii) above].
- (iv) enquiries be made concerning unauthorised building development at Meads Lane, Crossgates and the making of a planning complaint be considered at the next meeting.

- (v) it be noted the clerk had recently undertaken a planning search concerning Saxon Park, Crossgates, following an enquiry from a member of the public, and the most recent planning application in October 2023 was for a Lawful Development Certificate for the confirmation of implementation of a previous planning permission, which was granted.
- (vi) it be noted the land approaching the old quarry, between the houses in Rowan Fields, Crossgates was owned by Scarborough Borough Council and hence North Yorkshire Council.
- (vii) it be noted the Council was a statutory consultee in the planning process following any formal application but no information was received by the Council prior to such application.
- (viii) contact details for the local Parking Enforcement Team be confirmed by the clerk for direct reporting, following integration within North Yorkshire Council.

## **213 REPORT OF NORTH YORKSHIRE COUNCILLOR H PHILLIPS**

The Council considered a verbal report by Councillor Phillips.

RESOLVED that:

- (a) further to minute 195(a) & (i) of the last meeting and item 13 of the agenda & minute 221 of this meeting, enforcement action by North Yorkshire Police and North Yorkshire Council of its (School Streets, Seamer and Irton Community Primary School — Bell Close. Scarborough) (Prohibition of Driving) Experimental Order 2023 be noted with thanks.
- (b) Councillor Phillips' commitment to make representations about the times the Experimental Order was in force, due to parents arriving early in Bell Close, be supported with thanks.
- (c) further to minute 195(e) & (ii) of the last meeting and item 8(b) of the agenda & minute 216(b) of this meeting, prompt enforcement action by North Yorkshire Council to remove Travellers and target harden the Park & Ride car park on Seamer Road, Scarborough be noted.

## **214 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) 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) the report be received.
- (ii) 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) splitting of a plot and retaining of half the plot be not approved, due to the only longstanding applicant on the waiting list requesting a half plot being assigned the only remaining one and current demand being for full plots only.

### **(b) Tenants' Participation**

None.

## **215 FUTURE MEETINGS AND EVENTS**

The Council considered arrangements for future meetings and events.

RESOLVED that the proposed schedule of meetings be approved and:

- (i) the next ordinary meeting of the Council be held at 7.00pm on Tuesday 9 April 2024 in Seamer & Irton War Memorial Hall.
- (ii) the annual Parish Meeting (Assembly) be held at 7.00pm on Tuesday 7 May 2024 in Seamer & Irton War Memorial Hall.
- (iii) the Annual Meeting of the Council be held at 7.00pm on Tuesday 14 May 2024 in Crossgates Community Centre.
- (iv) under Standing Order 3, further ordinary meetings of the Council be convened for 7.00pm on the second Tuesday of each month, commencing 11 June 2024, alternately in Seamer & Irton War Memorial Hall and Crossgates Community Centre.

- (v) the full schedule of meetings be published on the Council's website.
- (vi) the Carol Service be held at 7.00pm on Tuesday 17 December 2024 at Seamer & Irton War Memorial Hall.

## 216 CORRESPONDENCE

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

- (a) Monthly Police Report and a verbal report by Area Coordinator Skilbeck.
- (b) Further to minute 195(ii) of the last meeting, Seamer Road Park and Ride, decision to take enforcement action under the Criminal Justice and Public Order Act 1994.
- (c) Further to minute 195(iv) of the last meeting, an image taken by the clerk and responses, concerning a dangerous gate close to the pavement on the B1261 towards Musham Bank, opposite its junction with Byward Drive, Crossgates, from:
  - (i) North Yorkshire Police.
  - (ii) North Yorkshire Council Estates.
  - (iii) North Yorkshire Council Highways.
- (d) Planned Road Closure Notification – Cayton Low Rd, Crossgates: Bridge expansion joint replacement nights 8pm - 6am, 15 April - 10 May (expected completion 26th April).

