

**Minutes of the Annual Meeting of the Parish Council of Great Ayton Parish Council  
held on Tuesday 3 May 2016 at 7.00 pm**

**Present:-** Cllrs: R. Hudson, J Fletcher, G. Readman, Mrs F Greenwell, Mrs A Taylor, Mrs J Brown and R Kirk.  
Mrs J McLuckie (Parish Clerk), Mrs Calgie (D&S Reporter), PCSO Lewis and 3 members of the public.

Min No.	Business
1	<b><u>Election of Chairman and Declaration of Acceptance of Office</u></b> Cllr Fletcher was unanimously appointed as Chairman and signed the declaration of acceptance of office.
2	<b><u>Apologies for Absence</u></b> No apologies for absence had been received.
3	<b><u>Election of Vice Chairman and Declaration of Acceptance of Office</u></b> Cllr Mrs Greenwell was unanimously appointed as Vice Chairman and signed the declaration of acceptance of office.
4	<b><u>Declaration of Interest in items on the Agenda</u></b> Declarations declared and noted with the relevant topic/s.
5	<b><u>Appointment of Responsibilities</u></b> Allotments – Cllr Hudson Captain Cook Museum Trust – Cllrs Readman and Fletcher Cemetery – Cllr Mrs Greenwell NYMNPA, Northern Area Parish Forum – Cllr Fletcher Planning – Cllr Mrs Greenwell Parks and Opens Spaces, inc. River and Flooding – Cllr Fletcher Play Area – Cllrs Mrs Brown Public Conveniences – Cllr Mrs Taylor Village Hall – Cllrs Kirk and Mrs Brown Great Ayton Discovery Centre – Cllr Mrs Taylor Marwood School - Cllr Mrs Greenwell
6	<b><u>Members of the Public invited to address Council</u></b> Two representatives from the Hollygarth Community Centre were in attendance and raised questions about the proposal to close the facility and convert it to apartments. They advised that the plaque displayed within the building when it was first opened clearly state that it was a community facility and they wondered if the change of use could take place. Parish Councillors advised that they would need to seek clarification about what if any was in the original covenant agreement. Cllr Mrs Moorhouse may be able to assist with obtaining this information. The Parish Council confirmed their support for keeping the facility open as a community centre but could not comment further until such a time as a planning application is received. <b>Noted.</b>

	<p>A question was raised in regard to the parking in the Village and the Parish Council confirmed that they were due to carry out a survey in regard to this. The parking restrictions along the riverside were also questioned due to the lack of signs. The Clerk had reported this concern to NYCC and would do so again. <b>Noted.</b></p>
7	<p><b><u>Minutes of the Parish Council Meeting held on Tuesday 5 April 2016</u></b> The minutes of the Parish Council Meeting held on Tuesday 5 April 2016 were approved and signed.</p>
8	<p><b><u>Police Report</u></b> PCSO Lewis presented the police report. A total of 14 incidents had been reported between 10 April and 3 May 2016 8 of which were reports of criminal damage and anti-social behaviour. Councillors requested additional foot patrols in the Village to try and tackle these issues but PCSO Lewis pointed out that this was difficult due to limited resources. <b>Noted.</b></p>
9	<p><b><u>Council Services Report</u></b></p> <p><b>Cemetery</b> It was agreed that the Clerk should contact the Vicar in regard to the consecration of the Cemetery land. <b>Agreed.</b></p> <p><b>Village Fete</b> - Cllr Fletcher would speak with Mr Sillars to see if he would be the commentator for the day. It was agreed to invite Mr and Mrs Thompson to be the judges for the day. The Clerk would go ahead with applying for the road closure but would continue to look for traffic management training that could be undertaken by Councillors for future events. <b>Agreed.</b></p> <p><b>Tour de Yorkshire</b> - Cllr Fletcher provided feedback on the event which despite the weather had proven to be highly successful with an excellent turn out. Amelia Herbert and Richard Thompson were thanked for their work in getting the local businesses together and for all that the businesses did in organising events and participating in the days activities. Amelia was in the process of setting up a bike library where any bikes in any condition could be dropped off and they would be passed on to a firm who provides bikes to children. It was agreed to store 30 for future use if the event were to come through the village again. Great Ayton had been awarded a plaque from HDC in recognition of the event and it was agreed to erect this on the wall of Captain Cooks Museum. The Clerk was asked to thank all involved in particular:- Mr Greenwell for his assistance in set up and support throughout the day, Mrs Greenwell for making the flag, Armstrong Richardson for the trailer, Mr Wilcox for his assistance in painting bikes etc, Mr Watkins for painting bikes etc, Rev. Peverell for lending us tables and commentating throughout the day, the Business Forum for organising numerous events, the Brass Band and other Bands for their entertainment, the Sword Dancers, Bradleys School of Dance and Crash Bang Wallop for their displays, the Scouts for erecting their marquee, Mr Waters for his assistance with setting up and the Conservative Club for organising events on the Low Green. <b>Agreed.</b> <i>Cllrs Fletcher and Hudson were thanked for leading on this event on behalf of the Parish Council.</i></p> <p><b>Allotments</b> - ongoing issues with fly tipping including a report of wood dumped at the Skottowe entrance. The Clerk had provided signs for display asking people not to fly tip but to also be vigilant and report anyone who was seen depositing rubbish. <b>Noted.</b></p>

