

GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 5th September 2023 at 19.00

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

In Attendance: Mrs A Livingstone (Clerk), Mr L Marley (Cemetery and Services superintendent), Cllr Heather Moorhouse (NYC), Sergeant Chris Ross and PCSO Eleanor Jackson North Yorkshire Police.

23.58 Apologies for absence

Apologies were received from Cllr Blackmore; Councillors approved the reasons for apology.

23.59 Minutes from the Parish Council Meeting held on Tuesday 1 August 2023

23.59.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 1st August 2023 as a true and accurate record. Minutes were signed by the Chair.

23.59.2 There were no matters arising from the minutes of the meeting held on 1st August 2023.

23.60 Police Report

23.60.1 Report 1st – 31st July showed 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. 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 Srgt Ross talked through the report.

23.60.2 Srgt Ross informed that there had been six persons arrested and detained from the Cleveland Police area following recent burglaries in the area. All stolen vehicles had been recovered. Further vandalism at the Play Park was discussed and the times of day this occurred were advised which Srgt Ross would advise his officers on when completing patrols. Following the recent additional damage, he should be able to obtain funding through the hub to install CCTV. This temporary camera would be monitored via NYC on a dial up system. The cost for the bracket on the lamppost was advised to be around £120, but it was believed that there were no ongoing costs. Srgt Ross informed that the cost of obtaining a camera if this was found to be of use, was around £2,000. Cllr Moorhouse confirmed that she would be able to support with her funding. PCSO Jackson informed that she had organised a meeting at the Cricket Club after they had sustained damage and the residents in homes backing onto the field were concerned for their properties. Some names had been provided and she would look at engagement, but she reminded again that all crimes must be reported to give correct statistics. Mr Marley asked if there was any progress with assessing the speeding issue on Guisborough Road. Srgt Ross informed that PC Mushens had advised on this, and he would try to progress. Community Speed Watch was mentioned as a possible option.

Srgt Ross and PCSO Jackson left the meeting.

23.61 Report from NYC councillor – Cllr Moorhouse informed of some complaints received regarding road conditions on Roseberry Crescent and Station Road following road works. She had been assured that both roads had since been swept. NYC had informed of a recycling problem with some residents in Great Ayton not recycling as should be done and a letter sent to them advising that this facility may be withdrawn. A letter had been received from a resident regarding traffic issues on Park Rise. As previously discussed, officers felt that there was no solution, but this would be mentioned to Highways again. A complaint had been received regarding a large orange bin on the road from a business on Park Rise, the business owner had stated there was no other option on where this was located. Cllr Moorhouse informed that this was breaking the Highways Act, but enforcement was costly. A complaint had been received regarding the parking of mobile homes overnight, it was believed this was in the highway layby at Low Green. Councillors discussed the matter and requested that NYC be asked if they could impose a restriction of No overnight sleeping in vehicles. Clerk to confirm to Cllr Moorhouse.

ACTION: Clerk

Cllr Moorhouse left the meeting.

23.62 Budget allocations from re-baseline exercise to be approved and updated –

Cllr C Hall advised that the Clerk had provided budget forecasts and the current finances had been assessed. There was the inclusion of some known large spends and some estimates. Details were provided on predicted budget overruns which included-

- Vehicle running costs with an overrun of 49% this could reduce with a new leasing agreement.
- Public conveniences had an 83% overrun in part caused by the spiralling electricity costs and due to a final bill from Robinsons not accrued in the budgets as it was anticipated to be settled in the previous year.
- Salary costs had a predicted overrun of 3% when the final pay award was included.
- Cemetery running costs had an overrun of 16% which appeared to be effects of inflation across the board.
- Expenditure on village events showed an overrun of 108% due to the need to provide road closure management for Remembrance Day which wasn't expected.

Councillors agreed that there were concerns on the reserves at the end of year and any spend would be considered and monitored. Cllr Baylin informed that he had received a significantly improved cost for a vehicle lease agreement and would progress further, discuss with Mr Marley and circulate information.

ACTION: Cllr Baylin

23.63 Allotment Tenancy agreement and fees to be approved and updated –

23.63.1 Cllr Baylin informed that the updated tenancy agreement was not yet complete, and it was agreed that there would be a working party meeting to further progress prior to this being adopted at the next meeting.

