

## **GREAT AYTON PARISH COUNCIL**

Minutes of the monthly Parish Council meeting held at The Discovery Centre on Tuesday 4<sup>th</sup> June 2024 at 19.00

**Present:** Cllr Blackmore, Cllr Greenwell, Cllr Hall & Cllr Kirk (Chair).

**In Attendance:** NYC Councillor Moorhouse, Angela Livingstone (Clerk), Lee Marley (Cemetery and Services superintendent), North Yorkshire Police Sergeant Ross.

### **24.54 Apologies for absence**

24.54.1 Apologies for absence had been sent from Cllr Baylin and Cllr Short. The reasons for absence were accepted by the Parish Council.

24.54.2 The Chair informed of a resignation from Cllr Chris Hall. Councillors recorded their thanks for the work Mr Hall had completed in several areas of activity. The Clerk advised that North Yorkshire Council had been informed and the notice of vacancy had been displayed.

### **24.55 Approval of Policies**

24.55.1 Financial Regulations – The Clerk had checked through the information in the current document and the 2024 updated document and was happy that the updated version was suitable for Great Ayton Parish Council. RESOLVED: 2024 version of Financial Regulations approved and adopted.

24.55.2 Complaints Policy – The Clerk had forwarded a new Complaints Policy which better represented the size of Great Ayton Parish Council than the version currently in place. RESOLVED: Complaints Policy adopted.

*Sergeant Ross entered the meeting and the item was brought forward on the agenda for discussion.*

### **24.56 Police report. Police Report**

24.56.1 Report from North Yorkshire Police –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. May report received after the agenda was issued. 1st May – 31st May 2024 Anti-Social Behaviour: ASB Personal: 1, ASB Nuisance: 1, Criminal Damage: 1, Theft (including from shops): 1, 2 - thefts from Co-op, Violence Against the Person: 4, 1 dog bite, Other crimes: 1 still classed as a civil matter. Total this Period: 12. Sergeant Ross stated that this was a positive report and explained the entries.

24.56.2 Sergeant Ross had received an email from the Clerk which he advised on as follows:

Resident filming Parish Council employees – Sergeant Ross informed that this action had been advised by the Police a few years previous to support the resident's concerns. It was advised that all incidents should be logged by employees and if any stalking was evident this was to be reported. Play Park – further damage incurred on surface rubber. Sergeant Ross informed that the Police had added this to be patrolled. Speed tube report – A report paid for by the Parish Council had been circulated to the Police and Sergeant Ross had forwarded to the traffic bureau for analysis. Cllr Moorhouse informed of a complaint regards speeding on Stokesley Road, the resident had corresponded with the Police also and they are progressing. Sergeant Ross stated that area had been used previously for the speeding van and would request this, he would endeavour to come out to the two areas with a speed gun. The Chair stated that a report from the Police traffic bureau would be awaited before the matter was considered.

*Sergeant Ross left the meeting.*

### **24.57 Review of Assets and arrangements for Insurance**

As requested, the Clerk had checked the information on the insurance against the assets register and forwarded the information from the policy. The Clerk made amendment to an address on the policy for the cemetery which had been incorrect. The Chair assured Councillors that the insurance company look at the values and work out the increases. Councillors were assured that the information was in line with requirements.

### **24.58 Minutes from the Parish Council Meeting held on Tuesday 7<sup>th</sup> May 2024**

24.58.1 It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 7 May 2024 as a true and accurate record. Minutes were signed by the Chair.

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

#### 24.59 Speed Tube results

Information had been circulated from the testing period at the beginning May 2024. Awaiting response from the Police traffic bureau on their views before considering further.

#### 24.60 Report from NYC Councillor

24.60.1 NYC Cllr H Moorhouse updated on a discussion of using the plainings from roadworks for the allotments. The Chair informed that this had been requested on another occasion and advised that this was not possible due to the contract conditions. Cllr Moorhouse to request again this request endorsed by the Parish Council. Cllr Greenwell reported to Cllr Moorhouse a groove on the road at both sides of the stone bridge and requested that this be inspected. Cllr Moorhouse informed of regular inspections by the Bridge team and would request this be looked at.

