

## **GREAT AYTON PARISH COUNCIL**

Minutes of the monthly Parish Council meeting held on Tuesday 3<sup>rd</sup> October 2023 at 19.00

**Present:** Cllr Greenwell, Cllr A Hall, Cllr C Hall, Cllr Kirk (Chair) and Cllr Short.

**In Attendance:** Mrs A Livingstone (Clerk), 2 members of public, Mr L Marley (Cemetery and Services superintendent), Sargeant Ross – Cleveland Police, Cllr Heather Moorhouse (NYC).

### **23.68 Apologies for absence**

Apologies were received from Cllr Blackmore, it was believed that Cllr Baylin was still away with work. Councillors approved the reasons for absence.

### **23.69 Minutes from the Parish Council Meeting held on Tuesday 5 September and Thursday 21 September 2023**

23.69.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 5 September 2023 as a true and accurate record. Minutes were signed by the Chair.

23.69.2 There were no matters arising from the minutes of the meeting held on 5 September 2023.

23.69.3 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Thursday 21 September 2023 as a true and accurate record. Minutes were signed by the Chair.

23.69.4 There were no matters arising from the minutes of the meeting held on 21 September 2023.

### **23.70 Police Report**

23.70.1 Report 1st August – 31st August showed ASB Nuisance: 3, homeless male in disabled toilets 1, Arson/Criminal Damage:1, Residential Burglary: 1 property entered, and car stolen 1, Auto crime/SMV: 3, Violence Against the Person: 5, Other crimes: 1. Total this period:16. Report 1<sup>st</sup>- 30<sup>th</sup> September - ASB Personal: 1, ASB Nuisance: 2, Arson/Criminal Damage: 2, Burglary Commercial: 1, Auto crime/SMV: 1, Violence against the person: 5, Total this period 12. Sargeant Ross talked through the report.

23.70.2 Srgt Ross informed of eight CCTV cameras available through the hub, but these were all deployed, mainly in Northallerton. He stated that there were some staffing challenges.

23.70.3 Cllr Moorhouse talked of issues at the sports club, she informed that there had been some progress with security and the CCTV cameras were working.

*Srgt Ross left the meeting.*

**23.71 Report from NYC councillor** – Cllr Moorhouse informed of an issue with lighting at Gribdale, a light had not been working for some time and there may be the need to close the road when this was being fixed. NYC had informed that it would not install signage at Rosehill following a complaint regarding pedestrians/cars going into the road. Following the complaint regards the mobile home/camper van issue at Low Green, NYC had informed that the laybys were not its assets. It was agreed that there were no concerns on this matter at present. Cllr Moorhouse informed that she had reported fly-tipping on Easby Lane and had received a complaint from a resident on Park Rise regarding the Pomegranate Persian opening outside of agreed hours, this was being looked at by Enforcement.

### **23.72 Allotments**

The Chair talked of an email from the working group looking at funds for the allotments. There were some items in the email in which the Parish Council were disappointed, these were way beyond what was agreed. Ms Little had made contact with and was meeting with David Marwood on 4<sup>th</sup> October to try to obtain some agreement with the plans made, the Parish Council had not been invited to attend this meeting. Parish Councillors discussed disappointment in the turnout at the well-publicised public meeting, there was a small minority with no greater numbers than had attended the last Parish Council meeting. The Parish Council could not agree that the meeting represented the views of the allotment holders or the views of the wider community. It was felt that this would require a ballot of the wider community which would incur costs and had time constraints. It was reminded that grant opportunities were not possible as the allotments were not at risk. An allotment holder attending the meeting stated concerns of new owners stopping the lease of the

land for allotments. Parish Councillors reminded that as stated before there was the need to ensure that any new owner was not antagonised and could rent until there was a housing need. **RESOLVED:** to progress enrolling plot holders as members of NAsociety and to agree who would represent the Parish Council at meetings of the allotment working party, this was likely to be Cllr Baylin if he was available with support from whoever was available.

