

**Minutes of the Great Ayton Parish Council meeting  
held on Tuesday 5<sup>th</sup> October 2021 at 19:00**

**Present:** - Cllr John Fletcher, Cllr Angela Taylor, Cllr Ron Kirk, Cllr Judith Brown, Cllr Daniel Matuszak, Cllr Tessa Snowdon

Andrew Snowdon (Clerk/RFO)

Lee Marley (Cemetery & Services Superintendent), PCSO Donald.

No.	Business
1	<p><b><u>NY Police Report.</u></b></p> <p>There had been 6 reports of anti-social behaviour including (1x children throwing water balloons into the road, all parties involved spoken to, with parents. 1 x Door to door cold call salesmen, area search conducted by officers, but no persons found. 1x Youths attempting to get into working men's club, officer attended but youths had left. Staff advised to man the door when possible.). Zero report of commercial burglary, 2 reports of residential burglary including (1 x tools taken from insecure garage, no further lines of enquiry. 1 x residential burglary, tools and personal items removed, no lines of enquiry.). 4 Acts of criminal damage (1x Window broken to property, no lines of enquiry. 3 not for public knowledge). 2 Acts of theft, 7 Acts of violence against person. 4 other crimes inc (1 cannabis warning issued, 1x drug related property confiscated). <b>Noted</b></p> <p>PCSO Donald confirmed that local shops had been asked not to serve youths with eggs &amp; flour prior to Halloween, posters were to be displayed for bonfire night &amp; advice is being given to encourage curtains to be closed on dark nights. Dot peen marking is available throughout the NYCC region &amp; it was suggested that this service might be offered from the Discovery Centre. <b>Noted</b></p>
2	<p><b><u>NYCC &amp; HDC Report.</u></b></p> <p>Cllr Kirk gave a brief update in relation to the forthcoming Unitary Authority which will replace HDC &amp; NYCC in 2023. It is understood that circa 90 councillors will be elected in May 2022 with some changes to the electoral boundaries for the UA, whereby the Great Ayton ward will lose Gt Broughton but gain Bilsdale. It is proposed that parish council elections will also take place in May 2022 which will then see the new PC sit for 5 years instead of the usual 4 years. <b>Noted</b></p>
3	<p><b><u>Apologies</u></b></p> <p>Cllr Heather Moorhouse (NYCC), Richard Hudson (HDC)</p>
4	<p><b><u>Declaration of Interest in items on the Agenda.</u></b></p> <p>Cllr Kirk abstained from comment regarding planning item 21/02027/FUL.</p> <p>No declarations of interest were received. <b>Noted</b></p>
5	<p><b><u>Minutes of the previous meeting of the Parish Council.</u></b></p> <p>The minutes of the Parish Council Meeting held on Tuesday 7<sup>th</sup> September 2021 were approved. <b>Agreed.</b></p>

6 **To Consider Planning & Licensing Applications Received.**

Following discussion, it was agreed that formal response to planning consultations should be as follows;

**21/01770/FUL - 39 Newton Road Great Ayton**

Delegated Decision - Application for dropped kerb, removal of part of existing railings to allow off road parking to the front of property.

No objection

Please try to utilise water permeable materials for the driveway to assist with localised drainage.

**21/02027/FUL - 1 Rosehill Great Ayton**

Delegated Decision - Side extension to dwelling.

Great Ayton Parish Council objects to application 21/02027/FUL;

- It is considered that the addition of the proposed second garage structure will constitute an overdevelopment of the property.
- It is of note that the addition of the integral garage will mean that there is no access to the rear of the property for emergency services other than through the dwelling itself.

**21/02131/FUL - 106 Guisborough Road Great Ayton**

Delegated Decision - Proposed Kitchen Extension to rear of house.

No objection

No observations

**21/02319/CAT - 71 High Street Great Ayton**

Delegated Decision -Works to fell a tree in a conservation area.

