

GREAT AYTON PARISH COUNCIL

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



GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 6th June 2023 at 19.00

Present: Cllr Blackmore, Cllr Greenwell, Cllr A Hall, Cllr C Hall, Cllr Kirk (Chair) and Cllr Short. Cllr Blackmore gave apologies that she would need to leave the meeting at 8pm. Cllr Short informed that if he was called away, he would need to leave.

In Attendance: Mrs A Livingstone (Clerk), Mr L Marley, Cllr Heather Moorhouse (NYC), 6 residents, 2 Stokesley PCSOs.

23.30 Apologies for absence

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

23.31 Minutes from the Parish Council Meeting held on Tuesday 2 May 2023

It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 2nd May 2023 as a true and accurate record. Minutes were signed by the Chair. There were no matters arising.

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

23.32 Police Report

23.32.1 Period 1st April – 28th April had shown an increase since the March report. Parish Council concerns had been forwarded and further information provided. The report for Period 1st – 31st May had been received since the agenda had been displayed and showed a decrease in incidents. 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.

23.32.2 PCSO Daniels informed of many reports of ASB at Great Ayton football club with some significant damage, with similar issues in Stokesley. Exceptional behaviour contracts were being issued with a 6pm curfew. It was accepted that the work to educate the children in schools was not sufficient, but would continue with further visits highlighting ASB, and fire and water safety before the summer holidays. An ASB target night was planned within the next month where a significant police presence would be involved. A beat surgery was also being planned in GADC hopefully on 21st June.

23.32.3 Recent damage to ground surface on the Play Park was discussed together with reports of balloons and gas bottles during the day. PCSO Daniels confirmed that the police were visiting this area regularly. There were further reports of ASB on the Wildflower Meadow.

23.32.4 Communications with Cleveland Police and the Transport Police were questioned. It was confirmed that there were contacts and issues the previous year at the station were acknowledged. It was advised that the Friends of Great Ayton Station group had been in contact with Northern Rail and there was the need to ensure that all methods of support worked together.

Items discussed out of order-

23.36.9 High Street – Road closure

It was advised that the Great Ayton Business Forum had been pushing to have better road signs introduced, it was requested that signs stated no through road, not road closed. Cllr Moorhouse informed of her work to support, and a further meeting planned on site the next morning. She advised that the signage had increased, and she had been in regular contact with the Director involved. She was aware of the issues which had been faced by waste wagons and delivery vehicles. There were concerns mentioned of some residents where their access was blocked including a resident with a disabled badge. The Parish Council stated appreciation of the support from Cllr Moorhouse.

Cllr Short was called away from the meeting.

A resident stated concerns of a flood being likely at some point in the future in the area where the work was ongoing due to the silt build up and the need to bring the matter to the attention of the Environment Agency. It was advised that there was a member of the Parish Council on the Tees Rivers Trust who could pass on

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concerns. It was acknowledged that the bridge had been surveyed and there had already been requests to close the bridge to HGVs.

23.36.2 The Quarry Stone - The owners advised that they were looking for support regarding a new outdoor seating area. The Chair explained the need for the Parish Council to await a planning application before they could make any decision on the matter. A planning application would be shown on the agenda with the application number to enable residents to check the application and attend to give their views prior to a decision.

23.33 Wildflower (Floodplain) Meadow – Update from Caryn Loftus – Parish Councillors had received a poster for the floodplain meadow walk planned for the 11th June as part of the 2-year floodplain meadow project. Ms Loftus informed of over 136 species being identified in the meadow the previous year. She explained that grass was being left uncut in areas across the village to increase insects and bees. There were plans for interpretation boards and the Parish Council had supported with payment for Martin Allen, a local expert botanist. Cllr Moorhouse to see if she had any contacts for the boards and report back. Ms Loftus stated that she would like to request permission to have the area listed as a Butterfly Conservation Trust '[Wild Space](#)'. This would include no cutting of the grass in the summer and leaving the brambles and nettles to grow. This and further specific requests were to be included on the agenda for July. **ACTION: Agenda**

23.34 Report from NYC councillor – Cllr Moorhouse informed that she would forward the response from the engineer regarding yellow lines for Park Rise and why they would not work. It was agreed that the loss of any parking was not wanted, however it would be beneficial for all parking to be at one side which would support the large wagons making deliveries. The Chair stated that the Parish Council were wanting the County Council to give a solution. It was advised that North Yorkshire Council stated there had been no complaints from shopkeepers. Cllr Moorhouse to support and email regarding this matter.

