

GREAT AYTON PARISH COUNCIL

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28/11/18

To the Members of the Council you are hereby summoned to attend a meeting of Great Ayton Parish Council in **The Friend's Meeting House** on **Tuesday 4th December 2018 at 7.00pm** for the purpose of transacting the following:

AGENDA

1. Apologies

2. Declaration of Interest in items on the Agenda

3. Members of the Public invited to address the Council

4. To confirm the minutes of the Parish Council Meeting held on 6th November 2018

5. Police Business

To receive the Police Report & meet the Community Mapping Project Officer.

6. Council Services Report

To receive the Council Services report and information; decide any necessary actions.

7. Planning Report

To receive and comment on the Planning Applications, and receive other planning notifications per the Planning Report.

8. Correspondence and Information Report

To receive Correspondence and Information received since the last Meeting and decide upon necessary actions.

9. Clerk's Report

To receive the Clerk's Report and decide any necessary actions.

10. Councillors Reports

To receive Councillors comments and reports.

11. Accounts Report

To receive and approve items on the Accounts Report.

12. Such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.

13. Exclusion of the Press and Public

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting if required.

The next Parish Council Meeting will take place on Tuesday 8th January 2019 in the Children's Room at the Friends Meeting House.

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COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	The consecration of the 'new' Cemetery area to take place. <u>(See Schedule of Capital Expenditure 03/07/18)</u>	The formal file has been opened with the Diocese of York and dates for the ceremony are to be advised.	Ongoing
Captain Cook Garden	An improvement project has been established for the Captain Cook Memorial Garden. <u>(See Schedule of Capital Expenditure 03/07/18)</u>	The LEADER funded works for capital improvement are ongoing.	Ongoing
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's. <u>(See Schedule of Capital Expenditure 03/07/18)</u>	To deliver the standard required of it has been agreed that a formal specification should be sought from a professional organisation/architect.	Ongoing
Whitbread / Waterfall Bridge	The memorial bridge over the Leven at Waterfall terrace is showing signs of age. <u>(See Schedule of Capital Expenditure 03/07/18)</u>	Engineering study & discussions for options regarding the replacement of the bridge including external funding opportunities. Planning application to proceed.	Ongoing
Public Footpaths	The footpaths in Great Ayton are regularly reported as being in a poor state of cleanliness especially with regards to dog mess.	Suggestion to form action group with wider community involvement. Community Protection Notices requires Dog Warden & evidence.	Ongoing
Great Ayton Play Park	The play park requires ongoing maintenance and repairs.	The 2018 RoSPA inspection has been received and items for remedial action have been identified.	Ongoing

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
18/02470/FUL - 12 Easby Lane	Delegated Decision - Revised application for demolition of existing garage and construction of 2no side extensions, new roof to existing dormers & timber porch with two storey rear extension and alterations to conservatory (previously 18/01672/FUL).
18/02461/CAT - Riverside Low Green	Delegated Decision - Works to trees in conservation area.
18/02360/MRC - Great Ayton SWT	Delegated Decision - Application for variation / removal of condition related to Planning Application 18/01017/FUL - Installation of kiosk building to allow for increase in height of kiosk and change of material used for the platform from steel to concrete.
18/02537/FUL - 16 Rosehill	Delegated Decision - Demolition of existing porch and construct new. Alteration and new roof over sun room. Dormer extension to rear with balcony. New pitched roof over dormer.

PLANNING DECISIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK

LICENCING ITEMS

REF/ADDRESS	DESCRIPTION	
105 High Street	Premises licence application	

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Who	Consideration Required
Resident	Mail received requesting that consideration be given to cleaning of the pavements due to dog fouling and other detritus.
1st Great Ayton Scouts	Thanks for donation & general enquiry as to whether GAPC would like to formalise the 'sponsorship' of the bonfire night event in the future.
Resident	Request for reduction of overhanging branches obstructing the street lights alongside the cemetery on Guisborough Road.
Resident	Request for support to improved visibility of signage at the dropped kerb crossing point on the High Street for Hollygarth residents.

