

GREAT AYTON PARISH COUNCIL

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



GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 4th April 2023 at 19.00

Present: Cllr Blackmore, Cllr Greenwell (Chair), Cllr A Hall, Cllr C Hall, Cllr Kirk and Cllr Short
In Attendance: Mrs A Livingstone (Clerk), Mr L Marley, Cllr Heather Moorhouse (NYC), 6 residents.

23.10 Apologies for absence

Apologies were received from Cllr Baylin (work), these were accepted.

23.11 To receive and accept newly co-opted Parish Councillor

Councillors had selected Mrs Allison Hall from applications at the February meeting and she was welcomed as a Councillor. She confirmed that her register of interest form had been returned and her declaration of acceptance of office was completed and retained by the clerk.

23.12 Minutes from the Parish Council Meeting held on Tuesday 7th March 2023

It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 7th March 2023 as a true and accurate record. Matters arising none.

Councillors approved a change of sequence to the published agenda to allow discussion of attending residents.

23.13 Planning Matters

23.13.1 Planning applications – Consultation Responses.

Application ref / Address	Description of Works	Parish Council responses
23/00530/FUL - 29 Marwood Drive – discussed at March meeting arrived after agenda issued	Retrospective application for a flat roof dormer extension to the rear elevation, installation of log burning stove and change render colour to sky blue.	Discussed and commented on at the March meeting. Objection sent on colour of render.
23/00525/LBC - Bridge Cottage 4 Bridge Street	Listed building consent for the replacement of existing single glazed windows with wooden framed double-glazed windows.	Resolved: NYC Listed Buildings officer to determine requirements.
22/00466/MRC - Airdbreck House, 39 Station Road	Modification to condition 2 (drawings) from previously approved application 22/00466/FUL.	No comment.
23/00035/FUL - Whinstone View Bistro And Lodges	Single storey extension of the Spa building, spine wall extension to the north-west elevation and rendered white. The existing rendered building will be reclad, existing roof tiles removed and the roof reclad.	No comment.
23/00596/FUL- 64 Marwood Drive	Proposed new pitched roof over existing Garage. Proposed double Garage. Proposed new drive and enlarged access to drive.	No comment.
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.	A resident advised concerns on the black corrugated iron being used and the higher pitch which encroached on light to their property.

GREAT AYTON PARISH COUNCIL

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Application ref / Address	Description of Works	Parish Council responses
		Resolved: Parish Council to request refusal , due to overdevelopment and the application being out of keeping with other listed buildings in the area.

23.13.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
23/00016/FUL - Manor Grange Farm	Proposed construction of a muck storage building for the undercover storage of manure. – Granted.
23/00050/FUL - Angrove Country Park Greystone Hills	Use of land for siting of a lodge style caravan for use as a sales office – Granted.
23/00020/FUL Whinstone View Bistro And Lodges	Construction of a purpose built booth serving food, drinks and snacks - As amended, an updated food booth plan no.3 was submitted on 09.03.2023 – Granted.
NYM/2022/0770 - Fir Tree Barn, Kildale	removal of sheds and oil tank and construction of lean-to shed / workshop / plant room, alterations to fenestration and doors, installation of solar panels and electric car charging port together with installation of pedestrian gate and ground mounted solar panels – Withdrawn.
22/02796/TPO - Street Record Hollygarth	Works to tree subject to a Tree Preservation Order – Granted.
23/00229/FUL - 1 Linden Road	Proposed single storey side and rear extension – Granted.
23/00235/FUL – 108 Newton Road	Demolition of existing covered area with open front and replace with single storey kitchen extension – Granted.

Clerk to advise Planning Department of comments.

ACTION: Clerk

23.14 Correspondence and Information from Clerk

23.14.1	Request on 4.3.23 from resident for permission to remove grass and replace with Tarmac to allow access to the driveway 25 Linden Grove. Resident attended the meeting informing of measures to secure permission. Resolved: The Parish Council advised the resident to check that this was not land owned by Broadacres as all other avenues had been attempted. If Broadacres had no issue, the Parish Council had no objection.
23.14.2	Complaint on 20.3.23 regarding street lighting off after midnight and car break ins, information on contacts provided. The resident was attending the meeting and informed of discussions with Hambleton DC who advised that the specific light should have been on overnight and would be rectified. The resident stated a further issue was regarding the footpath outside of his home, this was down an alley and suffered with ASB and needed resurfacing, he was willing to do this personally. The resident was encouraged to report any incidents to the police to make them aware. Cllr Moorcroft asked for information from the specific lamppost and the exact location to be forwarded to the Parish Council and she would progress.

Residents left the meeting and the running order returned to the agenda.

23.15 Police Report - No report had been received prior to the meeting.

23.16 Reports from NYC councillor

NYC – Cllr Moorhouse reported a smooth transition to North Yorkshire Council, she informed she was involved with planning and that Hambleton and Richmondshire had joined together on this. She was also involved with NYMNPAs.