Cllr Moorhouse left the meeting.

23.35 Planning Matters

23.35.1 Planning applications – Consultation Responses.

Application ref / Address	Description of Works	Parish Council responses
ZB23/00901/CLE Cooks View Nursery, Pannierman Lane	The erection of a storage building for agricultural/domestic curtilage and the siting of six poles with security lighting and sensors. The storage building and poles are located within part of the land.	Further information had been received, this indicated that this was a retrospective application regarding the items already on the site. RESOLVED: Councillors agreed to object that the level of lighting in place was too bright for the setting and needed to be adequate for security and directional not open.
ZB23/01089/FUL - 21 Byemoor Ave	Replacement detached rear garage, front entrance lobby infill	No objections
23/00396/FUL Sams Home Bakery 25 Newton Road	Change of use from a Bakery to a Holiday Let	Application received after the agenda was issued but it was agreed that there were no changes to the objection already submitted.

Clerk to advise Planning Department of comments.

ACTION: Clerk

23.36.5 Cllr Blackmore informed of the need to leave but asked for the item regarding events on High Green to be discussed. There had been several requests for further events following the Coronation event. **RESOLVED:** To increase events to one per year, on the second Saturday in June. With one year being a Charity Fete and

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the next being a food event. There would only be exceptions for any additional national celebrations. Thanks were given to all involved in organising and working at the event. The request for the use of High Green for an event was denied, but this had been re-organised at the Cricket Club.

Cllr Blackmore left the meeting.

23.35.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
23/00596/FUL - 64 Marwood Drive	Proposed new pitched roof over existing Garage. Proposed double Garage. Proposed new drive and enlarged access to drive - Granted
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 - Granted
23/00530/FUL - 29 Marwood Drive	Retrospective application for a flat roof dormer extension to the rear elevation, installation of log burning stove and change render colour to sky blue - Granted

23.36 Correspondence and Information from Clerk

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

23.36.1	Park Rise parking / blocking discussed at previous meeting to progress. - discussed
23.36.2	The Quarry Stone Request for support on application to erect outdoor seating on Park Square - discussed.
23.36.3	Great Ayton Football Club - Chasing lease agreement – still progressing
23.36.4	LGPS Resolution required for staff inclusion on local government pension - The Clerk informed that the parish council can choose which individuals, or positions, are eligible to join the Local Government Pension (LGPS) Scheme and must pass a resolution that either allows all staff to be in the LGPS or they must pass a resolution each time a new member of staff is admitted to the LGPS. The council was asked to approve a retrospective resolution that allowed the previous parish clerks, N Atkinson and A Snowdon access to the LGPS as well as the current parish clerk, A Livingstone and the current Handyperson, PA Wood. – RESOLVED Great Ayton Parish Council approved the specific persons were eligible to join the LGPS. ACTION: Clerk
23.36.5	High Green event - Request from resident for use of High Green for a singular charity event – suggestions of additional events – discussed.
23.36.6	M & B Rea Funeral Services - Request to use funeral bier at Stokesley Show event – It was reminded that this was a valuable antique and would need adequate insurance. RESOLVED: Mr Marley to ensure that insurance was adequate for the event and would transport the bier.
23.36.7	Resident - Complaint regarding tree in cemetery overhanging garden, tree in cemetery, not the tree which had work completed on it following the branch falling. RESOLVED: Staff confirmed no concerns with the tree, this had been examined by tree surgeon. Clerk to respond. ACTION: Clerk
23.36.8	Resident -Request regarding Byemoor Avenue dead trees – Staff had removed these.

