

**Minutes of the Great Ayton Parish Council meeting
held on Tuesday 7th September 2021 at 19:00**

Present: - Cllr John Fletcher, Cllr Angela Taylor, Cllr Ron Kirk, Cllr John Robinson, Cllr Judith Brown
Cllr Tessa Snowdon, Cllr Daniel Matuszak
Cllr Richard Hudson (HDC), Cllr Heather Moorhouse (NYCC), Andrew Snowdon (Clerk)
PC Jones, Sgt Ross, 1 member of the public was present

| No. | Business |
|-----|---|
| 1 | <p><u>NY Police Report.</u></p> <p>There had been 6 reports of anti-social behaviour including (1 report of defecating and urinating near a lamppost, 2 Females Drunk and disorderly from out of area, 1 fairy village destroyed in the woods, 1 small aircraft flying to close to the ground causing distress to livestock). 1 report of commercial burglary, 2 reports of residential burglary including (1 shed break-in nothing stolen - No LoE, 1 Garage break-in – No LoE). 2 Acts of criminal damage (Car keyed – No LoE, Stone thrown at window - No LoE). 1 Act of theft (Caravan stolen and then located - CSI enquiries ongoing). 6 Acts of violence against person. 2 other crimes. Noted</p> <p>Having previously emailed on the matter, PC Jones asked if GAPC would contact the GA Workingmen’s Club and ask for the hedge in front of the smoking shelter to be cut below waist height to discourage drugs mis-use. Agreed</p> |
| 2 | <p><u>NYCC Councillor Report.</u></p> <p>Cllr Heather Moorhouse (NYCC) confirmed that the resident responsible for obstruction of the Roseberry PROW had not responded to NYCC’s requests for remedial action and hence enforcement would become applicable. Noted It was hoped that a proper resurfacing of Easby Lane would take place in 2022 utilising the newly formed in-house NYCC ‘owned’ company who had purchased new machines for such activities. Noted Instead of servicing all road drains on a scheduled basis, many of which were often empty, a proposal had been made to concentrate on clearing those drains which were persisting to be a problem. Noted</p> <p><u>Hambleton Councillor Report.</u></p> <p>Cllr Richard Hudson (HDC) confirmed that numerous correspondences had been received with regards to the Strawberry Fields planning application for permanent siting of a marquee. Both HDC & GAPC had received mails of complaint about the noise from music events. EHO & Licencing are aware and working with licensee. Noted Cllr Fletcher confirmed that he had received complaints in relation to noise from the East Angrove wedding venue who were playing music beyond their original licenced time. It was confirmed that noise nuisance is a matter for Hambleton District Council and as such residents should report concerns to the Environmental Health team. Noted</p> |
| 3 | <p><u>Apologies</u></p> <p>None</p> |
| 4 | <p><u>Declaration of Interest in items on the Agenda.</u></p> <p>None declared</p> |
| 5 | <p><u>Minutes of the previous meeting of the Parish Council.</u></p> <p>The minutes of the Parish Council Meeting held on Tuesday 3rd August 2021 were approved. Agreed.</p> |

