

GREAT AYTON PARISH COUNCIL

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

Present: Cllr Baylin, Cllr Greenwell, Cllr Healy-Dufosse Belton, Cllr Kirk (Chair) & Cllr Mason.

In Attendance: NYC Councillor Moorhouse, Angela Livingstone (Clerk), Lee Marley (Cemetery and Services Superintendent).

25.1 Apologies for absence and declaration of Interests

There were apologies for absence from Cllr Blackmore and Cllr Greer the reasons for apologies were accepted. There were no declarations of interest.

25.2 Minutes from the Parish Council Meetings held on Tuesday 3rd December 2024

25.2.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 3rd December 2024 as a true and accurate record. Minutes were signed by the Chair.

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

25.3 Police report. Police Report

25.3.1 Report from North Yorkshire Police –1st – 30th November 2024 - ASB Nuisance: 3, Criminal Damage 3, Residential Burglary: 1 – attempted, Theft: 1 – theft of fuel, 1 – cash from residence, 1 – theft from shop, Violence Against the Person: 2. Total November 12. 1st – 31st December 2024 – ASB Nuisance: 1, Criminal Damage: 1, Burglary Residential: 1, Theft (inc from shops): 9, Auto Crime/SMV: 1, Violence against the person:1. Total December 14. North Yorkshire Police had informed that they were short staffed.

25.3.2 High Green incident with 4x4 vehicle completing ‘donuts’ 6.1.25 reported to the Police by the Clerk.

25.4 Report from NYC Councillor

25.4.1 Cllr Moorhouse informed NYC had faced some challenges with trees and bridges down, flooding etc, they were aware of the problems with drainage in the village which the Clerk had reported. She added that NYC generally cleaned problem drains twice per year. She informed that there were many problems faced with farmers’ fields where the water flowed onto the roads, this was the responsibility of the landowner who previously had dug ditches, however NYC had been needing to clear roads. Cllr Moorhouse agreed with the Parish Council that there were issues with silt build up and the pipes could not cope. Clerk to again contact Northumbrian Water. The Clerk advised of contact from a resident who informed that Northumbrian Water informed him that works were to commence shortly. **ACTION: Clerk**

25.4.2 Mr Marley updated on a matter which Cllr Moorhouse had previously discussed. He informed that BT contractors Etal had been on site at Park Rise opposite the toilets looking at the gp manhole. They had stated that the manhole had collapsed and needed digging out, he added that this manhole goes into the culvert.

25.4.3 Cllr Moorhouse reminded of the Consultation on funding for Policing and Fire and Rescue.

25.5 Allotments

25.5.1 Update re COF application – The Chair stated that he had circulated details received on 23rd December, that the application had been granted for £191,378 for capital funding. An advisor had been appointed to support the bid and a further form had been received and was to be submitted by 10th January. The Chair stated that following tonight’s meeting he would contact the Land Agent, he had informed them that the application had been approved but had no response. **ACTION: Chair**

25.5.2 To appoint and organise meetings of a Committee of the Parish Council with the remit of seeking to implement the proposals in the scheme as submitted for funding – The Chair proposed that a committee be established of five people with a time limit of 24 months or sooner on completion or collapse of the project. He informed that he had spoken with Mr Hall who had been involved with the previous committee and writing the bid, he had confirmed that he was happy to be involved. The Chair suggested that in addition to Mr Hall that two Parish Councillors be appointed and two representatives of the allotment group who had previously been involved and helped with the bid. He reminded that final decisions from the committee

would always come back to the Parish Council. RESOLVED: Cllr Mason and Cllr Kirk to be appointed, Mr Hall would be a formal member and be involved with completion of forms and Cllr Mason would approach the allotment working group to find the best two people to join the committee. **ACTION: Cllr Mason**

25.5.3 Allotment Report

25.5.3.1 Requests from tenants on plots 60a and 60b to erect greenhouse/shed. Councillors had checked the locations and were happy to allow these structures. Clerk to inform. **ACTION: Clerk**

