

## GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 4<sup>th</sup> July 2023 at 19.00

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

**In Attendance:** Mrs A Livingstone (Clerk), Mr L Marley (Site superintendent), Cllr Heather Moorhouse (NYC), Mrs Taylor representing Great Ayton Discovery Centre, Mrs C Loftus representing Brighten Up Great Ayton group, PC812 Paul Mushems.

### 23.40 Apologies for absence

Apologies were received from Cllr Blackmore (family commitments), Cllr Greenwell (medical appointment) these were accepted.

*Item approved to be moved up the agenda*

### 23.41 Police Report

23.41.1 Report 1<sup>st</sup> – 31<sup>st</sup> May Anti-Social Behaviour: ASB Personal: 1 ASB Nuisance: 2, Arson/Criminal Damage:3, 5 issues between neighbours over shared driveway. Drugs:1, Theft (including from shops):2, 1 theft of fuel. Violence against the person 4, Other crimes 3. Total in period 22. Report 1<sup>st</sup>– 30<sup>th</sup> 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.

23.41.2 PC Mushems gave further detail on incidents and assurances of lines of enquiry and that some stolen items had been recovered. He assured that criminal damage at the play park had been recorded but there were no suspects. Parish Councillors were advised of an article in the Evening Gazette on 3<sup>rd</sup> July regarding motorcycles misusing the pavement through the road closure. PC Mushems colleague had contacted the engineer from the roadworks and been assured that they had been looking at solutions but there were no options to stop this practice. There would be a larger visible police presence to discourage the illegal practice. The Chair confirmed that the Parish Council did not want to have any closure of the footpath as this would further disrupt residents, visitors and businesses, but he welcomed additional police presence to deter the cycles and motorcycles. It was agreed that riding on footpaths had become a general problem across Great Ayton. Cllr Moorhouse assured that she had spoken with highways, and they were ahead of schedule. Issues with youths not respecting the area were commented on with a number of places affected including the railway station. Issues with speeding on Guisborough Road were also highlighted and PC Mushems agreed to monitor this and signpost to traffic officers and look at Community Speed Watch if this was persistent.

PC Mushems left the meeting.

### 23.42 Minutes from the Parish Council Meeting held on Tuesday 6 June 2023

23.42.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 6 June 2023 as a true and accurate record. Minutes were signed by the Chair.

23.42.2 Matters arising from the minutes of the meeting held on 6<sup>th</sup> June 2023.

Arising from Item 23.38.1 – 6-month donation to GADC – Mrs Taylor tabled a presentation. She reminded that when the library was threatened with closure 11 years ago, residents wanted to keep it open with support from volunteers and funding from the Parish Council. This had been very successful and had incorporated the tourist information and book and craft sales etc. However, Covid had affected the centre and the income had not picked up. More recently the rising utility costs had given a further impact and Mrs Taylor wanted to ensure that as a big contributor to the centre that the Parish Council were aware of the financial difficulties. She was looking for reassurance that funding at a minimum of £25,000 per annum would continue, this paid for most of the staffing costs. The commercial side was covered by other funding. Further issues faced were a lack of new trustees and a problem requiring works to the wall backing onto the Poor House which had been invaded with masonry bees, works estimates totalled more than £12,000 which would leave a deficit. Mrs Taylor requested comments and ideas to support GADC and asked that the presentation was looked at in detail. **RESOLVED:** The Chair informed that he would progress during the month with Parish Councillors, and this would be an agenda item for August.

**ACTION: Agenda**

Mrs Taylor left the meeting.

**23.42 Approval of Policies**

Councillors had been sent the existing Code of Conduct in use by GAPC and the new version adopted by NYC.  
**RESOLVED:** Councillors approved that the existing GAPC Code of Conduct document would be adopted.

