

**Minutes of the Meeting of Great Ayton Parish Council  
held on Tuesday 5<sup>th</sup> December 2017 at 7.00 pm**

**Present:** - Cllrs: J Fletcher, Cllr Mrs A Taylor, Cllr Mrs Brown, Cllr G Readman, Cllr J Robinson and Cllr R Kirk.

Mr A Snowdon (Parish Clerk), Sarah Botez (D&S), Cllr Mrs H Moorhouse (NYCC), PCSO Emma Ellington

4 members of the public and 3 guest speakers

Min No.	Business
1	<p><b><u>Apologies for Absence</u></b></p> <p>Apologies were received from Cllr R Hudson</p>
2	<p><b><u>Declaration of Interest in items on the Agenda</u></b></p> <p>Cllr Fletcher declared an interest in item 1 of the planning section.</p>
3	<p><b><u>Members of the Public invited to address the Council</u></b></p> <p><b><u>3 X Residents – Flooding Easby Lane/Marwood Drive</u></b></p> <p>Three residents of Easby Lane and Marwood Drive gave details relating flooding on Wednesday 30/11/17 which highlighted significant drainage issues and a near miss in terms of property damage. The excessive water on Easby Lane (which ran through gardens to Marwood Drive) was thought to be running off nearby farm land after very wet weather and then was not able to drain away adequately into the River Leven due to unknown problems within the drainage network.</p> <p>Residents understood that Northumbrian Water were not responsible as this was not an issue with the foul drains but neither NY Highways nor HDC would take remedial action. Cllr Fletcher confirmed that in previous years the drains had been cleared of many tons of debris and this seemed to help but this was not a solution to the problem as a whole. Cllr Kirk suggested that the weather on 30/11 was being viewed as ‘exceptional’ by the local authority (hence no action) but that these flooding events were happening at least a couple of times per year so the bad weather should no longer be considered as exceptional on this basis.</p> <p>NYCC Cllr Mrs Moorhouse advised that this ongoing problem was the responsibility of the NY Flood Team not Highways and that residents should write giving as much evidence as possible in order that the problem be given a high priority. Cllr Fletcher suggested that the residents forwarded their evidence to the Parish Clerk in order that the Parish Council could write to the NY Flood Team on behalf of residents.</p>

	<p><b><u>Ian Pearce – History Society</u></b> Mr Pearce made representation on behalf of the History society as part of the ongoing discussions regarding the Captain Cook Memorial Garden LEADER application (See section 6).</p>
	<p><b><u>Tolent / Northumbrian Water / Developer – Cleveland Lodge</u></b></p> <p>Three representatives (Architect - Mr N Peacock, Tolent main contractor - Mr I Pratt, NWL - Mr A Ferguson) associated with the Cleveland Lodge development gave details of the planned approach and likely impact of the works required in order to complete construction in accordance with applicable regulations.</p> <ul style="list-style-type: none"> <li>i) Tolent advised that significant road closures were required on Newton Road to facilitate works to widen the site entrance, reposition the sandstone boundary wall (45m either side of opening), move trees and alter drainage. A minimum of 6 weeks of closures was thought to be required but commitment was given to allowing access for residents and overnight / weekend parking. (Works assumed to start Mar/Apr 18).</li> <li>ii) Northumbrian Water described that the drainage route to be taken would be from Roseberry Crescent and across the estate land and hence include significant improvements for the Roseberry estate in order to remove the existing flood risk, cure foul drain contamination &amp; improve environmental impact on the River Leven. These extensive works would require various stages of road closure on the Roseberry's during the early phase of works.</li> <li>iii) The whole project is scheduled to take 1 year to complete.</li> </ul> <p>Cllr Kirk thanked the developers and considered that the long term positive impact of the project on Great Ayton would significantly outweigh the negative impact on the local residents during the build process.</p> <p>Cllr Readman suggested that the vast majority of residents would see little or no positive impact and instead would suffer significant inconvenience throughout the build.</p>
4	<p><b><u>Minutes of the Meeting of the Parish Council held on Tuesday 5 September 2017</u></b></p> <p>The minutes of the Meeting of the Parish Council held on Tuesday 7<sup>th</sup> November 2017 were approved and signed. <b>Agreed.</b></p>
5	<p><b><u>Police Report</u></b></p> <p>There had been 18 incidents reported in the period 5<sup>th</sup> November to 4<sup>th</sup> December 2017. 1 report of anti-social behaviour / 4 reports of Auto crime / 3 reports of burglary / 1 report of theft of property / 1 report of property damage / 1 drugs possession incident / 1 report of public violence / 6 reports of suspicious circumstances. <b>Noted</b></p> <p>The Parish Council were introduced the newly recruited PCSO and it was confirmed that there are now 4 PCSO's active in the area.</p>