10	<p><b><u>Planning Report</u></b></p> <p><b>16/00702/RPN - 22 Linden Road</b> - Prior notification for a larger home extension to the rear of the dwelling house extending 5.2m beyond the rear wall of the original dwelling, 3.0m at the eaves, and a maximum height of 3.2m above ground level. <b>Request for additional information as there is non provided within the application.</b></p> <p><b>16/00765/FUL - 40 Wheatlands</b> - Single storey rear extension <b>No objections..</b></p> <p><b>16/00381/FUL - Buck Hotel</b> - Refurbishment of outbuilding, installation of 2 no roof lights and repairs to adjoining walls. <b>No objections.</b></p> <p><b>16/00729/FUL - 67 Marwood Drive</b> - Single storey extension to existing dormer bungalow. <b>No objections.</b></p> <p><b>16/0752/CAT - 3 Old Mill Wynd</b> - Proposed works to trees. <b>No objections.</b></p> <p><b><u>Applications Approved.</u></b></p> <p><b>16/00257/FUL - 5 Park Rise</b> - New dormer windows to front and rear elevations and new porch to front elevation.</p>
11	<p><b><u>Correspondence and Information Report</u></b></p> <p><b>Mr Ancell</b> - Response Re: No. 1 High Street. <b>The Clerk to respond.</b></p> <p><b>Mrs Khan</b> - Re: Memorial Bench. <b>The Clerk to advise that a plaque could be placed on the bench as requested at a cost of £200.</b></p> <p><b>NYMNPA</b> - Re: North Yorks Moors National Park Authority's Community Grant. <b>Noted</b></p> <p><b>HDC</b> - Re: The Discovery Centre and 103/105 High Street. <b>Noted.</b></p> <p><b>HDC</b> - Re: Parish Council Consultations on Planning Applications and the Community Infrastructure Levy. <b>Noted.</b></p> <p><b>Vicki Nath</b> - Re: Allotments (discussed under allotments). <b>Noted.</b></p> <p><b>HDC</b> - Re: Police &amp; Crime Commissioner Election - Notice of Poll. <b>Noted.</b></p> <p><b>Concerned Resident</b> - Re: Cliffe Terrace Footpath. <b>The Clerk to report to both NYCC and HDC footpaths.</b></p> <p><b>Clarke Telecom</b> - Re: Pre application enquiry for the proposed installation of a telecommunications radio base station at land at Guisborough Road. <b>Agreed.</b></p> <p><b>The following items for information were all noted:-</b></p> <p>Rural Services Network Weekly Email Digests (previously circulated).</p> <p>HDC - Update April 2016.</p>
12	<p><b><u>Clerk's Report</u></b></p> <p><b>Footpath Easby Lane to Suggitts Field – Underground Leak</b></p> <p>Cllr Moorhouse had discussed this issue with Mr Brown who was currently looking into it. <b>Ongoing.</b></p> <p><b>Hall Fields Footpath</b> - Cllr Moorhouse and Cllr Kirk had met with Mr Brown the newly appointed officer who had agreed that the footpath was in need of clearing. He was going to contact the landowners to see if they would allow access to enable the mud removal and relaying where required to improve the footpath condition. <b>Noted..</b></p> <p><b>Defibrillator</b> – was now installed and would be working once the power source was connected, however Cllr Mrs Greenwell raised an issue with the length of the power cables and this may mean that the unit will have to be erected on the external wall of the GADC rather that were it currently is housed. Cllr Fletcher would meet with the electrician to establish what can be done. <b>Ongoing.</b></p>

