

FILEY TOWN COUNCIL
MINUTES OF THE STRATEGIC PLANNING COMMITTEE
HELD ON THURSDAY 10 NOVEMBER 2016 AT 10.00AM

Present: Cllr Susan Bosomworth (Chairman), Cllr J Casey, Cllr J Meek, Cllr J Shackleton,
Cllr R Walker, Cllr M Wright
Clerk - Mrs G Robinson

Also present: Mr D Kelly, SBC Regeneration Manager
Mr O Musi, Chairman Filey Chamber of Trade
Mrs C Briggs, Representative of local Filey Businesses

The Chairman welcomed everyone to the meeting and introductions were made.

NOTICE OF THE MEETING

RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 893/016

APOLOGIES

It was noted that all members of the Strategic Planning Committee were present at the meeting. It was

RESOLVED: That the above information be noted. 894/016

DECLARATIONS OF INTEREST

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct. The Chairman informed Members that they could make a declaration of interest at any point during the meeting. It was

RESOLVED: That it be noted that no declarations of interest were declared. 895/016

COASTAL COMMUNITIES FUND

The Chairman welcomed Mr Kelly to the meeting and invited him to speak. Mr Kelly circulated guidance notes for Round 4 of the Coastal Communities Fund and explained that this fund was the only money left from the Lottery outside the Local Enterprise Partnerships and stated that in his experience it was difficult to obtain. He stated that the next round would be in April/May 2017 and he went through the document and explained 5 key areas which the funders were interested in thus being:

- deliver economic diversification and innovation that will create employment opportunities in knowledge economy and higher value sectors
- Provide support for small and medium sized enterprises through business development support, improvements to infrastructure and targeted incubation support where there is strong evidence of demand and where these do not duplicate provision funded elsewhere
- address seasonality by creating new patterns of demand for tourism, establishing unique selling points and distinctive market niches in the visitor economy across a greater proportion of the year
- deliver improvements to public places that will increase the number of visitors, generate direct and indirect employment opportunities, and make coastal communities more attractive places to live and work
- deliver jobs and economic growth through integrated regeneration initiatives which include, where appropriate, addressing the issues of flooding, coastal erosion risk management or bathing water quality which threaten the development of the coastal economy. Where proposals involve flooding and coastal erosion risk management schemes or bathing water quality initiatives, these must be supported by the relevant Coastal Protection Authority (for erosion) or the Environment Agency (for flooding/bathing water standards)

Mr Kelly stated that as long as the project met the above criteria an application can be submitted for almost anything. He then explained that Stage 1 of the process was to submit an Expression of Interest by April/May 2017 and if accepted then a full business plan would be required to be submitted by September 2017. Projects must be ready to go with any match funding and planning permissions in place. Assessments are based on the above criteria and whether any training and/or apprenticeships could be offered. Mr Kelly gave an example to members of a successful application he had made for a bid to take over the market in Scarborough which had taken over one year to prepare and was a £2.8 million project and included 45 new businesses and apprenticeships.

Continued overleaf

COASTAL COMMUNITIES FUND continued

Mr Kelly stated that he was willing to work with members of Filey Town Council and local business groups and was prepared to write the expression of interest on their behalf but would need to know what ideas to include and advised members not to try and do too much and projects should only be considered which are deliverable. He went on to state that projects which are unique, have job outputs, are linked to business performance, attract apprenticeships, have some private investment and have match funding would stand a better chance of gaining the funding. Initial suggestions and ideas were discussed as follows:

- Pedestrianisation of the Town Centre (Murray Street) and revised one way traffic system to provide an area for safe shopping and to provide an area for local markets, local street fairs, street entertainment and street furniture
- Town Centre Manager or Town Centre Warden
- Community Radio Hub
- Possible creation of an APP for tourism and history
- Updating shop frontages

Mr Kelly advised that members should aim to come up with their ideas and suggestions in early January 2017 and he would come back to another meeting and was prepared to write an expression of interest in February 2017 for submission prior to the deadline in April/May 2017. He also advised that a Coastal Communities Team would need to be set up. The Chairman and members thanked Mr Kelly for attending the meeting and for his willingness to work with the Town Council to seek funding from the Coastal Communities Fund.

Mr D Kelly left the meeting at 10.35am

Cllr Wright stated that there were a lot of factors which needed to be considered for changing the Town Centre into a pedestrianised area e.g. parking, deliveries, signage and the Clerk confirmed that a site meeting had been held the previous day with a representative of NYCC and members of the newly formed Town Centre Working Party to discuss the many aspects of such a proposal and this would only be possible following initial consultation with local businesses. After discussion it was

RESOLVED: That the representatives of the Filey Chamber of Trade and local businesses consult with their members and feedback to the Town Centre Working Party and Strategic Planning Committee whether there is any support for such a scheme. 896/016

RESOLVED: That if sufficient support for the above scheme is received then an outline of ideas needs to be drawn up and discussed with Mr D Kelly, SBC Regeneration Manager at a further meeting in early January 2017 prior to an expression of interest being submitted to the Coastal Communities Fund by Mr Kelly on behalf of the Town Council. 897/016

REVIEW OF STANDING ORDERS

Members reviewed the Town Council's Standing Orders and in particular Standing Order No's 3(i) and 12(e) which had been brought to their attention by Borough Cllr M Cockerill for consideration.

Standing Order No 3(i) Meetings generally

A person shall stand when requesting to speak and when speaking except when a person has a disability or is likely to suffer discomfort. The chairman of the meeting may at any time permit a person to be seated when speaking.

Borough Cllr Cockerill had suggested that the word 'person' be replaced with 'member of the public' and following discussion it was considered that no changes were required to this Standing Order as the word 'person' also allows persons other than members of the public to speak e.g. Officers, Borough and County Councillors. It was

RESOLVED: That a recommendation be made to full council that no change to Standing Order No 3(i) be made. 898/016

Standing Order No 12(e) Draft Minutes

Upon a resolution which confirms the accuracy of the minutes of a meeting, the draft minutes or recordings of the meeting for which approved minutes exist shall be destroyed.

Borough Cllr Cockerill had made reference to this minute and the word 'recordings' as it could be misinterpreted with 'film recordings' which are published on the Town Council's website. Members considered this suggestion and agreed the wording of Standing Order No 12(e) be changed to read as follows:

Upon a resolution which confirms the accuracy of the minutes of a meeting, the draft minutes or recordings of the meeting for which approved minutes exist shall be destroyed.

It was

RESOLVED: That a recommendation be made to full council that Standing Order 12(e) be changed to the above wording and that this item stand adjourned for one month and be considered by the full council on 11 January 2017. 899/016

TOWN COUNCIL'S ELECTRONIC COMMUNICATIONS POLICY

Members had previously been circulated with a copy of the Town Council's Electronic Communications Policy and the Clerk also circulated a draft copy of a proposed Laptop & Mobile Device Policy for consideration thereon. After discussion the Clerk was requested to make three changes to the policy in regard to passwords and security of devices and it was agreed that this should be a stand-alone Policy to be read in conjunction with the existing Town Council's Electronic Communications Policy. It was

RESOLVED: That a recommendation be made to full council that the revised draft Laptop & Mobile Device Policy be accepted and a declaration be signed by all members and staff of the Town Council who are issued with a laptop or mobile device to agree and comply with the contents of the policy.

900/016

ELECTRONIC COMMUNICATIONS

The Clerk informed members that training for members and staff on the use of mobile devices would be provided in the next two weeks. It was

RESOLVED: That the above information be noted.

901/016

The meeting closed at 11.26am.

**Councillor Susan Bosomworth
Chairman
Strategic Planning Committee**