

NOTICE

is hereby given that an

ORDINARY MEETING of NEWBY AND SCALBY PARISH COUNCIL

will be held in the


**RICKINSON HALL
St. LAURENCE'S CHURCH ROOMS,
CHURCH BECKS,
SCALBY,**

on

**WEDNESDAY, 13th SEPTEMBER 2017
COMMENCING AT 7 P.M.**

**ALL COUNCILLORS ARE HEREBY SEVERALLY
SUMMONED AND REQUIRED TO ATTEND IN
ORDER TO TRANSACT THE BUSINESS ON THE
AGENDA.**

**MEMBERS OF PUBLIC ARE
WELCOME TO ATTEND**



J Marley (CiLCA)

Clerk to the Council and RFO

Parish Council Office, Scalby Library, 450 Scalby Road, Newby, Scarborough YO12 6EE
Tel: (01723) 354018. Email: clerk@newbyandscalbypc.org.uk

Wednesday 6th September 2017

NOTE: filming, photographing or audio recording of proceedings is allowed - Council asks that, as a matter of politeness, people tell the Clerk of their intention to record. In the interests of encouraging public participation, it is requested that anyone filming does not include members of the public “in shot”

AGENDA

1 APOLOGIES FOR ABSENCE

To receive & approve apologies for absence.

2 DECLARATIONS OF INTEREST

To receive any declarations of interest in items on this agenda (*form enclosed*)

3 MINUTES

3.1 To approve and sign the minutes of the Council Meeting held on 12th July 2017 (*enclosed*).

PROCEDURAL MATTER

To suspend Standing Orders so as to allow the Public Open Forum.

4 PUBLIC OPEN FORUM

PROCEDURAL MATTER

To resume Standing Orders.

5 MATTERS RAISED IN PUBLIC OPEN FORUM

5.1 To agree action as appropriate on matters raised in Public Open Forum.

6 POLICE

To receive Police report and/or update from Chairman and give details of any new issues requiring attention.

7 EXTERNAL REPORTS

The following to give reports or take questions:

7.1 **County Council** - County Cllrs. D Bastiman and A. Backhouse.

7.2 **Borough Council** - Borough Councillors L. Backhouse, Inman, Jenkinson or Lynskey.

7.3 **In Bloom Group**

8 UPDATES ON VARIOUS MATTERS & COUNCILLOR'S REPORTS

8.1 To receive update [*enclosed*] from Clerk on highway, footpath and other matters since last meeting.

8.2 To receive reports from Councillors of any highway & footpath or general matters requiring attention [*form enclosed*].

9 CORRESPONDENCE

9.1 Parish Council representative on board of governors at Newby & Scalby Primary School [*Minute 106/17.2 refers*] - to note Cllr. Mrs Wiles is no longer able to undertake this role and to agree who is to replace her [*Note the appointment, if confirmed by the governors at their meeting on 28/9/17, lasts till 28/6/2019 and the councillor chosen will need to provide the governors with a short resume which includes details of their skills/experience & what they can offer the board*].

9.2 Letter [*enclosed*] from President of Scalby & Newby Bowling Club requesting new seat at Bowling Green - to receive & agree action as appropriate.

9.3 Correspondence received after preparation of the agenda which the Chairman of the meeting deems it necessary to consider as a matter of urgency.

FINANCE & GENERAL PURPOSES ISSUES

10 FINANCIAL & GENERAL MATTERS (To be tabled at the meeting unless otherwise indicated)

10.1 To approve the Schedule of Accounts payable for August (Sch. 5) and Sept. 2017 (Sch. 6).

10.2 To receive Clerk's report [*enclosed*] regarding allotment rent charges from 1/10/17 & agree action as appropriate.

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- 10.3 To receive & note the Internal Auditor’s Report *[enclosed]* for April-June 2017
- 10.4 2016/17 external audit - 1] to receive and note the external auditor’s report *[enclosed]* and 2] to note the Conclusion Of Audit notice & certified Annual Return were published on 4th August 2017.
- 10.5 Replacement Christmas lights for tree at Newlands shops - to agree action and expenditure