6 **Council Services Report**

**Cemetery**

Progress with the application for consecration of the 'new' cemetery land (B/f Oct 17) **Ongoing**

**Captain Cook Garden**

Cllr Fletcher confirmed that the Parish Council is fully in support of making a LEADER funding application for the Captain Cook Memorial Garden with a view to enhancing the heritage aspects of this location. **Noted**

Cllr Robinson thanked the assembled Councillors for their positive approach to his proposal and reminded the PC that agreement of the specification needed to be reached in order that 3 formal quotations could be sought ahead of the submission to LEADER. In addition, a letter from the trustees of the memorial garden would be required in order for the PC to act on their behalf. Cllr Kirk confirmed that the trustees were happy to write to confirm and further suggested that Cllr Fletcher, Cllr Mrs Taylor and Cllr Robinson meet separately to agree upon the final specification. It was agreed by the PC that this was the appropriate course of action. **Ongoing**

Ian Pearce speaking on behalf of the local History Society advised that there was little point in extensive archaeological excavations taking place as the ground would have been heavily disturbed and contain a lot of general rubble. Mr Pearce suggested that marking the footprint of the former cottage would be significant but it was considered impractical as some of the building's outline would clash with the entrance to the garden. Cllr Fletcher proposed that an interpretation board could be used to highlight the old position of the cottage. Mr Pearce further suggested that the Mill Race be earmarked as an area of significant interest hence it was agreed that this area be cleared and investigated to some extent and an interpretation board be installed to give further detail. **Ongoing**

**Public Conveniences**

Having carried out an informal survey of similar facilities in surrounding town/villages, Cllr Fletcher advised that the public WC's in Great Ayton were in better cosmetic condition than most that he visited. It was suggested that refurbishment was not required but instead the 'deep clean' and painting of the tiles would suffice. The councillors agreed that this course of action was appropriate. **Agreed**

**Christmas events**

It was confirmed that Santa's sleigh would ride through the village on 23rd December starting at 5:30pm. **Noted**

The Parish Council expressed its thanks for the efforts of all those involved with the Christmas Fayre on Saturday 25<sup>th</sup> November. The fayre was a great success and it was broadly estimated that 2000 people had attended. The Parish Council agreed that local business people should be encouraged to become involved with the Great Ayton Business Forum as even though it might not be obvious as to how it benefits them individually, a strong business community is seen to be of benefit to the village as a whole. **Noted**

**Grass Cutting**

Costings for grass cutting in the village have now been analysed but no conclusion was reached in terms of outsourcing v's in-house activity. Costs were not seen to be significantly different using either approach so it was decided to continue with a combined service delivery for the time-being. It was further agreed that a new tractor mower could not be justified for purchase at this time. **Noted**