| | |
|---|---|
| 6 | <p><u>To Consider Planning & Licensing Applications Received.</u></p> <p>Following discussion, it was agreed that formal response to planning applications should be as follows;</p> <p>21/01889/FUL - 7 High Green Great Ayton Delegated Decision - Proposed two storey side extension and alterations to existing garage. No objection / Please ensure that the extension is built from materials that are sympathetic to the position of the property within the conservation area.</p> <p>21/01891/FUL - 37 Easby Lane Great Ayton Delegated Decision - Proposed Rear Extension, Side Extension, First Floor Extension and Porch. No objection / No observation</p> <p>21/01790/FUL - 12 John Street Great Ayton Delegated Decision - Single storey rear extension and retrospective application for front porch. No objection / No observations</p> <p>21/02061/TPO - Street Record Marwood Drive Great Ayton Delegated Decision - Works to trees subject to a tree preservation order 2000/10. No objection / Please ensure that trees of a species appropriate to the vicinity are (re)planted.</p> |
| 7 | <p><u>Correspondence and Information:</u></p> <p>Various mails of concern have been received by the parish council in relation to noise disturbance from licenced venues (Roseberry View caravan park, Quarry Stone pub, East Angrove wedding venue) for which Hambleton District Council has responsibility via their Environmental Heath Team & as the Licensing Authority. It was agreed that the Clerk should write to HDC & ask that they place on record the parish council's support for any (reasonable) complaints that are made by residents in regard to licenced premises which cause undue disturbance to the peaceful enjoyment of their homes or disturbed sleep which is caused by noise nuisance. Agreed</p> <p>Having received a written request from NY Police, the Clerk was asked to write to the Great Ayton Workingmen's Club to ask if they would cut the hedge in front of their smoking shelter. Agreed</p> |
| 8 | <p><u>Council Services / Working Group Reports</u></p> <p>Cemetery: Cllr Taylor confirmed that a meeting of the Cemetery WG had concluded that several thousand bulbs should be bought for the cemetery. Noted Expenditure on the cemetery drains had depleted the annual budget hence it was agreed to increase the Cemetery budget by a further £2k for 2021/22. Agreed</p> <p>Cemetery Buildings: The electricity meter was successfully installed within the cemetery building and hence the Clerk was asked to progress the installation of DB, sockets & lights. Noted</p> <p>Memorial Bridge: Cllr Fletcher confirmed that Beaver Bridges remedial works would be completed promptly, and Mr Wilson would then begin works to add the entry/exit paths. Noted Local blacksmith Peter Derwent had been asked to fabricate/install the splay which would carry the laser cut motif Noted.</p> <p>Public WC's: Having had the opportunity to review the proposed specification as prepared by SPA Architects & the Buildings Working Group the overall design concept was approved & hence it was agreed that the project should now be put out to tender in accordance with the Financial Regulations. Agreed</p> |

Allotments: Having not met since autumn 2019 Cllr Kirk proposed that the Allotments Working Group should get together to discuss outstanding matters. It was agreed that a meeting would take place on 15/09/21 and the Clerk was therefore asked to produce a list of outstanding items following his time as stand-in Allotments Manager.

Noted

Play Park: Cllr Kirk reminded the assembled council that following the 'resignation' of the GAPP trustees Cllr Brown & Cllr Kirk had become trustees as a means of retaining the Charity. Though it was understood that the parish council is not a trustee of the Charity and hence has no responsibility for the separate legal entity there was general agreement that the trust should be maintained for future use by volunteer groups. **Agreed**

PCC: Cllr Fletcher confirmed that Sign Art would be asked to create a 'header' for the small meeting room noticeboard within the HDC carpark which gives contact details for the parish council. **Noted**

Parish Council Website: Though the new (draft) parish council website had been supplied by Studio Botez more than a year previous, the content had not yet been reviewed to enable the website to go live. Due to ongoing projects and the limited spare time of the 7 volunteer councillors it was noted that the review would need to wait until Cllrs/Clerk had time to review properly. **Noted**

Environment: Cllr Fletcher confirmed that he would make a proposal for consideration by the council. **Noted**

9

Councillors Actions & Reports

BUGs: Cllr Taylor confirmed that the BUGs group would be planting bulbs & tubs during September. **Noted**
The BUGs group were working with Yatton House to help develop their new garden within the parish allotments which is envisaged to include a timber built pergola with access paths from the centre. **Noted**

Community Speedwatch / traffic items: Cllr Matuszak confirmed that no further progress had been possible as residents needed to sign-up to the speedwatch website in greater numbers. **Noted**

<https://www.northyorkshire.police.uk/do-it-online/report-it/road-policing/community-speed-watch/>

Captain James Cook Memorial Garden Website: Cllr Robinson confirmed that his meeting with Catch Design had been positive and that the proposed website updates/improvements could be incorporated in relation to the 10 James Cook sites of importance in the parish. It was agreed that the quote of £550 should be accepted to enable progress to be made to bring the website content up to date as described in the LEADER bid. **Agreed**