25.5.3.2 Community Orchard - it had been recommended that this was delayed at the December meeting, but Councillors agreed that all allotment holders were aware of the situation with the allotments, and allowing people to work on the plots would not indicate agreement of the Community Orchard but would allow the site to be tidied. The Chair reminded that the COF application did not include for a Community Orchard. Mr Marley stated concerns on additional work for the GAPC team and requirements to allow community access. RESOLVED: Clerk to inform the person who had applied to take on the plots 21a/21b that they could tidy the plot. **ACTION: Clerk**

25.5.3.3 Councillors and GAPC team had met on site and checked allotment plots for wells, a report had been circulated and it was agreed that tenants were aware of the wells, some were in use. RESOLVED: Clerk to email tenants requesting that they notify GAPC of wells to enable a map to be marked up and request tenants ensure wells are adequately guarded / covered. If tenants had concerns GAPC could look to fence or fill. **ACTION: Clerk**

25.5.3.4 There had been a report from plot 73 of metal sheeting shadowing his plot, this had been checked and the sheeting was at a low level. The tenant at plot 73 had since removed the sheeting which was the property of the adjacent plot and had damaged existing fencing. The tenant had been asked to cease this action but had continued. It was agreed that the damage to property should have been reported to the Police and that this was a breach of the tenancy agreement. RESOLVED: Clerk to request for the fencing to be replaced within 21 days or this would breach the tenancy agreement. Cllr Mason stated that he was happy to meet with the plot tenant. **ACTION: Clerk**

25.6 **Lease approval**

Village Hall and Yatton House lease –A response was awaited from Yatton House trustees and the Village Hall licence was still awaited from the solicitor.

25.7 **Planning Matters**

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

Application ref / Address	Description of Works	Parish Council responses
NYM/2024/0852 Tall Trees, Aireyholme Lane	Application for removal of conservatory and construction of garden room extension	No observations.
ZB24/00766/OUT Land To The Rear Of 21 Romany Road	Application for outline planning permission with all matters reserved for the demolition of existing industrial unit and construction of new two bedroomed bungalow	The Chair had a nonpecuniary interest as this was visible from upstairs of home address. RESOLVED: To object as this application was out of keeping with the area and out of alignment with adjacent properties. Councillors had concerns of a visibility issue obtaining access. ACTION: Clerk
ZB24/02263/CLP 24 Wheatlands	CLP for an existing dwelling - proposed loft conversion and roof extension to rear of dwelling under permitted development rights.	No observations.
ZB24/01766/LBC 3 Low Green	Listed building consent for replacement of existing plastic	No observations.

Application ref / Address	Description of Works	Parish Council responses
	guttering to be cast iron effect with matching downpipes. New fascia and soffits painted black. Replace ground floor asphalt flat roof to a Tuff Stuff flexible GRP system. New gutters and fascia to match first floor. Repairs to chimney pots to remove mortar and replace with hydraulic lime 3.5 1:2 ratio (lime:sand)	
No application – 10A High Street	Turkish Barber signage, Planning department informed of reduction required on lettering size	Some personal objections had been sent. RESOLVED: Clerk to enquire if planning were satisfied with the work done to date on this matter and question again signage requirements within a conservation area as previous email. ACTION: Clerk

25.7.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB24/02137/CAT Friends Meeting House	Application for works to trees in conservation area. Granted.