**23.43 Wildflower (Floodplain) Meadow** –Butterfly Conservation trust ‘wild space’ request from Caryn Loftus. Mrs Loftus advised that following on from the June meeting she was asking if the Parish Council was happy to register the Wildflower Meadow area as a registered area for butterflies and moths to complete their lifecycles. Cllr C Hall reminded that the Floodplain meadow creation was a two-year project which was scheduled to report at the end of this year, therefore whilst he had some support for the idea, he felt that this report was required before any further steps in the ongoing future of the meadow. He informed that following the Parish Council and residents’ concerns regarding the grass cutting across the village a full review was being looked at via the Open Spaces Group. They were looking at reporting to the August meeting and progressing the need to consult with residents and ensure that the needs for the open spaces were understood. Mrs Loftus stated that she would like to give some rationale as part of the consultation. Cllr C Hall assured that any consultation would be balanced. **RESOLVED:** Open Spaces Group to arrange to meet Mrs Loftus and progress report for the August meeting. **ACTION: Open Spaces Working Group**

**23.44 Report from NYC councillor** – Cllr Moorhouse informed of contact regards the cedar tree in the Quaker graveyard. There was no issue with danger due to ailment of the tree and the tree had a TPO. There had been a resident complaint regarding increased traffic on Little Ayton Lane with a response from Highways. There were no further updates on Park Rise following the response that the Highways Officer felt that yellow lines would not work. Cllr Moorhouse reminded of the upcoming planned road works, she had also asked for Newton Road roadworks to be completed, but this would not be completed this year. It was questioned if the works on Yarm Lane could be delayed until after the current roadworks were completed. Cllr Moorhouse assured that the works were planned for during the school closure and did not want to delay this work.

Mrs Loftus left the meeting.

**23.45 Planning Matters**

**23.45.1 Planning applications – Consultation Responses.**

Application ref / Address	Description of Works	Parish Council responses
23/00396/FUL Sams Home Bakery 25 Newton Road	Change of use from a Bakery to a Holiday Let – amendment to previous application	Slight amendments, no changes to the original comments made by GAPC.
ZB23/01206/CAT Land On Bridge Street	Works to fell a tree in a conservation area	GAPC would encourage the removal of the tree.
ZB23/01221/FUL - 26 Guisborough Road	Demolition of existing Carport / Garage, Store & Sun Room. Construction of Gym / Garden Room and Garage.	No observations
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	The Chair advised a non-pecuniary interest. GAPC were happy with the changes but note the email from the resident which would be forwarded to planners.
ZB23/01323/HNA OS Field 2553 and OS Field 1772	Removal of 115m hedgerow to amalgamate two fields.	No observations

Application ref / Address	Description of Works	Parish Council responses
Street Trading Application Gweny's Ices	All year ice cream van – new application for streets across Great Ayton & Stokesley	No observations
Street Trading Application Fortunate Son Coffee Co	June 23 – June 24, Coffee Truck – Clay Bank car park	No observations

Clerk to advise Planning Department of comments.

**ACTION: Clerk**

#### 23.45.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB23/00790/FUL - 48 Guisborough Road	Front porch extension and loft conversion with rooflights - Granted
23/00724/LBC - Alterations to No.18 and 19 High Green to create a single dwelling.	Listed Building Consent for New Roof, New Windows and Doors and Render Finish to existing rear extension - Granted
ZB23/00889/FUL - 23 Roseberry Crescent	Proposed rear conservatory - Granted

#### 23.46 Correspondence and Information from Clerk

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

23.46.1	Clerk Park Rise parking / blocking – discussed earlier in the meeting.
23.46.2	Stokesley & District Community Care Request for support for a banner requesting volunteers – <b>RESOLVED:</b> Clerk to advise of no objection to the erection for a two-week period. <b>ACTION: Clerk</b>
23.46.3	Request for support for removal of TPO on tree in Quaker Graveyard – <b>RESOLVED:</b> Clerk to inform of no comment unless a planning application was received. <b>ACTION: Clerk</b>
23.46.4	Request for support regarding building works outside of normal hours Angrove Close – <b>RESOLVED:</b> Clerk to recommend contacting Environmental Health. <b>ACTION: Clerk</b>
23.46.5	Tees Valley Youth for Christ group Request for ways to serve community 17-19 July – The Chair informed that there were some planned activities working in the community garden.
23.46.6	Resident Complaint re hedge Guisborough Road, Mr Marley completed initial work and would look to have cut by contractor in the autumn if Council approved – Mr Marley informed of the location of the hedge and of supporting the residents in the bungalows with the hedge cutting. He suggested that the hedges were cut when the cutter completed the hedge works at the allotments, this would be supported by council employees trimming the inside area and clearing the debris. <b>RESOLVED:</b> Mr Marley to request the works to the hedges be completed and cut to one height for good aesthetics coming into the village. <b>ACTION: Mr Marley</b>
23.46.7	Resident Complaint regarding tree in cemetery, resident unhappy with response – The Clerk had informed that further works would not be completed as the tree surgeon had not supported this.
23.46.8	Esk Valley Fell Club and Scarborough Athletic Club Captain Cook Fell races Apologies for condition of toilets and offer of contribution, previously sent 4 Jan 23. – <b>RESOLVED:</b> Clerk to send letter of thanks for the information and request that for future Fell races that the club support GAPC by ensuring that someone is monitoring and cleaning the mud from the toilet facilities. <b>ACTION: Clerk</b>