23.36.9 Correspondence for Information-

From	For Information
North Yorkshire Council	Full road closure High Street adjacent to the A173 bridge. Temporary bus stops in place, concerns from businesses received
YLCA	Training event – Developing your skills 27 th July – Clerk and Cllr C Hall booked
NYMNPA	Parish planning training event 5.10.23 Helmsley – request for suggestions for discussion
YLCA	Remote meeting to be held with Assistant Chief Constable Scott Bisset on 12.7.23 6:30pm, request for questions and booking link
20s plenty	Survey information

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From	For Information
Resident	Parking outside the Methodist Chapel
NYC	Let's Talk Transport consultation till 17.7.23
Eston Memorials	Request to add inscription to memorial, response and cost sent

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

Item	Information	Action / Comments
23.37.1 Village Appearance	Grasscutting across village / facilities – complaints received.	Cutting of grass across village including in facilities such as Cemetery, Captain James Cook Memorial (CJCM) to be monitored. To consider cutting of CJCM in house. Grass cutting across the village was discussed and the need for more regular cuts and grass to be collected. It was understood that the wet conditions during May had resulted in a large growth. A meeting was arranged with the contractor, this would allow for discussions on the current arrangements. It was agreed that there was the need to re-tender for the next year. RESOLVED: CJCM grass cutting to be completed in-house to ensure this was at a good standard like the Remembrance Garden and baby graves area.
	High Green - Cherry trees and wicker soldier maintenance	Tree surgeon looking into need for cutting of trees – RESOLVED: Quote for Cherry Trees from contractor used previously - approved. Councillors to consider maintenance/removal of wicker soldier – It was discussed that the structure had been purchased in 2014 for the celebration of 100 years since WW1. This had far outlived its expected timescale of 4 years, was no longer repairable and was unstable. RESOLVED: Wicker soldier to be removed, stone to remain and plaque to be retained in office.
	Waterfall Park Interpretation board damaged	To consider needs for replacement – damaged board. To be progressed, awaiting feedback regarding interpretation board purchase for Wildflower Meadow.
	Damage in Play Park	To consider costing for replacing flooring, Mr Marley advised that the flooring had already been vandalised and replaced twice. RESOLVED: Price for repair to be obtained and costs for CCTV to be progressed.
23.37.2 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 – Cllr Greenwell to conduct initial search for paperwork, however this did not affect the timeline. ACTION: Cllr Greenwell To progress any planning/agreement for container – The Chair advised that he had discussed the siting of a container with the Manager at Yatton House and would progress any planning requirement. ACTION: Chair
23.37.3 Plaque policy for benches Benches	New draft policy Request s/complaints/ new bench/ plaques.	Policy provided for discussion / approval – RESOLVED: Policy approved. 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. – The Clerk informed that she was progressing the outstanding plaque and the request for a plaque in February had been progressed and a contribution request would be sent.

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Item	Information	Action / Comments
		Mr Marley was unable to progress further bench maintenance until storage was available. Response to complainant – RESOLVED : The decision had been made at a meeting in 2022, and councillors had no intention of revisiting the matter. ACTION: Clerk
23.37.4 Toilets	Some anti-social behaviour noted. New toilet roll holders fitted and no further blockages	There had been some ASB in the toilets, but generally the change to the flush and the new roll holders had solved the blockage issues. RESOLVED : Final payment invoice from AL Robinson was approved. ACTION: Clerk
23.37.5 Allotments	Remind allotment renters of the allotment agreements Complaints received regarding fly tipping / fires / structures / water taps	To approve reminders of the allotment agreements and commence process for reviewing costs based on water rates and sizes of plots. – ongoing. Site visit completed on 24 May and allotments identified for contact re lack of use or ownership. Letters sent. RESOLVED : Report from Cllr Baylin to be progressed and notices to be erected with requests for email contacts to ensure that all tenants were reminded of the tenancy agreement. ACTION: Clerk
23.37.6 Coronation Event	Event Sunday 7 th May 12 noon to 4pm	Report received on financial aspects from the event. Request from resident to dedicate Linden Tree – RESOLVED : This was not to be progressed.
23.37.7 Facilities	Cemetery and Allotment costs	To progress ensuring that correct costings are in place to cover expenses on these areas – Ongoing. Cllr Greenwell informed that she had organised a repair of the boiler at the Yatton House facility and it was approved that the invoice would be paid when received.