7	<p><b>Planning Applications</b></p> <p><b>17/02025/LBC</b> – 10 High Green Application for listed building consent for replacement door to existing dwelling. <b>No Objections.</b> (NB: Cllr Fletcher declared an interest in this item and therefore took no part in decision making/discussion)</p> <p><b>17/02183/CAT</b> – 1 Mill Terrace Works to trees in conservation area. <b>No Objections.</b></p> <p><b>17/02321/OUT</b> – Land to North of Low Green House, Yarm Lane Outline application with some matters reserved for the construction of live/work unit. <b>Not in Favour. (Property outside of development limits / No significant local employment created).</b></p> <p><b>NYM/2017/0789/FL</b> – Aireyholme Cottage – 2 X roof lights &amp; rear extension. <b>Not in favour (Concerns expressed that the property is not in keeping with the sensitive National Park area.</b></p> <p><b>Applications Approved</b></p> <p><b>17/02200/TPO</b> – Little Ayton Lane - Works to trees covered by preservation order.</p> <p><b>17/02079/CAT</b> – 2 Low Green - Works to trees covered by preservation order.</p> <p><b>17/02061/FUL</b> – 2 West Terrace - Rear single storey extension.</p> <p><b>17/01479/FUL</b> – East Angrove Farm - Change of use of annexe to holiday accommodation.</p> <p><b>17/02077/FUL</b> – 36 Linden Avenue - Single storey extension to rear of dwelling.</p> <p><b>Other Planning Information</b></p> <p><b>APP/G2713/W/17/3175199</b> - Cleveland Lodge - Appeal dismissed regarding planning application 15/02856/FUL.</p>
8	<p><b>Correspondence and Information Report</b></p> <p><b>GAPC</b> - Letter to NY Police to request more police presence on dark evenings re: ASB</p> <p><b>Mowden Park Estate Company Limited</b> Email received expressing concerns on behalf of tenants of ‘rumours’ that steps to rear of arcade to be removed. <i>Parish Council written in response confirming steps to belong to GADC &amp; possibility of having been discussed.</i></p> <p><b>PCSO James Crawford</b> - Request the dates for all Parish Council meetings that are due to be held in 2018.</p> <p><b>Phil Marshall (Environment Agency)</b> - Request for meeting with Cllr Fletcher re flood defences and associated matters. <i>Meeting has been arranged.</i></p> <p><b>Marc Mason (Riverfly Partnership)</b> - Request to establish sampling sites downstream of the bridge at Little Ayton, Low Green and the bridge at Angrove Farm <b>Permission granted for areas within Parish.</b></p> <p><b>Cllr Fletcher / Tourist information</b> - Request to renew map of the village with tourist hot spots identified due to fading.</p> <p><b>Cllr Fletcher / DPD</b> - Complaint to DPD regarding delivery van driving on to the High Green.</p> <p><b>Cllr Fletcher / Neal Waters</b> - Discussion regarding build-up of silt/gravel in River Leven &amp; request for progress of same. <i>Clerk requested to investigate why river not cleared in November as agreed with EA.</i></p> <p><b>PCSO Crawford</b> - Proposing extra street lighting on the corner of Cleveland Street/Romany Road where there is a small parking area which is dimly lit. <i>Proposed solution as described by PCSO Ellington agreed by PC.</i></p> <p><b>Rachael Rice</b> - Enquiry as to whether a crossing could be installed on Guisborough Road due to heavy traffic &amp; difficulty getting to Marwood School, Low Green etc. <i>Ms Rice advised of associated difficulties.</i></p>

	<p>Arriva - PC written regarding future bus services through Great Ayton. <i>Clerk asked to complain to Arriva for lack of responses of any kind.</i></p> <p><b>Park Square fruit &amp; veg</b> - Request to sell Christmas items on Green alongside Richard Thompson – 9th Dec. <i>Permission granted.</i></p> <p><b>Mr John Turnbull</b> - Request for local resident to be able to plant shrubs on green space at corner of Roseberry Crescent &amp; Roseberry Ave. <i>Permission granted with thanks to the residents for improving local green spaces.</i></p> <p><b>Angrove Park/HDC</b> – Licence application to be allowed to serve alcohol (11am-10:45pm Mon-Thur, 11am – 11pm Fri-Sun) Clerk to write to confirm that the application is acceptable on conditions appertaining to noise &amp; same hours each day.</p>
9	<p><b><u>Clerk's Report</u></b></p> <p><b>Allotments</b>  Following collection of the allotment rents (12th October) and subsequent payments only 8 persons remained outstanding for payment of allotment rent (1 cheque presented with wrong payee / 1 cheque rejected). Allotments which were not paid by 30/11 will now be subject to 30% penalty or plot withdrawn. <i>Clerk to write to advise of 30% uplift / withdrawal of plot. Noted</i></p> <p>Revised information received regarding certification for handling/buying rat poison for allotment areas, online training to be taken to allow continued bulk purchase. <b>Noted</b></p> <p><b>Cemetery</b>  Action list prepared to assist with consecration application of the new area of the cemetery. Clerk to make application for planning permission for change of use. <b>Noted</b></p>
10	<p><b><u>Accounts Report</u></b></p> <p>The total payments made were £14,393.15  The total income received was £721.50</p>
11	<p><b><u>Parish Precept</u></b></p> <p>Through extensive review of previous years accounts, projections for the current year and in view of increasing responsibility, agreed improvements items and other significant works it was resolved through majority vote that the Precept for 2018/19 should be increased to £90,000.</p>

12	<p><b><u>Councillors Reports</u></b></p> <p><b>Councillor Mrs Brown</b> once again expressed her concerns at the dog mess on the pavements within the village. This is an ongoing problem being caused by inconsiderate dog owners who will be prosecuted if caught. The Clerk advised of the local concern expressed on the Facebook page 'I love Great Ayton' and that a local action group intended to act upon the problem. Cllr Fletcher confirmed that he would meet with the action group to offer PC support and to distribute some warning stickers received from the local Dog Warden. <b>Ongoing</b></p> <p><b>Councillor Robinson</b> 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) and are displayed on the notice board. A corrective response from Arriva has not been forthcoming to date and hence the Clerk was asked to follow up. <b>Ongoing</b></p> <p><b>Councillor Fletcher</b> asked the clerk to follow up regarding the various tree planting quotes and associated plaques &amp; posts which remain outstanding. <b>Ongoing</b></p> <p><b>Councillor Fletcher</b> asked the clerk to write the Business Forum by way of thanks for the efforts of their volunteers in respect of the erection of the Xmas tree/lights and the success of the Xmas Fayre on 25/11/17. <b>Noted</b></p> <p><b>Councillor Readman</b> reminded the councillors the annual PC dinner would be on 27<sup>th</sup> January. Cllr Fletcher asked that Mr Peter Greenwell and ex-Councillor Mrs Frances Greenwell be invited as special guest in recognition of the many decades of service to the village. <b>Noted</b></p>
13	<p><b><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></b></p>
14	<p><b><u>Exclusion of the Press and Public</u></b>  <b>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.</b></p>

**GREAT AYTON PARISH COUNCIL – MEETING 5 DECEMBER 2017**

**COUNCIL SERVICES REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Cemetery	The consecration of the 'new' Cemetery area to take place.	Having received confirmation of the process, the Clerk was tasked with progressing the matter.	Ongoing
Captain Cook Garden	An improvement project has been established for the Captain Cook Memorial Garden.	Cllr Mrs Taylor and Cllr Robinson are providing regular updates with regards to proposed improvements plans. Application to LEADER for possible funding of capital improvement items by 31/01/18.	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. A deep-clean & cosmetic improvements are proposed for winter 2017/18.	Ongoing
Christmas Events	To agree a date for the Carols on the High Green and to nominate a charity for the collection	Monday 18 <sup>th</sup> December has been agreed for Carols on the High Green.	Ongoing
Christmas Events	Santas sleigh ride around the village.	Collection by members of the Parish Council and Cleveland Search & Rescue to take place on 23/12/17.	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

**GREAT AYTON PARISH COUNCIL – MEETING 5 DECEMBER 2017**

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
<b>17/02025/LBC – 10 High Green</b>	Application for listed building consent for replacement door to existing dwelling.
<b>17/02183/CAT – 1 Mill Terrace</b>	Works to trees in conservation area.
<b>17/02321/OUT – Land to North of Low Green House, Yarm Lane</b>	Outline application with some matters reserved for the construction of live/work unit.

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
<b>17/02200/TPO – Little Ayton Lane</b>	Works to trees covered by preservation order.
<b>17/02079/CAT – 2 Low Green</b>	Works to trees covered by preservation order.
<b>17/02061/FUL – 2 West Terrace</b>	Rear single storey extension.
<b>17/01479/FUL – East Angrove Farm</b>	Change of use of annexe to holiday accommodation.
<b>17/02077/FUL – 36 Linden Avenue</b>	Single storey extension to rear of dwelling.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	
<b>APP/G2713/W/17/3175199 Cleveland Lodge</b>	Appeal dismissed regarding planning application 15/02856/FUL.	



**GREAT AYTON PARISH COUNCIL – MEETING 5 DECEMBER 2017**

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Sender</b>	<b>Information</b>
GAPC	Letter to NY Police to request more police presence on dark evenings re: ASB
FM Greenwell / GAPC	Letter to confirm authority to apply for 'House to house' collection licence.
Mowden Park Estate Company Limited	Email received expressing concerns on behalf of tenants of 'rumours' that steps to rear of arcade to be removed.
PCSO James Crawford	Request the dates for all Parish Council meetings that are due to be held in 2018.
Phil Marshall (Environment Agency)	Request for meeting with Cllr Fletcher re flood defences and associated matters.
Marc Mason (Riverfly Partnership)	Request to establish sampling sites downstream of the bridge at Little Ayton, Low Green and the bridge at Angrove Farm.
Cllr Fletcher / Tourist information	Request to renew map of the village with tourist hot spots identified due to fading.
GADC	Request for 2 <sup>nd</sup> Precept payment from GAPC.
Cllr Fletcher / DPD	Complaint to DPD regarding delivery van driving on the High Green.
Cllr Fletcher / Neal Waters	Discussion regarding build up of silt/gravel in River Leven & request for progress of same.
PCSO Crawford	Proposing extra street lighting on the corner of Cleveland Street/Romany Road where there is a small parking area which is dimly lit. (FAO HDC)
Rachael Rice	Enquiry as to whether a crossing could be installed on Guisborough Road due to heavy traffic & difficulty getting to Marwood School, Low Green etc.
Arriva	PC written regarding future bus services through Great Ayton.

