



# SEAMER PARISH COUNCIL

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**MINUTES:** of a Meeting of Council Members held in public virtually by Zoom on 11 January 2022 commencing at 7.00pm.

**PRESENT:** Councillor L Wallis (Chairman) in the Chair;  
Councillors K Elbourne, H Mallory, V Milner (Vice-Chairman), D Raine, WH Smith, and J Stockdale;  
County Councillor D Jeffels, 1 member of the public and the clerk.

*The Chairman had to leave the meeting briefly on a few occasions, at which points the meeting continued with the Vice-Chairman in the Chair until the Chairman was able to re-join the meeting.*

## 1 PURPOSE OF THE MEETING

The Chairman confirmed that, due to the rate of spread of the Omicron variant of the coronavirus (COVID-19), under the delegation of the Council under minute 9 of 4 May 2021:

- (i) the scheduled meeting of the Council had been cancelled and, instead, the purpose of this meeting was to consult Council Members on the transaction of the following Council business.
- (ii) any lawful decisions in these matters would subsequently be made by the clerk in consultation with the Chairman and Vice-Chairman.

## 2 APOLOGIES FOR ABSENCE

The meeting received apologies for absence given in advance of the meeting by Councillor J White.

## 3 DECLARATIONS OF INTEREST

The meeting 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.

## 4 PUBLIC PARTICIPATION

None.

## 5 MINUTES

RECOMMENDED that the previously circulated minutes of the meeting of the Council held on 14 December 2021 be approved as a correct record.

## 6 CODE OF CONDUCT

Further to minute 97 of the last meeting of the Council, the meeting considered an updated Code of Conduct.

RECOMMENDED that the updated Code of Conduct be approved and adopted.

## 7 JUBILEE ALLOTMENTS

### (a) Tenants' Participation

None.

## 8 CHRISTMAS BEST DECORATED PROPERTY COMPETITION

Further to minute 99(a) of the last meeting of the Council, the meeting:

- (a) noted the winners had been notified and received certificates by post.
- (b) announced and congratulated the winners:
  - (i) Residential Properties section:
    - (1) 1<sup>st</sup> Mr RJ & Mrs K Whincup.
    - (2) 2<sup>nd</sup> Mr GE & Mrs SE Smith.
    - (3) 3<sup>rd</sup> Mr DW & Mrs JM Hartley.
  - (ii) Commercial & Community Properties section:
    - (1) Winner: SWC Trade Frames Ltd.

## 9 HIGHWAYS

### (a) **Speed limit B1261 Centurion Way to/from Cayton Low Road/Station Road/Byward Drive**

Further to minute 101(a) of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk.
- (ii) noted the Neighbourhood Policing Team recalled and was checking whether liaison had been made with the Headteacher of Lady Lumley's School via the relevant team.
- (iii) noted the Speed Management Survey, reference SC2011470, was still showing as pending with the Traffic Bureau.

### (b) **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**

Further to minute 101(d) of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk.
- (ii) noted the meeting to be attended by Councillor Stockdale with the Highways Customer Communications Officer, Headteacher, and the clerk was to be held at 2.00pm on 18 January 2022, to which County Councillor Jeffels was invited, and the Neighbourhood Policing Team and Road Safety Partnership & Problem Solving Officer had given apologies and requested to be updated.

### (c) **Vehicle Activated Signs (VAS)**

Further to minute 101(c) of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk.
- (ii) noted the County Council's Senior Engineer, Traffic Engineering's advice that Lighting Column 7 on Stoney Hags Road was suitable for VAS each way, subject to checking with residents of neighbouring properties they would not be adversely affected.
- (iii) noted the relevant residents had been written to seeking their views.
- (iv) noted Irton Parish Council had been written to, requesting it consider siting of a VAS on Lighting Column 3 on B1261 Ayton Road, Irton at its next meeting on 17 January 2022.

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

Further to minute 101(d) of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk.
- (ii) noted the consent of the County Council and a quotation from the contractor had been requested.
- (iii) noted, further to minute 95 (iv) of the last meeting of the Council, CPH's Director – Residential Property had apologised that their contractor had not responded promptly to requests to remove the boards and advised the boards would not need to be re-erected.

*Councillor Stockdale joined the meeting at this point.*

### (e) **Inconsiderate and dangerous parking in School House Drive**

The Vice-Chairman declared a personal interest in this item, due to fellow volunteers parking in the area at times when she was volunteering with them.

The meeting considered correspondence from a resident.

RECOMMENDED that:

- (i) it be noted the area referred to was regularly passed and observed by Members of the Council who had not observed any problem with parked vehicles, other than those apparently abandoned.
- (ii) the resident be replied to advising:
  - (1) the Council would observe the situation and consider any further related matters.
  - (2) any apparently abandoned vehicles or road traffic offences, including parking too close to the junction, be reported directly to the Police.

**10 CORRESPONDENCE**

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

- (a) Report of County Councillor Jeffels: January Parish Update - No 1.
- (b) Monthly Police Report.

Further to minute 63(b) of 12 October 2021, the meeting noted Councillor Jeffels' intention to follow up with the County Council the issue of the broken down fencing, alongside the road on the Jubilee Allotments side off the bridge nearest Seamer to the A64, which was overhanging and obstructing the pavement, such that pedestrians were likely to be forced into the carriageway on which the 60 mph national speed limit applied.

**11 PLANNING MATTERS****(a) Planning Applications**

- (i) Further to minute 104(b)(ii) of the last meeting of the Council, the meeting noted the following response made to the Planning Authority under delegation:

- (1) 21/02461/HS Erection of single storey rear extension, 20 Burtondale Road, Crossgates.

