

## **Minutes of a meeting of Hinderwell Parish Council & Burial Authority 6<sup>th</sup> August 2025, 18:45hr at Staithes Memorial Hall, Staithes.**

### **2025:08-00 Those Present**

Cllr I Walker, Chair. Cllrs: Brooker, J Longster, Dorgan, Smith, Metcalfe, Wilson, Ellis, Buck and six members of the public.

Mrs G Glasby Clerk

### **2025:08-01: To Allow Public Consultation**

**01.1 Mr C. D.** Spoke about concerns regarding people sitting too close to the cliff at Staithes beach. He asked if there was a possibility of more signage. The Chairman thanked him for his concern. He agreed it was a worrying occurrence that people did take the risk and sit too close to the base of the cliff and ignore the signage. The council will contact NYCC to highlight this concern. **(Action The Clerk)**

**Mr C. D.** Spoke about concerns regarding the Rolling Cross footpath at Staithes. It is not being maintained and is eroding in places. **The Chairman confirmed that this is being looked into and is on the agenda for further discussion (Item 6.5)**

**01.2 Mr R. C. –** spoke about his concerns regarding the matter of a planning restriction that will not allow overnight stays in the Chalets at Runswick Bay beach. There are families that have had the chalets for generations, indeed many decades, dating back to the war and before planning laws were in force. These families will be severely impacted if this is implemented and it seems very unfair to retrospectively make this change. **The Chairman confirmed that this was on the agenda for discussion as the Council had been asked to comment on the proposal. (Item 6.7)**

**01.3 Mr S.A. –** Spoke about his concerns regarding the state of the allotments at Staithes. He has an allotment and has been unable to pay his bill as there is no point of contact to do this and any communication he has sent has not been answered.

**01.4 Mr D.B.** Spoke about his concerns regarding the untidy, unusable state of the allotments in Staithes. He did not understand why there is such a long waiting list when it is apparent that many of the allotments are unused and abandoned. Who is in charge of the list and the allotments? **The Chairman confirmed that the council were aware of the problems with the allotments at Staithes, and that this has been an ongoing project for the Parish council to resolve. It is on the agenda for further discussion. (item 6.1)**

### **2025:08-02 To receive apologies for absence and approve reasons for absence**

County Cllr, D Chance. Cllr I Longster, Cllr J Longster, Cllr C Jackson

**Proposed Cllr Dorgan / Seconded Cllr Buck**

### **2025:08-03 Declarations of interest**

None.

### **2025:08-04 Minutes of previous meeting**

The minutes of the July 2025 meeting of the Council were accepted as a true record.

### **Proposed Cllr Smith / Seconded Cllr Metcalfe**

**Voted: All in favour**

### **2025:08-05 Report from North Yorkshire County Councillor, David Chance was read out by The Chairman.**

- The council is committed to a programme of upgrades in its housing stock. They will be surveying all properties to assist with this programme.
- The council has approved a joint venture with Lovell Homes to develop sites owned by NYCC for housing, within Whitby and Scarborough area. Their stated intent is to build new social and affordable housing to meet the needs of the community.
- The localities team are looking to establish a community Partnership for the Whitby Area. This should not be confused with the existing “Whitby Community Network”
- Cllr Chance has been informed that Whitby School are currently looking at a scheme to provide transport to those new pupils excluded from the council home transport scheme.
- Cllr Chance has been appointed Vice-Chair of the Scarborough and Whitby Area Constituency Committee.

### **2025:08-06 Matters arising from previous minutes**

- 06.1 **Asset Transfer Staithe Allotment:** The Chair reported that he had met Kate Dawson, Community Assets and Engagement Manager, Parks and Grounds at North Yorkshire Council at Staithe allotments. She recognised that the allotment was “a mess”. She would support Hinderwell Parish Council taking over the management of the allotments. To facilitate this process, she recommends that HPC make a formal approach to NYCC. To do that the council will have to apply using the asset transfer form even though there would be no transfer of the asset, and it would still be owned by NYCC and managed by HPC. The Chair confirmed that the form has been received and is in the process of being completed **(Action, The Chairman and Clerk)**
- 06.2 **To update Parish Website and Email address:** The clerk reported that there had been some amendment suggestions received from councillors. After contacting the current provider, a teams meeting has been arranged for 18<sup>th</sup> August to look at what can be achieved with a full costing and discussion regarding adopting a gov.co.uk email.

