

**GREAT AYTON PARISH COUNCIL**

Minutes of the monthly Parish Council meeting held at The Discovery Centre on Tuesday 1<sup>st</sup> July 2025 7pm.

**Present:** Cllr Baylin, Cllr Blackmore, Cllr Greer, Cllr Healy Dufosse-Belton, Cllr Kirk (Chair) and Cllr Mason.

**In Attendance:** Angela Livingstone (Clerk), Lee Marley (Cemetery and Services Superintendent), NYC Cllr Heather Moorhouse(P/T) and North Yorkshire Police Sergeant Ross and PCSO Daniels(P/T).

**25.72 Apologies for absence** Apologies for absence were received from Cllr Greenwell. The reason for absence was accepted. Cllr Kirk declared a non-pecuniary interest in a planning application.

**25.73 Minutes from the Parish Council Meetings held on Tuesday 3<sup>rd</sup> June 2025 and 27<sup>th</sup> June 2025.**

25.73.1 It was RESOLVED to APPROVE the minutes of the Parish Council meeting held Tuesday 3<sup>rd</sup> June 2025 as a true and accurate record. Minutes were signed by the Chair.

25.73.1 An amendment was required to the minutes of the Parish Council meeting held Friday 27<sup>th</sup> June 2025, to be brought to the July meeting.

**25.74 Police report**

25.74.1 1<sup>st</sup> May – 31<sup>st</sup> May - ASB Personal: 2, ASB Nuisance: 2, Criminal Damage: 1, Burglary: Commercial 1, Theft (inc Theft from Shop) 9, Auto crime/SMV: 4, Fraud: 1, Violence Against the Person: 2. Total This Period:22. 1<sup>st</sup> June – 30<sup>th</sup> June - ASB Nuisance: 4, Criminal Damage: 1, Residential: 2, Theft (including from shops): 10, Auto crime/SMV: 2, Violence Against the Person: 7, Other crimes: 1. Total This Period: 27. Councillors discussed their concerns on the increasing number of incidents on the report and of a report of an incident in the village. Cllr Moorhouse informed of attending a community engagement meeting and hearing of more support both financially and from other departments for Neighbourhood Policing which seemed to be having a positive impact in some areas. Cllr Healy Dufosse-Belton to find information and attend monthly event held at the Methodist hall and add this to the Facebook page.

**ACTION: Cllr Healy Dufosse-Belton**

*North Yorkshire Police Sergeant Ross and PCSO Daniels entered the meeting.*

Sergeant Ross gave further details on incidents within Great Ayton and Councillors questioned support for the youths involved. The multi-agency measures put in place were advised. Sergeant Ross was moving to a different position and advised that PC Jones had also moved to a new role outside of the Neighbourhood Team. He informed that a new Inspector, Rory Sadler was appointed, and the new Sergeant would be Carl Lawson. The Parish Council gave thanks to Sergeant Ross for his work during his years at Stokesley and noted the usefulness of having someone in post for a sustained period who knew individuals within the area.

*North Yorkshire Police Sergeant Ross and PCSO Daniels left the meeting.*

**25.75 Report from NYC Councillor** – Cllr Moorhouse informed that she had received complaints about the road resurfacing and believed that the team had been collecting loose gravel left from the works. She informed that NYC had received a good Ofsted report on adult services and apprenticeships. The Clerk reminded of the issue over the previous weekend with bins left overflowing and Mr Marley having to deal with the bins across the village and leave bags stacked on the Monday for NYC to collect. Cllr Moorhouse had been involved in correspondence on the matter and hoped that this would now be resolved as indicated by the officer. This problem had been created by staff leaving due to moving depot and sickness absence. Mr Marley reported that he had noted six drains full, he was asked to forward details to the Clerk to report.

**ACTION: Mr Marley/Clerk**

*Cllr Moorhouse left the meeting.*

**25.76 Allotments**

25.76.1 Update on COF application and Allotment Implementation Committee – The Chair informed that discussions were still ongoing with the developer.