ENVIRONMENTAL AND DEVELOPMENT ISSUES

11 PLANNING APPLICATIONS & APPEALS NOTIFIED:

1	Proposal Site Application No. Applicant PC decision	Erect field shelter (retrospective) Land to west of Scalby Beck Road, Scalby 17/00591/FL Miss G Barratt To confirm comment of “no objections” submitted by Clerk under delegated powers
2	Proposal Site Application No. Applicant PC decision	Dormer extension to front & rear, rear balcony & single storey rear extension 82 Hackness Road 17/01329/HS Mr L Allen To confirm comment of “no objections” submitted by Clerk under delegated powers
3	Proposal Site Application No. Applicant PC decision	Erect new detached garage 17 Hay Brow Crescent, Scalby 17/01416/HS Mrs S Andrews To confirm comment of “object, contrary to Local Plan Policies DEC1(a)(ii) and (iii), DEC4 and ENV3(e)” as submitted by Clerk under delegated powers
4	Proposal Site Application No. Applicant PC decision	Side and rear extension to ground floor and dormer to side 19 West Park Avenue, Newby 17/01423/HS Mrs V Boyes To confirm comment of “no objections” submitted by Clerk under delegated powers
5	Proposal Site Application No. Applicant PC decision	Change of use of existing agricultural livestock buildings to form 30no. light industrial (B1)/storage(B8) units lansfield Farm, Burniston Road 17/01604/FL Mr Millward To confirm comment of “no objections to the principle of the proposed change of use away from agricultural livestock buildings; some aspects of the application raise concern and would benefit from clarification” as submitted by Clerk under delegated powers
6	Proposal Site Application No. Applicant SBC decision	Erect rear extension and garage improvements Thornedge 2 Stony Lane Scalby 17/01656/HS A Robson Delegated
7	Proposal Site Application No. Applicant SBC decision	Erect single storey rear extension, single storey side extension, new porch to front elevation, alterations to existing two storey side extension including garage space and new pitched roof Emma Drake 20 The Parkway, Newby 17/01661/HS Delegated
8	Proposal Site Application No. Applicant PC decision	Erect single storey extension to rear 24 Newlands Avenue 17/01696/HS Mr S Kay To confirm comment of “no objections” submitted by Clerk under delegated powers

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9	Proposal Site Application No. Applicant SBC decision	Change of land use from residential garden to form access route to new car park area. St Laurence's Vicarage, 48 High St, Scalby 17/01702/FL Diocese of York Delegated
10	Proposal Site Application No. Applicant PC decision	Replacement illuminated and non-illuminated signs to exterior Rosette, 2 Hackness Road 17/01748/AA Mitchells and Butlers To confirm comment of “no objections” submitted by Clerk under delegated powers
11	Proposal Site Application No. Applicant SBC decision	Extension to existing sports facilities to form 4 Squash Courts Scarborough RUFC, Silver Royd 569 Scalby Road Scalby Scarborough RUFC 17/01807/FL Delegated
12	Proposal Site Application No. Applicant SBC decision	Installation of one rapid electric vehicle charging station and existing space will become one EV charging bay Newby Service Station 413 - 415 Scalby Road Scalby 17/01815/FL Penny Petroleum Delegated
13	Proposal Site Application No. Applicant SBC decision	Demolish conservatory, erect single storey rear extension 52 Station Road, Scalby 17/01878/HS T Quinn Delegated
14	Proposal Site Application No. Applicant SBC decision	Removal of existing double garage for proposed new dwelling in garden using current access and drive, along with formation of new access and garage to serve existing house 8 Field Close Road Scalby 17/01887/FL Mr G Allard Delegated
15	Proposal Site Application No. Applicant PC decision	Change of use and alterations to garage to form office Carr Croft, Suffield Hill NYM/2017/0558/FL Mr Howard Rogers To confirm “no objections” submitted by Clerk under delegated powers

12 PLANNING DECISIONS AND WITHDRAWALS:- to receive & note

1	Proposal Site Application No. Decision	Erect detached garage 31a The Green, Newby 17/00408/HS Application Permitted (with conditions)
2	Proposal Site Application No. Decision	Extension to existing car park Foulsyke Farmhouse, Barmoor Lane, Scalby 17/00650/FL Application Permitted (with conditions)
3	Proposal Site Application No. Decision	Erect extension to side and rear 10 Ling Hill 17/00734/HS Application Permitted (with conditions)
4	Proposal Site Application No. Decision	Erect replacement safety netting to boundary with 10 Seaview Avenue North Cliff Gold Club, North Cliff Avenue 17/00821/RG4 Application Permitted (with conditions)

