

**Minutes of the Great Ayton Annual Parish Council meeting  
held on Tuesday 7<sup>th</sup> May 2019 at 19:00**

**Present:** - Cllr Mrs A Taylor, Cllr J Fletcher, Cllr R Kirk, Cllr Mrs J Brown, Cllr Mrs T Snowdon, Cllr Mrs S Botez

A Snowdon (Parish Council Clerk), Cllr Mrs H Moorhouse (NYCC), Cllr R Hudson (HDC)

27 members of the public

No.	Business
1	<p><b><u>Newly elected Parish Councillors – Declaration of Acceptance of Office.</u></b></p> <p>All 6 newly elected councillors signed declarations of acceptance in accordance with proper process.</p>
2	<p><b><u>Election of Chairman and Declaration of Acceptance of Office.</u></b></p> <p>Having been nominated and unopposed, Cllr Kirk duly accepted election to the position of Chairman and signed the declaration of office accordingly.</p> <p>Cllr Kirk requested that thanks to Cllr Mrs Taylor be noted for her hard work and dedication as outgoing Chair.</p>
3	<p><b><u>Members of the Public invited to address the Council.</u></b></p> <p>Residents from Mill Terrace, Low Green and adjacent roads made representation to the Parish Council by way of expressing significant objection to planning application 19/00068/FUL which seeks to build a covered structure over two outdoor courts at Great Ayton Tennis Club. Two residents from Mill Terrace read a letter on behalf of residents which expressed many concerns regarding the inappropriate nature of the proposed structure. Concerns included the proposed structures appearance being inconsistent with the semi-rural setting of the conservation area, the height of the structure dominating the rural landscape, overshadowing nearby residents properties, lack of tree cover, the proximity of the nearby river Leven, effects on trees &amp; wildlife (Eg Owls), over-use for non-tennis activity, parking issues, dangerous access/egress to the A173, sustainability of the business plan, no evidence of a local need &amp; overall lack of support by residents.</p> <p>The Chairman of GATC was given the opportunity to reply to points raised and clarification was given regarding tree cover in general, plus confirmation that much of the content within the planning application was in line with the Planning Authority requirements. It was further confirmed that the application was not at the request of GATC membership as a whole but that their support would be sought if the application were successful</p> <p>Through discussion the Parish Council agreed that they were unanimous in their objection to the proposed structure and would submit 'material' comments to HDC Planning by way of formal objection to the application. <b>Agreed</b> <i>(see Planning section 11)</i></p>
4	<p><b><u>NY Police Report.</u></b></p> <p>There had been 14 reports of anti-social behaviour, 1 report of attempted burglary from a garage, 2 reports of criminal damage, 5 reports of theft, 5 reports of suspicious circumstances detailed on the NY Police report in the period 30<sup>th</sup> March to 5<sup>th</sup> May 2019. <b>Noted</b></p> <p>Officers from Stokesley Neighbourhood Policing Team are holding beat surgeries on the first Friday of every month in Great Ayton and Swainby. We will be at The Discovery Centre 10:30-11:30am and The Rusty Bike Café 12:00-13:30pm.</p>