13	<p><b><u>Accounts Report</u></b>  The total payments made were £4686.76.  The total receipts received were £4874.28.</p>
14	<p><b><u>Councillors Reports</u></b>  Cllr Mrs Greenwell requested that additional yellow lines be placed on the junction of Arthur Street and John Street because of ongoing problems with waste removal trucks not been able to get down those streets to empty bins because of vehicles parked. The Clerk was also asked to request additional yellow lines outside the Captain Cook Memorial Garden on Easby Lane, to extend the yellow lines on Guisborough Road from the Bridge and to request loading only lines outside Fleur de Maison. <b>Agreed.</b></p> <p>Cllr Mrs Taylor was aware that there was additional funding for the installation of dropped kerbs and requested suggestions for where they would be best placed around the Village. <b>Noted.</b></p> <p>Cllr Hudson had received concerns about traffic speeding along Easby Lane. The Clerk was asked to report this to the Police and the Community Safety Partnership. <b>Agreed.</b></p> <p>Cllr Readman had received a request from Petch Butchers for a bench to be installed on the High Green in memory of Donald Petch. Cllr Fletcher would look at options in regard to this. <b>Agreed.</b></p>
15	<p><b><u>Exclusion of the Press and Public</u></b>  The Press and Public were excluded from the meeting under Section 100A(4) of the Local Government Act 1972 as defined in Paragraph 1 - 15 of Part 1 of Schedule 12A of the Act.</p> <p>Feedback was provided from the consultation event on the HDC Local Development Framework which had taken place earlier that day. <b>Noted.</b></p>

**GREAT AYTON PARISH COUNCIL – MEETING 3 MAY 2016**

**COUNCIL SERVICES REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Cemetery	To consider the consecration of the Cemetery land.		Open.
Village Fete	11 June 2016 - Theme 'Royalty through the Age's'. The Clerk had wrote to all the local businesses advising them of the dates for the Village Fete as well as other groups encouraging them to enter a float.	To identify someone to carry out the commentating on the day. To agree actions for the day.	Ongoing
Tour de Yorkshire	1 May 2016	Feedback and Review.	Ongoing.
Allotments	Ongoing issues with fly tipping including a report of wood dumped.		Ongoing.

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
16/00702/RPN - 22 Linden Road	Prior notification for a larger home extension to the rear of the dwelling house extending 5.2m beyond the rear wall of the original dwelling, 3.0m at the eaves, and a maximum height of 3.2m above ground level.
16/00765/FUL - 40 Wheatlands	Single storey rear extension.
16/00381/FUL - Buck Hotel	Refurbishment of outbuilding, installation of 2 no roof lights and repairs to adjoining walls.
16/00729/FUL - 67 Marwood Drive	Single storey extension to existing dormer bungalow.
16/0752/CAT - 3 Old Mill Wynd	Proposed works to trees.

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
16/00257/FUL - 5 Park Rise	New dormer windows to front and rear elevations and new porch to front elevation.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
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**GREAT AYTON PARISH COUNCIL – MEETING 3 MAY 2016**

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Sender</b>	<b>Information</b>
Mr Ancell	Response Re: No. 1 High Street
Mrs Khan	Re: Memorial Bench.
NYMNPA	Re: North Yorks Moors National Park Authority's Community Grant.
HDC	Re; The Discovery Centre and 103/105 High Street.
HDC	Re: Parish Council Consultations on Planning Applications and the Community Infrastructure Levy.
Vicki Nath	Re: Allotments.
HDC	Re: Police & Crime Commissioner Election - Notice of Poll.
Concerned Resident	Re: Cliffe Terrace Footpath.
Clarke Telecom	Re: Pre application enquiry for the proposed installation of a telecommunications radio base station at land at Guisborough Road.