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5	Proposal Site Application No. Decision	Single storey rear extension 43 Throxenby Lane, Newby 17/00860/HS Application Permitted (with conditions)
6	Proposal Site Application No. Decision	Internal & external alterations to listed building and rear yard 31 High Street, Scalby 17/01031/LB Application Permitted (with conditions)
7	Proposal Site Application No. Decision	Erect single storey rear extension & alteration to carport to form a garage 59 Burniston Road Newby 17/01149/HS Application Permitted (with conditions)
8	Proposal Site Application No. Decision	Change of use from residential dwelling to holiday cottage use Barmoor View, Barmoor Lane, Scalby 17/01180/FL Planning permission not required, no further action
9	Proposal Site Application No. Decision	Install white uPVC windows 30 Keld Close, Scalby 17/01227/HS Granted
10	Proposal Site Application No. Decision	Erection of front and rear dormers, single storey side and rear extension 349 Scalby Road Newby 16/01277/HS Application Permitted (with conditions)
11	Proposal Site Application No. Decision	Erect single storey extensions to both side elevations 4 Barmoor Close, Scalby 17/01278/HS Application Permitted (with conditions)
12	Proposal Site Application No. Decision	Single storey rear extension 6 Jubilee Terrace Scalby 17/01316/HS Application Permitted (with conditions)
13	Proposal Site Application No. Decision	Erection of two storey extension to side 23 Lady Edith's Park 16/01440/HS Application Permitted (with conditions)
14	Proposal Site Application No. Decision	Subdivide dwelling (no internal/external alterations) to form 1 holiday letting cottage Foxhill Paddock, Low Road, Throxenby NYM/2017/0080/FL Granted

13 PLANNING MATTERS RECEIVED AFTER 5/9/17 (as notified after distribution of agenda to members on email) - To agree comments as appropriate.

OTHER MATTERS

14 REPORTS ON OUTSIDE BODIES & EVENTS ATTENDED

To receive reports from representatives:-

- 14.1 **CAP Group** – last meeting 27/7/17 (Cllr. Towse).
- 14.2 **NYMNP Joint Parish Forum** – last meeting 26/7/17 (Cllrs. Thompson & Mrs Wiles).
- 14.3 **NYMNP Coastal Area Parish Forum** – next meeting 26/10/17 (Cllr. Thompson).
- 14.4 **Yorkshire Local Councils' Association** –next meeting 5/10/17 (Cllr. Towse).
- 14.5 **Twinning Association** – last meeting 27/7/17 (Cllr. Thompson).
- 14.6 **Yorkshire Coast & Moors County Area Committee** – next meeting 27/9/17 (Cllr. Thompson).

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14.7 Any other reports not previously notified.

15 CIRCULATION

To be tabled at meeting.



J Marley (CILCA)

Clerk to the Council and RFO

Parish Council Office, Scalby Library, 450 Scalby Road, Newby, Scarborough YO12 6EE

Tel: (01723) 354018. Email: clerk@newbyandscalbypc.org.uk

Wednesday 6th September 2017

MINUTES OF ORDINARY MEETING OF NEWBY AND SCALBY PARISH COUNCIL 355

held in the Rickinson Hall, St. Laurence's Church Rooms, Scalby,
on Wednesday, 12th July 2017 at 7pm.

PRESENT:

Councillor R Towse (Chairman),
Cllrs. G Edmunds, S Foote, R Holliday, K Martin, TW Miller, R Pickersgill, D Sutton,
RI Thompson

ALSO IN ATTENDANCE

Ms K Newton (In Bloom), left 7.14pm; Mrs J Marley (Clerk).

ABSENT: Cllrs. DJ Bastiman, E Black, PC Snow, D Wiles, County Cllr. A Backhouse,
Borough Cllrs. V Inman, A Jenkinson, H Lynskey.

The Chairman reminded those present that filming, photographing or audio recording of the proceedings was allowed - persons wishing to record were asked to notify the Clerk of their intention prior to the start of the meeting. In the interests of encouraging public participation, it was requested that anyone filming did not include members of the public "in shot".

99/17 **APOLOGIES FOR ABSENCE** Received & accepted from Cllrs. DJ Bastiman and E Black (health), PC Snow and D Wiles (prior commitments).

