

**Minutes of the Meeting of Great Ayton Parish Council
held on Tuesday 7th November 2017 at 7.00 pm**

Present: - Cllrs: J Fletcher, Cllr Mrs A Taylor, Cllr G Readman and Cllr R Hudson.
Mr A Snowdon (Parish Clerk) and Cllr Mrs H Moorhouse.

Min No.	Business
1	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Kirk, Cllr Robinson and Cllr Mrs Brown</p>
2	<p><u>Declaration of Interest in items on the Agenda</u></p> <p>No declaration noted with the relevant topic/s.</p>
3	<p><u>Members of the Public invited to address the Council</u></p> <p>Rachel Turnbull & Suzanne Venus, organisers from the Great Ayton Play Park (GAPP) volunteer group were invited to address the Council. It was confirmed that the GAPP volunteer group were nearing the end of their refurbishments of the play park on behalf of the Parish Council and as such sought advice as to how they should hand back responsibility to GAPC. The Parish Council would like to express their gratitude for the excellent work that GAPP have done over their years of involvement. Noted</p>
4	<p><u>Minutes of the Meeting of the Parish Council held on Tuesday 5 September 2017</u></p> <p>The minutes of the Meeting of the Parish Council held on Tuesday 3 October 2017 were approved and signed. Agreed.</p>
5	<p><u>Police Report</u></p> <p>There had been 23 incidents reported in the period 3rd October to 5th November 2017. 10 reports of anti-social behaviour / 5 report of burglary / 3 reports of criminal damage / 3 reports of theft of property / 2 reports of suspicious circumstances. Noted</p> <p>It was agreed that the Parish Council should write to NY Police to request a greater presence in the village especially with regards to the increasing number of reports of anti-social behaviour.</p>
6	<p><u>Council Services Report</u></p> <p>Cemetery Following formal resolution by the Parish Council the Clerk was requested to progress with the application for consecration of the cemetery land details of the process having been forwarded by Reverend Peverell. (C/f Oct 17) Ongoing</p>

	<p>Captain Cook Garden Cllr Mrs Taylor confirmed that some quotes had been received with regards to the plans/proposals for works required to redevelop the James Cook garden. Although work by the 'BUGA' volunteer team, this had slowed due to the need for site clearance, changing weather and finalisation of plans. Cllr Fletcher noted that the permission to remove the large sycamore tree had not yet been received, further hampering progress. Noted</p> <p>Cllr Readman spoke on behalf of Cllr Robinson to confirm his enthusiasm to proceed upon returning from his holiday and sought clarification that all aspects to Cllr Robinsons outline plan was agreeable to the Parish Council. Through discussion it was confirmed that the broad agreement previously reached was still in place but that the plans needed to remain fluid to match any financial support that might be forthcoming from the LEADER program. (Applications for LEADER funding need to be presented by 31 January 2018 to enable review and any changes ahead of the March 2018 deadline). Noted</p> <p>It was agreed that the plan to improve the appearance and accessibility of the garden remained the main thrust of the project and that the History Society were welcome to explore the 'race' and perhaps excavate elements of the remaining foundations from the original Cook dwelling but this should be done during the development phase of the plan. An Interpretation Board should be sought and this along with creative planting would be appropriate to highlight the foundations within the garden boundary. Noted</p> <p>Public Conveniences It was previously agreed to try and obtain a specification and costs for refurbishing the toilets so that members could consider whether to include this scheme in the budget next year as well as seeing if they could secure S106 funds towards it. Cllrs Fletcher and Taylor would draw up a specification with a view to then obtaining quotes. (B/F from Nov16) Ongoing. Ahead of any major refurbishment it was agreed that the public WC's should receive a 'deep clean' as soon as possible and that consideration should be given to painting the tiles. Agreed</p> <p>Christmas events Specification and cost were put forward and agreed for additional lighting to be supplied to the GABF for the trees on the High Green. Agreed It was confirmed that Santa has invited both the Great Ayton Parish Council and Cleveland Search & Rescue members for a ride through the village on his Sleigh in late December (at a date to be confirmed.) The Councillors confirmed their enthusiasm to meet Santa and his reindeer once again. Noted</p> <p>Grass Cutting Costings and maps for grass cutting in the village have now been distributed, thus enabling a review of future grass cutting requirements. It was previously noted that a new tractor mower would likely be required in the near future as the current unit had seen heavy use and was in need of continuous repair. Cllr Fletcher & Cllr Hudson agreed to prepare a proposal for future service provision in due course. Noted</p>
7	<p>Planning Applications 17/02077/FUL - 36 Linden Avenue - Single storey extension to rear of dwelling. <u>No objections</u> 17/02078/FUL - The Grange Mews - Change of use from annex to dwelling class C3. – <u>No objections</u> 17/02200/TPO - Ashcroft Little Ayton Lane - Works to trees covered by tree preservation order. <u>No objections</u> 17/02079/CAT - 2 Low Green - Works to trees in a conservation area. <u>No objections (though a request for the planting of a replacement tree to be made)</u> 17/02115/CAT - John Pease Cottages - Works to trees in a conservation area (fell & prune). <u>No objections (though a request to homeowner to trim hedge overhanging footpath)</u> 17/02205/FUL - 36 Marwood Drive - Single storey extension to rear & alterations to existing roof. <u>No objections</u></p>

	<p>17/02213/FUL - 55 Marwood Drive - Demolition of external building & garage. Construction of single storey extension to dwelling. <u>No objections</u></p> <p><u>Applications Approved</u> 17/01571/FUL - Parochial Hall - Internal & external alterations. 17/01762/FUL - 27 Wheatlands - New pitched roof over existing flat roof & two storey extension.</p> <p><u>Other Planning Information</u> 15/02856/FUL - Cleveland Lodge Appeal hearing 26/10/17 17/01180/FUL - Cleveland Lodge Planning Committee meeting 12/10/17</p>
8	<p><u>Correspondence and Information Report</u> 1st Great Ayton Scouts - Request for donation to bonfire night at Fletchers Farm. Agreed Gordon Hetherington - Request from Rotary Club to plant tree in memory of Audrey Collins. Agreed Mrs Audrey Grainge - Request for British Legion Poppy Appeal collection on the High Street. Agreed NYCC - Affirmation regarding appropriate parking on Easby Lane. Clerk to write to NY Police to ask for enforcement. Great North Air Ambulance - Seeking charitable donation from Parish Council. Not appropriate from precept Mr Steve Baxter - After visit to the archives to view old PC minutes (19th December 1967), 2017 confirmed as the 50th anniversary of Carols on the High Green. NYCC Police Speed Watch - Request to set up a Community Speed Watch (CSW) scheme in the area following reported concern on Guisborough Road. GAPC happy to support in principle but not with direct involvement. HDC - Damage to stone sign on A173 requiring repair by Parish Council. GAPC responsible for repair. GAPC / HDC - An incident of fly tipping has been reported on the Parish Allotments. GAPC responsible to clear. Mr Paul Gough - Concerns expressed over changes to markings outside Myrtle House reducing parking spaces & adding yellow lines. Mrs Thompson - Concern expressed regarding bags of clothing left in 'Buck' carpark after the removal of the clothes skip. Cllr Hudson to ask HDC if they might clear the bags even though landowner responsibility. Great Ayton Bowls Club - Request for stall at 2018 village fete. C/f to 2018 Citizens Advice - Seeking charitable donation from Parish Council. Not appropriate from precept HDC/GAPC - Advice of change of ownership 105 High Street. HDC/GAPC - Advised of dangerous surface to footbridge over Leven. Temporarily 'taped off' until repair by NYCC. Environment Agency - Agreement to clear debris below bridge at A173/Guisborough Road. Action due mid Nov David Kerfoot DL - Letter of thanks re: Captain Cook anniversary service. Friends of GA Station - Esk valley railway information & timetables. Abbotts of Leeming - Bus timetable information. HDC - Invitation to Parish Liaison Meeting 17th November. Bruno Peek - Battle's Over (Nov 2018) information. NYCC PCSO - Advice of availability of Dot peening 25th Oct. Hambleton Community Action Invitation to Hambleton Community Action Annual General Meeting on Monday 13th November.</p>
9	<p><u>Clerk's Report</u> Allotments Following collection of the allotment rents (12th October) and subsequent payments only 15 persons remain as outstanding & approximately 90% of rents have been collected. <i>Clerk to write to those with outstanding payments to request appropriate payment be made.</i> Noted</p>

