

GREAT AYTON PARISH COUNCIL

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07/01/21

To the Members of the Council you are hereby summoned to attend the Great Ayton Parish Council meeting which will take place online on **Tuesday 12th January 2021 at 7.00pm** for the purpose of transacting the following:

AGENDA

1. Police Business:

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

2. NYCC & HDC Reports

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

3. Apologies for Absence

4. Declaration of Interest in items on the Agenda

5. To confirm the minutes of the Ordinary Parish Council Meeting held on 1st December 2020 and the Extraordinary meeting held on 15th December 2020.

6. To Consider Planning & Licencing Applications Received:

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

7. Correspondence and Information:

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

8. Council Services / Working Group Reports:

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

9. Councillors Reports

To receive Councillors reports and decide upon any necessary actions.

10. Clerk's Reports

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

11. Accounts Report

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

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 2nd February 2021.

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PLANNING REPORT

PLANNING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
NYM/2020/0912/FL - Aireyholme Farm, Aireyholme Lane, Great Ayton	Application for conversion of barn to 1 no. open market dwelling with associated parking and amenity space (resubmission following refusal of NYM/2020/0387/FL) at Aireyholme Farm, Aireyholme Lane, Great Ayton
20/02879/FUL - Greenhow Hill Farm Pannierman Lane Great Ayton North Yorkshire TS9 6QF	Demolition of existing utility and conservatory extensions and internal alterations, reroofing works and two single storey extensions to existing dwelling
20/02844/FUL - 34 Linden Avenue Great Ayton North Yorkshire TS9 6AJ	Single storey rear extension and erection of timber canopy to front
20/02758/FUL - 65 Newton Road Great Ayton North Yorkshire TS9 6DT	Delegated Decision - Bedroom Loft Conversion with front and rear dormers
20/02747/FUL - 62 Wheatlands Great Ayton North Yorkshire TS9 6EF	Delegated Decision - Single storey side extension, including removing pitched roof of existing property, replacing all with flat roof and roof lights and sedum.

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
20/02393/CAT - Hollybrook Easby Lane Great Ayton North Yorkshire TS9 6JT	GRANTED - Works to trees in a Conservation Area
20/02289/CAT - Richardson Hall School Lane Great Ayton North Yorkshire TS9 6SA	GRANTED - Proposed works to fell a Cherry tree in a conservation area

LICENSING APPLICATIONS / VARIATIONS

REF/ADDRESS	DESCRIPTION

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CORRESPONDENCE AND INFORMATION REPORT

Who	For Consideration
HDC	Confirmation of potential availability of funding from the HDC 'Making a Difference' fund with closing date for applications as 31/01/21.
Resident / GAPC / NYCC	Request for improvement to green space between Byemoor Ave & Wainstones Drive, this area being NYCC property. (Brambles and overgrowth covering resident's garage.)

Who	For Information
NYCC	Details of 2021/22 budget process and opportunity to input at www.northyorks.gov.uk/your-services-yoursay
NYCC	Details of DEFRA instruction that all captive birds should under cover from 14/12/20 due to Avian Flu issues. (Specifically directed towards allotment tenants.)
HDC Electoral Services	Confirmation of insufficient requests from eligible electors for an election to fill the casual vacancy thus co-option applies.
HDC / GAPC	Confirmation of precept requirement for 2021/22.

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COUNCIL SERVICES / WORKING GROUPS REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	GROUP
Cemetery	To receive reports & recommendations from the Cemetery Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Refresh gravel to paths. - Wildflower planting along fence-line. - Remove excess soil mound from grave excavations. - Removal of overgrowth from perimeter of cemetery. - Prep/Paint Cemetery railings. - Recycling of wreaths to suitable location. - Purchase of noticeboards. 	<i>(Cemetery WG)</i>
Cook Family Memorial Garden	To receive reports & recommendations from the Cooks Family Memorial Garden trustees and consider actions as required.	Outstanding matters for review; <ul style="list-style-type: none"> - Establish formal relationship between GAPC as owner & Cook Family Memorial Garden Trust as management entity. - CFMG trustees to prepare trust constitution for review. 	<i>(Open Spaces WG)</i>
Whitbread / Waterfall Bridge	The WW1 memorial bridge over the Leven at Waterfall terrace is to be replaced.	Outstanding matters; <ul style="list-style-type: none"> - Process grant funding via Impetus & HDC MaD. - 10% 3rd party funding to be paid to Highfield Environmental. - Place order for manufacture & installation of bridge. - Entrance arch proposed along with laser cut WW1 motif commissioned with Daniel van den Toorn 	<i>(Open Spaces WG)</i>
Waterfall Park	Waterfall Park is accessed via the Whitbread Bridge.	Outstanding matters; <ul style="list-style-type: none"> - Replace plaque to urinal. - Remove old PROW finger sign - Fill deteriorating riverbank 	<i>(Open Spaces WG)</i>
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's.	Outstanding matters; <ul style="list-style-type: none"> - Agree extent & specification for refurbishment of public WC's. - Dissolve remainder of 20-year lease with Cook Family Memorial Garden trust. - Online meeting of Working Group 05/01/21 to discuss the potential for HDC Making a Difference funding for the WC refurbishment project. 	<i>(Buildings WG)</i>
Allotments	To receive report & recommendation from the Allotments Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Locking of security gates to B1292 entrances. - Road chippings required to fill deep holes in roads/paths supplied by Todd's. - Bark chippings to pedestrian paths. - Birds to be kept undercover by order of DEFRA due to Avian Flu risk. - Revision to Regulations required to clarify that dogs must not be left unattended on allotment. 	<i>(Allotments WG)</i>
Village Hall	To receive report & recommendations from the Buildings Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Establish maintenance responsibilities. - Solicitor to produce standard peppercorn lease between the Village Hall CIO (tenants) and the Parish Council (Landlord). 	<i>(Buildings WG)</i>
Ex TIC Building	To receive report & recommendations from the Buildings Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Spec required for refurbishment of building internally. - Small sign to exterior. - Repair to external noticeboard. 	<i>(Buildings WG)</i>
Children's Play Park	To receive report & recommendations from the Play Park Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Simple maintenance/painting to be carried out in-house. - Revised/improved in-house inspection document. 	<i>(Play Park WG)</i>
Riverside Flood Field	To receive report & recommendations from the Open Spaces Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Reinstate paths along riverside. - Dig in gravel path from sports fields. - Repair steps & wooden structure. - Cut back overgrowth. - Bilsdale trees to carry out tree maintenance works. - Caryn Loftus and Martin Allen (local botanist) discussions regarding effective planting and cultivation. 	<i>(Open Spaces WG)</i>