Who	For Information
PKF Littlejohn	2 X queries regarding external audit. Audit report received with exceptions.
GAPC / HDC	Confirmation of responsibility regarding rubbish in ex-Tourist Info carpark.
Resident	Telephone call of concern regarding potential disruption to local business during lane closure of Newton Road due to Cleveland Lodge construction works.
HDC	HDC Local Development Scheme document for review. http://consult.hambleton.gov.uk/portal/planning/lds-nov-2018
Allotment Holder (resident)	Formal complaint about the condition of a neighbouring allotment.
GAPC / Wallgate	Meeting regarding lack of maintenance parts for Wallgate dispensers in public WC's.
Former resident	Request for replacement bench plaque in memory.
YLCA	Details of 2019 YLCA Hambleton Branch meetings.
YLCA	November 'White Rose Update'
ChristChurch	December / January edition of the Spire

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CLERK'S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
GDPR	Requirement to progress the GDPR compliance.	A notice has been placed on the PC website for guidance. Consideration for a Working Group / Sub Committee required to develop a formal GAPC policy.	Ongoing
Expansion of Councillor Numbers	The Parish Council has decided to move forward with a Community Governance Review.	As the Authority for such matters, HDC has advised that this would be actioned through a Community Governance Review. It is not possible to complete a consultation prior to the 2019 elections.	Ongoing
Parish Precept	Arrangements for 2019/20	As part of the budget process the Parish Precept will need to be set by 31/12/18 to align with HDC requirements.	Ongoing
Trees	A number of trees have required attention during high winds. Scheduled inspections of PC owned trees have been recommended by insurers	The Clerk has been asked to prepare a suitable tree policy for consideration.	Ongoing
Control of rabbits	The Parish Council has previously authorised a volunteer to manage rabbit numbers in the cemetery & allotments	Request for re-issue of letter from Parish Council to give authority to use a licenced air rifle on the cemetery & allotments prior to 7am.	Open
Allotments	Late payment of rents admin charge.	The Clerk proposes to add a reasonable 'admin' charge for late payment of allotment fees in place of the 30% penalty previously in place.	Open
January PC Meeting	The January meeting is currently due to fall on 01/01/19.	Please could consideration be given to moving the meeting to 08/01/19	Open

COUNCILLOR’S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Endeavour Way	Endeavour Way the cycle track project from Stokesley to Great Ayton proposed by Sustrans.	Discussion required with Stokesley TC to confirm agreement of a joint understanding regarding any local maintenance requirements.	Ongoing
Easby Lane flooding	The drains in Easby Lane are unable to cope with excessive volumes of water during heavy downpours which also run off local farmland	NYCC have been informed and confirm a lack of capacity at peak. HDC have inspected for build-up in the gullies & have found no issues. Remedial action outstanding.	Ongoing
Parish Council Assets	Cllr Robinson requested that the Asset Register be brought up to date & include Common Land and other implied assets.	The register identifying and summarising assets in the ownership or control of the Council requires bringing up-to-date in an accessible digital format.	Ongoing
Ex-Tourist Information building	The Parish Council are seeking to lease the Ex TIC building from HDC.	HDC to provide formal documents for review / acceptance. Remedial action by HDC prior to occupancy.	Ongoing
Xmas lighting improvements to Village Green	The Parish Council have agreed to investigate options to facilitate improved Xmas lighting on the High Green. (See Schedule of Capital Expenditure 03/07/18)	Further discussions required for action prior to Xmas 2019.	Ongoing
GA Business and Community Forum	Cllr Fletcher has forwarded a report & Cllr Mrs Taylor has made suggestions regarding a future approach.	Discussion regarding the promotion of local businesses and community activities.	Open

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
NATWEST	Bank Charges November 2018	Bank Charges	
NATWEST	Bank Charges December 2018	Bank Charges	
A Snowdon (Clerk)	24 X First Class Stamps	General Admin	£18.19
Maynards Nursery	34' Xmas Tree for High Green	S145 Village Events	£420.00
The Royal Oak	2 X Tea & 1 X Coffee - Meeting	S145 Village Events	£5.75
The Royal Oak	3 X Coffee - Meeting	S145 Village Events	£7.05
HOME FIX COMPUTERS	Black ink & Colour-black multi	General Admin	£48.00
Mossy Rock	Laying of turf as per quote #103	Cooks Garden	£722.05
TOTAL			£1221.04

Receipts

<u>Customer</u>	<u>Description</u>	<u>Other data</u>	<u>Value £</u>
Various Allotment Rents	Collected as cash since 06/11	Allotments	£337.00
Resident	5 Year Grave Reservation payment	Cemetery	£75.00
TOTAL			£412.00

Other

<u>ITEM</u>	<u>INFORMATION</u>	<u>ACTION/COMMENTS</u>	<u>STATUS</u>
Parish Precept 2019/20	Preparations are required to be able to set the 2019/20 annual budget and in so doing establish a suitable Parish Precept in accordance with HDC requirements.	Clerk to prepare review of budget 2018/2019 for December PC Mtg.	Open