25.76.2 Allotment report – The Clerk had circulated her report on the allotments: -

Complaints - Concerns had been voiced by tenants regarding public wandering around allotments including dog walkers and allotment tenants wandering site with dogs off lead and dog fouling issues. She suggested that when correspondence is next sent to tenants this includes a reminder of the Tenancy Agreement which states that dogs must be on their lead when out of their plot. There was also the need for signage showing the Public Rights of Way and stating that all other areas were for tenants to access their plots. **RESOLVED:** To progress a gate for the tenant access from Guisborough Road and signage to remind that access was for plot holders only, Clerk to progress as suggested. Councillor Mason advised of a complaint he had received regarding regular rubbish being burnt on a plot. **RESOLVED:** It was agreed that tenants be reminded to be good neighbours with regard to burning and that a change be considered to the Tenancy Agreement when this is updated, Stokesley PC do not allow fires in the summer and at other times fires are only permissible when the windsock on site is showing the wind direction is acceptable.

The Clerk informed that there had been two half plots rented out and there were six people now on a waiting list. Requests from tenants: - 47A – request to install 4 x 6 wooden shed and 32B – request to have a small number of chickens on plot. **RESOLVED:** Approved, Clerk to remind tenants to ensure that their neighbours were happy with the proposals.

Information had been circulated from the full allotment visit which took place in June and the responses received. There had been some tenants who had relinquished their plots as they were unable to keep them tidy and some comments which required some further work.

The proposal for locked gates on the vehicle access road which had been previously approved awaited a cost for the gate from Skottowe Drive from Cllr Baylin before the proposal could progress. Gate cost to be circulated for approval by email as this was not expected to be a high cost. **ACTION: Cllr Baylin / Clerk**

## 25.77 Lease approval

Village Hall and Yatton House lease – Information had been received from the solicitor and shared with the other parties.

## 25.78 Planning Matters

**25.78.1 Planning applications – Consultation Responses.** –Councillors discussed applications and the following was agreed.

Application ref / Address	Description of Works	Parish Council responses
ZB25/01019/MRC - 73 Wheatlands	Removal or Variation of Condition 2 to previously approved application ZB24/00290/FUL (Proposed single storey side extension as amended 6 March 2024).	Resolved: No observations
NYM/2025/0247 - land adjacent Sewage Works, Dikes Lane	Application for siting of a shipping container for agricultural storage purposes (retrospective) together with cladding and addition of tin sheet roof.	Resolved: No observations.
ZB25/01150/FUL - 23 Marwood Drive	Application for reinstatement of roof following fire, including construction of dormer windows.	Resolved: No observations
ZB25/01112/CAT - 17 High Green	4x Holly trees crown thinning & reduce height to 15ft as previously completed in 2004.	The Chair declared a Non-pecuniary interest in this application and took no part in discussions or voting. Resolved: No observations. This was as previously completed and maintained the trees.

## 25.78.2 Planning decisions by LPA – Noted

Planning Ref/Address	Description Of Work
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ZB25/00610/FUL - 88A Marwood Drive	Application for proposed rooflight, porch, walk-in bay windows, new door & windows & gravel drive as amended by revised plan received 21 May 2025. The decision on this proposal was: <b>Granted</b> .
ZB25/00647/FUL – 19 Roseberry Road	Proposed single storey extension to rear of house. The decision on this proposal was: <b>Granted</b> .
ZB25/00476/FUL - 69A High Street	Application for proposed revision to boundary wall. The decision on this proposal was: <b>Granted</b> .
ZB23/02291/FUL - Bennetts Corner	Revised application for change of use of former caravan/grazing site into holiday chalet site with erection of 3No. Holiday chalets. The decision on this proposal was: <b>Refused</b> .

## 25.79 Correspondence and Information from Clerk

To receive and review the correspondence and information details and decide upon necessary actions attached.

