

# **Minutes of a meeting of Hinderwell Parish Council & Burial Authority**

## **4<sup>th</sup> September 2025, 18:45hr at St Hilda's Old School, Hinderwell**

### **2025:09-00 Those Present**

Cllr I Walker, Chair. Cllrs: Dorgan, Ellis, Jackson, Kilpatrick, I Longster, J Longster, Metcalfe, Wilson, Mrs G Glasby Clerk

### **2025:09-01: To Allow Public Consultation**

None

### **2025:09-02 To receive apologies for absence and approve reasons for absence**

Cllr Brooker, Cllr Buck, Cllr Smith

### **Proposed Cllr Jackson / Seconded Cllr Dorgan**

### **2025:09-03 Declarations of interest**

None.

### **2025:09-04 Minutes of previous meeting**

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

### **Proposed Cllr Dorgan / Seconded Cllr Metcalfe**

**Voted: All in favour**

### **2025:09-05 Report from North Yorkshire County Councillor, David Chance:**

- Clerk had been appointed for the Harbour Commission in Staithes and that elections will be held for fisherman's representatives.
- 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.
- Yorkshire Water will be starting work on the Cowbar side of Staithes. This will affect the whole village. They are planning to sort the pollution too. This has been identified as a vertical pipe that cannot cope with the runoff and soil. Redcar and Cleveland council are planning to re-align the Cowbar road.
- The Moorland fire at Langdale is now under control. This has been a deep fire into the peat and it is being monitored for flare ups and continually dampened down.

The Chairman, thanked County Councillor Chance who then left the meeting.

### **2025:09-06 Matters arising from previous minutes**

- 06.1 **Asset Transfer Staithes Allotment:** The Chair reported that the Asset transfer form had been completed and sent to Kate Dawson at North Yorkshire County Council.
- 06.2 **To Receive an update, vintage lights Robin Hoods Bay:** Cllr Metcalfe reported that she had visited Robin Hoods Bay with a small number of residents to look at the examples of vintage style lights. There was a general agreement on the preferred style. Cllr Wilson was unable to attend from Staithes but is hoping to go soon. The Clerk has informed the dark

skies coordinator at NYMNP and is waiting for guidance on how to proceed next **(Action, The Clerk)**

- 06.3 **Rolling Cross Footpath, Staithes:** The Clerk reported that nobody seems to know who has responsibility for this path. Cllr Kilpatrick reported that there are areas of the path that appear to be slipping. The Clerk will meet with Cllr Kilpatrick to document the problem and send all information to NYCC. **(Action, Cllr Kilpatrick, The Clerk)**
- 06.4 **To Receive an update, Stone work on Boundary bridge at Dalehouse:** The Clerk has received an email from Cllr Ellis to inform the council that the bridge will be repaired using a grant from NYMNP heritage fund. No further action required by the council.
- 06.5 **To Receive an update, Section 106 Beach Chalets Runswick Bay – Mulgrave Estate / North Yorkshire Moors Planning Authority:** The Clerk reported that she had received an email from Chris France, director of planning at NYMNP. He wanted the council to be aware that representation had been received from Chalet leaseholders who were dismayed at the change of use planned for the chalets. The clerk informed Mr France that there had been representation at the August meeting of the parish council from a representative of the beach chalet leaseholders, expressing their concern of the impact the S106 Agreement will have on the historic recreational use of the chalets. The council were in favour of such recreational use being allowed to continue throughout the lease term. Mr France commented that it would be likely that the S106 agreement will allow this low-level recreational use to continue, but will stipulate that this can only be on a seasonal basis.
- 06.6 **To Receive an update, Boulby 106 visitor experience grant application for Hinderwell and Runswick Bus Shelters:** The Clerk reported that the form and submission guidelines had been received. A start has been made on the application. **(Action, The Clerk)**
- 06.7 **To Receive an Update from Staithes Community Forum:** Cllr Kilpatrick informed the meeting that the forum was now in the consultation stage of the visitor survey about the Stathes playground. Posters are being displayed around the parish and on social media to advertise the survey, with a QR code for access. The survey will be available until 28<sup>th</sup> September.

The Community Forum bank account application is ongoing.