GREAT AYTON PARISH COUNCIL

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Cllr Moorhouse left the meeting.

Councillors returned to Agenda item 23.14 to discuss other correspondence.

23.14 Correspondence and Information from the Clerk

To receive and review the correspondence and information details and decide upon necessary actions attached. 23.14.1 and 23.14.2 discussed earlier in the meeting.

23.14.3	To consider request for two Parish Councillors to join Great Ayton Discovery Centre board. Cllr Short had been appointed at the March meeting, but an additional member was still required – Resolved: Cllr Blackmore to join the board. Clerk to inform GADC. ACTION: Clerk
23.14.4	Requests from residents for benches outstanding – 3.2.23 donation of £500 agreed and wording forwarded for bench around tree Low Green. 15.2.23 Request for reinstatement of iron bench High Street. 13.3.23 unhappy with cost for new plaque (doesn't want bench), already has 2 plaques on benches, request to have all three mounted on one bench. Parish Councillors considered the previous agreement to have all metal benches on High and Low green and to remove benches from other areas to support this. Councillors discussed residents' views on this and agreed that there were limited numbers of the metal benches and replacement recycled benches would be used outside of the two greens. The circular bench on High green around the tree had been removed and scrapped as the tree was growing into it. Although costs were restrictive a replacement and new groundworks were to be progressed by Councillors and Clerk. All agreed the need for a consistent policy on benches which Cllr C Hall agreed to formulate. ACTION: All
23.14.5	Request on 16.3.23 from resident for support re refuse and debris in shared passageway to Newton Road, Clerk had sent an email to Hambleton DC.
23.14.6	Request on 21.3.23 from resident for action/support regarding significant development at The Buck, resident raised issue with Hambleton and the Planning Enforcement officer had visited site.
23.14.7	Annual Parish Meeting to be held each year between 1st March – 1st June. The Clerk added that there was also the need for the Captain James Cook memorial trust committee to meet in May and October, therefore, a meeting would be held immediately following the May meeting. Resolved: A date of 25 th April 2023 was agreed for the annual parish meeting. ACTION: Clerk
23.14.8	Mr Marley had requested the Flagpole be serviced outside of GADC by Harrison Flagpoles £250 + VAT – To approve service cost and organise date for works (Monday only). Approved. ACTION: Clerk
23.14.9	Lease/deed of surrender relating to Land on the west side of Guisborough Road, Great Ayton, Middlesbrough Yatton House – to progress other leases. The Clerk stated she would progress the other leases. Resolved: Councillors approved the wording used in the lease information and the Clerk would provide email addresses for signatures via Docusign. The Clerk was asked to find wording used for the Allotments lease to look at renewal information as there was no right of renewal shown on the new lease for the community garden. ACTION: Clerk
23.14.10	Public Toilets - issues with blockages reported, misuse of facilities and new signage – to look at different options to progress – The Clerk updated Councillors on issues faced with the toilets including blockages, misuse of toilet rolls and non-collection of sanitary bins. Resolved: To rectify the issues faced the Clerk was asked to order four new SmartOne dispensers and compatible rolls, make further contact with AL Robinson and progress the contract with Initial. ACTION: Clerk

23.14.11 Correspondence for Information-

From	For Information
YLCA	Details of various training courses for Chairman, Councillors & Clerk and various updates.
Studio Botez	Website training requested and completed. Collection of event banners from storage.

GREAT AYTON PARISH COUNCIL

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From	For Information
PKF Littlejohn	Annual mail from PKF Littlejohn (Gov't appointed external auditor) giving details of AGAR submission deadline for town & parish councils.
Nat West Bank	Submission of request to add new Clerk to bank account.
Cllr Short	River Leven Group – meeting attended.
Resident	3.3.23 Request for support finding ownership of Park Square car park, email sent to Highways searches. Response received land not recorded, advised resident of response and further contact of land registry. Clerk was asked to remind Cllr Moorhouse of traffic issues on Park Rise. ACTION: Clerk
Hambleton Council	Bounceback monitoring form completed for toilet grant.
L Marley	20.3.23 Information on fly tipping and break ins during 2 nights at allotments, Police informed. Address found on fly tipped waste and letter sent.
Friends at the Methodist Church	30.3.23 Walk of Witness on Good Friday 7th April from 12 noon starting from Methodist Church.

