



SEAMER PARISH COUNCIL

www.seamercrossgates-pc.gov.uk

Clerk and Responsible Financial Officer PO Box 512 | Scarborough | YO11 9GH
Proper Officer M: 07777 667232
Andy Jennings E: clerk@seamercrossgates-pc.gov.uk

5 May 2026

Public Notice

Dear Sir/Madam,

You are hereby invited to attend the Annual Meeting of the Council to be held at Crossgates Community Centre, Curlew Drive, Crossgates, Scarborough, YO12 4TP on Tuesday 12 May 2026, commencing at 7.00pm for the transaction of the following business.

Proper Officer of the Council

AGENDA

- 1 APPOINTMENT OF CHAIRMAN 2026/27**
To receive nominations and appoint a Chairman for 2026/27
- 2 DECLARATION OF ACCEPTANCE OF OFFICE**
The Chairman to sign the Declaration of Acceptance of Office
- 3 APPOINTMENT OF VICE-CHAIRMAN 2026/27**
To receive nominations and appoint a Vice-Chairman for 2026/27
- 4 APOLOGIES FOR ABSENCE**
 - (a) To receive apologies for absence given in advance of the meeting
 - (b) To consider the approval of reasons given for absence, circulated in advance of the meeting
 - (c) To note any other absence
- 5 DECLARATIONS OF INTEREST**
 - (a) To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests
 - (b) To receive and consider any application for dispensation from restrictions on participation in discussion and/or voting
- 6 COMMUNITY AWARD FOR SEAMER, CROSSGATES AND IRTON**
Further to minute 10(b) of 11 April 2023, under the Terms of Reference of the joint Community Award Working Group with Irton Parish Council, to present the Community Award for Seamer, Crossgates and Irton for 2026/27
- 7 APPOINTMENTS OF MEMBERS 2026/27**
 - (a) Appointment of Members with responsibility for Financial Controls**
 - (i) To consider:
 - (1) under Financial Regulation 18.3, due to the number of Members, temporarily amending FR 6.1 until the next Annual Meeting from "...for at least 3..." to "...for at least 2 Member signatories for the bank mandate to approve transactions..."
 - (2) appointing:
 - (a) under Financial Regulations 6.1, as temporarily amended, 6.5, 7.1 & 8.1, at least 2 Member signatories for the bank mandate to approve transactions, with the clerk for online inputting only
 - (b) under Financial Regulation 2.6, a Member other than the Chairman or a signatory, to verify bank reconciliations by signing them and original bank statements as evidence of verification and reporting this, including any exceptions, to the full Council

(b) Appointment of Working Group Chairmen and Members

- (i) To consider, due to the number of Members, temporarily amending Terms of Reference until the next Annual Meeting:
 - (1) for the Allotments Working Group from "...at least 3 and no more than 5 Members,..” to "...at least 1 but not more than 2 Members,..”
 - (2) for the Centurion Way Community Woodland Working Group from “at least 1 but no more than 2...” to “up to 1 other appointed Member...”
- (ii) To consider appointing:
 - (1) at least 1 but not more than 2 Members of the Allotments Working Group
 - (2) a Member & Chairman and up to 1 other Member of the Centurion Way Community Woodland Working Group
- (iii) Further to minutes 24(a)(i) of 10 August 2021, 8(iv) of 12 April 2022 and 22(b)(iv) of 13 May 2025, to consider:
 - (1) extending the delegation to the clerk to finalise the works of the Seamer and Crossgates Health & History Trails Working Group and approve such works, in consultation with the Chairman of the Council
 - (2) dissolving the Seamer and Crossgates Health & History Trails Working Group
- (iv) Further to minute 10 of 11 April 2023, to note the Chairman and Vice-Chairman be appointed Members of the Community Award Working Group
- (v) Further to minute 202(ii) & (iii) of 10 February 2026, to note Councillor Wallis be an appointed Member & Chairman and Councillor James an appointed Member of the Christmas Event Working Group

(c) Appointment of Representatives on Outside bodies & arrangements for reporting back

- (i) To consider appointing representatives to the following outside bodies:
 - (1) Yorkshire Local Councils Associations (YLCA) Scarborough Branch [2 Members]
 - (2) Crossgates Community Centre (Management Committee) [1 Member]
 - (3) Seamer & Irton War Memorial Hall (Management Committee) [1 Member]
 - (4) Seamer Sports Association (Management Committee) [1 Member]
- (ii) To consider applications for dispensations from restrictions on participation, to report on/represent the Council on business relating to/affecting an Outside Body

8 MINUTES

To approve and sign as a correct record, the previously circulated minutes of the meeting of the Council held on 14 April 2026