**INFORMATION**

<b>Sender</b>	<b>Information</b>
Great Ayton Scouts	Thanks received from Great Ayton Scouts for donation to bonfire event.
HDC	Street collection licence received for High Green on 18/12/17.
NYCC	Hambleton Area Committee meeting 4/12/2017
Reverend Peverell	December/ January edition of Spire attached – the Church Mag of Great Ayton & Newton
HDC	Application for the grant of a premises licence received today in respect of Angrove Park, Great Ayton submitted
NYCC	Letter received regarding the roadside light improvement programme.
Caryn Loftus	Update regarding the future of the Esk Valley Railway.
NYMNPA	Letter confirming changes to electronic planning process.

**GREAT AYTON PARISH COUNCIL – MEETING 5 DECEMBER 2017**

**CLERK'S REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Allotments	7 persons outstanding for payment of allotment rent. (1 cheque presented with wrong payee)	Allotments which are not paid by 30/11 to be with 30% penalty or withdrawn.	Ongoing
Allotments	Revised rules regarding rat poison	Revised information received regarding certification for handling/buying rat poison. What approach to take towards online training.	Open
Cemetery	Action list prepared to assist with consecration application of the new area of the cemetery.	Apply for planning permission for change of use.	Ongoing

**COUNCILLOR'S REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
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.	Accurate timetable information to be displayed.	Ongoing
Endeavour Way	Cllr Fletcher advises that GAPC have been asked to become involved with Endeavour Way the cycle track project from Stokesley to Great Ayton currently being surveyed by Sustrans.	Friends Meeting House was hired for static display on 23 <sup>rd</sup> November.	Ongoing
Parish Liason Meeting	Cllr Fletcher attended the recent Parish Liason meeting (16/11)	Establish HDC E portal for Great Ayton specific planning items.	Open

**GREAT AYTON PARISH COUNCIL – MEETING 5 DECEMBER 2017**

**ACCOUNTS REPORT**

**Payments**

<b><u>Supplier</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
A Snowdon	24 1st class stamps & 5 Large Letter stamps	General Admin	£20.50
Mrs A Taylor	Autumn bedding, garden bulbs, Edeson	Open Spaces	£40.85
Mrs A Taylor	Compost X 2	Cooks Garden	£42.44
Friends Meeting House	Nov & Dec PC Meeting, Endeavour event	General Admin	£58.00
Sam Turner & Sons Ltd	Rat poison, knife, 6 nylon nuts	Allotments	£127.33
Sam Turner & Sons Ltd	12 Fence posts for Xmas tree	Village Events	£18.43
GADC	2nd Precept Payment	GADC	£12,500.00
Festive Lights	Purchase 50m LED Lighting	Village Events	£367.07
G A MARWOOD	H2 Allotment Land Rent	Allotment Rent	£250.00
Maynards Nursery	Purchase 35ft Xmas tree	Village Events	£400.00
Great Ayton Service Station	Fuel for tractor mower & Puncture repair	Open Spaces	£105.79
Scottish Hydro	Electricity for public WC's	Public WC	£387.17
Safechem	Pine Safe, Safeclean Extra, Pineapple Cubes	Public WC	£75.57
<b>TOTAL</b>			<b>£14,393.15</b>

**Receipts**

<b><u>Customer</u></b>	<b><u>Description</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
Allotment Holders	Allotments rents November 2017	Allotment Rents	£215.50
N & A Taylor	Flower tub plaque (sponsorship)	Flower Tub	£17.00
MW Weatherhill	Erection of headstone	Cemetery	£108.00
REA Funeral Services	1 X headstone, 2 X ashes internment	Cemetery	£246.00
Funeral Services Ltd	1 X ashes internment, 1 X wall plaque	Cemetery	£110.00
<b>TOTAL</b>			<b>£696.50</b>

**Other**

<b><u>ITEM</u></b>	<b><u>INFORMATION</u></b>	<b><u>ACTION/COMMENTS</u></b>	<b><u>STATUS</u></b>
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