	<p>Play Park A phone call received from 'Paul Staines' HDC suggests that drug misuse is taking place at or around the play and that an issue had been reported to Rishi Sunak (MP) by a visitor to Great Ayton. <i>Clerk to write to NY Police to ask them to review the matter. Noted</i></p>
10	<p>Accounts Report The total payments made were £11,775.13 The total income received was £5,053.90</p>
11	<p>Parish Precept It was noted that preparations were required in order to be able to set the Parish Precept requirement in accordance with HDC requirements and as such the Clerk was asked to liaise with Cllr Kirk in order to prepare the proposal based on requirements which fall as PC responsibility. Noted.</p>
12	<p>Councillors Reports</p> <p>Councillor Mrs Brown: Having received the ROSPA play park report during September some remedial works will be required. Cllr Mrs Brown to provide summary of requirements and advise. (B/F from Oct) Ongoing</p> <p>Councillor Robinson had conducted a survey of the bus timetables and produced a report which detailed that a number were missing and a number were out of date and the train times did not appear anywhere. Some updated timetables have been received (Abbotts / Esk Valley) an are displayed on the notice board. A corrective response from Arriva has not been forthcoming to date. Ongoing</p> <p>Councillor Mrs Taylor confirmed that ongoing problem with Himalayan Balsam on the banks of the Leven will require attending at the appropriate time of year volunteers to be sought to put together 'Balsam bashing' teams if possible. The Environment Agency have written to GAPC with advice regarding control/eradication. Ongoing</p> <p>Councillor Fletcher gave updates with regards to Endeavour Way the cycle track project from Stokesley to Great Ayton currently being surveyed by Sustrans. Drop in information and static displays are to be held at the Friends Meeting House, Great Ayton on 23rd November and in Stokesley on 16th November. Ongoing</p>
13	<p><u>Such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.</u></p> <p><u>Yatton House.</u> Yatton House has requested that consideration be given to a 21year lease being drawn up to extend their current licence agreement beyond its current term. This request has been made in order to assist with applications for external funding that Yatton House have made in order that they can redevelop their building infrastructure on Guisborough Road. Through discussion it was agreed that the Parish Council were amenable to discussing an extended lease and that the Clerk should write to advise of applicable conditions.</p>
13	<p>Exclusion of the Press and Public In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council RESOLVED that the press and public be excluded from the meeting.</p>

GREAT AYTON PARISH COUNCIL – MEETING 7 NOVEMBER 2017

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	To consider the consecration of the Cemetery land.	Having received confirmation of the process, the Clerk was tasked with progressing the matter.	Ongoing
Captain Cook Garden	Cllr Fletcher had provided an update regarding the work that would take place next year.	Improvements continue and Cllr Mrs Taylor and Cllr Robinson are providing regular updates with regards to proposed improvements plans. Application being made to LEADER for possible funding of capital improvement items.	Ongoing
Public Conveniences	It was agreed to look at refurbishing the toilets next year. To see if any grants would be available and to obtain a quote for the work required.	Cllr Mrs Taylor and Cllr Fletcher would draw up a plan at a time yet to be agreed. (c/f from Nov 16 mtg)	Open
Christmas Events	To agree a date for the Carols on the High Green and to nominate a charity for the collection	Monday 18 th December has been agreed for Carols on the High Green.	Ongoing
Christmas Events	Business Forum Christmas Event (25 th November 2017)	Additional lights for the tree(s) on the high green are to be sought & supplied by the Parish Council on behalf of the Business Forum.	Ongoing
Grass Cutting / Ground Maintenance	Cllr Fletcher & Cllr Hudson to review the specification/scope with regards to grass cutting/weeding under PC control.	Cost / Time / Scope review ongoing with regards to PC grass cutting obligations. Review requirement of a new tractor mower due to excessive down-time through repairs to current unit.	Ongoing