### 25.79.1 Correspondence for discussion-

From	Details
Rotary Club	Request to handover bench Saturday 9 <sup>th</sup> August 2pm (date of 60 <sup>th</sup> Anniversary) – RESOLVED: This handover date was accepted if everything was in order in advance of the date. Attendees to be confirmed.
Resident	Linden Close request for lifting of tree canopy – The Clerk informed that she was progressing quotes for a tree survey for all trees which were the responsibility of the Parish Council.
Resident	Request for memorial bench with plaque (or tree), where tree was removed High Green – RESOLVED: The Council approved a cherry tree could be planted in place of the previous tree.
GADC	Request for cones to be placed outside the front of the centre 30 <sup>th</sup> October for Police Cyber security roadshow. RESOLVED: Approved but GADC to be reminded of the need to ensure space for public to walk past safely. GAPC team to diarise.

**ACTION: Clerk**

### 25.79.2 Correspondence for information

Town & Country Management	Road closure from Monday 7 <sup>th</sup> July for week in front of Richardson Hall. Advised to ensure residents informed and notices erected
Quickline Communications	Enquiry re any planned events to minimise disruption with their planned works
NYC	Information on road spray injection patching 9am to 3pm – 19.6 Wainstones Close/Drive, 20/21.6 Byemoor Close, 23.6 Marwood Drive, 24.6 Angrove Close, 25.6 Skottowe Drive. Concerns regarding the finish were discussed, Cllr Baylin to send photographs to Cllr Moorhouse to progress a resolution. Loose stones left on the surface were discussed to be a concern for the drains. <b>ACTION: Cllr Baylin</b>
Charity Commission	Confirmation of receipt of annual return for period ending 30.4.25
Resident	Information on contact with Northumbrian Water re flooding opposite Langbaugh Close
Contact	Request to pitch coffee & cake trailer on Low Green – advised against byelaws
British Legion Poppy Appeal	Request for new volunteer to support in Great Ayton – information to share on Facebook/board
Resident	Request for grass to be cut adjacent 149 Newton Road – not on cutting map and difficulties cutting due to parked cars. Progressing
Resident	Email stating that the village is looking much neater under the care of the GAPC team
GA Tennis Club	Request to be involved in next fete event – contact details changed on list and date advised for 2026
NYC	Road restrictions 14-18 July – Tunstall Lane ~350m new duct & 90m new duct in verge

Nat West bank	Information on changes to charges on account – cost likely to equate to additional £5 per month
RAF Leeming	Increased movement by exercising aircraft operating from 7-24 July 2025. The Station will be hosting rotary aircraft for an exercise which will include low and possibly late flying. This will be followed by the Station Families Day on 24 July – which will feature aircraft displays.
NYC	Updated Local Plan - call for sites map
Resident	Concerns regarding poor state of repair of some benches in the parish
Outstanding -	
Resident	Request to have a commemorative bench Low Green looking towards Marwood Drive, to pay for new metal bench to replace an old wooden bench– Site meeting held, bench agreed needing replacing, Clerk to progress.
Resident	Request for memorial bench or tree in memory of father, long history with Scouts and suggestions sent on using Scout meeting area or possible bench at rear of High Green

**ACTION: Clerk**

**25.80 To receive reports/information from Councillors and decide upon necessary actions.**

Item	Information	Action / Comments
25.80.1 Village Appearance and concerns	Waterfall Park	Information being collated for refurbished panel. Handover date in correspondence for Rotary bench
	Bins / Road sweeping	Road sweeping information requested and to be progressed. Details sent to Cllr Moorhouse. The Clerk stated her thanks to Mr Marley for his work over the past weekend clearing bins left full by NYC, this was seconded by the Parish Council.
25.80.2 Facilities	Cemetery	New signs installed, continuing concerns on dog fouling and other ASB within the Cemetery grounds. Being monitored. Cllr Healy Dufosse-Belton to add to Facebook. <b>ACTION: Cllr Healy Dufosse-Belton</b>
	Yatton House	Planning approval for container - to discuss options on a container or alternative option. Options being progressed.
	Play Area	Quote received for swings £228. Other works booked. Some damage incurred during month at bottom of slide. RESOLVED: quote for swings approved.
	Public conveniences	Painting quotes still progressing.
	Captain Cook Mem Garden	Costs for paving still awaited from some companies. No interest in quoting.
	River	Living Leven Tees Rivers Trust meeting – Cllr Mason attended a meeting which he reported on. A willow tree on a resident's land at Low Green was felt to be unsafe, Cllr Blackmore believed this was being progressed by the resident. Mr Marley advised that he felt that the weir at Low Green was leaking again and the Clerk was asked to report to the Environment Agency and Northumbrian Water due to their pipe at the rear. <b>ACTION: Clerk</b>
25.80.3	Website / Social Media	Update on progress with website/Values & Mission statement/Social Media. Councillors had been informed that the Facebook page was live and there were new followers daily. Information to be posted regularly. Further progress was to be made on the website. <b>ACTION: Clerk/Cllr Healy Dufosse-Belton/Cllr Mason</b>

Item	Information	Action / Comments
25.80.4 Training Sessions	Planning  Biodiversity	To advise information learnt during sessions attended. Cllr Mason informed that the session had been informative, and he had research to complete from the information, he had forwarded slides to Councillors. The Clerk had attended a session and had provided information and a policy to be added for adoption at the August meeting. <b>ACTION: Agenda</b>
25.80.5 Updates from Parish Council team	Payroll arrangements	Information being transferred from NYC to local accountant. Payments to Staff, HMRC and pension to be completed by Clerk monthly. The Clerk informed of the costs being levied by NYC for the cancellation of the agreement. She had met with Paul Tranter and was awaiting feedback to ensure all information had been transferred. To be progressed. <b>ACTION: Clerk</b>

## 25.81 Financial Reports

To receive and approve items on the Accounts Report. Receipts and Payments to 1<sup>st</sup> July 2025 were

**AGREED** as **RECEIVED** and it was **RESOLVED** that the payments list be signed as approved in accordance with Financial Regulations.

## ACCOUNTS REPORT

### Receipts

<u>Paid From</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
Allotment tenant Cole	Plot 9B1	9.6.25	£39.38
HMRC	VAT refund	20.6.25	£6,220.13
Crown memorials	Hudson - add inscription	24.6.25	£65.00
Coop	O Dunning intern ashes	24.6.25	£100.00
D Brown	Install plaque	24.6.25	£50.00
	<b>TOTAL</b>		<b>£6474.51</b>

### Payments

<u>Paid to</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
Nat West	bank charges 3.5.25-30.5.25	1.6.25	£ DD 11.97
North Yorkshire Council	Advance monthly bin collection charges	1.6.25	£ DD 86.69
Sam Turner & Sons	barrier pins/tape	4.6.25	£ 39.80
Gareth Davies Tree Care	fell silver birch High Green	6.6.25	£ 190.00
Sam Turner & Sons	Numatic bags Hoover office	6.6.25	£ 14.50
A Livingstone	Gov. UK land search	10.6.25	£ 14.00
Safety Signs 4 less	2mm rigid plastic no dog fouling Cemetery signs	10.6.25	£ 48.55
Valda Energy	electric parish centre and cemetery	12.5.25	£ DD 27.99
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Sam Turner & Sons	Rat Bait box small	13.6.25	£ 11.38
Lex Autolease	Van lease	16.6.25	£ DD 473.67
BNP Paribas leasing	Kubota mower	18.6.25	£ DD 456.00
YLCA	training session planning - D Mason	20.6.25	£ 27.40
UK Fuels Limited	grasscutter unleaded and diesel	22.6.25	£ DD 93.06
Valda Energy	public toilets electric	16.6.25	£ DD 47.95
	<b>TOTAL</b>		<b>£1571.21</b>

Next Meeting – Tuesday, 5<sup>th</sup> August 2025 7pm at the Discovery Centre.

Signature

Date

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