Councillors discussed the expenditure at the allotments and the idea of a deposit and the need for additional water pipes before removing illegal pipework. Mr Marley informed that the 2nd person on the waiting list had advised he would be happy to take on a vacant garden which was in a poor state and tidy this, which would save the Parish Council incurring these costs.

23.63.2 **RESOLVED:** Councillors discussed an increase to the cost of a standard size plot in line with inflation and a cost was agreed at £52.50, pro-rata for other plot sizes. The tenancy agreement was to be approved at the next meeting. Clerk to ensure the new costs were displayed and inform allotment tenants that there would be amendments to the agreement and there would be the need to sign a tenancy agreement prior to them having their plots renewed in October.

ACTION: Clerk

23.64 Planning Matters

23.64.1 Planning applications – Consultation Responses.

Application ref / Address	Description of Works	Parish Council responses
Licencing Application - The Tea Shed, Pannierman Lane, Nunthorpe	Premises licencing agreement, daily 10:00 till 20:30	Decision already made on this application
ZB23/01628/CLP - 108 Guisborough Road	Certificate of lawfulness (proposed) for the joining of 108 and 110 Guisborough Road into 1 property.	This was not a planning permission, only a certificate of lawfulness. No observations.
ZB23/01580/MRC - Angrove Park	Modification of condition 9 (landscaping) and 20 (occupancy) from previously approved application 16/02048/FUL - Change of use of land to holiday lodge park (54 Lodges) with associated reception building, solar farm, landscaping and amenity ponds, together with formation and alteration of highway access and internal roads and associated car parking	Councillors discussed concerns on major increases shown on the plans with condensed areas of lodges and concerns on the requested changes to conditions 9 and 20. RESOLVED: Whilst Councillors appreciated the increased tourism for the businesses there was concerns on the increased traffic and additional parking problems in the village. It was agreed that this was

Application ref / Address	Description of Works	Parish Council responses
		overdevelopment of the site and changed the nature of a rural country park. Clerk to forward objection.
NYM/2023/0482 Rye Hill Farm, Great Ayton	Application for variation of conditions 2 (material amendment) and 4 of planning approval NYM/2020/0374/FL to allow revisions to the internal layout and external appearance of the dwelling and garage/workshop building together with the addition of boundary wall, pillars and gate	No observations
ZB23/01642/TPO - 1 Pendle House School Lane	Works to trees within a group tree preservation order 1998/01	No observations

Clerk to advise Planning Department of comments.

ACTION: Clerk

23.64.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
23/00396/FUL Sams Home Bakery 25 Newton Road	Change of use from a Bakery to a Holiday Let, this proposal was refused
ZB23/01221/FUL - 26 Guisborough Road	Demolition of existing Carport / Garage Store & Sun Room. Construction of Gym / Garden Room and Parking Space – Application was granted
ZB23/01323/HNA - OS Field 2553 Yarm Lane	Application for removal of 115m of hedgerow to amalgamate two fields (OS Field 2553 and OS Field 1772) – Application was granted
ZB23/01312/CAT - Trees, High Green	Works to trees in a conservation area – Application was granted.

23.65 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

23.65.1.1 Resident	Request to plant memorial tree in wildflower meadow area – It was confirmed that the land was managed by the Parish Council and that other memorial trees were planted in the area. RESOLVED: Councillors were happy for this to progress subject to confirmation of a suitable native species tree and confirmation of a specific site. Cllr Greenwell to progress. ACTION: Cllr Greenwell
23.65.1.2 Clerk	Remembrance Sunday event – The Clerk informed that she had still been unable to secure a traffic management company and had requested support from NYC who provided an additional contact who she was awaiting a response from. RESOLVED: Councillors agreed that a road closure request should be sent to NYC and requested that the Clerk organise a wreath donation £50. ACTION: Clerk
23.65.1.3 Cllr Moorhouse	Mobile homes parking at Low Green – discussed earlier in the meeting.
23.65.1.4 NYC	Speed limit note to PC and TCs had been circulated