100/17 **DECLARATIONS OF INTEREST** - None.

101/17 **MINUTES**

101/17.1 Having been previously circulated, it was **RESOLVED** the minutes of the Council Meeting held on 7th June 2017 be approved as a correct record and signed by the Chairman.

PROCEDURAL MATTER

No suspension of Standing Orders for Public Open Forum as no public present.

102/17 **PUBLIC OPEN FORUM** - None.

103/17 **MATTERS RAISED IN PUBLIC OPEN FORUM** - None.

104/17 **POLICE REPORT** Written reports received & noted.

105/17 **EXTERNAL REPORTS**

105/17.1 **County Council:-** No County Councillor present.

105/17.2 **Borough Council:-** No Borough Councillor present.

105/17.3 **In Bloom:-** Ms K Newton reported the group was looking at various new projects in collaboration with others. The group's finances were extremely healthy. Litter pickers continued to find broken glass on pavements and in the children's playground. *[At this point Ms Newton left the meeting].* Cllr. Towse reported the In Bloom groups had originally been started by Roger Burnett of Scarborough Borough Council - Mr Burnett had been awarded a BEM in the 2017 Queen's Birthday Honours List. Clerk to write a letter of congratulation to Mr Burnett.

106/17 **COUNCILLOR'S REPORTS & UPDATES**

106/17.1 **Received & noted** update *[circulated with agenda]* from Clerk on highway, footpath and other general matters since last meeting.

106/17.2 **Received & noted** reports from several councillors in respect of highway matters requiring attention - Clerk to pass to relevant authority.

107/17 CORRESPONDENCE

- 107/17.1 Electoral Review of Scarborough Borough Council by Local Government Boundary Commission [*letter circulated with agenda*] - consultation (closes 4/9/17) on proposal to reduce number of councillors from 50 to 45, which means ward boundaries may need to change. **Agreed** to suggest boundary be changed to move Endcliff Crescent area to Woodland Ward and bring the whole of Charles Williams Apartments into Newby Ward.
- 107/17.2 Correspondence received after preparation of the agenda which the Chairman of the meeting deemed it necessary to consider as a matter of urgency - 1] notice from Scarborough Borough Council that it adopted the Scarborough Borough Local Plan 2011/32 on 3rd July 2017 - **noted**; 2] copy of letter from Cllr. Mrs Wiles to Chairman of Governors at Newby & Scalby Primary School informing of her decision to step down from being a school governor - **noted** and **agreed** the matter of agreeing a replacement councillor be placed on agenda of September Council meeting.

108/17 FINANCIAL MATTERS

- 108/17.1 **Resolved** the Schedule of Accounts to be paid for July 2017 (Schedule 4) in the sum of £2,412-28 be approved.

109/17 PLANNING APPLICATIONS NOTIFIED

1	Proposal Site Application No. Applicant PC decision	Change of use from residential dwelling to holiday cottage use Barmoor View, Barmoor Lane, Scalby 17/01180/FL Mr T Outhart No objections
2	Proposal Site Application No. Applicant PC decision	Install white uPVC windows 30 Keld Close, Scalby 17/01227/HS Mr & Mrs Ashworth No objections
3	Proposal Site Application No. Applicant PC decision	Demolish three dwellings and erect 60 room residential care home 75 Burniston Road, Newby 17/01241/FL Mr Kelly No objections
4	Proposal Site Application No. Applicant PC decision	Erect single storey extensions to both side elevations 4 Barmoor Close, Scalby 17/01278/HS Mr Nigel Green No objections
5	Proposal Site Application No. Applicant PC decision	Erect single storey rear extension 6 Jubilee Terrace, Scalby 17/01316/HS Mr Wheldon No objections
6	Proposal Site Application No. Applicant PC decision	Demolition of existing dwelling and erection of 4 bedroom dwelling with integral garage 48 Moor Lane Newby 17/01359/OL Mr John Williams No objections