5	<p><b><u>Apologies for Absence.</u></b></p> <p>None</p>																																																																																	
6	<p><b><u>Election of Vice Chairman and Declaration of Acceptance of Office.</u></b></p> <p>Having been nominated unopposed, Cllr Fletcher duly accepted election to the position of Vice-Chairman and signed the declaration of office accordingly.</p> <p>Cllr Fletcher reiterated thanks to Cllr Mrs Taylor as outgoing Chair</p>																																																																																	
7	<p><b><u>Declaration of Interest in items on the Agenda.</u></b></p> <p>None.</p>																																																																																	
8	<p><b><u>Minutes of the previous meeting of the Parish Council.</u></b></p> <p>The minutes of the Meeting of the Parish Council held on Tuesday 2<sup>nd</sup> April 2019 were approved and signed. <b>Agreed.</b></p>																																																																																	
9	<p><b><u>Adoption of Standing Orders Regulations &amp; Polices.</u></b></p> <p>It was resolved that the Parish Council Code of Conduct should be adopted in its entirety being of critical importance to the proper behaviour of all members. <b>Agreed</b></p> <p>Following recommendation by the Chairman and clarification by the Clerk, it was agreed that the NALC model Standing Orders &amp; Financial regulations should be adopted in light of adjustments having been made to fall in line with current practice. It was understood that unless the law dictated otherwise then further revisions could be made if significant operating difficulties were encountered. <b>Agreed</b></p> <p>It was acknowledged that other policies would be adopted following review and revision as required by current guidance. The Clerk was asked to produce 2 policies per month for consideration at future Parish Council meetings. <b>Agreed</b></p>																																																																																	
10	<p><b><u>Councillor Working Groups.</u></b></p> <p>Councillors were asked to indicate their preference for participation in various potential Working Groups by way of overseeing Parish Council duties, activities, property and projects. The Chair asked that the extensive list be recompiled to indicate 7 main headings as follows. <b>Noted</b></p> <table border="1" data-bbox="140 1630 1536 1928"> <thead> <tr> <th></th> <th>Working Group</th> <th>Cllr S Botez</th> <th>Cllr J Brown</th> <th>Cllr J Fletcher</th> <th>Cllr R Kirk</th> <th>Cllr T Snowdon</th> <th>Cllr A Taylor</th> <th>TBC</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Cemetery (Inc Consecration)</td> <td></td> <td>Y</td> <td></td> <td></td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>2</td> <td>Allotments &amp; Play Park</td> <td>Y</td> <td>Y</td> <td></td> <td>Y</td> <td>Y</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td>Buildings (WC, ExTIC, Village Hall)</td> <td>Y</td> <td>Y</td> <td>Y</td> <td></td> <td></td> <td>Y</td> <td></td> </tr> <tr> <td>4</td> <td>Open Spaces, Footpaths, Parking &amp; Roads</td> <td>Y</td> <td>Y</td> <td>Y</td> <td></td> <td></td> <td>Y</td> <td></td> </tr> <tr> <td>5</td> <td>Village Events</td> <td>Y</td> <td>Y</td> <td>Y</td> <td></td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>6</td> <td>Planning</td> <td></td> <td>Y</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>7</td> <td>Whitbread Bridge</td> <td>Y</td> <td></td> <td>Y</td> <td></td> <td></td> <td>Y</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Working Group	Cllr S Botez	Cllr J Brown	Cllr J Fletcher	Cllr R Kirk	Cllr T Snowdon	Cllr A Taylor	TBC	1	Cemetery (Inc Consecration)		Y			Y	Y		2	Allotments & Play Park	Y	Y		Y	Y			3	Buildings (WC, ExTIC, Village Hall)	Y	Y	Y			Y		4	Open Spaces, Footpaths, Parking & Roads	Y	Y	Y			Y		5	Village Events	Y	Y	Y		Y	Y		6	Planning		Y						7	Whitbread Bridge	Y		Y			Y										
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11	<p><b><u>To Consider Planning Applications Received.</u></b> Following discussion, it was agreed that formal response to planning applications should be as follows;</p> <p><b>19/00669/FUL - Langbaurgh Hall</b> Delegated Decision - Field enclosure for animals <a href="#">No objection / No observations</a></p> <p><b>19/00665/LBC - 69 High Street</b> Delegated decision - To replace 3 damaged stone steps, renew rotten joists &amp; floorboards <a href="#">No objection / No observations</a></p> <p><b>19/00614/TPO - 5 Old Mill Wynd</b> Delegated decision - Works to trees covered by TPO 1998/01 <a href="#">No objection as long as a full arboreal report takes place as nothing is currently present on the planning portal.</a></p> <p><b>19/00068/FUL - Great Ayton Tennis Club</b> Delegated decision - Construction of all-weather building to cover 2 No Tennis Courts. <b>Great Ayton Parish Council Formally objects to planning application 19/00068/FUL as follows;</b> - The external appearance of the proposed structure is not in keeping with those in the conservation area. - The proposed structure is not considered suitable for an area previously identified as a flood plain. - Having received representations from neighbours in Mill Terrace, the Parish Council upholds concerns related to land use other than for playing outdoor tennis.</p> <p><b><u>Licencing Item</u></b></p> <p><b>18_PREM_00170 Variation to licence, The Tannery, 4 The Arcade.</b> Whilst there was some support for the application from a business perspective, the following objection was agreed. (The vote was split hence the decision was carried by the Chair's casting vote.) <b>Agreed</b></p> <p><i>“The Parish Council are concerned that the footprint of the area in front of the micro pub is too small to accommodate outside seating without interfering with the adjacent thoroughfare. The paved area in front of the Tannery is part of a footpath which passes to the side of the pub and it is felt that the plan described in the variation to licence will cause nuisance to the public going about their normal business.”</i></p>
12	<p><b><u>Correspondence and Information:</u></b></p> <p><b>12+ Residents</b> Numerous emails of objection/concern received regarding the proposed tennis dome. Parish Council asked to take residents views into consideration when considering the application. <a href="#">(See Item 3 &amp; Item 11)</a></p> <p><b>Citizens Advice</b> Request from Citizens Advice with regards to their Mid North Yorkshire Rural Advice Bus visiting Great Ayton as a means of ‘reaching out’ to the local community. <b>Agreed</b></p> <p><b>GA Scouts</b> Request from the Scouts to hold their annual duck race in the Leven &amp; associated activities on the Low Green on Sunday 9th June. <b>Agreed</b></p> <p><b>Yatton House Society</b> Yatton House are seeking permission to utilise the un-used area of the cemetery or part of the Play Park for parking during their Gala Day on Saturday 13th July. <b>Agreed</b></p> <p><b>Leven Swords</b> Leven Sword group are asking if they can dance on the High Green on Monday 6th May at 4:30pm &amp; Monday 15th July at 8:45pm. <b>Agreed</b></p>