RESOLVED that no objection and no comment be raised.

**(b) Pre-planning Consultation - Beyond Housing Pasture Lane Consultation**

Further to minute 104(c)(i) of the last meeting of the Council, the meeting:

- (i) noted Beyond Housing's consultation was informal only.
- (ii) emphasised the importance of all concerned residents responding formally to the Borough Council as the Planning Authority at the planning application stage.

**12 OUTSIDE BODIES****(a) Seamer Sports Association**

The meeting:

- (i) considered a verbal report by Councillor Mallory.
- (ii) noted the opportunity for Section 106 funding to significantly enhance the Association's built facilities.

RECOMMENDED that the timing of availability of Section 106 funding for off-site community development from the Linden Homes Northfield Meadows development be explored.

**13 FINANCIAL MATTERS****(a) Revision of Budget 2021/22**

Further to minute 106(a)(ii) of the last meeting of the Council, the meeting received a report by the Clerk and Responsible Financial Officer, confirming the virements and earmarking of reserves within a Revised Budget for the current financial year 2021/22.

RECOMMENDED that the Revised Budget 2021/22 be approved.

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

RECOMMENDED that the accounts received for payment and income received since the last meeting be approved.

**(c) Model Agreement 2022/23**

RECOMMENDED that, further to minute 106(c) of the last meeting of the Council, the revised Model Agreement estimates for 1 April 2022 to 31 March 2023 be approved.

**(d) Budget and Precept 2022/23**

Further to minute 106(d) of the last meeting of the Council, the meeting:

- (1) received the proposed budget and precept for the forthcoming financial year, 2022/23.
- (2) noted that setting the precept for 2022/23 at the same level as for 2021/22 and 2020/21 continued to represent a small saving for Council Tax payers, due to the increased number of households and, therefore, Council Tax payers in the Council's area.

RECOMMENDED that:

- (i) the budget for the forthcoming financial year April 2022 to March 2023 be approved.

(ii) the Council's precept for 2022/23 be set, as for 2021/22 and 2020/21, at £21,000.

(iii) the Council consider increasing the precept for 2023/24.

**(e) Financial Regulations**

Further to minutes 113(b) of 9 March 2021, 37(a)(ii) of 10 November 2020, 54(a)(ii)(4) & 55(b) of 8 December 2020, and 9 & 17(g) of 4 May 2021, the meeting received updated Financial Regulations to reflect existing financial reporting and all existing delegations.

RECOMMENDED that the updated Financial Regulations be approved and adopted.

**(f) Review of the effectiveness of the Council's system of internal control**

Further to minute 75(e) of 12 January 2021 and under Financial Regulation 1.5, the meeting noted the Council would review the effectiveness of its system of internal control at the next meeting.

**14 EXCLUSION OF THE PUBLIC**

The meeting confirmed the public be excluded 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 the financial or business affairs of any particular person (including the authority holding that information) (minutes 15 - 18, below).
- (b) in respect of which a claim to legal professional privilege could be maintained in legal proceedings (minute 16, below).

**15 SEAMER & IRTON WAR MEMORIAL HALL KITCHEN**

Further to minute 110 of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk.
- (ii) noted approval, under delegation in consultation with the Chairman and Vice-Chairman, of:
  - (1) DLA Property Services' quotation for installation of the specified kitchen.
  - (2) the final Community Fund grant in the sum of £5,177.32
- (iii) noted the scheduling of the works to start on 18 February 2022.
- (iv) noted approval of the payment would be proposed on the schedule for the next meeting of the Council.

**16 LAND HOLDING**

Further to minute 109 of the last meeting of the Council, the meeting:

- (i) considered a verbal report by the clerk concerning the boundary issues.
- (ii) noted the scope of the instructions for initial legal advice to Pinkney Grunwells Lawyers LLP, as reported by the clerk at the last meeting of the Council.
- (iii) noted Pinkney Grunwells Lawyers LLP's estimate of costs and that their terms of business and costs had been signed under the existing delegation.

**17 GROUNDS MAINTENANCE CONTRACT 2022/23+**

The meeting considered requirements and seeking quotations for the contract from 1 April 2022.

RECOMMENDED that:

- (i) the Schedules 1 – 3 be approved.
- (ii) quotations be sought for 2022/23 for consideration at the next meeting of the Council, with an option to extend for a 2nd year by agreement of both parties, subject to inflation, for 2023/24.

**18 OUTDOOR GYM EQUIPMENT**

Further to minute 89(c) of the meeting of the Council held on 9 November 2021, the meeting considered:

- (a) a verbal report by the clerk concerning responses received from those consulted.
- (b) quotations received.

RECOMMENDED that:

- (i) Members recommend 3 items of equipment to the clerk on or before 23 January 2022.
- (ii) the clerk then be delegated to seek:

- (1) quotations for 3 items of equipment, to be sited at each of the 2 sites (6 items in total).
- (2) the Borough Council's granting of a Licence for the siting of the specified 3 items of equipment at its park between Crab Lane/Long Lane/Magpie Garth, Crossgates.  
for consideration at the next meeting of the Council.
- (iii) the timing of availability of Section 106 funding for off-site community development from the Linden Homes Northfield Meadows development [minute 12(a) of this meeting] be considered by the Council concerning this matter.

*The meeting closed at 8:12 pm*

The next ordinary meeting of the Council will be held at Seamer & Irton War Memorial Hall, Main Street, Seamer, Scarborough, YO12 4QD, on 8 February 2022 commencing at 7.00pm

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*Chairman*

*26 January 2022*