23.72.2 **Tenancy agreement to be approved** – An updated tenancy agreement had been circulated. **RESOLVED:** The document was approved.

23.72.3 **Any update on Asset of Community Value nominations or update from public meeting to be discussed and any decisions to be approved** – The nominations had been entered, some questions had been asked and further detail submitted. The applications had been acknowledged.

23.73 **Football club lease agreement** – progress to be reported and approval looked at if information received and requirements in place in advance of the meeting. – The Clerk informed of a telephone meeting with the Parish Council solicitor. Unfortunately, when the solicitor opened the email from Taylor Wimpey the document was found to be blank. The Clerk was awaiting a call back when information to be requested was received.

23.74 **Grass cutting arrangements** –

23.74.1 Proposals from working party for changes to requirements, subject to the approval of the content of this document, the Council delegates the approval of the resultant tender document to a working group of any three councillors, plus the Clerk. – Councillors had received information on proposals to improve the grass cutting arrangements, this followed many complaints regarding the provision. **RESOLVED:** The document was approved, and work would continue to progress this going out to tender.

23.75 **Planning Matters**

23.75.1 **Planning applications – Consultation Responses.**

Application ref / Address	Description of Works	Parish Council responses
23/00534/FUL & 23/00535/LBC- 12 Yarm Lane	Demolition of existing conservatory and replacement with rear extension to existing dwelling including interior renovations and Listed building consent for demolition of existing conservatory and replacement with rear extension to existing dwelling including interior renovations	Application granted. Despite comments of Listed Buildings Officer.
ZB23/01966/FUL 1 Linden Road	Part two storey and part single storey extension to rear/side and alterations to windows and balcony area	There had been many alterations to the property over the years. The Parish Council agreed it had no observations.

23.75.2 **Planning decisions by LPA – Noted**

Application ref / Address	Description of Works
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. Application: Granted.
ZB23/01265/FUL Buck Hotel 1 West Terrace	Retrospective application for the relocation of outdoor seating area and adding wooden flower planters around the seating area Application: Granted.

### 23.76 Correspondence and Information from Clerk

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

#### 23.76.1 Correspondence for discussion

23.76.1.1 Resident	Proposal to instigate collection of surplus fruit and vegetables from allotments and Co-op to be a collection point for food banks. The Chair informed that the Co-op already participated in food going to food banks. Clerk to suggest to the proposer to approach individual allotment holders. <b>ACTION: Clerk</b>
23.76.1.2 Cllr Moorhouse	Mobile homes parking at Low Green discussed earlier in the meeting.
23.76.1.3 Resident	Request to remove a memorial bench on Low Green, refurbish and add a new plaque to bench which they purchased – The Clerk was to inform that there was a schedule of works for the benches and the benches would be worked on by Parish Council employees. The Parish Council would be happy for a plaque to be replaced with a new plaque and would suggest a donation towards works to benches. <b>ACTION: Clerk</b>
23.76.1.4 Resident	Request to pay for maintenance of two benches following refurbishment of one bench and plaque installed – The Clerk informed that the works had been discussed before she commenced. It was agreed that there were no costs calculated and these varied due to the work required on individual benches. Clerk to suggest a donation towards replacements/refurbishments. <b>ACTION: Clerk</b>
23.76.1.5 Resident	Complaint that bushes overgrown again at Newton Road/Hall fields and request for no access sign at Rosehill – Message sent to NYC discussed earlier in the meeting by Cllr Moorhouse. Clerk to forward previous NYC responses on the overgrown bushes to Cllr Moorhouse. <b>ACTION: Clerk</b>
23.76.1.6 Resident	Enquiry to have a memorial bench on High Green – The Clerk was asked to enquire if Wards in Carlton were able to give a cost for the supply and if this was possible, a metal bench could be donated to replace the old wooden bench. <b>ACTION: Clerk</b>
23.76.1.7 Resident	Complaint re rats, request for tree removal – The Parish Council approved the removal of the elderberry and hawthorn trees which had grown wild. <b>ACTION: Mr Marley</b>
23.76.1.8 Resident	Complaint re lack of disabled parking in village – It was agreed that there were very few parking spaces. One of the disabled spots was permanently used by one resident. <b>RESOLVED:</b> Clerk to contact Broadacres regarding the use of this space. <b>ACTION: Clerk</b>