110/17 PLANNING DECISIONS - the following were received & noted:-

1	Proposal Site Application No. Decision	Advertising sign to publicise and direct traffic to Taylor Wimpey development at High Mill Farm, Scalby Scarborough RUFC, Silver Royd, Scalby 17/00670/AA Refused
2	Proposal Site Application No. Decision	Erect single storey extension to day care home to form six respite care rooms with amenity and outdoor spaces 290 Scalby Road, Newby 17/00719/FL Granted
3	Proposal Site Application No. Decision	Installation of 4 signs (some illuminated) Co-op, 42-46 Newlands Park Drive, Newby 17/00763/AA Granted
4	Proposal Site Application No. Decision	Erect single storey rear extension 7 Newby Farm Crescent, Newby 17/00796/FL Granted
5	Proposal Site Application No. Decision	Erect side extension to lower ground floor 23 South Avenue, Scalby 17/00861/HS Granted
6	Proposal Site Application No. Decision	Erect rear extension 35 Barmoor Lane, Scalby 17/00863/HS Granted
7	Proposal Site Application No. Decision	Erect rear extension and front garage extension 20 Lady Edith's Avenue, Newby 17/00887/HS Granted
8	Proposal Site Application No. Decision	Erect single storey dwelling with access from Throxenby Lane 84 Throxenby Lane, Newby 17/00901/OL Granted

110/17 PLANNING MATTERS RECEIVED AFTER 4/7/17

1	Proposal Site Application No. Applicant PC decision	Erect 1 two storey dwelling with garage Land to rear of 38 North Street, Scalby 17/01219/FL Mr G Ledden No objections
2	Proposal Site Application No. Applicant PC decision	Single storey side and rear extension 13 Throxenby Lane, Newby 17/01324/HS Mr & Mrs R Noble No objections

112/17 REPORTS FROM OUTSIDE BODIES

The following were **RECEIVED**:

112/17.1 **CAP Group** – next meeting 27/7/17 (Cllr. Towse).

112/17.2 **NYMNP Joint Parish Forum** – meets 26/7/17 (Cllrs. Thompson & Mrs Wiles).

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- 112/17.3 **Yorkshire Local Councils' Association** – next meeting 5/10/17 (Cllr. Towse).
- 112/17.4 **Twinning Association** – Cllr. Thompson reported he had been unable to attend the meeting on 27/7/17.
- 112/17.5 **Yorkshire Coast & Moors County Area Committee** – Cllr. Thompson reported he had not attended the last meeting on 5/7/17.
- 112/17.6 On behalf of FONSA, Cllr. Martin reported their Annual Barbeque was to be held on 13th August and all were welcome to attend.
- 113/17 **CIRCULATION** - None.

There being no further business, the Chairman declared the meeting closed at 7.42pm.

R. Towse, Chairman
Dated: 13th September 2017

Police Report
Scalby Parish Council Report
August 2017



Scalby Figures:

Breakdown data based on 01/04/2017 to 22/08/2017
 versus same period in previous two years

Group	Crime Type	2015-2016	2016-2017	2017-2018	Diff 2017 from 2016		
Victim Based	Arson & Criminal Damage	6	3	5	2	66.7%	
	Burglary	11	7	7	0	0.0%	
	Robbery	0	0	0	0		
	Sexual Offences: Other	0	0	0	0		
	Sexual Offences: Rape	0	0	1	1		
	Theft: All Other Theft	12	30	7	-23	-76.7%	
	Theft: Bicycle Theft	2	4	0	-4	-100.0%	
	Theft: Shoplifting	2	1	1	0	0.0%	
	Vehicle Offences	6	4	2	-2	-50.0%	
	Violence: Violence With Injury	7	3	5	2	66.7%	
	Violence: Violence Without Injury	1	4	3	-1	-25.0%	
	Crimes Against Society	Drugs: Possession Of Drugs	0	1	1	0	0.0%
		Misc Crimes Against Society	0	0	0	0	
		Possession Of Weapons	0	1	0	-1	-100.0%
		Public Order Offences	1	3	1	-2	-66.7%
Total		48	61	33	-28	-45.9%	

Incident reported 01/08/2017-24/08/2017:

ASB Environmental:

Non reported in Scalby

ASB Nuisance:

1 x report of unknown persons ringing the intercom – Scalby road

Burglary:

Non reported in Scalby

Criminal Damage:

Non reported in Scalby

Drugs:

Non reported in Scalby

Theft:

Non reported in Scalby

Violence:

Non reported in Scalby

Highway Distruption:

Non reported in Scalby

Animal Incidents:

Non reported in Scalby

Hoax Calls:

1 x report of a loud noise heard outside – call made in error - Scalby

Suspect Circumstances:

1 x report of 2 abandoned moped – Glynndale Road

1 x report of a noise heard outside – drunk male trying to get into his own house – Scalby

2 x reports of cold callers – reformed offenders – Hackness Road and Gardens

1 x report of possible poachers – Scalby Beck

Road Related:

1 x report of a manner of driving complaint – Hay Lane

Road Traffic Collisions:

Non reported in Scalby

NYP TIMES

News Stories

PS Craig Regan is now the Sergeant for Eastfield Police Station. He will be helping with issues in the Rural communities.

