

GREAT AYTON PARISH COUNCIL

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28/08/19

To the Members of the Council you are hereby summoned to attend the Great Ayton Parish Council meeting in **The Great Ayton Discovery Centre** on **Tuesday 3rd September 2019 at 7.00pm** for the purpose of transacting the following:

AGENDA

1. Members of the Public invited to address the Council

2. Police Business:

To receive the North Yorkshire Police report including the monthly statistics.

3. NYCC & HDC Reports

To receive the NYCC & HDC reports from local Councillors and other speakers.

4. Apologies for Absence

5. Declaration of Interest in items on the Agenda

6. To confirm the minutes of the Parish Council Meeting held on 6th August 2019

7. Adoption of Standing Orders, Regulations & Polices:

Standing Orders (ADOPTED 07/05/19)

Financial Regulations (ADOPTED 07/05/19)

Code of Conduct (ADOPTED 07/05/19)

Co-option Procedure (ADOPTED 07/05/19)

Complaints Policy (ADOPTED 04/06/19)

Archiving and Retention Policy (ADOPTED 04/06/19)

Access to Information Policy (ADOPTED 02/07/19)

Press Policy (ADOPTED 02/07/19)

Trees & Hedges Policy (Adopted 06/08/19)

Allotments Regulations & Tenancy Agreement (Draft for review)

8. To Consider Planning & Licencing Applications Received:

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

9. Correspondence and Information:

To receive details of Correspondence and Information and decide upon necessary actions.

10. Council Services / Working Group Reports:

To receive the Council Working Group reports and decide upon necessary actions.

11. Councillors Actions & Reports

To receive Councillors reports and decide upon any necessary actions.

12. Clerk's Actions & Reports

To receive the Clerk's report and decide upon necessary actions.

13. Accounts Report

To receive and approve items on the Accounts Report & review YTD budget expenditure.

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

15. 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 1st October 2019.

PLANNING REPORT

PLANNING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/01614/FUL - 56 Guisborough Road	Delegated decision - Proposed construction of double garage in rear garden
19/01682/FUL - 7 Whinstone View Great	Delegated decision - Demolition and construction of single storey extension.

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/01337/FUL - 6 Yarm Lane	GRANTED - Proposed single storey extension
19/01227/FUL - Park Square Fruit & Veg 4 Park Square	GRANTED - Change of use from fruit and veg shop to a small bar (Use Class A4).
19/01113/FUL - 108 Newton Road Great	REFUSED - Rear First Floor Extension with Balcony
19/01043/ADV - Great Ayton Conservative Club 5 Low Green	GRANTED - Application for consent to display signage to gable wall of premises
19/00275/TPO - Molyneux Low Green	GRANTED - Proposed works to trees subject to a Tree Preservation Order 1982/05 . T1 Red Oak - pruning and crown lift. T2 Grand Fir - remove tree and replant with new species.
19/00068/FUL - Great Ayton Tennis Club Mill Terrace	WITHDRAWN - Construction of all-weather building to cover 2No Tennis Courts
NYM/2019/0307/FL - Aireyholme Cottage	WITHDRAWN - Application for construction of replacement garage (grid ref 457652 511727)

OTHER ITEMS

REF/ADDRESS	DESCRIPTION

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COUNCIL SERVICES / WORKING GROUPS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	To receive reports & recommendations from the Cemetery Working Group and consider actions as required.	Consideration of how to enlarge the wall of remembrance or other means of affixing more plaques in memory. <i>Cemetery Working Group to meet 10/09/19</i>	Ongoing (Cemetery Working Group)
Cook Family Memorial Garden	The improvement project has been completed for the Cooks Family Memorial Garden.	Back-filling of foundations due at end of August. Remittance for LEADER grant funds received.	Complete (Garden Working Group)
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>	The Planning application 19/00329/FUL design drawings submitted to HDC Planning by Beaver Bridges. Impetus grant application to be submitted by HDC External Funding Officer upon receipt of planning/EA approvals. <i>Bridge Working Group / Beaver Bridges</i>	Ongoing (Whitbread Bridge Working Group)
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>	A formal specification to be sought from a professional organisation/architect prior to commencement at t date to be confirmed. – <i>No action required at this time.</i>	Open (Buildings Working Group)
Allotments	To receive report & recommendation from the Allotments Working Group and consider actions as required.	Proposal to adopt revised Allotment Regulations & Tenancy Agreement. Proposal for security gate at the allotments to be submitted after investigation of options. <i>Allotments Working Group recommendation</i>	Ongoing (Allotments Working Group)
Village Hall	To receive report & recommendations from the Buildings Working Group and consider actions as required.	To establish maintenance responsibility and other terms for a peppercorn lease between the Village Hall CIO (tenants) and the Parish Council (Landlord). <i>Meeting of Buildings Working Group to take place 19/09/19.</i>	Ongoing (Buildings Working Group)
Children's Play Park	To receive report & recommendations from the Play Park Working Group and consider actions as required.	The 2019 RoSPA inspection will take place in September. <i>Play Park Working Group to meet following inspection.</i>	Ongoing (Play Park Working Group)
Xmas 2019	To receive reports & recommendations regarding the Xmas 2019	Update regarding cabling works on the High Green. Discussion regarding 2019 Xmas festivities. <i>Village Events Working Group to meet 03/09</i>	Open (Village Events Working Group)
Parish Council Website	To establish requirements for a replacement Parish Council website	Prices / options should be sought to establish cost for replacing the current website with a more up-to-date product	Open (Parish Council)
Great Ayton Discovery Centre	To discuss the matter of the Parish Council's future donations to the Great Ayton Discovery Centre	The matter of future donations to be discussed in advance of the 2020/21 Budget process	Open (Parish Council)