No objection

No observations

**21/02157/FUL - 7 Wainstones Close Great Ayton**

Delegated Decision - Internal alterations, installation of staircase and dormer roof extension to form 1st floor habitable accommodation to the dwelling.

No objection

No observations

**21/01370/FUL - Strawberry Fields Pannierman Lane Great Ayton Middlesbrough North Yorkshire TS9 6PP**

Change of use of land for the siting of a modular building club house (to be used as a facility by lodge park guests, as well as for weddings and private functions), alterations to siting and appearance of siting and appearance of approved lodges, new car parking area and retrospective formation of tiered outdoor seating, outdoor beach area, cinema screen, wedding pergola, internal roads, and all other hard and soft landscaping and associated works - as amended by Hambleton District Council 04.10.2021

Great Ayton Parish Council objects to application 21/01370/FUL;

- The addition of the modular building is hugely out of keeping with the rural setting.
- The addition of the proposed building would change the original purpose of the venue from being a quiet holiday retreat to become a destination for crowded 'events'.
- The potential for noise nuisance remains where crowded events are permitted & music volumes are turned up beyond reasonable levels.
- The venue is sited in a position such that sound travels clearly to nearby residential properties both in the rural setting and the main village.
- Great Ayton Parish Council has received numerous resident complaints regarding noise nuisance from events being held at the Strawberry Fields venue.

With the above in mind Great Ayton Parish Council requests that this application is referred to the HDC Planning Committee for very careful consideration.

7	<p><b><u>Correspondence and Information:</u></b></p> <p><b>Resident: - Request for significant repairs to tarmac surface in front of properties on High Green (This being a designated PROW on the definitive map &amp; part of the defined footprint of the Village Green VG69.)</b> It was agreed that the parish council should undertake repairs to the deep potholes within the tarmac surface of the PROW which surrounds the High Green. As the metalled surface not part of the vehicular highway repairs should be suitable for a footpath and can be achieved via the GAPC service team or a suitable contractor. <b>Agreed</b></p> <p><b>Resident: - Request for improvement to play park &amp; enquiry regarding 2022 Village Fete.</b> Cllr Brown confirmed that she would contact the resident to discuss play park improvements <b>Noted</b></p>
8	<p><b><u>Council Services / Working Group Reports</u></b></p> <p><b>Cemetery Buildings:</b> The Clerk was asked to progress the installation of DB, sockets &amp; lights. <b>Noted</b></p> <p><b>Memorial Bridge:</b> Cllr Fletcher confirmed that the manufacture of the laser-cut motifs was ongoing, the memorial plaque &amp; rail plinth had been refurbished by the GAPC service team and would be installed after the handrail installation. <b>Noted</b></p> <p><b>Public WC's:</b> Cllr Fletcher confirmed that SPA Architects &amp; the Buildings Working Group were to meet with a view to putting the spec to tender to selected Contractors in accordance with the Financial Regulations. Being a public works tender over £25k the spec will also be advertised via the Government's 'Contract Finder' website in accordance with The Public Contracts Regulations 2015. <b>Noted</b></p> <p><b>Allotments:</b> It was agreed that representatives from the Allotments Working Group should visit the Stokesley allotments to establish how their site gates are being managed from a security perspective. <b>Agreed</b></p> <p><b>Waterfall Park:</b> Cllr Fletcher requested if the GAPC service team could refurbish the plinth in front of the Victorian urinal. <b>Noted</b></p> <p><b>Riverside Floodfield:</b> Cllr Taylor confirmed that Caryn Loftus had sought grant funding for environmental improvements to the Riverside Floodfield. <b>Noted</b></p> <p><b>Taylor Wimpey Land &amp; Building:</b> Advice has been sought from the new FAB solicitor. <b>Noted.</b></p> <p><b>High Green:</b> Cllr Fletcher confirmed that a new bench would be required around the Linden tree as the old bench could not be modified, though the old bench will be relocated elsewhere. <b>Noted</b> Cllr Taylor asked if the Wicker Soldier could be given a coat of linseed oil by the GAPC service team. <b>Noted</b></p> <p><b>Environment:</b> It was suggested that Cllrs should advise of any positive enviro actions that have been undertaken which originate from the 'Friends-of-the-earth' website action list. <b>Noted</b></p> <p><b>Service Vehicle:</b> It was agreed that Cllr Matuszak should be asked to report to the council with a proposal for the leasing of a suitable service vehicle to replace the hired vehicle that had proved to be a very useful resource for the GAPC service team. <b>Agreed</b></p>
9	<p><b><u>Councillors Actions &amp; Reports</u></b></p> <p><b>Village Hall:</b> It was agreed that the Clerk should join the Working Group who has been tasked with making a proposal for the 'Heads of Terms' which are to form the basis of a lease between GAPC (landlord) &amp; the Great Ayton Village Hall CIO (occupant/tenant). <b>Agreed</b></p>