25.8 Correspondence and Information from Clerk

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

25.8.1 Correspondence for discussion-

From	Details
Resident	Request to have a commemorative bench Low Green looking towards Marwood Drive, to pay for new metal bench to replace an old bench if bench without plaque – Site meeting to be held to confirm.
Studio Botez	Cost for emails for Clerk and Councillors, 30GB storage (to be distributed across all councillors, e.g. 10GB for the Parish Clerk and the remaining storage split between Councillors); Each councillor will have his/her own email address and login credentials, POP3/IMAP; Secure connection (SSL); Spam & Anti-virus protection; Webmail access - Cost: £18 + VAT per month Proposal to make changes to website to become WWCAG2.2 compliant. To progress.
NYC	Urban Highway grass cutting, contribution amount £1549.27 and encouraging biodiversity. To approve contribution towards grass cutting or hand back to Highways to complete Urban, under 40mph network - min 5 cuts per season and include all junction vis-splays, event/hazard warning signs and remote footways and Rural, over 40mph network – min 2 cuts per season and include all junction vis-splays, event/hazard warning signs, longitudinal swathe up to 2.4m, overtaking sight lines and remote footways which fall outside of the existing swathe cuts – RESOLVED: Councillors stated disappointment that there was no increase but accepted the contribution and would continue the cutting works. ACTION: Clerk
Stokesley and District Community Care Association	Request to attend a Parish Council meeting to explain the work of CCA and ensure that Parish Councillors know what CCA can do for residents and can spread the word around your community and to ascertain if councillors would be interested in becoming a trustee of CCA. All agree that the service was well used by the community.
Rotary Club	Proposal of seeking permission to erect a metal seat to mark the occasion of celebrating 60 th year. The site for the seat with the council approval would be in the park by the waterfall and would contain the Rotary Wheel. Council to suggest a suitable site – Site meeting to be held to confirm.

25.8.2 Correspondence for information

Resident	Complaint regards blackthorn hedge on Little Ayton Lane, email sent to Taylor Wimpey with request for update and date for works to be completed. GAPC team attended site to trim any protruding branches. No response from Taylor Wimpey
Resident	Thanks to GAPC for works cutting back hedges on Roseberry Crescent
1 10 on Tap	Requested to attend Carols on the Green event to provide refreshments, response sent that details would be logged for future use, but not at the Carol event.
HarBus	Reported outdated service information to the company and have been advised that this has been passed on to NYC to be rectified
NYC Environmental Protection	Query on investigation, response sent with information gained that fire noted on vacant plot. Reply received not being investigating further at present and will inform if any further incident reported.
NYC	Consultation on funding for Policing and Fire and Rescue
Resident	Complaint regarding hedge remaining uncut on Little Ayton Lane. Reported again to Taylor Wimpey.
Resident	Report of information from Northumbrian Water that work to unblock drains on Guisborough Road/Middlesbrough Road junction to commence 10-14 days from 19 th December
Allotment Group	Request for permission to gain access to information to enable new tenant welcome packs to be sent. GDPR concerns on this, but the Parish Council could hold the packs and provide from the Allotment group to any new tenant.

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

Item	Information	Action / Comments
25.9.1 Village Appearance and concerns	Grass cutting across village	Meeting date agreed 15 th January 10:30am to discuss last years cutting and requirements for the coming year. RESOLVED: Councillors approved purchase of lightweight strimmer approx. £500 plus VAT and sturdy ladders approx. £300. ACTION: Cllr Healy-Dufosse Belton/Chair/Clerk
	Bins / Road sweeping	Meeting held with Operations Officer 6.12.24, still awaiting reply on completion of works
	River	Report sent to Environment Agency regarding concerns of debris and a crack on the sewerage pipe. Northumbrian Water attended site and cleared debris and completed temp. GAPC Team assisted. Whitby Wellbeing – Sauna events – request sent to cancel events on 4.1.25 and process explained for requesting use of land.
25.9.2 Allotment	Allotment report provided Community Orchard Proposal	Gardens cleared and continue being let to new tenants. Working party met and looked at concerns of wells on Allotments. Report attached. Discussed earlier in meeting. Discussed earlier in the meeting.
25.9.3 Facilities	Cemetery	Concerns regarding dog waste and loose dogs in the cemetery. All agreed that this was disrespectful behaviour and that dogs should be kept on leads within the graveyard. RESOLVED: To upgrade notices, Clerk/Cllr Greenwell to agree and purchase three new signs. ACTION: Clerk/Cllr Greenwell
	Yatton House	To approve costs to replace 10ft wooden shed with new 20ft container in green RAL6007 Cleveland Containers £2550 plus VAT for once used unit. Planning application cost £293. RESOLVED: Clerk to request information /images of used units. Planning application to be submitted. ACTION: Clerk