#### 24.61 Allotments

24.61.1 Update from ABC Committee – Cllr Hall informed of correspondence from the COF team informing that there would be no further correspondence due to the election. Councillors discussed the work of the volunteers fundraising and continuing to raise funds with over £500 raised at the weekend. Thanks for the hard work and congratulations on reaching the £50,000 target were voiced and it was requested that Cllr Hall pass these to the volunteers. The remit of the ABC was that it was formed until 31<sup>st</sup> July 2024, this was to be considered if it required amendment at the July meeting. **ACTION: Cllr Hall**

#### 24.62 Lease approval

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

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

#### 24.63 Planning Matters

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

Application ref / Address	Description of Works	Parish Council responses
revised scheme to planning approval NYM/2020/0374/FL) (retrospective) at Rye Hill Farm, Great Ayton	Application for conversion of and extension to redundant buildings to form one local occupancy dwelling with associated garage/workshop/store and amenity space - Application on agenda NYMNPA Planning Meeting 16.5.24	Councillors agreed that NYMNPA have rules and regulations and their decision would be supported.
ZB24/00987/TPO - Great Ayton Tennis Club Mill Terrace	Application for works to a tree subject to a Tree Preservation Order (2004/09) and in a Conservation Area	No comment
ZB24/00920/LBC - Langbaugh Hall	Listed Building consent for replacement roof	Listed building regulations seem to be adhered to and would be addressed by the relevant department – no observations.
ZB24/00904/MRC - Tolent Construction Limited Land North-West Of Cleveland Lodge	Application for variation of condition 18 (changes to construction method statement for 15no bungalow at Edward Pease Drive - changes to site layout and welfare facilities) to previously approved	Councillors discussed that the initial plans had included requirements for storage facilities for contractors, the time limit had expired and the welfare part was moved in front Fry Court.

Application ref / Address	Description of Works	Parish Council responses
	application 17/01180/FUL for extra care housing comprising 57 apartments with communal lounge, dining, kitchen, laundry, offices, garden and car parking area, 12 detached bungalows with single garages and private drives, new access road and new surface water drain and attenuation pond	Councillors discussed the addition of a footpath to access the bungalows, it was agreed that this was needed – no objection.

Cllr Moorhouse and Cllr Blackmore left the meeting.

#### 24.63.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB24/00636/FUL - 14 Roseberry Crescent	Proposed single storey infill extension to rear - Granted.
ZB24/00393/FUL - Christ Church Hall Guisborough Road	Application to install 9No. 1762mm x1134mm x 30mm (each) solar panels in 3 rows of 3 on the east end of the church hall roof - Granted.

#### 24.64 Correspondence and Information from Clerk

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

##### 24.64.1 Correspondence for discussion

Great Ayton Discovery Centre	Request for payment of £12,500 donation to 30 <sup>th</sup> September 2024. –RESOLVED this was budgeted and approved.
NYC Environmental Health	Report of emissions of dark and nuisance smoke from allotments – email reminders of tenancy agreements sent, and notices placed in allotments – The continuing issue of fly tipping was discussed.
Chipchase Manners	Engagement letter for Audit - to discuss under accounts.

##### 24.64.2 Correspondence for Information-

From	For Information
NYC	Licensing of Village Hall – Premises licence renewed by Village Hall committee
NYC	Confirmation of moratorium period until 7.5.24 ceased. Remains an Asset of Community value to 24.10.2028
Valda energy	Smart meter to be fitted at Parish Centre 7.6.24
BUGs	Report of 2 wooden tubs to be removed from High Green. Work completed by GAPC team
NYC	Continued concerns of railings at Suggitts sent to NYC request for regular monitoring. Councillor Greenwell commented on some loose coping stones, but the Parish Council were satisfied that this would be looked at by NYC as they had been asked to monitor the railings.
Resident	Piece of land Linden Close – request that PC maintain this, email sent to Broadacres Housing informing them this was their land
Zzoomm	works to pot holes on High Green completed w/c 8 <sup>th</sup> May
NYC	Footway resurfacing Guisborough Road w/c 3 <sup>rd</sup> June for 4 weeks
Resident	Email concerns of speeding vehicles on Stokesley Road
Resident	Thanks from Marwood Drive residents for brilliant works being completed by GAPC team on grass cutting

From	For Information
NYMNPA	Letter re permitted development rights for barns
Scout Group	Request for Duck Race Sunday 2 <sup>nd</sup> June 2pm
Resident	Enquiry when Play Park would re-open

