

**Minutes of the Annual Meeting of Great Ayton Parish Council  
held on Tuesday 8<sup>th</sup> May 2018 at 7.00 pm**

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

A Snowdon (Parish Clerk), Cllr Mrs H Moorhouse (NYCC), PCSO Emma Ellington and 1 member of the public

Min No.	Business
1	<p><b><u>Election of Chairman and Declaration of Acceptance of Office.</u></b> Cllr Mrs A Taylor was unanimously appointed as Chairman and signed the declaration of acceptance of office.</p>
2	<p><b><u>Apologies for Absence</u></b> N/a</p>
3	<p><b><u>Election of Vice Chairman and Declaration of Acceptance of Office</u></b> Cllr R Kirk was unanimously appointed as Vice Chairman and signed the declaration of acceptance of office.</p>
4	<p><b><u>Declaration of Interest in items on the Agenda</u></b>  Cllr Fletcher and Cllr Kirk confirmed a non-pecuniary interest &amp; Cllr Mrs Brown confirmed a pecuniary interest regarding the Royal Oak's enquiry as part of the correspondences.</p>
5	<p><b><u>Appointment of Responsibilities</u></b></p> <ul style="list-style-type: none"> <li>5.1 Allotments – <i>Cllr R Hudson</i></li> <li>5.2 Captain Cook Museum Trust – <i>Cllr G Readman / Cllr Mrs A Taylor / Cllr J Fletcher</i></li> <li>5.3 Cemetery – <i>Cllr R Hudson</i></li> <li>5.4 Planning – <i>Cllr R Kirk</i></li> <li>5.5 Parks and Open Spaces – <i>Cllr J Fletcher</i></li> <li>5.6 Play Area – <i>Cllr J Brown</i></li> <li>5.7 Public Conveniences – <i>Cllr Mrs A Taylor / Cllr R Kirk</i></li> <li>5.8 Village Hall – <i>Cllr R Kirk / Cllr Mrs J Brown</i></li> <li>5.9 Great Ayton Discovery Centre – <i>Cllr Mrs A Taylor / Cllr J Robinson</i></li> <li>5.10 Cook's Memorial Garden – <i>Cllr J Robinson</i></li> <li>5.11 Whitbread / Waterfall Park Memorial Bridge – <i>Cllr J Fletcher</i></li> <li>5.12 Public Footpaths – <i>Cllr J Fletcher</i></li> </ul>
6	<p><b><u>Members of the Public invited to address the Council</u></b>  Mr Oliver Speight addressed the Parish Council by way of clarification of the potential for local employment from the proposed 'live work unit' as part of the previously reviewed planning application 17/02321/OUT. The Parish Council thanked Mr Speight for taking the time to make his presentation and confirmed that consideration would be given as part of the main meeting.</p>

7	<p><b><u>Minutes of the previous meeting of the Parish Council.</u></b></p> <p>The minutes of the Meeting of the Parish Council held on Tuesday 3<sup>rd</sup> April 2018 were approved and signed. <b>Agreed.</b></p>
8	<p><b><u>Police Report</u></b></p> <p>There had been 14 incidents reported in the period 3<sup>rd</sup> April to 30<sup>th</sup> April 18.</p> <p>1 report of anti-social behaviour / 1 report of Auto crime / 2 reports of burglary / 3 reports of criminal damage / 2 reports of property theft / 6 reports of suspicious circumstances. <b>Noted</b></p> <p><a href="https://www.police.uk/north-yorkshire/northallerton-and-stokesley/crime/">https://www.police.uk/north-yorkshire/northallerton-and-stokesley/crime/</a></p> <p>It was confirmed that meetings with the GADC &amp; the owners of the Arcade were positive &amp; ongoing in respect of allowing removal of the stone steps &amp; utilisation of the GADC CCTV with permission. <b>Noted</b></p> <p>Cllr R Kirk suggested that cold calling was on the increase in the village and that the police need to be informed ASAP when cold calling occurs. <b>Agreed</b></p> <p>PCSO Ellington advised that a letter drop had taken place on Easby Lane regarding the inconsiderate parking of large vehicles adjacent to the nearby junction and next to Cooks' Memorial Garden. It was noted that the campervan had been moved and that there is a potential for disabled parking bays to be allocated to the area outside Cooks Garden as part of the LEADER bid. The Parish Council conveyed their thanks to the local NY Police for taking action towards the ongoing problem. It was further agreed that the Clerk should mail drop local residents on behalf of the Parish Council. <b>Noted</b></p>
	<p><b><u>Council Services Report</u></b></p> <p><b>Cemetery</b> Progress with the application for consecration of the 'new' cemetery land is slow though the formal planning application for 'change of use' has now be made. HDC confirmed that a payment of £231 was required to action the planning application. <b>Ongoing</b></p> <p><b>Captain Cook Garden</b> Cllr Robinson confirmed that the LEADER submission paperwork for the Captain Cook Memorial Garden was all in order and that the decision date had been confirmed as 03/07/18. For clarification Cllr Robinson confirmed that if successful then garden brochures would be produced, but this would not mean that other leaflets would need to be removed from circulation. It was agreed that some weeding and other garden maintenance was required to prevent the garden from becoming over-run. <b>Ongoing</b></p> <p><b>Public Conveniences</b> Following review, it was agreed that the Public WC's would benefit from significant overhaul in order to vastly improve their appearance, to install auto lights &amp; locks, replace tiles &amp; fittings and to be ergonomic in terms of cleaning/maintenance. To deliver the standard required of this expanded scope it was further agreed that a formal specification should be sought from a professional organisation specialising in such. (C/F Mar 18) <b>Ongoing</b></p>

