

Fylingdales Parish Council

FYLINGDALES PARISH COUNCIL MEETING

Wednesday 15 October 2025 at 7.00 pm
Methodist Church Room, Thorpe Lane, Fylingthorpe

Parishioners are welcome to attend the meeting and, during the 10-minute Public Consultation period prior to the meeting commencing, can make a 2-minute presentation to Council about any issues in the Parish. If the item is on the agenda, comments could be considered by Council during their debate. If the item is not on the agenda, it could be considered for future meetings. Parishioners are welcome to remain and observe but cannot contribute to the remainder of the meeting.

AGENDA

1. Attendance

2. Apologies for Absence: To receive apologies and accept reasons

3. Declarations of Interest: To receive member's declarations of interest in agenda items

4. Approval of Minutes: To confirm the minutes of the meeting held on Wednesday 17 September as a true and accurate record

5. Matters raised in Public Consultation

6. Matters arising: To receive information on the following outstanding matters and decide further action where necessary:

- a. Website Re-design/Logo – **Cllrs Watkinson/Whitesmith**
- b. Sandbag Store – **Cllr Watkinson**
- c. Memorial Benches – **Working Group**
- d. Refuse in RHB – **Cllr Sutterby**
- e. Allotments quotes – (info previously circulated) **Cllr Whitesmith/Clerk**
- f. Street lighting & foliage – **Clerk**
- g. Noticeboards – **Cllr Watkinson**
- h. Over-grown nettles and foliage on Pedestrian footpath on Station approach from Thorpe Lane – **Clerk**
- i. Broken steps from Quarterdeck leading up to Cliff Path and overgrown vegetation – **Clerk**
- j. Bay Tree update NYM/2025/ENQ/21743- **Cllr Pearson**
- k. Kingston Field encroachment fees and meeting - **Clerk/Cllr Watkinson**
- l. CCTV signage – **Cllr Watkinson/Clerk**
- m. Public Rights of Way – Footpaths – **Clerk**
- n. Cherry picker request – **Cllr Watkinson**
- o. McAfee & Microsoft – (info previously circulated) **Clerk**

7. Planning Applications: To consider and decide upon the following planning applications:

- a. NYM/2025/0572 – Fernleigh, Old Church Lane, Fylingthorpe (extension granted for comments until 16/10/25)
- b. NYM/2025/0617 – Unit 3, Station Workshops, Station Road, RHB
- c. NYM/2024/0770 – Victoria Hotel Appeal to Inspectorate

8. Standing Items: To receive information on the following standing items and decide further action where necessary

1. Play Areas - RHB/Fylingthorpe

Update from weekly checks – **Cllr Wall/Cllr Watkinson**

- a) Area to side of right-hand side of steps at RHB – **Cllr Wall**
- b) RoSPA Inspections – **Cllr Watkinson**

2. Toilets

- a. Faulty Door no. 3 Cash collection door – (info previously circulated) **Cllr Watkinson**

3. Defibrillators

- a. Defibrillator Guardians & quarterly checks for October – **Cllr Whitesmith**
- b. Defibrillator/CPR Training – **Cllr Whitesmith**

4. Policy Review: To consider, amend and approve any policies scheduled for review

- a. Expenses Policy proposed amendment & Claim Form (previously circulated to Cllrs by Clerk) - **Clerk**
- b. Standing Orders proposed amendment re substitute members for Committees and proposed amendment to TOR for Staffing Committee – (previously circulated to Cllrs) – **Clerk**
- c. Accessibility Policy (previously circulated by Clerk)
- d. Home-working policy and risk assessment (previously circulated by Cllr Watkinson)
- e. Pensions Policy (previously circulated by Cllr Watkinson)
- f. Handling Vexatious Complaints Policy – (previously circulated by Cllr Watkinson)
- g. Public Participation at Parish Meetings Policy (previously circulated by Cllr Watkinson)
- h. Business Continuity Policy (previously circulated by Cllr Watkinson)
- i. Employee Pension Policy (previously circulated by Cllr Watkinson)
- j. General Data Protection Regulations (GDPR) Policy (previously circulated by Cllr Watkinson)
- k. Annual Leave Policy (previously circulated by Cllr Watkinson)
- l. Benches Policy (to be circulated by Cllr Watkinson/Cllr Whitesmith) – **Working Group**

9. Updates from Committees and Sub-Committees

Environment and Community Liaison Sub-Committee

Personnel and Staffing Committee

10. Report from County Councillor

11. Police Report (Previously circulated 05/10/25)

12. Correspondence Received: To receive information on the following new correspondence and decide further action:

- a. Village Clean Up

13. Financial matters: To receive and note current bank balances and bank reconciliation

- a. Current Bank Balance as at 30 September 2025 – £60,148.03
- b. Finances for September 2025 & Bank Reconciliation & signing of Bank Statements for September 2025 – (All financial data previously circulated)
- c. AGAR - duration of display of conclusion of audit
- d. Half yearly review/assessment of Budgets vs Expenditure for 2025/26 (previously circulated)
- e. Proposed Budget for 2026/2027 (previously circulated)
- e. Payroll provider – increase in fees & review of alternative providers (info previously circulated by Cllr Watkinson)

14. General Expenditure: To approve the following accounts for payment:

- a. Clerk's Expenses – Plastic Wallets Sainsbury's £4.50
- b. Cllr Kemp's Expenses – INV 26/08/25 Toilet parts for repairs - £218.99
- c. Clerk's Salary underpayment for September – (information available for Councillors and previously circulated)
- d. GBM Accountants Payroll July to Sept – Inv 3992 £36.00
- e. GBM Accountants Payroll Oct – Inv 4043 £30.00
- f. YLCA In person Training – CW – Inv 4687 £115.00
- g. Jude Wakefield – McAfee annual subscription October 2025 £79.99

15. Matters requested by Councillors/Clerk: To receive information on the following matters and decide further action:

- a. Donation to Wibury – **Cllr Watkinson**
- b. Statutory notices decision about noticeboard notices (See report previously circulated)– **Clerk**

16. Date of next meeting: Wednesday 19 November 2025, 7.00 pm at Wibury, Mount Pleasant North, RHB

Signed *S Haywood*

Sally Haywood, Clerk and RFO

10 October 2025