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
17/02077/FUL - 36 Linden Avenue	Single storey extension to rear of dwelling.
17/02078/FUL - The Grange Mews	Change of use from annex to dwelling class C3.
17/02200/TPO - Ashcroft Little Ayton Lane	Works to trees covered by tree preservation order.
17/02079/CAT - 2 Low Green	Works to trees in a conservation area.
17/02115/CAT - John Pease Cottages	Works to trees in a conservation area (fell & prune).
17/02205/FUL - 36 Marwood Drive	Single storey extension to rear of dwelling and alterations to existing roof.
17/02213/FUL - 55 Marwood Drive	Demolition of external building & garage. Construction of single storey extension to dwelling.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
17/01571/FUL - Parochial Hall	Internal & external alterations
17/01762/FUL - 27 Wheatlands	New pitched roof over existing flat roof & two storey extension

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	
15/02856/FUL - Cleveland Lodge	Invitation to appeal hearing 26/10/17	
17/01180/FUL - Cleveland Lodge	Invitation to Planning Committee meeting 12/10/17	

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information
Great Ayton Scouts	Request for donation to bonfire night at Fletchers Farm.
Gordon Hetherington	Request from Rotary Club to plant tree in memory of Audrey Collins.
Mrs Audrey Grainge	Request for Poppy Appeal collection on the High Street.
NYCC	Affirmation regarding parking on Easby Lane.
Great North Air Ambulance	Seeking charitable donation from Parish Council.
Mr Steve Baxter	After visit to the archives to view old PC minutes (19th December 1967), has confirmed that 2017 will be the 50 th anniversary of Carols on the High Green.
NYCC Police Speed Watch	Request to set up a Community Speed Watch (CSW) scheme in the area following reported concern on Guisborough Road.
HDC	Damage to stone sign on A173 requiring repair by Parish Council.
GAPC / HDC	An incident of fly tipping has been reported on the Parish Allotments
Mr Paul Gough	Concerns expressed over changes to markings outside Myrtle House reducing parking spaces & adding yellow lines.
Mrs Thompson	Concern expressed regarding bags of clothing left in 'Buck' carpark after the removal of the clothes skip.
Great Ayton Bowls Club	Request for stall at 2018 village fete.
Citizens Advice	Seeking charitable donation from Parish Council.
HDC/GAPC	Advice of change of ownership 105 High Street.
HDC/GAPC	Advised of dangerous surface to footbridge over Leven.
Environment Agency	Agreement to clear debris below bridge at A173/Guisborough Road (mid Nov)
David Kerfoot DL	Letter of thanks re: Captain Cook anniversary service.

INFORMATION

Sender	Information
Friends of GA Station	Esk valley railway information & timetables.
Abbotts of Leeming	Bus timetable information.
HDC	Invitation to Parish Liaison Meeting 17 th November.
Bruno Peek	Battle's Over (Nov 2018) information.
NYCC PCSO	Advice of availability of Dot peening 25th Oct.
Hambleton Community Action	Invitation to Hambleton Community Action Annual General Meeting on Monday 13th November.

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CLERK'S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Allotments	Following collection of the allotment rents (12 th October) and subsequent payments only 15 persons remain as outstanding & approximately 90% of rents have been collected.	Clerk to write to those with outstanding payments to request appropriate payment be made. The allotments holders & 'map' have now been reviewed and updated to reflect current occupancy.	Ongoing
Play Park	A phone call received from 'Paul Staines' HDC suggests that drug misuse is taking place at or around the play park (reported to Rishi Sunak by visitor to Great Ayton.)	Discussion with HA suggest that this may be correct and that the associated rubbish is cleaned up. Potential for damage to play park equipment.	Open
Great Ayton Scouts	The local scout group are seeking a donation to their bonfire event at Fletchers Farm.	£100 donation previously given.	Open

