

# GREAT AYTON PARISH COUNCIL

Clerk: Nola Atkinson  
Email: clerk@great-ayton.org.uk



## GREAT AYTON PARISH COUNCIL

Minutes of the meeting held on Tuesday 4<sup>th</sup> October 2022 at 19.00

- 1     **1.1 Present:** A Taylor, R Kirk, F Greenwell, J Blackmore  
          **In Attendance:** Lee Marley (Cemetery & Services Superintendent), N Atkinson (Clerk)  
          **1.2 Apologies:** N Baylin (Work) Accepted, R Short (Medical) Accepted, Cllr R Hudson (Work) Accepted, Cllr H Moorhouse (Work)
- 2     **Minutes from the Parish Council Meeting held on Tuesday 7<sup>th</sup> September 2022**  
It was **RESOLVED** to approve the minutes of the Parish Council held Tuesday 7<sup>th</sup> September 2022 as a true and accurate record.
- 3     **Police Report** – The Police report was **RECEIVED** and **ACCEPTED**. There have been 1 reports of anti-social behaviour, 1 report of Auto crime, 2 report of criminal damage and 6 reports of violence against the person
- 4     **NYCC Report** – Following a site visit, a Drain Jetter has been arranged to clear the drain at Dump corner.  
**HDC Report** - Nothing to report
- 5     **To consider and decide upon planning applications**

Application	Address	Works to be carried out	Comments
22/01965/LBC	Royal Oak Hotel 123 High Street Great Ayton	Replacement of 2no. timber sash windows on second floor on front elevation	No Objections or observations.
22/02001/FUL	Royal Oak Hotel 123 High Street Great Ayton	Replacement of 2 no. timber sash windows on second floor on front elevation	No Objections or observations
22/02056/FUL	13 Roseberry Crescent Great Ayton Middlesbrough	Single storey rear infill extension and single storey detached outbuilding	Observation - Concerns about issues raised from neighbours about flooding. Request an environmental flood risk report. No objections about the infill of the extension
22/02092/FUL	37 Angrove Close Great Ayton Middlesbrough North Yorkshire	Retrospective permission for the construction of a fence	Objection - Concerns about safety issues regarding the fence height and if it impairs visibility to road and footpath users. Feel it is not in character with the rest of the estate. Reduces parking at the property, increasing on street parking which could also be a safety issue.
22/02223/FUL	1A Bridge Street Great Ayton Middlesbrough North Yorkshire	Two storey extension to rear of house, Single storey extension to side and rear of house, Porch to front elevation, Loft conversion, Render full building and new gravel drive area.	Objection to south side single storey extension due to the proximity to the boundary line and the neighbours. Height of the roof would block vista and have a negative impact to housing on Holly Garth.
22/02269/CAT	1A Bridge Street Great Ayton	Fell 2no. trees in a conservation area and removal of leylandii hedge	No Objection of Observations.

6 To receive planning decisions/information – **Noted**

Application Number	Address	Works	Decision
22/01669/FUL	14 Linden Avenue Great Ayton Middlesbrough	Construction of front elevation bay porch with canopy and replacement of roof tiles on main dwelling and garage as amended 15 August 2022	Granted
22/01753/FUL	32 Wheatlands Great Ayton Middlesbrough	Proposed Garage Conversion with new roof over	Granted
22/01571/FUL	The Book Emporium 89 High Street Great Ayton	Change of use of ground floor retail premises to annex associated with existing dwelling	Granted
22/01878/CAT	8 Park Square Great Ayton Middlesbrough	Works to a tree in a conservation area	Granted

7 **To receive matters requested by Councillors**

7.1 Yatton House Community Garden Update (Cllr A Taylor)

Cllr Taylor gave a review into the background of how the community garden came into being, including grants that have been received and help given from BUGS and the Rotary Club. Yatton House approached The Marwood Trust regarding a request to remove the hedge from around the boundary and replacing it with a fence. When contacted the Marwood Trust were supportive of the project of a community garden, but voiced concern that a community garden might contravene the lease with the Parish Council, as it is not technically an allotment. Marwood Trust is liaising with Yatton house directly to discuss the lease for the Community Garden.

7.2 Burial Fee Report (Cllr F Greenwell)

Amendments to cemetery Regulations – **RESOLVED to ACCEPT amendments.**

Burials Regulations:

In the interest of safety, any headstone found to be unstable will be laid flat to comply with guidance from the Ministry of Justice. Any re-instatement is the responsibility of the owner and must be undertaken by a monumental mason.

When floral tributes have wilted, they will be removed. Artificial flowers and/or any other tributes found to be in poor condition or seen as inappropriate for the cemetery setting will be removed.

Scattering/Burial of ashes:

Standard memorial vases may be placed on or below the memorial walls. When floral tributes have wilted, they will be removed. Non -Standard containers will be stored behind the wall for use when required.

Review of the fees, New Fees from 1<sup>st</sup> November 2022– **RESOLVED to ACCEPT** the new fee increase from 1<sup>st</sup> November 2022.

Persons 18 years and over, Standard Coffin (Grave dug up to 28 inches wide) £780

Persons 18 years and over, Standard Coffin (Grave dug over 28 - 36 inches wide) £880

Persons 18 years and over, Standard Coffin (Grave dug up over 36 inches wide) or Casket Burial £1080

Grave over 6ft deep for double burial £1080

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Headstone not to exceed 3'6"	£125
Vase not to exceed 21"	£65
Additional Inscription	£65

## Garden of remembrance

Interment of casket	£80
Scattering of ashes	£50
Fixing plaque to wall	£50

Clerk was asked to send a Letter to undertakers informing them of fee increase and amendments

## 7.3 Personnel Committee

Standing order requires that the committee should consist of 4 councillors with 3 councillors to make it quorate. It was AGREED that the committee would consist of Cllr Kirk, Cllr Taylor and Cllr Blackmore. Cllr Baylin to be asked.

Staff development review carried out for L Marley.

P Wood and N Atkinson staff development reviews to be arranged.

8 To receive information from the clerk regarding ongoing issues and decide upon necessary actions

### 8.1 Christmas Light switch on event

The Christmas Tree has been ordered from Maynard's Garden Centre. It is a 22ft Christmas Tree that has been reserved for us. It was agreed to employ G Frankish to collect and install the tree. Cllr Blackmore to arrange to get the lights tested.

It was **RESOLVED** to cancel the Christmas Light Switch event due to cost of living concerns and lack of time/volunteers to organise it.

### 8.2 Website update

The new website is now live. Clerk asked if councillors could look through it and inform of any tweaks/amendments that need to be made. Photographs to be add of councillors.

### 8.3 Allotment updates

Andrew Snowdon has resigned as allotments officer. Clerk and maintenance team have volunteered to take on the responsibilities of the allotment officer until rents have been taken and a new volunteer can be found to take on the role. Cllr Baylin will also to help with allotment management/supervision until a new allotments officer can be recruited.

Rents are now due for the allotment. Posters have been placed around the allotments, on FB, the village noticeboard and on the website. Rents can be paid by BACS or via cash or cheque on 13<sup>th</sup> October 2022 at two drop-in sessions at the PCC which will be run by clerk, Lee Marley and Paul Wood.

Repairs are need to the roads and paths within the allotments. There is some road planing that we can use but need the machinery to move the material to where it is needed. It was **AGREED** to hire a mini digger for a day to facilitate these repairs.

### 8.4 RoSPA Report

RoSPA have been and inspected the play park. Great feedback with no area of immediate concern. It was suggested that some areas of matting could do with replacing and varnishing of some of the woodwork in the next year which the maintenance team have been asked to address.

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## 8.5 Warm Spaces support

The council AGREED to support the Methodist Church and the Discovery Centre in their plans to provide a warm spaces this winter for the residents of Great Ayton. The council will await to hear from the Methodist church and the Discovery Centre how best they can support these projects.

## 8.6 GAFC & CC Lease Update

GAFC & CC have been in touch with Taylor Wimpey regarding the lease for the football field. Taylor Wimpey will confirm in writing what they have discussed verbally, but they are looking to issue a new contract to the council, that can then be sublet to GAFC & CC. All leases/agreements to be passed via the PC solicitor before signing.

## 9 Financial Reports – Invoices **APPROVED** for payment

Date	Company	Inv No	What	Amount	Method
29.09.22	Cleaning Products Ltd	18271	Cleaning products for WC's	105.23	BACS
29.09.22	Gary Frankish Grounds Maintenance	2328	Grass cutting Sept 2022	901.83	BACS
29.09.22	Gary Frankish Grounds Maintenance	2329	20l of E5 Fuel	34	BACS
31.08.22	Mole Country Stores	102619	Roundup Biactive	100.68	BACS
05.09.22	Mr Lee Marley	9374	Fuel for service vehicle	17.01	BACS
14.09.22	Mr Lee Marley	9396	Fuel for service vehicle	40	BACS
27.09.22	Mr Lee Marley	9427	Fuel for service vehicle	5	BACS
03.10.22	NBB Recycled Furniture	3538525	Plaque	60	BACS
03.10.22	NBB Recycled Furniture	3538523	Plaque x 4	240	BACS
03.10.22	NBB Recycled Furniture	3538524	Captain's Seat Bench	384	BACS
09.09.22	PKF Littlejohn LLP	20221801	External Audit	720	BACS
16.09.22	RoSPA Playsafety Limited	66319	Annual Playground inspection	105	BACS
06.09.22	Sam Turner & Sons Ltd	2209835	Disinfectant, Cable ties and Bin Bags	16.68	BACS
09.09.22	Sam Turner & Sons Ltd	2214770	Tarpaulin	6.95	BACS
23.09.22	Sam Turner & Sons Ltd	2234619	4 x Loo Brushes	15.16	BACS
30.09.22	Sam Turner & Sons Ltd	2246285	12 x anchor bolts & Dewalt drill bits	23.51	BACS
06.09.22	Teesside Industrial Door Services	16	Manufacture, supply and install roller shutter door at cemetery workshop	800	BACS
03.10.22	Vicky Anderson Ltd	14646	PA1 & PA6 training for Cemetery Superintendent	594	BACS
30.09.22	Zurich Municipal	518376374	Annual Insurance fee	2767.61	BACS
01.10.22	NYCC Waste Management	257166	Monthly bin charges for the cemetery	58.62	DD
13.09.22	Scottish Hydro	531886070/0010	Elec to PCC from 02.08.22 - 01.09.22	37.74	DD
14.09.22	Scottish Hydro	361886575/0002	Elec to WC from 21.06.22 - 13.09.22	431.27	DD
09.09.22	Wave Water	11004795	Jun 22 - Sept 22 WC Water	271.62	DD
09.09.22	Wave Water	11006923	Jun 22 - Sept 22 Allotment Water	548.95	DD
09.09.22	Wave Water	11005821	Jun 22 - Sept 22 Cemetery Water	12.89	DD

## 9.1 External Audit updates

The 2022 external audit has now been completed and audited account are available for viewing.

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- 10 To discuss applications and confirm a new councillor  
One application has been received for the position of new councillor. Councillors have **AGREED** to offer the position to the applicant subject to clarification on one issue raised within the application form.

Meeting closed

Next meeting to be held on 1<sup>st</sup> November 2022, 7pm at the Discovery Centre, High Street.

