

GREAT AYTON PARISH COUNCIL

Minutes of the monthly Parish Council meeting held on Tuesday 6th December at 19.00

Present: Cllr Blackmore, Cllr A Hall, Cllr C Hall and Cllr Kirk (Chair)

In Attendance: Mrs A Livingstone (Clerk), 2 members of public, Caryn Loftus BUGS, Mr L Marley (Cemetery and Services superintendent), Cllr Heather Moorhouse (NYC), PS Ross – North Yorkshire Police, Ms T Little, Allotment working group.

The Chair welcomed attendees.

23.91 Apologies for absence

Apologies were received from Cllr Baylin, Cllr Greenwell & Cllr Short. Councillors approved the reasons for absence.

23.92 Minutes from the Parish Council Meeting held on Tuesday 7th November 2023

23.92.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 7 November 2023 as a true and accurate record. Minutes were signed by the Chair.

23.92.2 There were no matters arising from the minutes of the meeting.

23.93 Police Report

23.93.1 Report from North Yorkshire Police – 1st October – 31st October- ASB Personal: 4 – 2 of which are relating to same event, ASB Nuisance: 8, Arson/Criminal Damage:1, 2 re damage at allotments, Theft (including from shops):4, Auto crime/SMV:1, Violence Against the Person:2, 1 dog attack, other crimes:1. Total this period: 24. 1st November – 30th November - ASB Personal: 1, 1 related incident, ASB Nuisance: 7, 1 related incident, Arson/Criminal Damage:1, Drugs:1 (5 cannisters of laughing gas found),Theft (including from shops): 1 theft of fuel, Auto crime/SMV: 4, Other crimes:4. Total this period: 21. The Chair reminded that Police Officers had requested that all crimes should be reported.

23.93.2 Sargeant Ross entered the meeting and gave information from the report. He informed that the second request for the camera for the Play Park looked like being successful and it was agreed that the works to reopen the park would not be possible until spring and the camera would be installed in conjunction with the works. It was advised that the Safer Hambleton Hub had first aid training being advertised, the Clerk informed that had not been received and PS Ross would progress. Incidents at the Village Hall with youths were discussed and PS Ross confirmed that the team would be monitoring. He reminded that he was happy to get involved at an early stage to influence behaviours. A contact email of snastokesley@northyorkshire.police.uk was advised for reports or via the normal methods. Cars dumped on the High Street were discussed and it was hoped that one was to be scrapped as informed to the police and there were council warning notices placed on two cars.

Sargeant Ross left the meeting.

23.94 Report from NYC Councillor –

Cllr Moorhouse had spoken with Officers regarding the concerns raised by the Parish Council on the wooden bridge and the stone wall in front of Suggitts. She was awaiting a reply on the wall, there had been a positive reply to the Parish Council on the bridge. It was confirmed that the concerns regarding the wall were to ensure it was safe, not just regarding the number of weeds. Cllr Moorhouse and the Parish Council had just received an invite to a site meeting for an outline development at Station Road. The Chair would attend this and the committee meeting.

ACTION: Chair

23.95 Allotments

23.95.1 The Chair informed of the need to approve terms of reference for the Allotment Bid Committee, these had been circulated for the meeting and were APPROVED. Hard copy provided to Ms Little.

23.95.2 To appoint Chair of the Allotment Bid Committee. Cllr C Hall confirmed he was happy to take on this position and this was APPROVED.

23.95.3 The first meeting of the committee would be held on 7th December 2023. The potential cost for a formal valuation was discussed, costs were being progressed and an additional meeting may be required to approve.

23.96 Report on Floodplain Meadow

Ms Loftus had provided a report which was accepted by the Parish Council. She proposed this was added to the Climate Action information to show the history and work to date and asked that links be added on the Parish Council website, which was agreed if information was forwarded. Funds were in place for signage, but following damage to the interpretation board in Waterfall Park a standard sign may be used instead with a QR code for further information. The location for this was still to be agreed. There had been suggestions in the report regarding the management of the area and it was confirmed that the Parish Council were moving towards management plans for all areas in the village, the idea of the nomination as a Butterfly meadow would be considered. Problems with Himalayan balsam in the village had been highlighted to the Living Leven project. Ms Loftus enquired regarding the grass cutting tender not allowing for cutting to the railway station as was completed at present, it was confirmed that this was out of the area of the village and could not be included. Little Ayton was encouraged to progress this. Ms Loftus to progress a walk in the Floodplain Meadow to see what was growing.

Cllr Moorhouse and all residents left the meeting.

23.97 Football club lease agreement –The Clerk had sent the signed lease to the solicitor, and he was awaiting correspondence from his counterpart. Awaiting sub-lease.

23.98 Planning Matters

23.98.1 Planning applications – Consultation Responses. – Councillors discussed applications and the following was agreed.

Application ref / Address	Description of Works	Parish Council responses
ZB23/02273/FUL - 2 West Terrace	Application for alterations to two houses (Nos 2 and 3 West Terrace) to form one house. Replacement bay windows. Demolition of existing chimney. Construction of rear Porch.	No observations
Premises Licence application - 115 High Street, Great Ayton		Parish Councillors were delighted that the empty unit would be used. There were some queries on opening hours, but no objection on the licencing application.
ZB23/02318/FUL - 15 High Street	Demolition of existing conservatory and erection of a 2-storey extension to the side and a single storey extension to the rear	No observations
ZB23/02291/FUL- Bennetts Corner	Revised application for change of use of former caravan/grazing site into holiday chalet site with erection of 3No. Holiday chalets	It was agreed that the space for the application was adequate, this was close to a similar development and there were no issues for access.
ZB23/02313/FUL - 1A Bridge Street	Revised Planning Application for: Loft Conversion. Two storey extension to rear of house, Single storey extension to side and rear of house, Porch to front elevation, Render full building.	There had been previous concerns on the proximity to the bungalows. No observations
ZB23/02025/FUL - 114 Newton Road	Retrospective application for the construction of a raised patio with slabs with screening to the back and sides	Discussed last month
ZB23/02415/FUL - 5 Linden Crescent	Dormer extension to front of property	No observations

23.98.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB23/01966/FUL - 1 Linden Road	Part two storey and part single storey extension to rear/side and alterations to windows and balcony area. Application granted
ZB23/02012/FUL- 66 Guisborough Road	Retrospective siting of a wooden Grill Cabin building in the garden. Application granted
ZB23/01975/TPO - 2 Old Mill Wynd	Works to trees subject to a Tree Preservation Order 1998/01 Application granted

23.99 Correspondence and Information from Clerk

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

23.99.1 Correspondence for discussion

NYC	Statement of consultation on Community Involvement ends 22.12.23 – Chair responded
Marwood School	Request for community project with stones on Low Green – RESOLVED: there were numerous concerns regarding this proposal, and this was not accepted by the council. The Chair informed that the Living Leven group were looking at improving the foot walk to the green from the bridge to give better access. ACTION: Clerk
Resident	Complaint re hedge cutting on Guisborough Road, request that hedge left higher in front of 86 – RESOLVED: hedge to be consistent height. ACTION: Clerk
Clr Hall	Complaint from resident re dumped cars on Guisborough Road, passed to Police and NYC – discussed earlier in meeting.
Resident	Request to have lower branches of beech tree pruned overhanging garden from cemetery – RESOLVED: An arborist report would be required on this tree as this had a tree protection order. Clerk to inform resident that the council were happy for him to undertake report and any works identified. ACTION: Clerk

23.99.2 Correspondence for Information-

From	For Information
Clr Short	Tree discussed previously in Quaker burial ground – internal survey completed and no grounds for removal
NYC	108/110 Guisborough Road merged, now 108.
NYC	Invite to digital briefing on new Local Plan 5.12.23
Resident	Request for bins to be moved to rear of petrol station, advised to speak to them direct
NYC	Confirmation of moratorium period on allotment land
NYC	Low Green footbridge scheme being prepared to replace parapet and inspect Eastbrook footbridge

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

Item	Information	Action / Comments
23.100.1 Village Appearance	Grass cutting across village / facilities.	Grass cutting tender –tender enquiry sent out with a return date of 31 December 2023
	Trees – High Green	Cherry trees to be pruned by approved contractor. Planning requested report and further information on Lime tree pruning application. Clerk progressing. ACTION: Clerk
	Trees – Low Green	Application approved 5.12.23, works to the trees to be completed. ACTION: GAPC Team

Item	Information	Action / Comments
	River	Two areas of concern reported to the Environment Agency early in November, It was advised that they had visited site and were looking to make contact with the land owner behind Waterfall Park to gain access to remove the fallen tree and to ascertain the purpose/ownership of the pipe at the bridge.
23.100.2 Parish Council facilities Van Hire	Lease agreement	Additional information had been received on contract hire instead of purchase hire. A final cost for the lease including the tow bar was still awaited and AVL were having difficulties with correct paperwork for a Parish Council. RESOLVED: To progress with purchase hire urgently as agreed at the November meeting. ACTION: Clerk
23.100.3 Benches	To continue maintenance	Maintenance continued. Refurbished benches were being re-installed. Funds and agreement of the policy for the metal bench had been received and the bench had been ordered for High Green. Replacement plaque for Low Green bench to be ordered. ACTION: GAPC Team/Clerk
23.100.4 Allotments	Tenant requests Complaints received. Rents. Water pipes	To consider allotment gates being locked – quote for parts -£753.44, inc. 35 keys at £9.85+VAT each. Councillors discussed options of restricting access to reduce the costs incurred with fly tipping. RESOLVED: Site visit to be organised in the New Year. Request for new polytunnel received. RESOLVED: Mr Marley to advise this was approved by the council. ACTION: Mr Marley Request for small hut, approved by Allotment Officer. Complaints re fire, fly tipping and trucks on the allotments. All rents now paid. Information on water pipe positions to be progressed over the next year.
23.100.5 Facilities	Cemetery cost Village Hall	New grave reservation form being compiled by M&B Rea. RESOLVED: Reservations to be 20-year period with renewal every 5 years to ensure that any unwanted graves could be re-allocated. Roof repairs being progressed.
23.100.6 Village events	High Green Christmas tree Carols on the Green – 18.12.23	Erected Monday 27 th November 2023. Parish Councillors discussed the event, and it was RESOLVED: any village trader with the appropriate licence would be welcome to provide drinks next to the green and the Charity shop had suggested they would stay open late for this. Cllr Blackmore confirmed that she would progress The Tannery providing mulled wine. Mr Snowden had offered to provide the PA system for the event, which the Clerk was to accept. The Chair had collection buckets and song sheets. The Charity chosen by the Chair for 2023 was Action for Children. The Clerk queried the outstanding requirements for the event, it was RESOLVED: that the PC gazebo be used for the band with fairy lights, outside lights to be purchased as information provided and the Clerk was to provide drink vouchers to the band for use in The Royal Oak. ACTION: Clerk

23.100.7 Mr Marley informed that flooding issues continued with the blocked drains outside of the cemetery. He would speak with Cllr Moorhouse again. There was a claim regarding a grave not being in the correct position in the cemetery. Mr Rea was progressing this, but it was confirmed that all paperwork from M&B Rea and the Parish Council indicated this claim was unfounded and many people present at the funeral could also confirm this.

23.101 Financial Reports 5th December 2023

23.101.1 Receipts and Payments for November 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	Oct fees	3.11.23	270.00
Various	Allotment charges 23-24 since 6.11.23	various	393.75
Nat West	interest additional since 9.10 to 6.11.23		0.09
R McKinty	Kirby bench plaque change	7.11.23	100.00
J Monaghan	new metal bench High Green	8.11.23	1100.00
Bambridge Brothers	Memorial payment ref Johnson	28.11.23	125.00
			£1988.84

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

Paid to	Description	Date	Amount £
North Yorkshire	charges for bin collection	1.11.23	£64.62
Initial Rentokil	toilets contract for nappy bins ending Nov	16.8.23	£10.82
Initial Rentokil	toilets contract for 3 sanitary bins	13.10.23	£78.09
Minster	Van rental 28 days x £21 + RFL 28 x£1	7.11.23	£739.20
SSE Southern electric	Cemetery electric	10.11.23	£53.01
SSE Swalec	High Green electric	10.11.23	£58.17
SSE Scottish Hydro	toilet block electric	16.11.23	£711.76
SSE Scottish Hydro	toilet block electric	16.11.23	-£476.94
Sam Turner & Sons	laundry detergent for cemetery	20.11.23	£15.95
Sam Turner & Sons	stanley 12mm staples	22.11.23	£3.33
Sam Turner & Sons	cable ties 200x4.8mm black pack 100 x 4	23.11.23	£10.00
A Livingstone	Hope education - 4 packs toilet rolls	27.11.23	£136.76
Nat West	Bank charges 30.9-3.11	3.11.23	£59.43
Lee Marley	Stokesley motors diesel payment	29.11.23	£40.00
Lee Marley	Tindalls - key cutting allotment/Yatton office	11.23	£8.45
Gary Frankish	ground maintenance Nov	30.11.23	£920.00
Gary Frankish	Christmas tree collection/disposal & lights & 20lt of fuel for cemetery	30.11.23	£292.00
Alan Dale	Digging graves 20th and 24th November	30.11.23	£820.00
<i>Invoices received after agenda issued</i>			
Yatton House	Parish Council electric November 2023 305 units	1.12.23	100.80
		TOTAL	£3645.45

23.101.2 The Clerk informed of the meeting which had been held to discuss the budget on 4th December, a request for an extension on the precept request to North Yorkshire Council had been granted to allow the return of the grass cutting tender. The precept for 2024-2025 would be approved at the January meeting.

23.102.1 Approval of meeting dates for 2024

Meetings had been booked with Great Ayton Discovery Centre for 7pm on the following dates for 2024. Tuesday 9th January 2024, Tuesday 6th February 2024, Tuesday 5th March 2024, Tuesday 9th April 2024, Tuesday 7th May 2024, Tuesday 4th June 2024, Tuesday 2nd July 2024, Tuesday 6th August 2024, Tuesday 3rd September 2024, Tuesday 1st October 2024, Tuesday 5th November 2024 and Tuesday 3rd December 2024. It was requested that dates be organised for full council working party meetings including Grass cutting, the Annual Parish meeting, the summer event, and the budget meeting which the Clerk suggested would be at the end of October 2024. **ACTION: Clerk**

Exclusion of the Press and Public - In accordance with Paragraph 1 (2) of The Public Bodies (Admissions to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting if required.

Mr Marley and the Clerk left the meeting.

23.103.1 Discuss staffing matters.

The Clerk had ended her 6-month probation period and had met with the Staffing Committee. The proposal from the Staffing Committee was approved. Staff appraisals to be organised in the New Year.

Next Meeting –Tuesday, 9th January 7pm at the Discovery Centre

Signature

Date

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

DRAFT