## **2025:09-07 Finances**

- 07.1 The Council received and resolved to approve the monthly financial bank reconciliation statement for Aug 2025  
**Proposed Cllr Jackson/ Seconded Cllr Metcalfe**  
**Voted: All in favour**
- 07.2 The Council received and resolved to approve payments for September totalling £4762.94  
**Proposed Cllr Jackson/ Seconded Cllr Metcalfe**  
**Voted: All in favour**

## **2025:09-08 To Consider and approve out of area burial charges:**

The Chairman reported that the parish out of area burial charges were not in line with other local

Parishes and council charges. With a limited number of grave space available, consideration should be given to increasing the out of area charge. There will have to be consideration given to members of the parish who have to leave the area for care and this can be added to the cemetery fees sheet. The council requested that the clerk bring a list of charges from neighbouring parishes and councils to the next meeting, so a decision can be made on the appropriate charge for Hinderwell Parish, and words of explanation regarding 'out of parish' added to the fees list accordingly.

**(Action, The Clerk)**

**2025:09-09: To Consider and approve removal of Cemetery skip and relocation of grave spoil with fencing. Use of old skip area as Cemetery bin site.**

The Clerk circulated the quotes and prices for the fencing to screen the grave spoil in the cemetery. There was discussion regarding the removal of the skip and use of the 'old skip' fenced area as a designated area for the cemetery bins.

The council resolved to remove the skip, relocate the bins to a designated area and purchase fencing to screen the spoil.

**Proposed: Cllr Walker / Seconded Cllr Wilson**

**Voted: All in favour.**

**2025:09-10: To consider and approve financial plan for village caretaker after withdrawal of village caretaker grant scheme from 30<sup>th</sup> September 2025**

The Chairman reminded the council that this grant scheme was coming to an end this month. There was discussion on how this would affect the current caretaker going forward. There was general agreement that this role should continue. The council requested the clerk bring a report to the next meeting for further discussion and analysis. **(Action, The Clerk)**

**2025:09-11: To consider and approve, Website redevelopment and gov.uk email extension:**

The Clerk informed the meeting that current, detailed guidance from YLCA regarding compliance, accessibility and security, shows that our current website and email domain/address are not compliant.

The Clerk and the Chairman have had team meetings with our current and one other web provider to date. Unfortunately, our current provider is not registered for Gov.uk domain and will be unable to fulfil the compliances required going forward.

All Cllrs will be required to have a gov.uk email address, as well as the clerk. The website will need to have a gov.uk domain. The prices quoted for this are £499 to set up and £500 per annum to maintain with full security certificate, guaranteed compliancy, 13 email addresses and technical support. The Clerk has approached other providers with no replies as yet and the costs appear similar from all. There is a small councils Webb provider that is cheaper, but we are on the cusp of the precept limit and may go over this in the next financial year which would mean we would have to start the process again with another provider.

The Council resolved that the website and emails can be updated to comply with current guidance.

**Proposed: Cllr Walker / Seconded Cllr Dorgan**

**Voted: All In Favour**

**(Action, The Clerk / Chairman)**

**2025:09-12 To Receive and approve, Social Media Policy:**

The Chairman requested that this be deferred to the next meeting as Cllr Brooker is not in attendance and is the lead for this item.

## Community

### **2025:09-13 To Consider Planning Applications Received :**

13-01 **NYM/2025/0545** No objections

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

14:01 Cllr Wilson, reported that the white lines outside The Cod and Lobster are not properly visible and need repainting. There is encroachment onto the lines from the pub tables and chairs. This is causing an obstruction. The Clerk will report to Highways **(Action, The Clerk)**

14:02: Cllr Dorgan reported that there is an issue with cars parking outside the co-op in Staithes. Reports that they are on the pavement, close to junctions and on the yellow lines. The Chairman requested that this is reported to the police when witnessed.

14:03 Cllr Dorgan reported that there is an issue with parking outside the school when there is the 'bread and butter' initiative. Cllr Jackson reported similar issues outside Oakridge School too. Chairman requested that the Clerk contacts the school to make them aware of the complaints. **(Action, The Clerk)**

14:04: Cllr I Longster reported that a request had been made for a mirror to aid vehicle recognition at the junction near the museum. The Clerk will report to highways. **(Action The Clerk)**

14:05 Cllr Walker requested that the clerk contact highways to request that the road sweeper comes to Hinderwell and Staithes. **(Action, The Clerk)**

### **2025:08-15 To Consider any Urgent correspondence received**

None

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

None

Meeting closed at 20.13hrs

### **Date of Next Meeting:**

Wednesday, 1<sup>st</sup> October 2025. The Staithes Memorial Hall.

### **Moved By**

### **Seconded by:**

Resolved that the minutes of the Parish Council meeting held on 04.09.2025 having been circulated be taken as read and approved by the Council.

Chairman to sign: