

GREAT AYTON PARISH COUNCIL

Minutes of the monthly Parish Council meeting held at The Discovery Centre on Tuesday 7th May 2024 at 19.00

Present: Cllr Baylin, Cllr Blackmore, Cllr Greenwell, Cllr A Hall, Cllr C Hall, Cllr Kirk (Chair) & Cllr Short.

In Attendance: Councillor Moorhouse, Mrs A Livingstone (Clerk).

24.39 Election of Chair and Declaration of Acceptance of Office

Cllr Short proposed that Cllr Kirk continue in the position of Chair. This was seconded by Cllr Blackmore and agreed unanimously. Cllr Kirk was appointed as Chair and signed the declaration of acceptance of office.

24.40 Apologies for absence

All Councillors were present. Sergeant Ross had given his apologies and a report.

24.41 Approval of Councillor roles/committees

Councillors considered the appointments in place and **RESOLVED** that all Parish Councillors would continue as members of Captain James Cook Memorial Trust. Cllr Blackmore and Cllr Short would continue as members of GADC committee. Changes to the Working Party linked Councillors were agreed as follows. Cllr Short would temporarily support on the Allotments and Cllr A Hall would be removed from the Play Park and be replaced by Cllr Greenwell. This would be addressed again later in the year. Appointment of members to outside bodies. Cllr Short was to continue as the representative on Your Tees Catchment Partnership Living Leven Sub-Catchment. It was agreed that there were to be no representatives for YLCA.

24.42 Approval of Policies

24.42.1 Policies to re-adopt (no changes) - Standing Orders and Code of Conduct – **RESOLVED:** Policies re-adopted.

24.42.2 Financial Regulations – The Clerk informed that an updated document had been received and she would look at changes, update and bring this to a future meeting for adoption. Complaints Policy - to be looked at by the Clerk and updated as it was felt this was only based on a small council without additional employees.

24.42.3 New Policies to adopt - Freedom of Information Policy and Data Protection legislation – **RESOLVED:** These were adopted by the council and to be added to the website. **ACTION: Clerk**

24.43 Review of Assets and arrangements for Insurance

To update further and revisit at a future meeting. Clerk to check on previous information given to the insurance and check on the applicable replacement values. **ACTION: Clerk**

24.44 Minutes from the Parish Council Meeting held on Tuesday 9th April 2024

24.44.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 9 April 2024 as a true and accurate record. Minutes were signed by the Chair.

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

24.45 Police Report

24.45.1 Report from North Yorkshire Police – 1st – 31st March 2024 - Anti-Social Behaviour: ASB Personal: 3, ASB Nuisance: 4, Burglary Residential: 1, Theft (including from shops): 3, Robbery: 1, Violence Against the Person: 6 Total this period: 18. April report received after the agenda was issued. Data Reporting Period: 1st April – 20th April 2024, Anti-Social Behaviour: ASB Personal: 5, ASB Nuisance: 2 =, ASB Environmental: 1, Criminal Damage: 3, Theft (including from shops): 6, Violence Against the Person: 1. TOTAL THIS PERIOD: 18.

24.46 Report from NYC Councillor –

24.46.1 NYC Cllr H Moorhouse updated on an email received regarding the railings in front of Suggitts, she informed these had been inspected and NYC felt that no intervention was required. This would be monitored. Councillors stated their concerns on this matter with a high volume of people leaning against the railings with

a large drop to the road. Clerk to respond with the concerns and advise the issues with this location.

ACTION: Clerk

24.46.2 Cllr Moorhouse informed of her works to support complaints regards bird scarers, information on the bird scarers followed DEFRA guidelines and was not policy.

24.46.3 Esk Valley Railways had contacted Cllr Moorhouse regards the reduction of two trains per day in both directions on weekdays. This had been scheduled for December 2024 however there had been information that the service was safe for two years but if underused this would be re-assessed.

24.26.4 There had been a call for sites from North Yorkshire Council this was a consultation right across North Yorkshire. There was no request at present to nominate green spaces. There was a focus across the board on affordable housing and a lot of building across the county. Cllr Moorhouse stated her thanks to Great Ayton Parish Council for the good works completed over the past year.

Cllr Moorhouse left the meeting.

24.47 Allotments

24.47.1 For information – Allotment Bid Committee approved minutes 2.4.24 – noted. Minutes from meeting on 30.4.24 to be forwarded.

24.47.2 Update from ABC Committee – It was advised that the target of raising £50,000 by fundraising had been achieved this now met the requirements for match funding. It was agreed that no additional bids could be made by the Parish Council as this would duplicate the match funding. Other bids still awaited decisions, there had been an expected rejection from the National Lottery Heritage fund.

24.48 Lease approval

24.48.1 Village Hall lease - The Clerk was working with the Solicitor and the Chair to provide the final copy to circulate.

24.48.2 Yatton House lease – The Clerk was working with the Solicitor and the Chair to provide the final copy to circulate.

24.49 Planning Matters

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

Application ref / Address	Description of Works	Parish Council responses
NYM/2024/0213 Cycle hire/coffee shop Dykes Lane.		It was agreed at the April meeting that there was no need to request an extension on the application as this was only an application for amendments.
ZB24/00767/MRC Cooks View Pannierman Lane	Variation of conditions attached to Application Reference Number: ZB23/00176/FUL -The construction of a storage building for horse stabling and land management	No comments
ZB24/00482/LBC - 13 Station Road	Listed Building consent for 5 windows.	Conservation officers would ensure that the windows were in keeping and comments on the application showed objections.
ZB24/00771/FUL - The Wheelhouse Langbaugh Grange	Proposed single storey extension to rear elevation to form extended kitchen / family room. Relocation of existing external door and window openings.	No comments
ZB24/00791/LBC Langbaugh Hall ZB24/00803/FUL Langbaugh Hall	Application for listed building consent for internal alterations to property. Conversion of former stables and coach houses to 4 holiday cottages.	All agreed that the listed building aspects would be carefully considered

Application ref / Address	Description of Works	Parish Council responses
ZB24/00804/LBC Langbaugh Hall	Listed Building consent for the conversion of former stables and coach houses to 4 holiday cottages	by the planning department and there were no further concerns.

24.49.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB24/00544/CAT - 5 High Street	Works to trees in a Conservation Area. The decision on this proposal was: Granted.
ZB24/00201/FUL - OS Field 0054 Yarm Lane	Retrospective change the use of land to mixed use for private equestrian use and agricultural. Permanent siting of mobile field shelters and sheds to be used for feed, storage and equestrian equipment. Create access tracks and improve safe pull off area on Yarm Lane. The decision on this proposal was: Granted.

24.50 Correspondence and Information from Clerk

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

24.50.1 Correspondence for discussion

NYC	Licensing of Village Hall – Premises licence - new address needed for owner, currently showing as Marwood Drive, £10.50 fee. RESOLVED: the Village Hall should make this payment. Clerk to advise. ACTION: Clerk
NYC	Payroll administration changes – payments to come direct from PC account not NYC – Concerns were discussed on this matter, RESOLVED To analyse payment cycles and have careful financial planning. Previously the payroll had been paid in arrears back to NYC and this would require an additional three months being paid out in one financial year. ACTION: Clerk
Cllr Moorhouse	Information on proposed Northern rail withdrawal of 2 weekday trains each way (13:24 & 17:25 towards Battersby and 13:57 and 17:46 towards Middlesbrough) from December 2024. – An extension on this timescale had been advised by Cllr Moorhouse.
3 Coasts Tractor Run	Request to visit High Green on Thursday 20 th June 2024 from 10:15 to 11:15 – visit approved. Clerk to confirm with organiser. Cllr Blackmore informed that she would alert the schools to this event. ACTION: Clerk/Cllr Blackmore
NYC	Call for Sites consultation
Yatton House	Request to install a 23m 1.2m high close boarded wooden fence in front of car park with 1.8m wide double gate and 1.2m pedestrian gate or more costly option of 1.8m high green mesh fence with gates. RESOLVED: Councillors agreed that there was no problem with an internal fence in principal but asked that the Clerk request a sketch to understand where the fencing was to be placed. ACTION: Clerk
Resident	Request for plaque on bench, plaques on benches policy sent, bench suggested is Yatton House bench, PC to look if they would approve and enquire with Yatton House. Ownership of bench to be clarified. Parish Councillors considered the request and instructed the Clerk to inform that this was not felt to be appropriate. ACTION: Clerk
NYC	Home to school travel policy consultation to 4 th June – no comment from the Parish Council.
Great Aytton Football Club	Request for landlords’ consent for works to replace obsolete septic tank at football pavilion with new septic tank to allow toilets to be operational. Email consent requested to allow for time sensitive response. RESOLVED: PC Approved as long as this was not in contravention of the lease agreement with Taylor Wimpey
Co-op Community Team	Request for stand at Fete – Councillors discussed the request and commented that the group supported many areas in the community and approved the request. Clerk to confirm. ACTION: Clerk

Item not on agenda, received by Chair.	
Stokesley & villages environmental group	The Chair informed of a recent email from the group requesting that Quorn were involved on their stand for the Fete. RESOLVED: Councillors agreed that this event was for local groups not promoting a commercial organisation. Chair to advise the group that Quorn could not be involved on their stand. ACTION: Chair

24.50.2 Correspondence for Information-

From	For Information
The Circuit	Defibrillator listing as not emergency ready, conferred with A Taylor and confirmed availability. Defibrillator pads expired, queried with A Taylor who was involved in the upkeep.
Cllr Moorhouse	Update from NYC on Low Green footbridge railing repairs, order being issued, no fixed repair date
Resident	Report of quad bikes leaving grassed areas in messy state evening of 9.4.24, Clerk reported to NY Police
Cllr Moorhouse	Report sent from Clerk regards loose railings in front of Suggitts, reported to NYC – Clerk to respond to email from Cllr Moorhouse as discussed earlier in the meeting.
Resident	Complaint re bird scarers, forwarded to Cllr Moorhouse to liaise on this matter
Great Ayton Discovery Centre	Query re replacement bin
Zzoomm	Confirmation that works to pot holes on High Green would be completed w/c 8 th May
Resident	Advice of a blockage in ladies public toilets, cleared same day by Mr Wood
UK Government	Portrait of King Charles – Cllr Short to enquire if GADC wanted to display this in their building, alternatively it would be displayed in the Parish Centre. ACTION: Cllr Short

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

Item	Information	Action / Comments
Village Appearance	Grass cutting across village / facilities	In-house grass cutting had commenced, Mr Marley had voiced concerns on the workload and was to report on progress. Fuel card applied for and awaited. Councillors informed of compliments on the grass cutting. The Chair stated the need to seek ways of timesaving, and a possible reduction in cuts in some areas including the Cemetery. Mr Marley was to spray around the graves to facilitate easier mowing as had been completed in other cemeteries. Councillors to monitor. ACTION: All
Parish Council facilities - Van Hire	Vehicle leasing	Van delivery 14.5.24, insurance to be organised. Mr Marley had expressed concern on the fitting of ply lining and tow bar after delivery. The Clerk assured that the works were being completed through the company supplying the van and she had discussed liability. Previously leased van to be returned by 16 th May. ACTION: Clerk/Mr Marley
Benches	maintenance continuing	Ongoing New metal bench installed at High Green
Allotments	Eviction of tenant being dealt with by solicitor Allotment report provided	To discuss later in meeting. Councillors agreed that they had no issues with the information on the allotment report. The Clerk would inform tenants regards erection of items on their plots. The Clerk informed of two emails received today. One was regarding a tenant having a complaint regarding her chickens and she informed that she would erect netting. An email had also been received from NYC Environmental officer regards alleged emissions of dark and nuisance smoke from the burning of controlled waste and garden waste at the Allotments. The officer

Item	Information	Action / Comments
		stated that he would be visiting the allotments the following morning and the Clerk stated that she would respond and offer to attend the visit. The Clerk asked for a meeting at the allotments to look at fly-tipped waste issues reported by Mr Marley and to look at breaking down some empty gardens to smaller plots which had been requested by people on the waiting list. ACTION: Clerk
Facilities	Village Hall	Roof repairs complete.
	Play Park	Repairs being completed proposed reopening if works complete 10 th May.
Village events	D Day 80 th Anniversary 6 th June 2024	To continue planning Cllr Greenwell informed of complications with the event on 6 th June. She advised that there were too many unresolved arrangements for the event to go ahead. This was agreed. Clerk to inform Sutcliffe Estate, The Clerk to the Lord-Lieutenant of North Yorkshire and the flugelhorn player. Cllr Greenwell to advise Cleveland Mountain Rescue team. ACTION: Clerk/Cllr Greenwell
	Summer Village Fete 8 th / 9 th June 2024	Events for the weekend were discussed, the Clerk informed that Crash Bang Wallop were no longer able to attend. There were 25 stalls booked and childrens rides. Ideas for music were discussed, Clerk to enquire with the local DJ and Cllr Blackmore to chase her contacts for any support and additional food stalls for the Sunday. Clerk to complete requirements and liaise with all parties attending. ACTION: Clerk
Any update from Parish Council Team		Cemetery paths completed. Rat baits at the allotment ongoing.