**23.46.9 Correspondence for Information-**

From	For Information
YLCA	Updated councillor log-ins, branch meeting 28.6.23 invite, consultation details for onshore wind, D-Day 80th Anniversary 6.6.24, Light in Blue NHS75
NYMNPA	Parish Forum 6.7.23 Botton Village
NYMNPA	Parish planning training event 5.10.23 Helmsley – request for suggestions for discussion – Date changed to 10.10.23
Cllr Moorhouse	Complaint from resident re traffic issues Little Ayton Lane due to road closure
Resident	Complaint regarding aggressive dogs, informed resident this was a police matter
Resident	Tackling Himalayan Balsam riverbank/ wildflower meadow/ becks. Details on BUG group provided.
Resident	Public footpath query – Newton Road alongside Hall Fields to woods. Seriously overgrown – email query sent to NYC.
NYC	Planned road closures – Yarm Lane/ Low Green 28 <sup>th</sup> & 31 <sup>st</sup> July, Roseberry Crescent estate – staggered closures 1 <sup>st</sup> – 3 <sup>rd</sup> August

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

Item	Information	Action / Comments
23.47.1 Village Appearance	Grass cutting across village / facilities – complaints received.	<p>Meeting held with contractor, NYC visibility splay width information. Complaints re grass cutting in Cemetery, Easby Lane, Riverside Park and riverbank.</p> <p>Following an initial meeting with the contractor the Open spaces group met and looked at the grass cutting across the village. Inconsistencies in cutting were noted together with a lack of clarity on requirements. There was poor documentation on the agreement with the current contractor. The need for a detailed management plan and re-tendering to actual requirements including a balance with wildlife was agreed. <b>RESOLVED:</b> A further report would be brought to the August meeting which would include information on each green space requirements including how long bulbs should be left and ensuring resident consultation to enable a clearer idea of expectations with some highly manicured areas, then greater debate on some other areas. Cllr C Hall to enquire if there was guidance on the needs for greenspaces within the conservation areas.</p> <p style="text-align: right;"><b>ACTION: Open Spaces group</b></p>
	Damage in Play Park	<p>FOI request received – <b>RESOLVED:</b> Clerk to advise that this was under close review and being re-tendered, to provide information held and offer that Cllr C Hall was happy to meet to discuss further. <b>ACTION: Clerk</b></p> <p>Cost received for replacing flooring £660. It was discussed that this would be the third time that the flooring was replaced at such a high cost. There was further damage to the hedge and flooring under the swings had been ripped out of the ground. <b>RESOLVED:</b> Councillors agreed to prioritise the erection of a fence incorporating some old sections before further play area repairs. Mr Marley to obtain initial costs for the Clerk who would progress additional quotations. Councillors discussed the need to ensure that the community was aware of the problems faced in the Play Park as this area may need closing if the repair costs became untenable.</p> <p><b>ACTION: Mr Marley/Clerk</b></p>