**INFORMATION**

<b>Sender</b>	<b>Information</b>
Rural Services Network	Weekly Email Digests (previously circulated).
HDC	Update April 2016

**CLERK'S REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Footpath Easby Lane to Suggitt's Field	Footpath completed. Underground leak reported to both PROW and NWB. Northumbrian Water had confirmed that the water was not from one of their sources.	Cllr Mrs Moorhouse had confirmed that this has now been passed to Mr Brown who was investigating.	Open.
Hall Fields Footpath	The Clerk had reported that it was extremely muddy and dangerous. This was still seen as a priority on the grounds of health and safety as the footpaths remain in a dangerous condition	Cllr Mrs Moorhouse and Cllr Kirk had met with Mr Brown who was going to write to the land owners advising them of what work was proposed to take place and requesting permission to access from their land.	Open.
Defibrillator	The Clerk had collected the defibrillator that would be installed outside the Great Ayton Discovery Centre.	The defibrillator was now installed.	Closed.
High Street Parking	The Clerk to request North Yorkshire County Council to try and arrange a meeting in advance of the November Parish Council meeting. Document circulated Re: Parking Policy in England. The Clerk had wrote to the local businesses requesting that there staff park away from the shop front and preferably walk if possible	This item would be deferred until May to allow a car park survey to take place in April.	Ongoing.

**GREAT AYTON PARISH COUNCIL – MEETING 3 MAY 2016**

**ACCOUNTS REPORT**

**1.1 Payments**

<b><u>Supplier</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
P H Greenwell Contractors	To supply and fit new 80 amp 30ma RCD and test	Miscellaneous	175.20
Mr Suggitt	Funeral duties - Cemetery	87.50	1087.50
	Bridge work - Grant Funding	1000.00	
Sam Turner & Sons Ltd	Tarmac Instant Lay and Gloves - grant funding	72.40	650.01
	Stihl Brushcutter Service - POS	148.11	
	Primer, Paint etc - grant funding	74.44	
	Strimmer Service - POS	138.22	
	Tormastic - grant funding	9.00	
	Primer - grant funding	36.56	
	ZT Rider service – POS	153.85	
	Tormastic and paint - grant funding	14.60	
	Roller Set - grant funding	2.83	
Northumbrian Water	Water from 1.1.16 to 31.3.16	Allotments	DD 2.54
Northumbrian Water	Water from 1.1.16 to 31.3.16	Public Conveniences	DD 92.55
Northumbrian Water	Water from 1.1.16 to 31.3.16	Cemetery	DD 9.45
Erimus	Tractor Mower Insurance	Insurance	310.02
Mole Country Stores	Roundup Biactive	POS	154.36
NYCC	Waste Collection - 1.4.16 to 30.6.16	Cemetery	147.96
Watkins Wright	Reimbursement for purchase of banners and fittings	Grant funding	132.21
G Ward & Sons	Bench and Plaque	POS	540.00
Kreative Bunting Ltd	Tour de Yorkshire bunting	Grant funding	315.00
Mr Readan	Reimbursement for the Captain Cook Banner	Grant funding	95.99
Mr Atkinson	Mobile Phone Top Up	Cemetery	10.00
W. Eves & Co	Fuel	Cemetery	84.85
Mr Collins	1 x Grave Dug and Shuttered	Cemetery	100.00
HDC	Council Tax for 105 High Street	Miscellaneous	120.06
Thompsons Hardware Ltd	Toilet Rolls and disinfectant - Public Conv	32.49	199.06
	Paint etc – POS	166.57	
Mr Frankish	Grasscutting and additional work on low green	Grass cutting	460.00
<b>TOTAL</b>			<b>4686.76</b>

**1.2 Receipts**

<b><u>Customer</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
Mrs Bailey	Garage Rent	Misc	25.00
Northern Powergrid	Wayleave Agreement	Wayleave	17.25
NYCC	Grant Funding towards Village Improvements	Grant Funding	3200.00
HDC	Tour de Yorkshire - Community Grant	Grant Funding	500.00
Mrs Pickering	Grave Reservation	Cemetery	71.00
Ayton Funeral Services	5 x Plaques on memory wall and 1 x scattering of ashes	Cemetery	235.00
Ayton Funeral Services	Interment of Ashes	Cemetery	68.00
Carters	Funeral Fee	Cemetery	687.00
Carters	Grave Reservation	Cemetery	71.00
<b>TOTAL</b>			<b>4874.28</b>