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COUNCILLOR'S ACTIONS & REPORTS

ITEM	ORIGINATOR / ACTIVE CLLR	ACTION/COMMENTS	STATUS
Endeavour Way	Cllr John Fletcher	GAPC has agreed to make the formal planning application for the Endeavour Way cycle path from Great Ayton to Stokesley on behalf of the local interest group.	Ongoing
Pollinators – BUGAS	Cllr Angela Taylor	Update from Cllr Taylor regarding the Brighten Up Great Ayton 'Action for pollinators' project.	Ongoing
Captain Cooks Day of Sail	Cllr John Fletcher	GAPC has confirmed support for the Captain Cooks Day of Sail which is organised by the Cook Schoolroom Museum. A budget and venue for dignitary lunches remains to be approved. Cllr Taylor / Cllr Kirk to provide update.	Ongoing
WW1 Wicker Soldier	Cllr John Fletcher	Cllr Fletcher has requested that the WW1 Wicker Soldier be inspected by councillors with a view to relocating him to the cemetery since he has stepped down from duty.	Ongoing

CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Village Hall	The CIO 'Great Ayton Village Hall' are tenants within the building which is owned by the Parish Council.	Division of maintenance responsibilities required to be incorporated in lease.	Ongoing
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	In hand with solicitor.	Ongoing
Ex-Tourist Information building	The Parish Council are seeking to lease the Ex TIC building from HDC.	Lease to be presented for signature as previously approved.	Ongoing
Annual Risk Assessment	As an annual obligation the Parish Council should carry out a financial risk assessment.	Action required to establish a suitable format for the annual financial risk assessment.	B/F

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £ (Inc VAT)</u>
1st Great Ayton Scouts	Donation to Scouts for bonfire night event at Fletchers Farm	Donations (\$137)	£150.00
A Snowdon	Delta Sanding Pads for handyperson	Cemetery	£4.96
H Atkinson	Phone top-up & 12 X 2nd Class stamps	General Admin	£27.32
HSG Plant Hire	2 X 2Ton Mini Diggers, 2 X 17Ton Grab Wagons, 2 X Drivers to remove fly tipped waste.	Allotments	£949.20
Sam Turner & Sons Ltd	78 X 150g Rodex 25 Rat Bait	Allotments	£112.32
Sam Turner & Sons Ltd	80 X 150g Rodex 25 Rat Bait, 50 Refuse sacks	Allotments	£121.75
Sam Turner & Sons Ltd	14 X 150g Rodex 25 Rat Bait	Allotments	£21.28
Gary Frankish	Cutting grass in the cemetery	Cemetery	To Follow
Gary Frankish	Strimming around head stones	Cemetery	To Follow
Gary Frankish	Play area	Play Park	To Follow
Gary Frankish	Yatton House	Cemetery	To Follow
Gary Frankish	Grass cutting in the village	Grass Cutting	To Follow
Gary Frankish	Grass cutting river banks	River Warden	To Follow
Gary Frankish	Cut Cooks garden	Grass Cutting	To Follow
Gary Frankish	Grass cutting village greens	Grass Cutting	To Follow
Thompsons Hardware	Supply of cleaning materials, toilet rolls etc	Public WC's	To Follow
TOTAL			£1,386.83

Receipts

<u>Customer</u>	<u>Description</u>	<u>Other data</u>	<u>Value £</u>
Rural Payments Agency	LEADER grant funding payment - Cook Family Memorial Garden	Grant received	£15,593.06
TOTAL			£15,593.06