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

Item	Information	Action / Comments
Village Appearance and concerns	Grass cutting across village / facilities	Cutter completed 50 hours work and service booked. Fuel card received. It was reported that some jobs normally completed in the village were not being completed and the workload for GAPC team was unsustainable with no additional support brought in for the grass cutting as had been agreed. Mr Marley reported that he had been working additional hours to manage to complete actions required including spraying weeds and strimming around graves early morning and evening. The Chair suggested that requirements were discussed after the Fete weekend. The Chair reported a complaint regards the weed killing around the graves, but he had informed of the difficulties in cutting around the stones. Mr Marley stated that there were concerns on damages with strimming and that weed killing would resolve this. All agreed that there would be mixed reactions on this decision to spray around the headstones. The Parish Council had made a decision to have the full area completed, this would stop damage to headstones by strimming. Mr Marley was advised to continue spraying where he deemed appropriate.
	River Leven - Your Tees Catchment Partnership Living Leven	Cllr Short had attended a meeting and provided a report: Environment Authority working more closely with "citizen science", particularly on water quality. A subgroup Thriving Catchments are working on 3 rivers in particular, one being the Leven. They are introducing 17 new phosphate monitoring points on the Leven. In a list of projects being worked on, one was looking at weirs in Great Ayton. Mention of a National Trust plan for a "Tees to Topping" cycleway.
	Speeding	HGV speeding through village, concerns for bridge – Cllr Baylin had reported this matter, and this was discussed. It was agreed that this was an A road and there were signs up advising of the conditions. The Chair stated that there was no weight limit imposed on the bridge, this had been requested on a previous occasion and could be looked at again in the future.
Benches	maintenance continuing when possible	No storage facility or time available at present.
Allotments	Eviction of tenant being dealt with by solicitor	The Chair stated that there had been some further information received and requested an additional Parish Councillor to be involved. Chair to contact Cllr Baylin to be involved and staff would be interviewed. <b>ACTION: Chair</b>
	Allotment report provided	Visit to be completed and letters to be sent to tenants where required. Lots of fly tipping on site. The Clerk had sent her report to Parish Councillors. Mr Marley had been treating a rat infestation and tenants were encouraged to report any concerns to the Parish Council as there had been some comments on social media but no reports to the Parish Council on the matter.

Item	Information	Action / Comments
Facilities	Village Hall	Roof repairs complete
	Play Park	<p>Playpark reopened 24<sup>th</sup> May, flooring damage reported within one week. GAPC to approve any reduced opening times – The Play Park was currently opened at 8am and closed at around 9pm at the same time as locking the cemetery. The Chair questioned a suitable time for staff to close the areas and he suggested that a notice be placed on the playground stating the gates will be closed at 7pm. These could be closed later to suit staff but gave scope for staff availability.</p> <p>The dog waste bin which had been moved at the request of NYC to enable easier collection was discussed, dog bags were being left in the Play Park. Councillors agreed this was a hygiene issue in a children’s play area and directed that the Clerk request a bin in the Play Park. <b>ACTION: Clerk</b></p>
	Cemetery	There had been an increase in dog waste reported and posters had been erected requesting owners to remove waste.
	Low Green	Reinstatement request to Northern Gas following gas leak and land left in poor condition. Meeting held with the reinstatement Manager and agreement made to send a team on 1 <sup>st</sup> June to work on the area.
Village events	Summer Village Fete 8 <sup>th</sup> / 9 <sup>th</sup> June 2024	<p>All organisation was in place for the Fete on 8<sup>th</sup> June 1pm -4pm and 9<sup>th</sup> June 12 noon – 4pm. A request had been received from an out of area dance group to have a stall and give a performance. This was discussed and it was agreed that only local interest groups should be involved. Following Crash Bang Wallop pulling out there had been agreement from Sam Readman Choir to perform on the Saturday, but no music was organised for the Sunday. Ayton Beats DJ had offered a greatly reduced cost of £150 to attend the Sunday event. The Parish Council approved this spend which would be covered by the payments from food stands. The Clerk informed of the need for a microphone for the Saturday event which the Chair would provide. The Clerk informed that the tables were being collected and dropped back off on the Saturday. Mr Marley had ordered additional bins to enable a tidier area and for easier collection by NYC but had been informed of a cost of £137 and had cancelled these. <b>ACTION: All</b></p> <p>The Clerk informed that Cllr Greenwell had received correspondence regarding the Carols on the Green event. It was questioned if this could be organised for either Monday 16<sup>th</sup> or Friday 20<sup>th</sup> December. It was agreed that this would take place on Monday 16<sup>th</sup> December 2024. Clerk to advise. <b>ACTION: Clerk</b></p>
Any update from Parish Council Team		<p>Rat baiting at the allotment was ongoing</p> <p>There were no further matters discussed.</p>

## 24.66 Financial Reports 4<sup>th</sup> June 2024

24.66.1 Receipts and Payments to 4<sup>th</sup> June 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**

<b>Paid From</b>	<b>Description</b>	<b>Date</b>	<b>Amount £</b>
HMRC	VAT reclaim	8.5.24	4397.21
Fawcett & Hetherington	Funeral fee	24.5.24	1100.00
Various	20-30 May payments for fete		270.00
			<b>£5767.21</b>

**Payments**

<b>Paid to</b>	<b>Description</b>	<b>Date</b>	<b>Amount £</b>
Nat West	bank charges 29.3 to 3.5	4.5.24	£14.35
North Yorkshire Council	Advance charges for monthly bin collection	1.5.24	£69.08
Sam Turner & Sons	Jerry canister 10L	2.5.24	£24.95
Minster	13 days van hire	1.5.24	£343.20
Great Ayton Discovery Centre	Donation	2.5.24	£12,500.00
Everflow	water to all meters 18.3 to 17.5	5.4.24	-£484.86
Everflow	water to all meters 18.3 to 17.5	23.4.24	£315.34
Everflow	water to all meters 18.5 - 17.6	29.4.24	£164.50
Zurich insurance	additional charges new van	13.5.24	£70.78
Sam Turner & Sons	1x Hilka extendable brush wash	15.5.24	£12.95
Minster	van hire 14 days	15.5.24	£464.52
Everflow	water to all meters 18.6 - 17.7	18.5.24	£156.19
Allotment fund account	E Young paid donation into incorrect account	30.4.24	£136.00
Thompsons Timberworks Ltd	supply crumb rerubber, top crumb wet pour rubber and lay	10.5.24	£660.00
Thompsons Timberworks Ltd	remove rubber round roundabout, install wood chip, rubber mats at swings, fix rocker and new board	13.5.24	£2,076.00
A Livingstone	Van Demon - mat for van	15.5.24	£22.99
A Livingstone	Great Ayton Discovery Centre printing & laminating 3 A3 fly tipping signs	21.5.24	£6.00
L Marley	Great Ayton filling station grass cutting	8.5.24	£15.00
L Marley	Great Ayton filling station grass cutting	14.5.24	£28.02
L Marley	Great Ayton filling station diesel for van	14.5.24	£59.81
L Marley	Great Ayton filling station grass cutting	21.5.24	£20.01
L Marley	Great Ayton filling station grass cutting	30.5.24	£25.00
Yatton House	Parish Council electric to 30.5.24	30.5.24	£139.45
Alan Dale	Dig and fill graves 24th May	30.5.24	£375.00
BNP Paribas Leasing	Grasscutter initial documentation	12.4.24	£240.00
BNP Paribas Leasing	Grasscutter initial fee	12.4.24	£456.00
BNP Paribas Leasing	Grasscutter monthly fee	18.4.24	£456.00
BNP Paribas Leasing	Grasscutter monthly fee	20.5.24	£456.00
	<i>Any invoice received after agenda issued</i>		
Jo Blackmore	Route2Print – 2500 leaflets for fete	26.5.24	£49.58
		<b>TOTAL</b>	<b>£18871.86</b>

**24.66.2 To accept end of year accounts before sending for internal audit**

Accounts had been circulated and the Clerk had received no queries. The Clerk informed of the need to organise an additional meeting to sign off accounts when received back from Chipchase Manners Accountants as if this was delayed further charges would be incurred.

**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.*

Next Meeting –Tuesday, 2<sup>nd</sup> July 7pm at the Discovery Centre

Signature

Date

Clerk: Mrs Angela Livingstone – [clerk@great-ayton.org.uk](mailto:clerk@great-ayton.org.uk)

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