PC Graham Bilton and PCSO Ria Lockey continue to be out and about within the local community.

Sad news that PCSO Richard Newcombe has left the police service after 10 years. He has moved onto a new role - he will be missed.

Local Events

Can You Help

Register with our Community Messenger Service where you can receive the latest crime notifications, community news and crime and police appeals for your neighbourhood. Visit www.nycm.co.uk. Registering is safe, secure and easy

Contact Us



**@NYP_ScarboroughSNA - Local
Twitter**
@NYorksPolice - Force Twitter
@NYP_FileySNA - Rural Team



Find us on Facebook and give our page a like for updates.

Local Facebook Page
North Yorkshire Police – Force Page

Your Local Team Newby Team –

PC 20 Mike Tinsley
PCSO 5627 Gill Kitson

Your Rural Team are:

PC Graham Bilton 595
PCSO Lockey 5208

Useful Contact Numbers

Highways 01609 780 780

NHS 111

Local Dog Warden 01723 232323

Action Fraud 0300 123 2040



To contact Local officers please call 101 and select Option Two and state either officer's full name or collar number. Please do not report incidents via this method – please dial 101 and select Option One to speak to an operator.

Data Protection

In order to comply with data protection, whilst details of crimes and anti-social behaviour are included in Parish / Town council reports, North Yorkshire Police may not wish to disclose further information or exact locations of incidents.

NEWBY AND SCALBY PARISH COUNCIL

Repairs to Highways and Footpaths

LOCATION	NATURE OF WORK REQUIRED

Councillor

Date



FROM: Jools Marley, Clerk to the Parish Council & Responsible Financial Officer.

TO: All Councillors

DATE: 5th September 2017

SUBJECT: Update on highway, footpath & other matters since 12/7/17

1. Items raised at previous council meetings:-

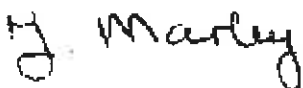
1. Potholes Hay Lane/Church Hill, pavement High Street and Low Street (remedied 17/7/17), Hackness Garden sinking manhole and gutter weeds
2. Hedge at 2 Lady Edith's Avenue - update from NYCC "*letter sent to resident 2/5/17*". Hedge has been trimmed back but not cut hard back so it is still overhanging pavement - NYCC informed 27/6/17 and Inspector asked to assess. Chased 23/8/17.
3. Speeding traffic Cross Lane (raised at June meeting) - Chairman referred to 95 Alive who have now confirmed monitoring equipment will be put in place.

2. New items

1. Potholes at junction of Hay Lane/Hay Brow Crescent and Hay Lane/Church Hill (both with photos) reported to Highways 26/7/17 - sorted by 28/7/17.
2. Raised at CaP meeting on 27/7/17 - Shrubs/trees restricting highway visibility at junctions (Newlands Park Crescent and Hamilton Close) - reported to Area3 Highways 28/7/17 - all sorted by 11/8/17.
3. Highway encroachment at 82 Hackness Road - reported to Area3 Highways 23/8/17.
4. Failed overhead lights at pedestrian crossing near junction Hirstead Road and Coldyhill Lane - reported to Area3 Highways 25/8/17
5. Highway gullies blocked and gutters growing weed (north side of Coldyhill Lane between numbers 35 and 65) - reported to Area3 Highways 25/8/17.

3. Library

To receive any update by Chairman and/or Clerk.



Jools Marley (CiLCA)
Clerk to the Parish Council

RX by hand
25/8/17

9-2

1 Hay Brow Close,
Scalby,
Scarborough YO13 0SF,
North Yorkshire

23rd August 2017

To:
Mrs J Marley, Clerk to Parish Council
Scalby and Newby Parish Council
Scalby Road
Newby YO12 6EE

Dear Councillors

I am writing to you requesting the Parish to provide and install a brown plastic seat at the Bowling Green/Public park to be installed on the vacant plinth where a previous seat had been but was trashed by vandals.