COUNCILLOR'S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Dog Fouling of Footpaths	Cllrs continue to seek to improve the general cleanliness of the footpaths in the village especially with respect to dog mess.	Re-engage with dog warden to advise of specific incidents and request 'Clean it up' stickers.	Ongoing
Great Ayton Play Park	Cllr Mrs Brown advised that the play park will need some remedial attention following the ROSPA inspection/report.	To establish works required and allocate to HW / volunteers / contractor for completion	Ongoing
Bus Timetables	Cllr Robinson is seeking to address the lack of accurate information being displayed upon the main bus stops in the village.	Further formal letters written to Abbots & Arriva regarding timetables. Accurate timetable information to be displayed.	Ongoing
Himalayan Balsam	Cllr Mrs Taylor is seeking to find a means by which to control / eradicate Himalayan Balsam growing on the banks of the Leven.	Contact made with Tees River Trust & the Environment Agency. Suggestion to add to duties of River Warden and seek volunteers to 'bash' the balsam before it seeds.	Ongoing
Endeavour Way	Cllr Fletcher gives updates with regards to Endeavour Way the cycle track project from Stokesley to Great Ayton currently being surveyed by Sustrans.	Friends Meeting House hired for static display on 23 rd November.	Open

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
British Legion Poppy Appeal	Payment for poppy wreath	S137 Funds	£50.00
1st Great Ayton Scout Group	Scouts bonfire night event	S137 Funds	£100.00
Gary Frankish	Hedge / Grass Cutting , River Warden	Grass Cutting	£680.00
Gary Frankish	Hedge / Grass Cutting , River Warden	Grass Cutting	£430.00
Hambleton District Council	Council Tax 105 High Street	General Admin	£281.92
Hambleton District Council	Salary recharges 01/07 - 30/09	Salaries	£8,922.00
Howard Atkinson	Mobile phone top up - Howard	Cemetery	£20.00
Richard Collins	Grave dug & grave backfilled	Cemetery	£180.00
Sam Turner & Sons Ltd	Rat poison & refuse sacks	Allotments	£166.28
Sam Turner & Sons Ltd	Sharpen blade, Oil, staples, Gloves	Cemetery	£144.68
Friends Meeting House	Meeting House 05/09 & 03/10	General Admin	£30.00
Great Ayton Filling Station	Unleaded Fuel for Mower (NV13WDF)	Open Spaces	£101.93
E-ON	Gas & Elec 105 High Street	General Admin	£50.99
Initial Hygiene	Hygiene services public WC's	Public Conveniences	£74.16
HOME FIX COMPUTERS	Printer cartridges	General Admin	£41.00
Peels Engravers	Planter plaque - H & H Petch	Open Spaces	£17.00
A Snowdon	24 X First Class Stamps	General Admin	£15.60
Thompson Hardware Ltd	3 Packs of toilet rolls	Public Conveniences	£45.00
Thompson Hardware Ltd	Toilet Rolls, Caustic Soda, Cloths, Kitchen Roll, Cleaner, Hand Wash, Spray bottle, Wasp powder	Public Conveniences	£60.63
PH Greenwell	Supply & fit new wall heater to HA Cabin	Cemetery	£84.94
The Royal Oak Hotel	31 X lunches (Captain Cook Day of Sail)	S145 Village Events	£279.00
TOTAL			£11,775.13

Receipts

<u>Customer</u>	<u>Description</u>	<u>Other data</u>	<u>Value £</u>
Allotment Holders	Allotment Rents 10/10 - 12/10	Allotment Rents	£2,931.90
Allotment Holders	Allotment Rents 13/10 - 26/10	Allotment Rents	£586.50
Allotment Holders	Allotment Rents 27/10 - 02/11	Allotment Rents	£561.50
Mrs Bailey	Garage Rent Oct 2017	Garage Rent	£25.00
Mrs Bailey	Garage Rent Nov 2017	Garage Rent	£25.00
Mr Hayley	Ashes Internment	Cemetery	£69.00
Mr Short	Wall Plaque	Cemetery	£41.00
Mr Appleyard	Wall Plaque	Cemetery	£41.00
M&B Rea Funerals	Funeral Fee	Cemetery	£701.00
M&B Rea Funerals	Grave reservation - Mrs M Baker	Cemetery	£72.00
TOTAL			£5,053.90

Other

<u>ITEM</u>	<u>INFORMATION</u>	<u>ACTION/COMMENTS</u>	<u>STATUS</u>
Parish Precept 2018/19	Preparations are required to be able to set the Parish Precept in accordance with HDC requirements.	Clerk to prepare review of budget 2017/2018 for December PC Mtg.	Open