	<p><b>NYCC</b> - Enquiry regarding PROW registration application made in 1996. <b>No PC action</b></p> <p><b>Resident</b> Resident requesting information regarding the green double decker bus parked on the camp site off the B1292. <i>Matter in hand with HDC planning enforcement.</i> <b>No PC action</b></p> <p><b>Resident</b> - Mail of concern regarding anti-social behaviour on Frankfield Mews. <i>Matter in hand with NY Police.</i> <b>No PC action</b></p> <p><b>Resident</b> - Enquiry from resident regarding the Cooks Garden cottage foundations. <i>The formal decision to back-fill was taken at a previous PC meeting.</i> <b>No PC action</b></p>
13	<p><b>Council Services Report</b></p> <p><u>Chair' Cllr Kirk proposed that with the introduction of Working Groups that written reports should be introduced by way of update.</u> <b>Noted</b></p> <p><b>Cemetery</b> The date for the consecration process was confirmed as being 1<sup>st</sup> July 2019. Consecration stones are required to separate the un-consecrated area. Cllr Fletcher confirmed that the repair to the gatepost was in hand with a local builder. <b>Noted</b></p> <p><b>Captain Cook Memorial Garden</b> The re-opening of Cooks Garden will take place on 16<sup>th</sup> May. <b>Ongoing</b></p> <p><b>Whitbread / Waterfall Memorial Bridge</b> To further progress the replacement of the Whitbread memorial bridge, 3 tenders have been sought. Potential for Grant funding exists via HDC though a separate source of local funding would be required to qualify for the grant. <b>Noted.</b> Cllr requested that the project to replace the bridge be publicised for residents awareness. <b>Agreed</b></p> <p><b>Public Conveniences</b> It was agreed at the Dec 18 PC meeting that the refurbishment works should be deferred until such time that works to refurbish Cook's Garden &amp; replace the Whitbread bridge have been completed. <b>Ongoing (B/F)</b></p> <p><b>PROW Footpaths</b> NYCC have confirmed that works to the PROW footpath from Easby Lane leading to Suggitts field are ongoing. <b>Noted</b></p> <p><b>Ex Tourist Information building</b> The Lease terms remain outstanding with HDC. <b>Ongoing</b></p> <p><b>Allotments</b> The Allotments Working Group is due to meet on 15<sup>th</sup> May to discuss solutions to outstanding matters and make proposals for future improvements. The Working Group is to report to the Parish Council with recommendations for action following the meeting. <b>Noted</b></p> <p><b>Public Footpaths – Dog Fouling</b> HDC have reported that following the Keep Britain Tidy 'We're Watching You campaign' trial on Newton Road / Woodbine Close, no reports of dog fouling were submitted though there was evidence of that fouling had taken place. The nearby PROW path between John Street &amp; Newton Road remains problematic. <b>Noted</b></p> <p><b>Village Hall</b> Maintenance of the Village Hall remains the Parish Council's responsibility though operational responsibility remains with the CIO. Inspection of the building has identified that work is require to outside buildings where lintels and brickwork are missing. Cllr Fletcher confirmed that a local builder has been employed to carry out work. <b>Noted</b></p>