These seats are used by members of the public to view the bowling or take their lunch break similar to other public park environments. I am aware that this part of the park belongs to Scarborough Borough Council but such a request will fall on deaf ears! I believe that a certain amount was set aside each year for the provision of public seats in the Parish. I was unsure whether the Parish Council were still operating their Community Grant Scheme? Such an installation would enhance and complete the aesthetic looks to the area.

I thank you in anticipation for your consideration and a favourable response.

Yours sincerely



Cllr Richard Thompson, President, Scalby and Newby Bowling Club.

REPORT

FROM: Jools Marley, Responsible Financial Officer

TO: All Councillors

DATE: 4 August 2017

SUBJECT: Allotment plot rental charge, October 2017 onwards

The allotment land at Hackness Road is rented from the Duchy of Lancaster. The land is currently divided into 62 full size plots and 35 half size (or less) plots.

Following a 3 yearly rent review, the Duchy has increased the rent Council is required to pay from £815pa to £840pa.

In accordance with the recommendation of the Finance & General Purposes Committee, on 9th March 2005, Council accepted that future rent increases be fixed for a 3 year period and timed to coincide with the rent reviews by the Duchy of Lancaster.

In 2016/17, the break even rent for a plot (with Clerk's time added at a minimal level of 30 minutes a week), was £32/plot.

Looking at the surplus/deficit on the allotments over the financial years 2011/12 to 2016/17 inclusive, the allotments are currently in surplus by £1,091. It is considered this is a sensible and acceptable level of surplus.

If so minded. Council could increase the rent per plot at the 1st October 2017 renewal. Any increase should be for the three year period 1/10/2017 to 31/9/2020. However I am not aware of any large expenditure planned in the next three years and therefore see no reason to increase allotment rents.

Recommendation to Parish Council

Council resolves to hold the rent at £33/plot for the period 1st October 2017 to 31st September 2020.

J. Marley.

Jools Marley CiLCA
Responsible Financial Officer

INTERNAL AUDIT REPORT**2017/18 FINANCIAL YEAR****April to June CASH BOOK & BANK STATEMENT FOR SCHEDULES 1-3****AND April to June ACCOUNTS, SCHEDULES 1-3****AUDIT CARRIED OUT ON 24th July 2017****1 PETTY CASH (Schedule 5 physical count as on day of audit)**

- Petty Cash was accurately recorded.
- Petty Cash was inaccurate. See section 7 overleaf.

2 CASH BOOK & BANK STATEMENTS

- I am satisfied that the records are complete and accurate.
- I am not satisfied that the records are complete and accurate. See section 7 overleaf.
- The records are balanced and reconciled.
- The records are not balanced and reconciled. See section 6 overleaf.

3 INCOME RECORD ON P.C.

- The record is accurate and reconciled.
- The record is not accurate and reconciled. See section 7 overleaf.

4 EXPENDITURE ON P.C.

- The record is accurate and reconciled.
- The record is not accurate and reconciled. See section 7 overleaf.

5 VAT RECORD ON PC AND I & E FILE

- The record is accurate and refund claims have been made on a timely basis.
- The record is not accurate and/or refund claims have not been made on a timely basis. See section 7 overleaf.

6 PAYE RECORDS

- The Inland Revenue P11 deductions working sheet has been completed correctly and the figures accord with the schedule of payments and the payslip booklet.
- The Inland Revenue P11 deductions working sheet has not been completed correctly and the figures do not accord with the schedule of payments and the payslip booklet. See Comments Section 7.

7 COMMENTS/EXPLANATIONS:

Signed R. A. Cunningham
Internal Auditor

Date: 24th July 2017

Section 3 – External auditor report and certificate

In respect of:

Enter name of
smaller authority here:

NEWBY & SQUALBY PARISH COUNCIL

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2. 2016/17 External auditor report (NY0408)

On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests. Any earmarked reserves should be considered and formally approved by the smaller authority.

3. 2016/17 External auditor certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

External auditor signature

Alex Littlejohn LLP

External auditor name

PKF Littlejohn LLP

Date

28-3-17

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN02. The AGN is available from the NAO website (www.nao.org.uk)