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

Item	Information	Action / Comments
23.17.1 Climate Action Stokesley and Villages - Cllr C Hall	A brief report following email requests of 3 rd Feb 2023.	Cllr Kirk declared a non-pecuniary interest in this matter. Resolved: An action plan would not be developed, Cllr Kirk would be appointed as lead councillor to focus on the matter as he was already involved elsewhere. A £250 donation would be looked at when amended wording was received as Great Ayton was not creating an action plan. Cllr Kirk assured that the donation was actually for publicity for the group and he would request a reworded email. ACTION: Cllr Kirk
23.17.2 Storage Requirements and Options - Cllr C Hall	A brief report highlighting current storage requirements.	Following a meeting between Cllr C Hall and Mr L Marley storage constraints had been highlighted and steps to address these had been documented. Resolved: Storage requirements showed the need for a container and to take back control of the double garage in the village which was only bringing in a small annual rent. ACTIONS: Cllr Kirk to contact Yatton House manager to discuss the container and the need for an additional six foot of land. Cllr C Hall to sketch area for container to find if planning permission required. Clerk to send letter of three months' notice on the garage. The need for equipment PAT testing had been raised and the Chair had someone willing to complete. Mr Marley to compile list.
23.17.3 Coronation Bank Holiday event - Cllr Blackmore	Sunday 7 th May 2023	Cllr Blackmore was progressing an event to coincide with the Coronation Big Lunch on Sunday 7 May 2023. She had some interest from food vans and suggested an event with a similar set up to the event for the Jubilee. A cost of £50 per stall was agreed. Resolved: The Parish Council confirmed that they supported a village led celebration and it was confirmed that items held by the Parish Council could be used. ACTION: Cllr Blackmore

23.18.3 The Chair questioned if Mr Marley had any matters to report and it was advised that there was a vandalised picnic bench on the flood field which was probably irreparable. It was questioned if the benches were used as

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intended or just for anti-social behaviour. Mr Marley informed that he had tidied the area and hoped this was now more attractive.

23.18 Financial Reports

23.18.1 Receipts and Payments for March 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 Funeral Services	Interment of Ashes double casket	13/3/2023	£100.00
M& B Rea Funeral Services	Burial fee	16/3/2023	£780.00
M& B Rea Funeral Services	Burial fee wicker basket	24/3/2023	£880.00
		TOTAL	£1760.00

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

Paid to	Description	Date	Amount £
Garbutt Brothers Purple Skip Hire	8cu yard skip collection j96386	28.02.23	£258.00
Mole Country Stores	Rosate TF 20l	28.2.23	£216.96
Hambleton District Council	Insurance recharge for Meeting room 1.4.22-31.3.23	7.3.23	£65.44
Wave	Water charges Public conveniences	9.3.23	£175.80 DD 29.3
Wave	Water charges Allotments	9.3.23	£176.98 DD 29.3
Wave	Water charges Cemetery	9.3.23	£12.61 DD 29.3
Hambleton DC / NYC	Non-Domestic Rates – Cemetery £890.72 (1 st due 1.4.23 £445.72, 2 nd 1.10.23 £445.00 Non-Domestic Rates - Office Premises (£742.53 - Exempt below £2900 => £0) Non-Domestic Rates – Public conveniences – small business relief £0	10.3.23	£445.72
SSE	Electricity charges Cemetery 2.2.23 – 1.3.23	10.3.23 In arrears	£36.31 DD 27.3 £44.62 DD 27.3
SSE	Electricity charges Toilet block 14.12.22 – 15.3.23	16.3.23 In arrears	£451.68 DD 2.4 £0.96CR DD 2.4
Sam Turner & Sons	Padlock, stanley allen key set, surf liquid 5lt	17.3.23	£27.47
Lee Marley	Diesel for service vehicle	27.3.23	£50.00
Angela Livingstone to purchase	Microsoft License, memory stick, laptop bag, stamps, paper	To purchase	
Gary Frankish	Ground maintenance throughout village March 2023	28.3.23	£901.83
Mr Alan Dale	To dig & backfill graves on 16th and 24th 1 wicker basket and 1 normal coffin	29.3.23	£900.00
Sam Turner & Sons	10kg grass seed	29.3.23	£48.00
Swalec	Electric	27.3.23	£27.68 DD
<i>Additional invoices received</i>			
Minster Self Drive	Lease vehicle rental 28 days @ £21 + RFL £28	28.3.23	£729.20
Hambleton District Council	Salary Recharges 1st Jan to 31 st March 2023	30.3.23	£15242.74
Nat West	Bank Charges	3.3.23	£4.55
YLCA	Membership subscription	3.4.23	£872.00
Catch Design Management	Renewal of domain and hosting of Captain Cook Garden website	1.4.23	£132.00
		TOTAL	£20,818.63

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23.18.2 Mr A Snowdon, who had been the interim Clerk to 28 February 2023 was completing the financial years accounts to March 31st, 2023, before handing over to the new Clerk. He had forwarded the information for the end of year position which had been forwarded to Councillors and used for completion of the year end accounts. A councillor questioned the information stating that there was zero income from village events on the accounts summary. Cllr Blackmore advised that monies had been received. The Clerk was to enquire where the income was recorded. **ACTION: Clerk**

Meeting Closed at 9.18pm

Next Meetings - Annual Parish Meeting 25th April 2023 and Annual Parish Council meeting, with monthly meeting and Captain James Cook Memorial Trust committee 2nd May 2023, 7pm at the Discovery Centre

Signature

Date