	<p><b>Xmas 2021:</b> Cllr Matuszak gave a brief update regarding preparations for the Xmas Fayre which had been agreed in principle. It was agreed that an additional £5k should be allocated to the 'events budget' bringing the total to £7k for 2021/22. Cllr Matuszak was asked to seek quotations for professional services to deliver the event on a 'turn-key' basis with Cllrs &amp; volunteers supporting on the day of the event. It was agreed that a separate formal meeting would be required to discuss proposals and hence it was agreed that a meeting should take place on 20<sup>th</sup> October at 7pm. <b>Agreed</b></p> <p><b>Councillor Member Numbers:</b> Following debate it was agreed that Great Ayton Parish Council should seek to increase Councillor member numbers in accordance with the YLCA/NALC recommendations whereby 11-12 members were applicable with an electorate of the size of Great Ayton's. <b>Agreed</b></p>
10	<p><b><u>Clerk's Report</u></b></p> <p><b>Community Governance Review:</b> The Clerk was asked to seek advice from Hambleton District Council's electoral services team as to the possibility of triggering a Community Governance Review to allow the expansion of Council members from 7 to 11+. Cllr Kirk suggested that it was unlikely that HDC would finance a CGR at this time due to the costs/workload associated with the transfer to a Unitary Authority structure in 2023, hence it was understood that the review was unlikely to take place prior to the 2022 parish council elections. <b>Noted</b></p> <p><b>Employee Grievance Policy:</b> It was understood that by law an employer requires a written Grievance Policy to be in place, hence it was agreed to adopt the draft document as derived from the NALC template. <b>Agreed</b></p> <p><b>Personnel Committee:</b> As a matter of good practice and a requirement of the adopted Grievance Policy it was agreed that GAPC would adopt a duly appointed Personnel Committee to manage formal employment matters, appraisals, pay reviews &amp; develop HR policies on behalf of GAPC. The Clerk was asked to prepare the formal 'Terms of Reference' for the committee with a view to adopting the same at the November parish council meeting. <b>Agreed</b></p>
11	<p><b><u>Accounts Report</u></b></p> <p>Requests for payment received in the period were reviewed and approved accordingly. The total payments made were £35,636.55 The total income received was £52,867.00</p>
12	<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>
13	<p><b><u>Exclusion of the Press and Public</u></b> <b>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.</b></p> <p><b>Clerk's Resignation:</b> The Parish Clerk has resigned from position on 13/09/21 giving one month's notice in accordance with contractual terms. In accordance with the published motion and with the agreement of the individual, the Clerk was asked to remain in position on an extended notice period basis working 10 hours per week. Accordingly, the statutory notice period will roll forward by mutual agreement of both parties with review taking place at least monthly at a formal meeting of the council and in accordance with UK employment law. <b>Agreed</b></p> <p><b>Recruitment:</b> It was agreed that the position of Parish Clerk should be advertised locally with a view to a new recruit starting no later than January 2022. The Clerk was asked to prepare a suitable job advert, job description, person spec and advertise via social media, the noticeboard &amp; the GAPC website on an ASAP basis. <b>Agreed</b></p>