RESOLVED that:

- (i) the reports and correspondence be received.
- (ii) further thefts of significant quantities of diesel from vehicles parked in rural areas be noted.
- (iii) ownership of the land and bunker off the B1261 towards Musham Bank, opposite its junction with Byward Drive, Crossgates be enquired of via the Land Registry.
- (iv) the Planned Road Closure Notification – Cayton Low Rd, Crossgates: Bridge expansion joint replacement nights 8pm - 6am, 15 April - 10 May (expected completion 26th April) be posted on the Council's Facebook page and widely circulated nearer the time.

## 217 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 the response made to the Planning Authority under delegation since the last meeting be noted:

- (1) ZF23/01856/HS Erection of single storey front extension, 2 Centurion Way, Crossgates.

Resolved that no objection and no comment be raised.

#### (ii) Current application

- (1) ZF24/00265/HS Erection of single storey side and rear extension, 81A Main Street, Seamer.

Resolved that no objection and no comment be raised.

## 218 OUTSIDE BODIES

### (a) Crossgates Community Centre

The Council considered a verbal report by Councillor Coulson.

RESOLVED that:

- (i) further to minutes 28(c)(iii) of 9 May 2023 & 176(b)(i) of 9 January 2024, Councillors Coulson and Wallis' declared other interests and the Council's approved dispensations from restrictions on participation in discussion and voting in this matter be noted.
- (ii) it be noted:
  - (1) an application was to be made to Councillor Phillips' Locality Budget for a contribution towards replacement heaters for the main hall.
  - (2) the Annual General Meeting would be held on Wednesday 24 April 2024.

**(b) Seamer and Irton War Memorial Hall**

The Council considered a verbal report by Councillor White.

RESOLVED that:

- (i) further to minute 28(c)(iv) of 9 May 2023 & 193b)(i) of the last meeting, Councillors White and Groves' declared other interests and the Council's approved dispensations from restrictions on participation in discussion and voting in this matter be noted.
- (ii) it be noted the Seamer and Irton War Memorial Hall Management Committee had been advised of the need to replace the boiler.

**219 FINANCIAL MATTERS****(a) Budget 2023/24**

The Council considered a report by the Clerk & Responsible Financial Officer concerning any further earmarking of reserves and/or virements recommended within the budget for the current financial year, 2023/24.

RESOLVED that:

- (i) a £120 increase in 'Allotment Rents' receipts forecast, due to the introduction of a tenancy administration fee for all new tenants to the Jubilee Allotments, be noted.
- (ii) £3,000 miscellaneous receipts from North Yorkshire Council's Locality Budget be noted.
- (iii) £100 be vired from the Clerk Salary (net) budget, being £30 to the Clerk Car Allowance budget and £70 to the Tax and NIC budget.
- (iv) £100 be vired from the Property & Market Rent Evaluation budget, being £70 to the Old School/House Repairs Improvements budget, £20 to the Memorial Hall Hire of Hall budget and £10 to the Crossgates Community Centre Hire of Room budget.
- (v) £35 be vired from the Road Grit Bins budget to the Road Safety budget.
- (vi) the Council consider a report by the Clerk & Responsible Financial Officer at the next meeting, confirming the virements within the revised budget.

**(b) Accounts for payment and income received**

*Councillor Stockdale confirmed his declared pecuniary interest as a Director of Creating Solutions Limited and left the meeting for this item.*

RESOLVED that:

- (i) the accounts received for payment and income received since the last meeting be received and approved.
- (ii) payment to Seamer & Irton Memorial Hall in the sum of £30.00 be approved, for a further invoice received since completion of the schedule for room hire for the 10 October 2023 meeting, subject to inclusion on the schedule for the next meeting.