Item	Information	Action / Comments
23.47.2 Garage  Yatton House – Storage container	Need for additional storage/works pace identified	Letter sent to tenant advising need to terminate agreement, 3 months' notice given. To progress finding old paperwork on agreement – <b>RESOLVED:</b> Clerk to send letter confirming information and requirements. <b>ACTION: Clerk</b>  To progress any planning/agreement for container – The Chair confirmed that he was awaiting confirmation. <b>RESOLVED:</b> Costs would then be re-visited for leasing or purchasing. Mr Marley informed that Yatton House were planning to also locate a container and were also meeting tonight.
23.47.3 Plaque policy for benches Benches	Progress costs for new bench round tree on High Green	Councillors and Clerk to progress quotations for new circular bench. Work still ongoing on plaques ordered and additional plaque to be ordered for the correct size on metal bench. Further email from resident, re removal of metal bench. <b>RESOLVED:</b> The Chair to progress a meeting with the resident. <b>ACTION: Chair</b>
23.47.4 Allotments	Remind allotment renters of agreements  Complaints received - water taps – break ins	Reminders of tenancy agreement to be erected in entrances to allotments and to commence process for reviewing costs based on water rates and sizes of plots. It was agreed that 10 no. A3 copies be printed and laminated. <b>ACTION: Clerk</b>  Complaint received regarding new water pipe, this pipe was removed as it was restricting the flow to main supply and leaking water. <b>RESOLVED:</b> the positions of the standpipes be located, and prices obtained for additional standpipe/s with isolation valves. When organised the illegal pipework would be removed. Mr Marley to speak with Mr Greenwell regarding locations and progress costing for new standpipe/s. <b>ACTION: Mr Marley</b> Complaint re damage to allotments - Police had attended re break ins and discussed lockable gates. Complaint re burning tyres – <b>RESOLVED:</b> Clerk to issue warning of contravention of tenancy letter. <b>ACTION: Clerk</b> Long running allotment tenants' conflict – <b>RESOLVED:</b> A change of allotment plot to be offered to resident who used the plot for chickens, resident using plot for growing was to be informed to move the fire pit away from boundary. Resident accused of using foul language had denied this and Cllr Short had met with him, Cllr Baylin had also had a lengthy conversation. Cllr Short to report back to tenant. <b>ACTION: Cllr Short</b>
23.47.5 Facilities	Cemetery and Allotment costs  Toilet block  Village Hall	To progress ensuring that correct costings are in place to cover expenses on these areas  Manhole cover broken and remedial work completed within the same day, one toilet flush reverted to short flush and being progressed. Hygiene bins removed. The Clerk informed that she had looked at the contract in place and the current equipment was as per the contract. She would progress two additional maintained bins for the ladies' toilets. <b>ACTION: Clerk</b>  Roof repairs being progressed – Cllr Short reported that the works quoted at £1745 were for the porch area, but an additional price was required for a problem at the rear of the building. <b>RESOLVED:</b> Cllr Short to obtain quotes. <b>ACTION: Cllr Short</b>

## 23.48 Financial Reports

23.48.1 Receipts and Payments for June 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	Install of Headstone	7.6.23	125.00
M&B Rea	Plaque for wall	7.6.23	50.00
M&B Rea	Install of Headstone	7.6.23	125.00
M&B Rea	Burial fee	7.6.23	780.00
M&B Rea	Grave reservation	7.6.23	155.00
Ms E Ellis	Contribution to memorial plaque/bench	21.6.23	500.00
			<b>£1735.00</b>

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

Paid to	Description	Date	Amount £
Nat West	Bank charges	31.05.23	DD £7.70
North Yorkshire Council	Charges for bin emptying Cemetery	01.06.23	DD 15.6. £64.62
PH Greenwell Contractors	Cemetery -supply /fit replacement tap to water boiler	8.6.23	88.51
Harrison Flagpoles	Service 1 x 8m flagpole	13.6.23	300.00
Sam Turner & Sons	Play park – coach screws/washer	16.6.23	2.34
Gary Frankish	Ground maintenance in village June 23	30.6.23	920.00
Minster self drive	Lease vehicle rental 28 days @ £21+ RFL £1 daily	20.6.23	739.20
Southern Electric SSE	Electric Cemetery 2.5.23-1.6.23	12.6.23	DD 29.6. £52.62
Alan Dale	Dig and fill grave 9.6.23	30.6.23	375.00
Wave	Water charges Public conveniences 9.3.23 – 8.6.23	9.6.23	DD 29.6 £311.88
Wave	Water charges Allotments 9.3.23 – 8.6.23	9.6.23	DD 29.6 £658.91
Wave	Water charges Cemetery 9.3.23 – 8.6.23	9.6.23	DD 29.6 £17.03
Jake Wilson & Sons	Emergency works to manhole cover - toilets	23.6.23	408.00
	<i>Additional invoices received after agenda issued</i>		
Gary Frankish	Supply E5 fuel for grass cutting in cemetery	28.6.23	88.20
L Marley	Stokesley Motors receipt for diesel for van	1.6.23	63.00
	<b>TOTAL</b>		<b>£4097.01</b>

23.48.2 Councillors discussed payments on the list and agreed the need to progress the purchase or longer lease of the works van to reduce costs. It was felt that there was no secure space to provide the equipment for an electric vehicle.

*Meeting Closed at 9.45pm*

Next Meeting – Tuesday, 1<sup>st</sup> August 2023, 7pm at the Discovery Centre

Signature

Date

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