

**GREAT AYTON PARISH COUNCIL**

Minutes of the Allotment Committee meeting held at The Parish Council Centre on Thursday 29<sup>th</sup> January 2026 at 18.00

**Present:** Cllr Kirk (Chair), Cllr Mason, Mrs J Walker, Mrs R Young, Mrs A Livingstone (Clerk).

**1 Apologies for absence and declaration of Interests**

Apologies for absence were received from Mr C Hall. There were no declarations of interest.

**2. Minutes from the committee meeting held on 10<sup>th</sup> December 2025. To confirm the minutes as a true and correct record and discuss any matters arising.**

It was RESOLVED to APPROVE the minutes of the Parish Council meeting held 10<sup>th</sup> December 2025 as a true and accurate record. Minutes were signed by the Chair. There were no matters arising from the minutes for discussion.

**3. Update re COF grant position**

The Chair advised that there was no change from the previous meeting. Mr Hall had submitted periodic reports, but more regular reporting would be required after the planning meeting. There was the need if the planning application was successful to draw down funds by 31<sup>st</sup> March 2026. Spending of the full grant was required by 30<sup>th</sup> June. Issues faced with planning officers across the country was discussed, since the application was submitted, there had been a number of planning officers involved. A new officer was looking at the information, and it was believed that this was still being considered at the planning committee meeting on 12<sup>th</sup> February. Due to the timescales involved with the grant, if anything was missing an emergency meeting would be held 2 weeks later. The Chair informed that he continued to have conversations and was pushing ahead without any major financial implications. Mr Hall had informed that due to various family commitments he would support where needed but no longer wanted to be the COF link from a reporting point of view. It was agreed that the reporting would transfer to the Chair.

**4. Update from Allotment Project Group**

4.1 Mrs Walker had been tasked with creating a logo and showed the work which had been done on this. An illustration had been done, and a further option was also shown. It was agreed that the illustration was to be used. Quotations had been provided for a sign if the planning application was approved and the bid was used, with a size of 40 x 50 inches. The purpose of the sign and the branding was discussed, and it was agreed only one sign was needed, this could be located on the corner of the allotments on the junction of the A173 and B1292. Three quotes had been received and the cheapest quote from Diamond Print was agreed.

4.2 Mrs Walker advised that First Aid group training was possible with the funds and was available for around £750 for up to 18 people. It was advised that there would be further fundraising completed for a defibrillator.

4.3 Mrs Young advised that they had been to a number of suppliers progressing structures for the Community Garden. They had received the offer of the summerhouse which would need transporting. Costs for a large timber structure approx. size 20ft x 10ft for use as a workshop/meeting room with disabled access and windows were provided and it was felt that Apex were the preferred provider. A price had been provided for a separate secure metal container for tools. The group would request support from the community when the planning decision was known. Other items were being looked at and would be swiftly progressed pending the decision on 12<sup>th</sup> February.

**5. Any actions required**

Chair to continue progressing the matter with the land agent and NYC planning.

**6. Date of next meeting if known – Provisionally Monday 16<sup>th</sup> February 2026 at 6pm.**

Signature

Date

Clerk: Mrs Angela Livingstone – [clerk@great-ayton.org.uk](mailto:clerk@great-ayton.org.uk)