Cllr Ellis recommended that the clerk also looks at the ‘White Rose’ update from YLCA (Yorkshire Local Councils Association). They have a recommendation for a provider that specialises in local council websites and is affiliated to manage a gov.co.uk email extension too. The clerk will look into this and bring further information from both providers to the next meeting for a final approval and decision. **(Action, The Clerk)**

06.3 **Cemetery Skip Hinderwell:** The Chair and Clerk met with the grave digger at the cemetery. After a discussion the following is proposed for further discussion:

- Remove the skip and sell it on. Grave spoil will be placed in the corner of the cemetery near the hearse turning area. The spoil will be screened with some fencing and removed when there is enough for a skip run. This will be a more sensitive solution to “on view” grave spoil and will also allow for easier grave topping as required.
- The partially fenced area where the old skip used to be, will be utilised as the bin storage area for the brown bins and the commercial waste bin. Discussion with the cemetery caretaker revealed that it will be possible to move the commercial bin to the cemetery gate when it requires emptying.
- Extending and improving the hearse turning area and making provision for one vehicle to access and park in that area on burial days to facilitate conveying elderly or infirm mourners closer to the graves at the top of the cemetery where the majority of burials are now held. This would have to be monitored and included into our cemetery protocol to make it clear that only the hearse and one vehicle will be allowed access to the cemetery.
- The clerk will determine how many grave spaces are available, to allow future planning at the cemetery.

The above was discussed. The Clerk will bring quotes for the grave spoil fencing and mapped out dimensions for the hearse turning/ parking area to the September meeting (**Action, The Clerk**)

06.4 **Vintage Lights at Robin Hoods Bay:** The Clerk had cascaded all information regarding the lights to Cllrs Metcalfe and Wilson. They will arrange a visit to Robin Hoods Bay to view them with parishioners from Staithes and Runswick Bay. They will appraise the council of their findings at the next meeting. (**Action, Cllrs Metcalfe and Wilson**)

06.5 **Rolling Cross Footpath, Staithes:** The Clerk reported that Cllr Ellis had contacted the gentleman who used to maintain this footpath and he no longer had responsibility for it. He suggested that it may be footpaths officer at NYMNP. The council will continue to investigate who has responsibility for this footpath. (**Action, Cllr Ellis, The Clerk**)

06.6 **Stone work on Boundary bridge at Dalehouse:** The Clerk has emailed Loftus Town Council regarding the stone erosion. No response received.

06.7 **Section 106 Beach Chalets Runswick Bay – Mulgrave Estate / North Yorkshire Moors Planning Authority:** The document had been circulated to all Cllrs before the meeting. The Chairman had contacted Mr C France, Director of Planning at North Yorkshire Moors National Park Planning Authority, to ascertain what role Hinderwell Parish Council had in this process, as at the July meeting the council had felt they had no jurisdiction in this matter. Mr. France requested that the council consider the documents contents and give opinion.

After listening to the concerns raised by Mr R. C. on behalf of chalet owners, and having studied the Section 106 document, the Council resolved that they would be in support of and request consideration be given to allowing the historical holiday season overnight stays to

remain, with an understanding that any new lease or transfer of lease will be subject to the regulation of day use only.

**Proposed:** Cllr Walker

**Seconded:** Cllr Metcalfe

**Vote:** Majority, Cllr Ellis

Abstained

**(Action, The Clerk)**

## **2025:008-07 Finances**

07.1 The Council received and resolved to approve the monthly financial bank reconciliation statement for July 2025

**Proposed Cllr Brooker / Seconded Cllr Dorgan**

**Voted: All in favour**

07.2 The Council received and resolved to approve payments for August totaling £2635.38

**Proposed Cllr Brooker/ Seconded Cllr Dorgan**

**Voted: All in favour**

07.3 **Update on Termination of Onecom services:** The Clerk reported that there had been contact with an operative from Onecom. They agreed that they had not sent out a conclusion to the complaint and would look into that. They will suspend any interest payment until this has been concluded.