24.52 Financial Reports 7th May 2024

24.52.1 Receipts and Payments to 7th May 2024 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	March fees	4.4.24	3360.00
L Jarrett	Allotment fee + deposit	10.4.24	52.50
M Bousfield	Allotment fee + deposit	11.4.24	52.50
E Young	Allotment fee + deposit	15.4.24	52.50
Irene Jessop	April funeral fee	18.4.24	1100.00
C&L Armitage	Cemetery fee	26.4.24	100.00
M&B Rea	April fees	29.4.24	2925.00
North Yorkshire Council	Precept 1 st half payment	30.4.24	92500.00
			£100,142.50

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

Paid to	Description	Date	Amount £
Mole Country Stores	20l Rosate	31.3.24	119.86
Nat West	Bank charges	1.4.24 DD	7.35
North Yorkshire Council	Advance charges for monthly bin collection May	1.4.24 DD	83.89
Sam Turner & Sons	Weibang Petrol Mower	4.4.24	1069.00
North Yorkshire Council	Payroll charges 1 st Jan – 31 Mar 2024	5.4.24	19996.49

Zurich	Insurance charge for grasscutter cover	9.4.24	445.16
L Marley	Great Ayton filling station unleaded for cutting	12.4.24	7.82
Valda Energy	Parish office & Cemetery electric 4.4.24-3.5.24	13.4.24 DD	98.76
AJ Roofing	Labour and material to repair Village Hall roof entrance	15.4.24	2094.00
Chipchase Manners	Professional services preparing internal audit report 22/23	16.4.24	540.00
L Marley	Great Ayton Filling station unleaded for cutting	16.4.24	29.01
Minster	Van rental 28 days 21.3.24-18.4.24	18.4.24	739.20
Charlton Services	Compact telehandler 1 day hire inc fuel for cemetery paths	18.4.24	192.00
L Marley	Stokesley Motors diesel	22.4.24	20.00
Sam Turner & Sons	Wheel tube 350/400mm x 80mm x 2, overspecs clear M9300 x 2	22.4.24	22.38
Alan Dale	Dig and fill graves 5 th , 26 th and 29 th April	29.4.24	1125.00
L Marley	Great Ayton Filling Station diesel	25.4.24	20.00
Kubota finance -grasscutter	Documentation fee	12.4.24 DD	240.00
Kubota finance - grasscutter	Advance payment 1 of 60	12.4.24 DD	456.00
Kubota finance – grasscutter	Monthly payment 2 of 60	18.4.24 DD	456.00
G Ward & Son	Supply and fit wrought iron memorial bench Monaghan	30.4.24	800.00
Merritts Solicitors	Professional charges – allotment dispute	26.4.24	1200.00
	<i>Any invoice received after agenda issued</i>		
L Marley	Great Ayton filling station unleaded for cutting	2.5.24	16.24
A Livingstone	Great Ayton filling station diesel in large cutter	2.5.24	67.93
Viking stationery	Toilet rolls x 30	3.5.24	206.35
		TOTAL	£30052.44

24.52.2 To accept end of year accounts before sending for internal audit

Councillors agreed that there had not been sufficient time allowed to enable a full check of the accounts and it was agreed that this would be added to the June agenda. Councillors would be able to peruse the invoices during the month before the meeting and enquire on any concerns. Letter of appointment for Chipchase Manners to be brought to June meeting. **ACTION: June agenda**

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.

24.53 Because of financial implications an item of business will be held in private.

Discussions on this matter were recorded for the Parish Council only.

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

Signature

Date

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