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		<ul style="list-style-type: none"> - Suggestion for interpretation board for certain, less common trees/shrubs/plants. - Suggestion to engage with local sculptors to create a sculpture trail through the woodland. 	
High Green	To receive reports & recommendations regarding the upkeep & improvements to the Village Greens and open spaces.	Outstanding matters; <ul style="list-style-type: none"> - Price for modification to bench around the Linden tree. - Repair to paved area around Linden tree. - Work to trees on High Green - Suggestion to plumb pump to mains water - Addition of boulder proposed to grassed island - Clarification regarding permission for use by group gatherings 	<i>(Open Spaces WG)</i>
Benches & Memorials	To receive report & recommendation regarding the maintenance, repair & replacement of benches. (Circa 50off)	Outstanding matters; <ul style="list-style-type: none"> - Painting/repair schedule for steel & wooden benches. - Agree replacement of benches beyond repair. - Painting & repair to be undertaken by in-house team. 	<i>(Open Spaces WG)</i>
Parish Council Website	To receive report & recommendations regarding the development of the new PC website.	Outstanding matters; <ul style="list-style-type: none"> - Review of content & wording required ASAP. 	<i>(TBC)</i>
Council Services Delivery	A full time Cemetery & Services Superintendent is to be recruited	Outstanding matters; <ul style="list-style-type: none"> - Consideration to provide service vehicle. - Consideration of tooling / equipment. - Consideration of workshop area / container 	<i>(Parish Council / Interview Panel)</i>
Xmas 2020	To discuss matters relating to Xmas tree/lighting/decoration/events and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Establish whether GABF wishes to donate their 2016/17 Xmas collection for lighting improvements. - GAPC Lighting improvements well received on social media – additional coloured lights to purchase for Xmas 2021. - Learning experience / potential for improvement 2021/22 	<i>(Xmas WG)</i>

COUNCILLOR REPORTS (inc Charities / Trusts / Local Volunteer Groups)

ITEM	ORIGINATOR / ACTIVE COUNCILLOR	ACTION/COMMENTS	STATUS
Endeavour Way	Cllr John Fletcher	To receive updates regarding the Endeavour Way cycle path.	Ongoing
Pollinators – BUGS volunteers	Cllr Angela Taylor	To receive updates regarding the Brighten Up Great Ayton ‘Action for pollinators’ project.	Ongoing
Cook Family Memorial Garden trust	Cllr John Robinson / Cllr Ron Kirk	To receive updates from trustees in relation to the Cook Family Memorial Garden.	Open
Village Hall	Cllr Ron Kirk / Cllr Judith Brown	To receive updates from trustees in relation to the Village Hall.	Open

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CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Village Hall	A standard 'peppercorn' lease is being prepared between GAPC & the Village Hall CIO trust.	Update requested from Solicitor 26/11.	Ongoing
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	Update requested from Solicitor 26/11.	Ongoing
Whitbread Memorial Bridge Funding	As a condition of the IMPETUS grant funding a 10% donation to the project is to be made to Highfield Environmental.	Impetus has confirmed that they cannot make payment to Beaver Bridges in relation to the 34% deposit payment of £10,915.46 (inc VAT) in accordance with their quote Q001058/1. GAPC to consider making a pro-forma payment to Beaver Bridges 'on account' as a temporary means of facilitating this deposit with a view to recouping any outstanding balance upon completion of the project.	Open
Councillor Vacancy	HDC Electoral services has issued notice that the vacant councillor position is to be filled by co-option	To review all applications received from eligible candidates and select a new council member accordingly.	Open
Community Governance Review	YLCA Guidance recommends that a parish council of Great Ayton's electoral size should be represented by 11 councillors.	Being only 7 councillors means it is difficult to form formal Committees and therefore consideration should be given to expanding numbers in accordance with YLCA guidance. A Community Governance Review would be triggered with HDC Electoral Services via a simple petition of 10% of the parish electorate.	Open
Public WC's	HDC Making a Difference Grant	Consideration is to be given to applying for grand funding as part of the project to refurbish the public WC's. It is proposed that an application for a grant of £7500 should be made to HDC for an initial budget estimate of £18k+VAT. The final budget for the refurbishment is yet to be established and is dependent on agreed spec.	New
Budget 2021/22	The budget for the next financial year requires to be set.	Consideration to be given to'; <ul style="list-style-type: none"> - Budget allocation for 2021/22 service requirements, salaries, fixed costs, etc from within operating income / precept. - Agreement of project items to be undertaken and budget allocation from reserves. 	Open
Public WC's	A permanent replacement is required for cleaning duties at the public WC's.	The parish Handyperson has covered the cleaning duties on a temporary basis for several months. Confirmation required to adjust contractual hours from 20hr/week to 30hr/week on a permanent basis.	New