23.38 Financial Reports

23.38.1 Receipts and Payments for May 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

<u>Paid From</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
Stallholders various	Food event – High Green Sunday 7 th May 2023	Direct to bank	370.00
		Cash at event	275.00
HMRC	VAT reclaim 1.4.22 – 31.3.23	3.5.23	19157.95
Northern Powergrid	Refund 46720 & T285 annual wayleave payment	31.5.23	17.25
L Chandler	Interment of ashes	31.5.23	80.00
			£19900.20

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

Paid to	Description	Date	Amount £
Nat West	Bank charges	28.04.23	DD 28.04 10.85
North Yorkshire Council	Charges for bin emptying Cemetery	01.05.23	DD 15.5. 78.19
Sam Turner & Sons	High Green -2 tree stakes	05.05.23	7.98
David Marwood	Allotment rent	04.05.23	500.00
A Livingstone	RM Educational Resources Ltd 12 Tork Smart One rolls	20.05.23	71.98
Minster self drive	Lease vehicle rental 28 days @ £21+ RFL £1 daily	23.05.23	739.20
Swalec	Electric	02.05.23	DD 2.5. 64.47
Southern Electric	Electric	05.05.23	DD 5.5. 45.34
Swalec	Electric	30.5.23	DD 30.5. 61.99
Southern Electric	Electric	30.5.23	DD 30.5. 50.91
Julie O'Hare	First Aid support at event on 7.5.23	30.5.23	50.00
Alan Dale	Dig and fill grave 24.5.23	30.5.23	375.00
Gary Frankish	Ground maintenance in village May 23	30.5.23	920.00
Gary Frankish	Supply 40l fuel E5	30.5.23	58.00
Great Ayton Discovery Centre	6 Month donation to Great Ayton Discovery Centre (Apr23 to Sept23) GADC Donation (\$137)	31.5.23	£12,500.00
Sam Turner & Sons	Cemetery – Stihl tool belt black	31.5.23	17.99
Sam Turner & Sons	Battery 12V 30Ah Rh+ - Cemetery	2.6.23	65.90
A Livingstone	RM Educational Resources Ltd 24 Tork Smart One rolls	5.6.23	143.95
Plumbing work	To be paid and reported at the next meeting		Invoice awaited.
		TOTAL	£15761.75

23.38.2 Annual Governance and Accountability Return 2022-2023

23.38.2.1RESOLVED that Annual Internal Audit Report for 2022/23 included at page 3 of the Annual Governance and Accountability Return 2022/23 and the Internal auditors report be noted. To be displayed on website.

23.38.2.2RESOLVED that Great Ayton Parish Council approve Section 1 Annual Governance Statement 2022/23 on page 4 of the Annual Governance and Accountability Return 2022/23. To be displayed on website.

23.38.2.3RESOLVED that Great Ayton Parish Council approve Section 2 - Accounting Statements 2022/23 on page 5 of the Annual Governance and Accountability Return 2022/2023. To be displayed on website.

23.38.2.4RESOLVED that, in accordance with the Accounts and Audit Regulations 2015, Great Ayton Parish Council will publish the additional documents on a public website: Notice of the period for the exercise of public rights, Annual Internal Audit Report 22/23 and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

23.39 Approval of Policies

Updates to the Standing Orders, Financial Regulations and Code of Conduct had been circulated. Councillors approved adoption of the Standing Orders and Financial Regulations. The Code of Conduct was not approved and would be addressed at the next meeting.

Meeting Closed at 9.15pm

Next Meeting – Tuesday, 4th July 2023, 7pm at the Discovery Centre

Signature

Date