*Cllr Moorhouse left the meeting.*

#### 23.76.2 Correspondence for Information-

From	For Information
23.76.2.1 Clerk	Application submitted for Lime tree pruning, High Green
23.76.2.2 Rotary Club	Request for two tables at next year's fete
23.76.2.3 NYC	Notice of change of zones for Hackney carriages from districts to a full NYC zone
23.76.2.4 Resident	Complaint re grass cutting
23.76.2.5 NALC	Information on Utility Aid – being progressed
23.65.2.6 Yorkshire Ambulance Service	Defibrillator showing as unavailable - who is responsible for checking and maintaining. The Clerk confirmed that she had found that Mrs Taylor was checking the unit and forwarded her details to Yorkshire Ambulance Service.
23.65.2.7 YLCA	D day beacon, Cllr Greenwell informed that Mr Greenwell would respond to the correspondence forwarded by the Clerk. She asked that the Clerk notify people when a list was compiled.

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

Item	Information	Action / Comments
23.77.1 Village Appearance	Grass cutting  Trees – High Green	Covered on main agenda item  Clerk instructed approved contractor that the application for works was approved, work to be organised. Clerk completed planning application to prune Lime tree on High Green, awaiting approval.
23.77.2 Parish Council facilities Garage  Van Hire	Roofing repair costs  Lease agreement	Roof to be repaired early October.  Awaiting lease costs to reduce the costs under the existing arrangements. Clerk advised there had been no contact from the company Cllr Baylin had used and she would explore other options. <b>ACTION: Clerk</b>
23.77.3 Benches	To continue maintenance	Maintenance continuing.
23.77.4 Allotments	Complaints received -  Water pipes	Complaints re fire, rats and unkept gardens. Allotment rates notices in place and 11 <sup>th</sup> October organised for collection. Clerk to email tenancy agreements and payment details prior to the collection date. <b>ACTION: Clerk</b>  Information on water pipe positions received to be progressed.
23.77.5 Facilities	Cemetery costs  Toilet block  Village Hall  Play Park	To bring to next meeting for approval  SSE Smart meter not installed due to lack of signal.  Roof repairs – costs received from AJ Roofing and AAA roofing. <b>RESOLVED:</b> The lower cost quote from AJ Roofing was approved, Cllr Short to ensure that this quote covered all requirements. <b>ACTION: Cllr Short</b>  RoSPA inspection completed whilst play area was closed due to cost implication if this was delayed, only amber warning areas were shown on the report. The CCTV request had been unsuccessful, but Sargeant Ross would re-submit. Costs for repairs in the play park had now been received for the flooring and a board on a piece of equipment this totalled £2080 plus VAT, A £100 discount had been offered for having the works completed together. <b>RESOLVED:</b> No significant expenditure was to be approved at this time and the CCTV was awaited.
23.77.6 Village events	Remembran ce Sunday – 12 <sup>th</sup> November 2023	Traffic management - Road closure approved provided adequate provision in place for traffic management. The Clerk had provided a report showing all requirements were met to enable the two Parish Council workers to attend the training, insurance had been confirmed and costs provided for all items to ensure compliance. The Clerk would issue employee cards to the two employees to enable photo ID for the training. <b>RESOLVED:</b> Clerk to book training and purchase road closed boards and road closure signs. <b>ACTION: Clerk</b>

Item	Information	Action / Comments
		The Clerk questioned who usually supplied the wreath for Remembrance Day as she normally purchased via the Royal British Legion website. Clerk to check with previous Clerk. <b>ACTION Clerk</b>
	Carols on the Green – Monday 18 <sup>th</sup> December 2023 7pm	The Clerk had been in communication with the Vicar and brass band – It was confirmed that the float was fully organised by a third party. Clerk to obtain permit for collection at the choir event. The Clerk enquired who stored the carol sheets and this would be checked with the previous Clerk. It was advised that a 21-foot Christmas tree would require purchasing from Maynards Nurseries and Gary Frankish was to be requested to collect, erect and dress. A sound system and microphones were required. <b>ACTION: Clerk</b>