*Councillor Stockdale re-joined the meeting.*

**(c) Further payments & income received within the current financial year to 31 March 2024**

RESOLVED that the Clerk and Responsible Financial Officer be delegated to:

- (i) approve further income received within the current financial year to 31 March 2024, in consultation with the Chairman and Vice-Chairman, subject to reporting to the Council at the next meeting.
- (ii) approve further payments for invoices received within the current financial year to 31 March 2024, in consultation with the Chairman and Vice-Chairman, subject to:
  - (1) such invoice being consistent with a quotation or estimate accepted by the Council, including under delegation, following completion of works;
  - or
  - (2) such invoice being consistent with a professional fee accepted by the Council, including under delegation,
  - and
  - (3) reporting to the Council at the next meeting.

**220 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, relating to:

- (a) which was likely to reveal the identity of an individual [*minute 223(c)*].
- (b) relating to the financial or business affairs of any particular person (including the authority holding that information) [*minutes 222 - 224*].
- (c) in respect of which a claim to legal professional privilege could be maintained in legal proceedings [*minute 223(a)*].
- (d) relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime [*minute 221*].

**221 ENFORCEMENT**

Further to minute 195(iii) of the last meeting, the Council considered a verbal report by the clerk.

RESOLVED that the positive response of North Yorkshire Police be noted with thanks.

**222 GROUNDS MAINTENANCE**

Further to minutes 163(e) & (vi) of 12 December 2023 and 205(iv) & (v) of the last meeting, the Council considered a verbal report by the clerk.

RESOLVED that:

- (i) under Standing Order 15. b xvii. and Financial Regulations 4.1.f) & 11.1.iv, extension of the works under the general urgency delegation of the Council, in consultation with the Chairman & Vice-Chairman, to include the 'roadside' front of the hedge along the Byways car park, which was most overgrowing the pavement/footpath, be noted.
- (ii) further enquiries be made to establish responsibility for maintaining the hedge on the south side of the B1261 between the rear of the Dawnay Close and Byward Drive cul-de-sacs, Crossgates.

**223 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 concerning Seamer & District Youth Centre be noted.

**(a) Old School (Youth Centre) Lease**

Further to minute 206(i)(2) of the last meeting, the Council considered a verbal report by the clerk.

RESOLVED that the further advice of the Council's Solicitors be awaited.

**(b) Maintenance: Roofing**

Further to minutes 187(b) of 9 January 2024 and 203(b)(i) of the last meeting, the Council considered a verbal report by the clerk.

RESOLVED that:

- (i) completion of the guttering works and installation of the safety netting to protect against falling roof tiles be noted with thanks.
- (ii) it be noted the roofing works were scheduled to be completed by JW Joinery Ltd before the next meeting.
- (iii) Councillor Stockdale forward his images of the remaining issues with the roof with explanations to the clerk.

**(c) Old School House Letting and Management**

Further to minute 187(c) of 9 January 2024, the Council considered proposed content for establishing a Letting Policy & Procedure by Councillor Coulson, the written responses of Councillors Sykes and White, the Chairman & Vice-Chairman and Councillor Groves, and the written advice of the clerk, all of which were circulated in advance of the meeting.

RESOLVED that:

- (i) further to minute 174(iii) of 13 November 2012, the agency agreement for the letting and full management service with Tower Estates (Scarborough) Ltd continue.

- (ii) the Council's statement of intention and priorities, as stated in minutes 41(a)(ii)(1), (3) & (4) of 9 May 2023, be the Council's Letting Policy.
- (iii) the Agent be consulted on the second and third full paragraphs of Councillor Coulson's proposal, in the context of a Letting Procedure concerning arrangements for marketing and viewing the property, for further consideration by the Council at the next meeting.

## **224 FINANCIAL MATTERS**

### **(a) Forward Plan**

RESOLVED that, further to minute 173(a) of 12 December 2023, this matter be deferred for consideration by the Council at a future meeting.

*The meeting closed at 8:50 pm*

The next ordinary meeting of the Council will be held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD, on 9 April 2024 commencing at 7.00pm

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*Chairman*

*9 April 2024*