Item	Information	Action / Comments
		Request from Yatton House to support British Heart Foundation defibrillator installation. Yatton House were unsuccessful with this bid.
	Play Area	Fencing installed; new bin liner needed following fire in bin. ACTION: Clerk
	Public conveniences	To be painted in washable paint over the winter. GAPC team to organise quotes for painting. Report of damage to gent's toilet lock 24.12.24 and report of electric problem 6.1.25 being progressed. ACTION: GAPC Team
	Village Hall	GAPC team cleared leaves around hall, door still to be varnished. ACTION: GAPC Team
	Defibrillator	To approve purchase of new pads for unit approx. £70. Approved. Clerk to purchase and meet with Discovery centre for installation. ACTION: Clerk
25.9.4	Christmas Village events	Carols on the Green event raised £ 678.37 for 'Action for Children'. Clerk to forward donation. The Chair gave thanks to all who attended. ACTION: Clerk
	Food event Summer 2025	To look at costs for new PA system. Clerk to discuss with Cllr Mason who believed that a package would be possible for ~ £500. ACTION: Cllr Mason Meeting date to be agreed at January meeting to discuss number of stalls and music for 10.5.25 – Clerk to organise dates with Cllr Blackmore and liaise with councillors interested in attending. ACTION: Clerk
25.9.5	Updates from Parish Councillors	G.Ayton Twinning Assoc Cllr Greer enquired with local schools on becoming involved with the group.
24.122.7	Website Accessibility	Training attended and meeting held with Studio Botez. To approve Accessibility Statement – RESOLVED: Statement approved, to be added to the website. ACTION: Clerk
	Verbal update	To consider updates to website to upgrade to wcag2.2 regulations and options to change to .gov.uk domain - Deferred to later meeting. Mr Marley stated the need for a skip for the cemetery wreaths and for waste at the allotments. Cllr Baylin to meet with Mr Marley and look at options for gates at the allotments. RESOLVED: Approved hire of large skip to facilitate. ACTION: Cllr Baylin / GAPC team

25. Financial Reports

25..1 To receive and approve items on the Accounts Report. Receipts and Payments to 3rd December 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

Paid From	Description	Date	Amount £
SB	Allotment plot rent & deposit 45A	5.12.24	£157.50
JMc	Allotment plot rent & deposit 20A	11.12.24	£105.00
KW	Allotment plot rent & deposit 59B	18.12.24	£105.00
Donation from Carols on the green	Donations to Action for Children	17.12.24	£678.39
M&B Rea	funeral fees December	2.1.25	£1290.00
	TOTAL		£2335.89

Payments

Paid to	Description	Date	Amount £
North Yorkshire Council	Advance charges for monthly bin collection	1.12.24	DD £ 83.89
Nat West	Bank charges 2.11 – 29.11	1.12.24	DD £ 6.30

Sam Turner & Sons	Credit note Tube MDPE Blue 25mmx1,	26.11.24		-£10.80
Radius UK Fuels	Diesel for Van	8.12.24	DD £	44.72
Valda Energy	electric parish centre and cemetery	12.12.24	DD £	41.63
Everflow	water to all meters 18.1.25 – 17.2.25	14.12.24	DD £	424.49
Lex Autolease	Van lease rental	16.12.24	DD £	473.67
Valda Energy	electric public conveniences	16.12.24	DD £	24.00
Noble Fencing	Steel palisade fencing to rear of Yatton House/Play Park	16.12.24		£3254.40
Royal Oak Hotel	Drinks for Brass band – Carols on the green	21.12.24		£63.50
Alan Dale	dig and fill grave 19th	30.12.24		£400.00
BNP Paribas Leasing	Grasscutter monthly fee	18.12.24	DD £	456.00
Gary Frankish	Cutting flood plain meadow and wild area in cemetery	31.12.24		£200.00
North Yorkshire Council	Advance charges for monthly bin collection additional Dec	31.12.24	DD £	14.66
Action for Children	Donation from Carols on the Green event			£678.39
Invoice received after agenda issued				
Sam Turner & Sons	Duplex web sling 2m and 4m, Husqvarna chain oil veg 5ltr	18.12.24		£50.93
		TOTAL		£ 6205.78

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.

Next Meeting –Tuesday, 4th February 2025 7pm at the Discovery Centre.

Signature

Date

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