**Clerks Report**

**Parish Council Elections - 2 May 2019:** - Following the uncontested election of 6 Parish Councillors for the 7 vacant seats it was agreed that the co-option procedure as proposed by the Clerk should be adopted to recruit a suitable member. In light of the apparent lack of interest in Parish Council positions it was agreed that a Community Governance review was not required as expansion of councillor numbers was not likely to be supported. **Agreed**

**Chairman's chains of office**

Having received various options for refurbishment & the addition of 7 new bars it was agreed that a maximum budget of £750 should be set for work to be carried out by Fattorini, Birmingham. **Agreed**

**Village Hall**

Consideration should be given to establishing a contractual arrangement between the Parish Council as landlord & the CIO tenant operating the Village Hall. **Noted**

**Annual Parish Meeting**

It was agreed that the Annual Parish Meeting should take place on 28<sup>th</sup> May at the Great Ayton Discovery Centre. **Noted**

**Annual Risk Assessment**

A format for a suitable financial risk assessment is required in accordance with the AGAR requirements. **Noted**

**Annual Governance and Accountability Return**

The exercise of public rights to review the Parish accounts is to be announced in accordance with AGAR requirements. (17/06/19 to 26/07/19 proposed). **Noted**

**Councillors Reports****Endeavour Way**

Cllr Fletcher has requested that consideration be given to GAPC making the formal planning application for the cycleway. (formal decision required at June mtg). **Noted**

It remained outstanding that a discussion was still required between Great Ayton PC & Stokesley TC to confirm agreement of a joint understanding regarding maintenance. **Ongoing (B/F)**

**Xmas lighting improvements to Village Green:** Cabling for additional lighting is in hand with a local contractor. **Ongoing (B/F)**

**Yatton House:** The draft lease is with the Parish Council's solicitor for review. **Ongoing (B/F)**

**Great Ayton Discovery Centre:** The matter of the Parish Council's future donations to the Great Ayton Discovery Centre remains on the agenda by way of reminder that the matter should be discussed well in advance of the 2020/21 Budget process. **Ongoing (B/F)**

**GA Cricket & Football Fields:** The Parish Council's Solicitors has been asked to review the renewal of the Cricket & Football field lease on a peppercorn basis. **Ongoing (B/F)**

**Parish Council Meeting Venue:** It was agreed that the Great Ayton Discovery Centre should be utilised on a FOC basis for the June Parish Council Meeting. **Agreed**

**BUGA's** Cllr Mrs H Moorhouse (NYCC) confirmed that monies had been sought for the bee pollinators project. **Noted**

<p><b><u>AOB.</u></b></p> <p>The Clerk was asked to add NYCC &amp; HDC reporting as an agenda item for future meetings. <b>Noted</b></p>
<p><b><u>Accounts Report</u></b></p> <p>Due to the retirement of 3 councillors and new councillors joining it was resolved that the Parish Council's authorised signatories should be changed accordingly &amp; the NatWest bank notified of the same. <b>Agreed</b></p> <p>The total payments made were £6,349.95 The total income received was £50,812.56</p>
<p><b><u>Such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.</u></b></p>
<p><b><u>Exclusion of the Press and Public</u></b></p> <p>In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council <b>RESOLVED</b> that the press and public be excluded from the meeting.</p>