23.65.2 Correspondence for Information-

From	For Information
23.65.2.1 NYC	Request GAPC to cut hedges 62-96 Guisborough Road – confirmed this will be completed when appropriate as already agreed.
23.65.2.2 Rentokil-Initial	New contract signed for 3 sanitary bins; 3-month notice given to remove nappy bins
23.65.2.3 Resident	Query regarding bench removal – confirmed this will be replaced when maintenance completed
23.65.2.4 Resident	Email stating improvement of ASB noted at High Green since the circular bench was removed
23.65.2.5 Clerk	Correspondence with Cllr Moorhouse / NY Police re CCTV in play area
23.65.2.6 Cllr Moorhouse	NYC sent letters to residents in three streets regarding them failing to comply with correct recycling and informing that bins may be removed.
23.65.2.7 Cemetery & Services Superintendent	Unstable ~6ft gravestone – laid to ground
23.65.2.8 NYC	Information on road closures – 21-22 Aug - Yarm Lane and Low Green, 23-25 Aug – Roseberry Crescent estate, 23-23 Aug – Mill Terrace
23.65.2.9 PCSO Jackson	Meeting suggestion re Cricket Club ASB at PC meeting, rejected – awaiting new date
23.65.2.10 Resident	Request to cut back overhanging trees – Guisborough Road/Skottowe Drive – query sent to NYC
23.65.2.11 Stokesley PC	Invite to free training 13.9.23 5pm Communities defeat terrorism
23.65.2.12 Resident	Complaint re Station Road surface re-dressing – Cllr Moorhouse responded
23.65.2.13 Great Ayton Football club	Updates re lease with Taylor Wimpy, information sent that progress is being made.
23.65.2.14 Parish Councillor	Request to “I love Great Ayton” Facebook page for Parish Council to send content to update residents, no reply received. Cllr Short to progress. ACTION: Cllr Short

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

Item	Information	Action / Comments
23.66.1 Village Appearance	Grass cutting across village / facilities – Open Spaces Working group	<p>Proposals for updating grass cutting information. A report had been circulated from the Open Spaces Working group.</p> <p>Cllr C Hall advised that Cllr Short was in contact with the Environment Agency regards the build up of sediment and detritus and the presence of Himalayan Balsam.</p> <p>Benches – discussed 23.66.3</p> <p>Concerns had been raised regarding the condition of the wall in front of Suggitt’s. There were a large number of invasive weeds and railings were again becoming loose. RESOLVED: Clerk to forward details to NYC.</p> <p>Grass cutting - complaints continue most were justified and it was agreed that the quality of service was not up to standard. A working party meeting was required of the full council to discuss required grass length and cutting patterns. Recommendations would be brought to the October meeting.</p> <p>RESOLVED: Councillors to meet to discuss grass cutting and allotment tenancy agreement at 7pm on 25th September (venue to be confirmed by Cllr Short). Cllr C Hall and Cllr Baylin to meet in advance to discuss the allotments.</p> <p>ACTION: All Councillors</p>