Taylor Wimpey Land & Building: Advice has been received from the NALC solicitor via YLCA which confirms that it is unlikely that the currently 'Holding Over' position for the Wimpey Sports Fields is legally binding if challenged by the registered owners. NALC's solicitor advised that further guidance should be sought from a local solicitor who is more able to review the finer details of the scenario and give definitive advice. It was agreed that the parish council should seek advice from FAB solicitors accordingly. **Agreed.**

Village Hall: The Buildings Working Group has been tasked with producing a proposal for 'Heads of Terms' which can form the basis of lease between Great Ayton Parish Council (Owner) and the Great Ayton Village Hall CIO (occupant) to be prepared by GAPC's solicitor. **Noted**

It was noted with thanks that a disability access chair lift had been installed on the premises by the GAVH CIO and therefore it can be assumed that approval for the installation has been given 'in arrears' since no permission was sought in advance. It remains uncertain whether retrospective planning permission is required though this is a matter for the GAVH CIO to establish. **Noted**

Damaged Weir: Following discussion it was agreed that parish council would purchase circa 3 tons of clean stone at 200mm-300m diameter as recommended by the EA team who had been working nearby on the Stokesley flood channel. **Agreed**

| | |
|----|--|
| | <p>Parish Council Solicitor: Cllr Kirk confirmed that he had met with Mr Towler (Parish Council Solicitor) in an informal setting and during conversation he had confirm his intention to retire as Great Ayton’s solicitor after many decades of service. Noted with thanks</p> <p>With this in mind, the Clerk was asked to write to Mr Towler & Freer Askew Bunting solicitors to ask for details of the new solicitor and proposed dates for a meeting to discuss the various outstanding matters. Agreed</p> <p>Xmas 2021: Cllr Matuszak proposed that an Xmas fayre should be organised which includes the lighting of the tree & a visit by Santa. The format of the fayre should be similar to previous years whereby local schools, crafters and businesses could offer goods for sale, live music played, and a small funfair employed. Noted</p> <p>The Xmas fayre was agreed in principle, but Cllr Matuszak was asked to seek additional volunteer help with the event as in Xmas2019 the few community volunteers & volunteer parish councillors had been left with the arduous physical work of setting up, dismantling, and packing away heavy tables, stalls & marquees. Noted</p> |
| 10 | <p><u>Clerk’s Report</u></p> <p>Insurance Renewal: The 5 year LTA with Zurich Insurance was due for renewal in October 2021 and quotations had been received as follows;</p> <ul style="list-style-type: none"> • A 5-year LTA premium of £2565.13 (1% p.a increase) • A 3-year LTA premium of £2645.72 (6% p.a increase) • A 1-year premium of £2726.30 (10% p.a increase) <p>All prices include vehicle insurance at £582.57.</p> <p>Being a specialist service provision and therefore competitive tenders were not mandated under the Financial Regulations it was agreed that renewal with Zurich was appropriate on a 5 year LTA basis. Agreed</p> <p>Petty Cash: The current Financial Regulations do not allow for a petty cash float to be utilised and yet the Service Team often has need of monies to purchase small tools, repair items & fuel. It was agreed to adopt the Clerk’s proposed change to the Financial Regulation (Section 6) to allow a petty cash float to reimburse expenses incurred by employees, members & volunteers. Petty Cash transactions are to be highlighted in the accounts report, the float will be replenished on an as required basis and cash in hand stated as part of the year end AGAR. Agreed</p> <p>Employee Appraisals: It was agreed to adopt the YLCA derived Appraisal Policy & recording format as provided by the Clerk for utilisation as part of the 2021/22 service team appraisals. Agreed</p> |
| 11 | <p><u>Accounts Report</u></p> <p>Requests for payment received in the period were reviewed and approved accordingly.</p> <p>The total payments made were £8,437.41 The total income received was £4,554.74</p> |
| 12 | <p><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></p> |
| 13 | <p><u>Exclusion of the Press and Public</u></p> <p>In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council RESOLVED that the press and public be excluded from the meeting.</p> |