9 PUBLIC PARTICIPATION

To consider any matters raised by Parishioners

10 REPORT OF NORTH YORKSHIRE COUNCILLOR H PHILLIPS

To consider any report by Councillor Phillips

11 JUBILEE ALLOTMENTS

(a) Matters resolved under delegation

Further to Financial Regulation 5.15. iii. and Standing Orders 15. b xviii.-xx, to consider a report by the clerk concerning any relevant matters resolved under delegation since the last meeting (Attached)

(b) Tenants’ Participation

To consider any matters raised by Tenants within the meeting at the Chairman’s discretion

12 PROHIBITION OF WAITING AND LOADING AND PROVISION OF PARKING – CAXTON WAY, THORNBURGH ROAD, SCARBOROUGH

To consider the proposed Traffic Regulation Order and comment as necessary (Attached)

13 CORRESPONDENCE

To consider the following and any other general correspondence/communications received since the last meeting

- (a) 40 mph speed limit on the B1261 through Crossgates (Attached)
- (b) National Allotment Survey (Attached)

14 PLANNING MATTERS

(a) Planning Applications

(i) Applications considered and resolved under delegation

Further to Standing Order 15(b)(xv), to consider a report by the clerk concerning a planning application responded to under delegation since the last meeting (Attached)

15 OUTSIDE BODIES

To consider any reports from representatives on outside bodies

16 FINANCIAL MATTERS

Further to minutes 161 of 9 December 2025 and 10(d)(i) - (iii) of the last meeting:

(a) Asset Register

to receive and consider approving an updated Asset Register (Attached)

(b) Budget Update 2025/26

to consider the Budget Update for the outturn of 2025/26 (Attached)

(c) Annual Internal Audit Report 2025/26

to receive and consider the Annual Internal Audit Report 2025/26 (Attached)

(d) Annual Governance Statement 2025/26

to receive and consider approving the Annual Governance Statement to be signed by the Chairman (Attached)

(e) Accounts and Accounting Statements 2025/26

(i) to consider approving the Accounts 2025/26 (Attached)

(ii) to receive and note the Explanation of Variances 2024/25 to 2025/26 (Attached)

(iii) to receive and consider approving the Accounting Statements 2025/26 to be signed by the Chairman (Attached)

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

to receive and consider approving the dates for the exercise of public rights (Attached)

(g) Expenditure incurred under Section 137, Local Government Act 1972

to review the Council's expenditure incurred under Section 137, Local Government Act 1972, being expenditure incurred in the interests of and to bring direct benefit to the Council's area or any part of it, or all or some of its inhabitants: 2025/26 in the maximum sum of £11.10 per elector, circa £39,250 and 2026/27 in the maximum sum of £11.60 per elector, circa £41,840

(h) Accounts for payment and income received

To consider accounts received for payment and income received since the last meeting (Schedule and statement to follow)

17 EXCLUSION OF THE PUBLIC

To consider whether 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 the financial or business affairs of any particular person (including the authority holding that information) [items 18 & 19]

18 PLAYGROUNDS, OUTDOOR GYMS AND EQUIPMENT

(a) Swing-Toddler at The Green

Under Standing Order 15.b xvii & Financial Regulation 5.15.v, further to minute 152(a)(i)(3) of 11 November 2025, to note a decision under delegation to replace the cradle seats, chains & fittings below the rotating swing bearings in consultation with the Chairman & Vice-Chairman

19 SEAMER & IRTON WAR MEMORIAL HALL

To consider a request for a contribution to the replacement of the external front doors (Attached)

N.B. The Chairman at his/her discretion may adjourn the meeting to allow members of the public to make comment or to ask questions.

SEAMER PARISH COUNCIL

STANDING ORDERS:

2. DISORDERLY CONDUCT AT MEETINGS

- a. No person shall obstruct the transaction of business at a meeting or behave offensively or improperly...

3. MEETINGS GENERALLY [**PUBLIC PARTICIPATION**]

- d Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.
- e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
- f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 20 minutes unless directed by the chairman of the meeting.
- g Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.
- h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- i A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.
- j A person who speaks at a meeting shall direct his comments to the chairman of the meeting.
- k Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.
- l Subject to standing order 3(m), a person who attends a meeting is permitted to report on the meeting whilst the meeting is open to the public. To "report" means to film, photograph, make an audio recording of meeting proceedings, use any other means for enabling persons not present to see or hear the meeting as it takes place or later or to report or to provide oral or written commentary about the meeting so that the report or commentary is available as the meeting takes place or later to persons not present.
- m A person present at a meeting may not provide an oral report or oral commentary about a meeting as it takes place without permission.
- n The press shall be provided with reasonable facilities for the taking of their report of all or part of a meeting at which they are entitled to be present.