## 23.78 Financial Reports

23.78.1 Receipts and Payments for September 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 August	31.8.23	315.00
NYC	Grass cutting contribution 23/24	31.8.23	1452.23
M&B Rea	Cemetery fees September	27.9.23	300.00
			<b>£2067.23</b>

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

Paid to	Description	Date	Amount £
North Yorkshire Council	Charges for bin emptying Cemetery	01.9.23	64.62
Hambleton DC / NYC	Non-Domestic Rates – Cemetery £890.72 (1st due 1.4.23 £445.72, 2nd 1.10.23 £445.00)	01.10.23	445.00
Great Ayton Discovery Centre	6 Month donation to Great Ayton Discovery Centre (Oct23 to Mar23) GADC Donation (\$137)	01.10.23	12,500.00
Nat West	Bank charges	02.6.23	15.78
Nat West	Bank charges	04.8.23	7.70
Nat West	Bank charges	2.9.23	8.05
Wave	Water charges public conveniences 9.6.23 – 8.9.23	9.9.23	DD 28.9 £161.65
Wave	Water charges Allotments 9.6.23 – 8.9.23	9.9.23	DD 28.9 £749.94
Wave	Water charges Cemetery 6.9.23 – 8.9.23	9.9.23	DD 29.6 £19.72
Minster self drive	Lease vehicle rental 28 days @ £21+ RFL £1 daily	12.9.23	739.20
Sam Turner & Sons	Alox sandpaper 5m x 40 grit roll green – benches	13.9.23	4.49
SSE Southern Electric	Electric Cemetery 12.8.23 – 1.9.23	12.9.23	DD 29.9 52.92
SSE Swalec	Electric PC Centre 2.8.23 – 1.9.23	12.9.23	DD 29.9 52.40
SSE Scottish Hydro	Electric toilet block 21.6.23 – 13.9.23	14.9.23	DD 1.10 476.94
A Livingstone	Consortium Education 6 toilet rolls	18.9.23	35.99
Sam Turner & Sons	Jefferson breaker bar ½" 600mm playground	18.9.23	10.00
Playsafety Ltd	RoSPA annual inspection	25.9.23	111.00
L Marley	Aldi Stores key set t-handle x 2	18.9.23	13.98
L Marley	Stokesley Motors receipt for diesel for van	26.9.23	42.00
Merritts Solicitors	Professional charges for Leases Yatton House and Village Hall	27.9.23	600.00

A Livingstone	Zoro 12 toilet rolls	28.9.23	73.08
A Livingstone	Diary 2024 for L Marley and A Livingstone	27.9.23	2.98
Gary Frankish	Ground maintenance in village September 23	30.9.23	920.00
Invoices received after agenda issued			<b><u>17107.44</u></b>
Gary Frankish	Supply E5 fuel for cemetery	30.9.23	66.00
Further payments to make for Remembrance event			
Event training	2 x operatives on NRSWA course 19.10	3.10.23	427.20
Premier Print	2 x A1 size corex (fluted / corrugated plastic) signs	3.10.23	39.95
Aspli	2 x road closed signs	3.10.23	97.44
<b>TOTAL</b>			<b>£17,738.03</b>

23.79 The Chair expressed thanks to Mr Peter Scrope who was moving out of the village for his work and commitment to the village.

23.80 Cllr Greenwell questioned if the Parish Council employees would support at the Captain Cook boat race on 1<sup>st</sup> November. This was agreed but the Clerk was asked to check insurance in relation to working in the river.

**ACTION: Clerk**

*Meeting Closed at 20.40pm*

Next Meeting –Tuesday 7<sup>th</sup> November 2023, 7pm at the Discovery Centre

Signature

Date

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