07.4 **Update on Internet banking and signatory mandate:** The Chair reported that internet banking is active and that successful Bacs payments have been made.

07.5 **Update to Parish Desk Computer Monitor and Web Cam:** The Clerk reported that the Parish computers had been checked and updated following the move to home office working. The Clerk requested that the council consider upgrading the monitor to comply with working practice of team and zoom meetings as the current monitor has no speaker or camera. Cllr Walker confirmed that the monitor had not been updated when the last update was carried out. The council resolved to allow the purchase of a Monitor and webcam.

**Proposed Cllr Walker/ Seconded Cllr Brooker**

**Voted: All in favour**

**(Action, The Clerk)**

**2025:08-08 Parish Clerk Appraisal:** Cllr Brooker reported that an appraisal had been completed as agreed three months into post. Objective had been agreed and the next appraisal will be in three months, and then annually after that.

**2025:08-09 Social Media Policy:** Cllr Brooker reported that the policy is being developed and a final version will be available at the next meeting. **(Action, Cllr Brooker/ The Clerk)**

## **Community**

### **2025:08-10 To Consider Planning Applications Received :**

10-01 **NYM/2025/0394** No objections

10-02 **NYM/2025/0421** No objections

**2025:08-11 To Consider and Discuss Boulby 106 visitor experience grant application for Hinderwell and Runswick Bus Shelters.** – The Chairman reported that he and the Clerk had a teams meeting with Georgia Tiffany, Community Engagement Officer (Tourism) at North Yorkshire Moors National Park Authority. They enquired if the use of a previous Hinderwell Parish Hidden Heritage Trail would be given consideration as a grant funded upgrade to the bus shelters as it was a different subject to Staithes? Ms Tiffany was supportive of this suggestion and requested that we apply for the grant. Once the grant is secured then further discussions on content will be made. The council resolved to apply for the Boulby 106 grant.

**Proposed Cllr Walker/ Seconded Cllr Smith Voted: All in Favour  
(Action, The Chairman / Clerk)**

**2025:08-12 To Receive an Update on Staithes Play Park from Staithes Community Forum:** Cllr Kilpatrick, representative of the Staithes Community Forum, reported that the Community Forum had met with Kate Dawson, Community Assets and Engagement Manager, Parks and Grounds at North Yorkshire Council, who is supportive of the project and would like to commission a questionnaire survey over a six-week period. This will facilitate applying for grants with up to date and current data.

**2025:08-13 To Consider and approve signage for Remembrance Day event:** The Chairman requested that two extra signs were purchased to make the council compliant when closing the road and diverting traffic for the Remembrance Day parade and cenotaph wreath laying. The Council resolved to purchase the signs.

**Proposed Cllr Walker/ Seconded Cllr Smith Voted: Majority (Cllr Ellis abstained)  
(Action, The Clerk)**

#### **2025:08-14 Parish Maintenance:**

10:01 Cllr Walker reported that he had again been in contact with highways over the roadworks and temporary traffic light at Staithes. This is very much an ongoing situation, some work has been done but they are still waiting for another contractor to complete their work before any conclusion can be considered. Cllr Walker continues to report any updates on the Parish social media page.

10.04: Cllr Buck reported that there is still broken barriers down the back lane at Hinderwell near the school.

10.05: Cllr Dorgan reported that the Seton Close sign at Staithes is rotting and falling apart.

**(Action 10.04 and 10.05 – The Clerk)**

**2025:08-15 To Consider any Urgent correspondence received** – The Clerk notified the Cllrs of an invite to a discussion and seminar on affordable housing from North Yorks Moors National Park. RSVP is by 22.8.2025. The Clerk will send to all Cllrs.

**(Action, The Clerk)**

**2025:08-16 To Notify the Clerk of matters for inclusion on the agenda for the next meeting:**

None

Meeting closed at 20.14hrs

**Date of Next Meeting:**

Thursday 4<sup>th</sup> September 2025 (The Old School, Hinderwell)

Moved By

Seconded by:

Resolved that the minutes of the Parish Council meeting held on 07.08.2025 having been circulated be taken as read and approved by the Council.

Chairman to sign: