

GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 1st August 2023 at 19.00

Present: Cllr Baylin, Cllr Blackmore, Cllr Greenwell, Cllr A Hall, Cllr C Hall, Cllr Kirk (Chair) and Cllr Short

In Attendance: Mrs A Livingstone (Clerk), Mr L Marley (Site superintendent), Mrs Taylor and Mr J Dickinson representing Great Ayton Discovery Centre.

23.49 Apologies for absence

There were no apologies, all councillors were present for the meeting. Cllr Heather Moorhouse (NYC) had given her apologies for the meeting.

23.50 Minutes from the Parish Council Meeting held on Tuesday 4 July 2023

23.50.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 4 July 2023 as a true and accurate record. Minutes were signed by the Chair.

23.50.2 Matters arising from the minutes of the meeting held on 4th July 2023.

23.50.3 Arising from Item 23.42.2 – Great Ayton Discovery Centre – Mr Dickinson gave a history of the building and services in the library. He informed that the enthusiasm/awareness and the number of volunteers/activities had reduced since the pandemic lockdown period. He stated the need to reevaluate the benefit to the community and try to re-enthuse the community to support the building. He felt there was a need to ensure the building was providing what was wanted for the community and that due to the large contribution and knowledge of the community the Parish Council could support. **Resolved:** Meeting to be held at the Discovery Centre on 7th September 2023 at 7pm. **ACTION: Councillors**

Mrs Taylor and Mr Dickinson left the meeting.

23.50.4 Arising from Item 23.46.9 - D-Day 80th Anniversary 6.6.24 – Cllr Greenwell requested approval of the Parish Council for Mr P Greenwell to organise lighting of a beacon as in previous events and requested that Mr Marley support. She advised that Mr Greenwell would approach the landowner and make all arrangements. **Resolved:** Parish Councillors approved the beacon lighting event on 6th June 2024.

23.50.5 Arising from 23.48.2 – Lease van – The Clerk questioned if any Parish Councillor had progressed looking at van leasing as discussed at the last meeting. She advised that she had spoken with the current provider who had confirmed that they could not make any saving and the van was only on a 28-day contract. Via online searches and a call to a local leasing company she had found that costs could be reduced by over £2000 per year on a three-year lease. **Resolved:** Cllr Baylin to progress and discuss with Mr Marley and the Clerk and bring recommendations to next meeting. **ACTION: Cllr Baylin**

23.51 Police Report

Report 1st – 30th June - Anti-Social Behaviour: ASB Personal: 2, ASB Nuisance: 1, Arson/Criminal Damage: 2, Burglary: Commercial: 1, Residential: 1, Theft (including from shops): 2 theft of fuel, 3, Auto crime/SMV: 1 linked to several similar crimes in the area on same night 1, Violence Against the Person: 4, 1 incident with dog. Total in period: 19 Report received for 1st – 31st July showed a decrease in incidents with Anti-Social Behaviour Nuisance: 1, Arson/Criminal Damage: 2, Residential Burglary:1, Theft (including from shops):2 theft of fuel, Auto crime/SMV: 2, Violence Against the Person: 2 Total this period: 10. The Chair reminded of the letter received after the agenda was issued requesting Parish Council presence at a meeting to be organised at the Cricket Club, targeting anti-social behaviour. Councillors supported the idea and would attend dependant on availability on the date. **Resolved:** Clerk to respond. **ACTION: Clerk**

23.52 **Report from NYC councillor** – Cllr Moorhouse was not attending the meeting, she had discussed with the Chair the road re-opening today and had reported complaints which she was investigating regarding the siting of rubbish bins from the new business on Park Rise. Parish Councillors discussed the work completed on the recent repairs and the efficiency of having the road re-opened early in the school holidays. **Resolved:** Clerk to

write with thanks from the Parish Council.

ACTION: Clerk

23.53 Potential & actual budget overruns – (to organise small working group to re-baseline budgets)

The Clerk had stated concerns with the allocated budgets and had circulated detailed accounts from the previous year and the current year. Cllr C Hall had met with the Clerk and there had been the conclusion of an overrun. Areas of concern included the toilets, with a high electric bill and the lease vehicle costs. There also seemed to be a number of items which had been brought forward for payment which had not been shown as commitments from the previous year. **Resolved:** Cllr Baylin and Cllr C Hall to meet and look at the concerns and re-baseline the budgets. Any future spends to be carefully considered. **ACTION: Cllr Baylin/Cllr C Hall**

23.54 Planning Matters

23.54.1 Planning applications – Consultation Responses.

Application ref / Address	Description of Works	Parish Council responses
ZB23/01312/CAT - Trees, High Green	Works to trees in a conservation area	Councillors declared an interest in this application for works on trees on behalf of the Parish Council. There were no comments on the application.
ZB23/01479/FUL - 70 Roseberry Crescent	Partial demolition of existing dwelling to allow for single storey extension to rear, Raising roof height, Addition of roof windows to side, Detachment from adjoining property with alterations/making good to neighbours wall and roof.	Councillors discussed the application and had no objections.

Clerk to advise Planning Department of comments.

ACTION: Clerk

23.54.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB23/00805/FUL - 27 Roseberry Crescent	Proposed double storey rear extension and single storey rear extension as amended 16 June 2023 - Application Granted
22/00132/FUL - 88B Marwood Drive	Construction of detached dwelling with double garage - Application Granted
ZB23/00901/CLE - Cooks View Nursery Pannierman Lane	Application for a Lawful Development Certificate for the erection of a storage building for agricultural/domestic curtilage and the siting of six poles with security lighting and sensors - Application Granted
ZB23/01089/FUL - 21 Byemoor Avenue	Replacement detached rear garage, front entrance lobby infill - Application Granted
ZB23/01206/CAT- 3 Bridge Street	Works to fell a tree in a Conservation Area - Application Granted

23.55 Correspondence and Information from Clerk

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

23.55.1 Correspondence for discussion

23.55.1.1 North Yorkshire Council	Local transport plan – consultation ends 11.8.23 - The Chair stated that he would not like to see the provision reduced and had noted that there was on the timetable a reduction of the evening buses which was a concern. Resolved: Clerk to reply. ACTION: Clerk
23.55.1.2 Stokesley&District Community Care	Request for support for a banner requesting volunteers for 2 additional weeks end of summer. Resolved: This was approved. Clerk to advise. ACTION: Clerk

23.55.1.3 NYC	Remembrance Day traffic management – NY police no longer closing roads/completing traffic management. If required need to apply for temporary traffic regulation order and have qualified persons for traffic management. Resolved: The Clerk was asked to find costs for the traffic management requirements, with the road closed from around 10:15 to 11:30. ACTION: Clerk
23.55.1.4 Brighten up Great Ayton group	Floodplain meadow project update July 23 – Cllr C Hall had checked through past minutes and could find no acceptable audit trail or an agreed budget for the project. The Chair confirmed that there were discussions and budgets agreed. A recent email had suggested that there were costs of £1050 which had not been budgeted for in the accounts and nothing on the audit trail. This was to be progressed further and an invoice requested and formal resolution at a future meeting if needed. The Open Spaces working party would be meeting and report back at the next meeting. ACTION: Open Spaces group
23.55.1.5 Forestry England	Coate Moor Forest plan renewal – The Chair commented on the variety of trees in the plan. Resolved: Clerk to respond stating that the Parish Council supported the matters outlined in the plan. ACTION: Clerk
23.55.1.6 Charity Stall	Cllr Blackmore informed that she had been approached enquiring if the Parish Council would allow a charity stall on the High Street for MND directly in front of the vacant unit owned by Ayton Stores. The Chair informed that if this was off the public highway this was not a Parish Council matter but to request a street trading licence.

23.55.2 Correspondence for Information-

From	For Information
23.55.2.1 Climate Action Stokesley and Villages	Invite to meeting received 18.7.23
23.55.2.2 ROSPA	Playpark inspection booked September – Councillors discussed concerns on the rubber floor which had been vandalised and needed replacing, this would need replacing to pass the inspection. All agreed that the park was well used and despite the high costs involved this was to remain open if possible. There were comments received that many people did not use the park due to the intimidation felt at the area. The Chair proposed that despite the intention to have fencing erected prior to repair this rubber floor repair was an urgent requirement. Resolved: Whilst cost restraints and concerns on the ongoing vandalism were voiced the repair to the rubber flooring was approved by a majority of councillors. ACTION: Clerk
23.55.2.3 Resident	Email re traffic speeds Guisborough Road, advised of work with police to assess this
23.55.2.4 Resident	Email re overgrown area on public footpath, NYC informed this area was on council cutting list and would be re-cut if they felt this was required.

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

Item	Information	Action / Comments
23.56.1 Village Appearance	Grass cutting across village / facilities – complaints received. Trees – Easby Lane	Report for Great Ayton Parish Council Open Spaces – Management Plans – for approval Cllr C Hall informed that the report submitted by the Open Spaces group mentioned working with third parties and stated the intention to involve people such as BUG and residents who had complained about grass cutting to receive a range of different views. Resolved: The report was approved and work would be further progressed. ACTION: Open Spaces group Two dead cherry trees on Easby Lane – cost for removal £450 – Councillors discussed the location and agreed that the Clerk should enquire with Cllr Moorhouse if these were on NYC land as this may not be a cost which the Parish Council needed to incur. ACTION: Clerk

Item	Information	Action / Comments
	Damage in Play Park	Costs received for new fence – for approval – to be deferred
23.56.2 Garage Yatton House – Storage container	Need for additional storage/works pace identified	The Clerk advised that the key had been returned that morning and on inspection of the garage Mr Marley had found that there was some work required to the roof next to the door, he would progress costings for this. Cllr C Hall confirmed that he had progressed and was meeting with Yatton House on 2 nd August.
23.56.3 Benches	To continue maintenance	The Clerk confirmed that outstanding plaques had been ordered and were awaited. The benches requiring maintenance were to be taken to the garage to dry out ready for work to commence. Cllr Short informed that he still intended to make contact with the resident who was unhappy with the Parish Council decisions regarding benches. ACTION: Cllr Short
23.56.4 Allotments	Complaints received - Remind allotment renters of agreements Water pipes	The Clerk had provided a report on the activities at the allotments during July. Emails had been sent following an allotment visit reminding tenants of the allotment agreements and enquiring if unused gardens were still wanted. A letter had been sent to a tenant how had verbally abused Parish Council staff. Resolved: Parish Councillors agreed that the allotment owner who had verbally abused council staff and about whom other allotment holders had made complaints would be evicted. ACTION: Clerk Mr Marley informed that an allotment had been left with a large amount of debris, including concrete bases and poor garden conditions. This required a digger, dumper and skip which worked out too costly and Parish Councillors agreed this was not to be completed at present. The garden and others handed back had been sprayed a number of times to remove weeds, the cost for this was a large expense to the Parish Council. The Clerk informed that there had been a small number of responses to the notices posted showing allotment rental agreements and requesting contact details. Resolved: It was agreed that when the allotment fees were due, all tenants must sign the allotment tenancy agreement. Updated fees and any change to the agreements to be brought to the September meeting for approval. Information on water pipe positions had been received – Mr Marley would investigate further to find where taps which contravened the Water Supply Regulations 1999 act were connected.
23.56.5 Facilities	Cemetery and Allotment costs Toilet block	To approve new interment form for website following issues with a recent undertaker. The Clerk advised that she was working with M&B Rea to ensure that the form was correct and included all relevant information. She would circulate prior to displaying on the website. Resolved: Councillors approved this action and agreed the need to progress costs for the cemetery fees for the next year by the September meeting. ACTION: Clerk Rentokil contract to be updated – The Clerk advised of costs received to increase the provision from one sanitary bin to three. The requirement for the nappy bin in addition to the general waste bin was discussed. Resolved: Clerk to update contract for only three sanitary bins and have the nappy

Item	Information	Action / Comments
	Village Hall	bins removed. ACTION: Clerk Roof repairs – Cllr Short informed that he awaited a final quotation and would write a report. ACTION: Cllr Short

23.57 Financial Reports

23.57.1 Receipts and Payments for July 2023 were **AGREED** as **RECEIVED** and it was **RESOLVED** that the payments list be signed as approved in accordance with Financial Regulations.

ACCOUNTS REPORT

Receipts Monies received by cash, bank transfer or cheque

Paid From	Description	Date	Amount £
M&B Rea	Cemetery Fees	30.6.23	2050.00
Fawcett & Hetherington	Cemetery Fees	20.7.23	935.00
Cash L Marley collected	Cemetery fees	26.7.23	200.00
			£3185.00

Payments Monies paid by cash, bank transfer, direct debit or cheque

Paid to	Description	Date	Amount £
Nat West	Bank charges	30.06.23	6.65
North Yorkshire Council	Charges for bin emptying Cemetery	01.07.23	78.32
L Marley	Stokesley Motors receipt for diesel for van	19.7.23	65.00
Minster self drive	Lease vehicle rental 28 days @ £21+ RFL £1 daily	18.7.23	739.20
Thompsons Hardware	Toilet consumables and tablecloths for fete	12.7.23	61.23
Gary Frankish	Ground maintenance in village July 23	30.7.23	920.00
Sam Turner & Sons	Rat bait, boots	10.7.23	81.77
Sam Turner & Sons	WD40, Ad blue 10l, tarmac coldlay	12.7.23	30.73
Sam Turner & Sons	Boots	12.7.23	44.99
Sam Turner & Sons	2.45m ladder	15.7.23	250.00
A Livingstone	Great Ayton Disc. Centre laminating 10 A3 sheets allotment	12.7.23	10.00
YLCA	Training day	18.7.23	50.00
C Hall	Instaprint A0 waterproof open spaces poster	4.7.23	26.87
J Gawthorpe	Supply and fit new door cemetery unit, lock PC Centre and noticeboard	22.7.23	535.00
Swalec	Electric PC Centre 2.5.23 – 1.6.23	12.6.23	60.29
Swalec	Electric PC Centre 2.6.23 – 7.7.23	12.7.23	63.05
Scottish Hydro	Electric toilet block 16.3.23 – 20.6.23	21.6.23	505.11
Southern Electric SSE	Electric Cemetery	12.6.23	51.39
Alan Dale	Dig and fill graves July	30.7.23	1150.00
Viking Direct	2500 x A4 paper, 500 envelopes	26.7.23	42.74
A Livingstone	Feet First Stokesley – deposit towards cost of 2 plaques ordered	26.7.23	30.00
<i>Invoices received after agenda issued</i>			
Sam Turner & Sons	Jefferson Tyre inflator	27.7.23	14.69
Gary Frankish	Supply E5 fuel	27.7.23	58.80
Cleaning products	Soap, urine blocks, black bags	28.7.23	84.79
		TOTAL	4960.62

Meeting Closed at 9.20 pm

Next Meeting – Tuesday, 5th September 2023, 7pm at the Discovery Centre

Signature

Date

Clerk: Mrs Angela Livingstone – clerk@great-ayton.org.uk