Item	Information	Action / Comments
	Trees – Easby Lane	Two dead cherry trees on Easby Lane – The Clerk informed that NYC do not consider the trees to pose any hazard and are arranging for them to be surveyed by their Arborist to determine what action is needed which will then be facilitated via their contractors.
	Damage in Play Park	The RoSPA certified contractor was booked to complete a repair to one area on 11 th September and the RoSPA inspection was scheduled in September. There had since the last meeting been additional damage from vandals and it was agreed that numerous areas were damaged, and refurbishments were required. A suggestion was made that bark surface be used instead of the expensive rubber repairs. RESOLVED: Play Park to be closed until CCTV installed and remedial work completed. Costs for works to be progressed. RoSPA inspection and contractor to be deferred until CCTV in place. Cllr C Hall to investigate funding elsewhere on the basis that the council were looking at installing CCTV. ACTION: Cllr C Hall / Clerk
23.66.2 Storage Garage	Roofing repair costs	3 quotes requested, 2 quotations received costs of £648 and £950. RESOLVED: Councillors approved the use of the lower cost quote. Clerk to order the works to be completed. ACTION: Clerk
Yatton House – Storage container		ongoing
23.66.3 Benches	To continue maintenance	Outstanding plaques ordered and fitted, maintenance continuing. The Clerk had received a query on the timescale for replacing the metal bench on the High Street and questioned where the recycled bench would be placed when moved. RESOLVED: Recycled bench to be placed in the cemetery. The working party had met to discuss the Benches and Plaques Policy and an update had been circulated. RESOLVED: Councillors approved the new policy be adopted in line with recent discussions.
23.66.4 Allotments	Complaints received -	Issues with eviction, number of allotment queries for new gardens Clerk and Mr Marley to meet on site with Allotments Officer to ensure allocation of vacant allotments to waiting list. ACTION: Clerk
	Water pipes	Information on water pipe positions received to be progressed.
23.66.5 Facilities	Cemetery and Allotment costs	To progress ensuring that correct costings are in place to cover expenses, Cemetery charges to be progressed prior to the December meeting.
	Toilet block	Complaints received regarding cleaning, flooring issue identified, disabled toilet lock, SSE installing Smart meter fitting on 7th September and toilets will be closed that morning until electric reinstated.
	Village Hall	Roof repairs being progressed

23.67 Financial Reports

23.67.1 Receipts and Payments for August 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 £
Crown Memorials	Cemetery Fees	27.7.23	65.00

M&B Rea	Cemetery Fees	1.8.23	935.00
Hepworth	Bench donation	7.8.23	550.00
Lord Memorials	Cemetery fees	23.8.23	125.00
			£1675.00

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

Paid to	Description	Date	Amount £
North Yorkshire Council	Charges for bin emptying Cemetery	01.08.23	64.49
Yatton House	Parish Council electricity	02.08.23	11.90
Sam Turner & Sons	Screws, rat bait 3kg, empire tape 12m	4.8.23	24.54
A Livingstone	Post office registered delivery	3.8.23	2.60
Southern Electric SSE	Electric Cemetery	10.8.23	56.29
Swalec	Electric PC Centre 8.7.23 – 1.8.23	10.8.23	43.00
Minster self drive	Lease vehicle rental 28 days @ £21+ RFL £1 daily	15.8.23	739.20
A Livingstone	Post Office registered delivery	15.8.23	2.60
A Livingstone	Consortium Education 18 toilet rolls	17.8.23	107.96
A Livingstone	Feet First Stokesley – final payment for 2 plaques, total cost £60.00, less deposit paid	17.8.23	30.00
Jake Wilson	Labour and machine to lower headstone in cemetery	17.8.23	140.00
Sam Turner & Sons	Postfix 20kg reader course	18.8.23	4.99
A Livingstone	Feet First Stokesley – payment for 1 plaque	23.8.23	30.00
L Marley	Stokesley Motors receipt for diesel for van	23.8.23	45.40
Sam Turner & Sons	Round Fence post tanalised 50mm x 1.8m x 6	23.8.23	22.32
Yatton House	Printing of compliments slips for L Marley	24.8.23	6.60
Zurich	Insurance 1.10.23 – 30.9.24	23.8.23	2879.71
Gary Frankish	Ground maintenance in village August 23	30.8.23	920.00
Sam Turner	Tarmac cold lay 25kg	25.8.23	31.96
PKF Littlejohn	AGAR return	27.8.23	756.00
<i>Invoices received after agenda issued</i>			
Gary Frankish	Supply E5 fuel to L Marley for GAPC grass cutting	29.8.23	31.20
North Yorkshire Council	Payroll charges for period 1.4.23 to 30.6.23	22.8.23	18608.03
Yatton House	Parish Council electricity	31.8.23	10.58
		TOTAL	£24569.37

The Chair informed of an item for discussion with the exclusion of press and public.

23.68 Clerks 6-month probationary period had ended and there was the need to meet and look at the work. It was agreed that a meeting would be held at 9.30am on Wednesday 27th September in the Parish Council office. Cllr C Hall, Cllr Kirk and Cllr Short to meet with the Clerk.

Meeting Closed at 9.30pm

Next Meeting –Tuesday 3rd October 2023, 7pm at the Discovery Centre

Signature

Date

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