<p><b>Grass Cutting / Green Works</b> Due to the (semi)retirement of the Cemetery Superintendent it was decided that 'green works' which previously formed part of this role would be scoped separately and put to formal tender for the 2018 growing season. The scope of green works has now been issued to 3 X local contractors and tender submissions are due by 15/05/18. <b>Ongoing</b></p> <p><b>Village Fete</b> An informal Village Fete Sub-Committee has been formed to deliver the event. Meetings have taken place on 13<sup>th</sup> Feb, 26<sup>th</sup> March and 4<sup>th</sup> May to establish points of action. <b>Ongoing</b></p> <p><b>Whitbread / Waterfall Bridge</b> Cllr Fletcher had previously confirmed that the Parish Council would be responsible for the replacement of the Whitbread Bridge and as such three outline tenders had been sought. Funding options were being reviewed in conjunction with HDC in the hope that grant funding would be available for the project. Potential funding for the project was being sought from the 'Impetus' organisation. (C/F Apr 18) <b>Ongoing</b></p> <p><b>Public Footpaths</b> Having been agreed at the March PC meeting, a Community Protection Notice approach will be taken as a first step towards managing the 'dog mess' problem in the village and any formal request for a PSPO would only follow out of necessity should this method fail to tackle to the problem to the satisfaction of all Parish Councillors. The Clerk has asked HDC to give an update as to how action should be triggered and when the CCTV would become available. (C/F Feb 18) <b>Ongoing</b></p> <p><b>APM</b> It was agreed that the Annual Parish Meeting should be held on Tuesday 22<sup>nd</sup> May at 7pm in the Friends Meeting House.</p> <p><b>Potholes / Road Surface</b> Cllr Mrs H Moorhouse gave a brief update regarding action towards potholes and reminded the Parish Council that the portal should be used to report the same. The Parish Councillors expressed concern regarding the deterioration of road surfaces in the village and the apparent lack of funding/action by NYCC. Little Ayton Lane and Easby Lane were once again highlighted for particular concern. It was agreed that the Clerk should write to NYCC (Don Mackenzie &amp; Carl Les) to express concern and insist upon a response.)</p>
<p><b>Planning Applications</b></p> <p><b>18/00692/FUL - East Angrove Farm</b> Delegated decision - Change of use and conversion of former agricultural building to a wedding venue <i>Although access off the A173 is much improved, it remains of concern that the property entrance is still a potential issue. The Parish Council has no objections otherwise, but has requested that this application be referred to Committee for review.</i></p> <p><b>18/00604/FUL - 1 High Street</b> Delegated decision - Change of use from A1 to A3 to provide hot and cold refreshment to be consumed on premises. <i>No objections / comments</i></p> <p><b>18/00546/FUL - 75 Roseberry Crescent</b> Delegated decision - Alterations &amp; extension to the existing dwelling <i>No objections / comments</i></p>

	<p><b>18/00569/FUL - 64 Marwood Drive</b> Delegated decision - Alterations &amp; extension to the existing dwelling <u>No objections / comments</u></p> <p><b>18/00742/FUL - 1 Old Mill Wynd</b> Delegated decision - Single storey extension to rear, porch infill to front. First floor extension to front/side over existing garage. Alterations to windows to rear first floor &amp; side ground floor. <u>Some concern expressed regarding the 'bulk' of the proposed alterations since the property is close to the conservation area boundary, but no material objections noted.</u></p> <p><b><u>Applications Approved / Rejected</u></b></p> <p><b>18/00330/FUL - 134 Roseberry Crescent</b> GRANTED - Application for porch extension to front elevation of dwellinghouse.</p> <p><b>17/02669/ADV - CO-OP 117 High Street</b> GRANTED - Application for replacement of illuminated signage to convenience store.</p> <p><b>18/00446/FUL - 36 Linden Grove</b> GRANTED - Proposed single storey extension to rear of house.</p> <p><b>18/00158/FUL - 35 Addison Road</b> GRANTED - Retrospective application for the construction of a timber fence</p> <p><b>18/00251/LBC - 2 Low Green</b> GRANTED - Application for listed building consent for re-roofing of dwelling.</p> <p><b>18/00324/FUL - 4 The Arcade</b> GRANTED - Change of use to micro pub.</p> <p><b>18/00378/FUL - 97 Newton Road</b> GRANTED - Proposed first floor rear and side extension as amended 20/03/18.</p> <p><b><u>Other Planning Information</u></b> <b>NYMNP Planning Training</b> Confirmation of availability of Planning training event Tuesday 5th June.</p>
	<p><b><u>Correspondence and Information Report</u></b></p> <p><b>GA Tourist Information Tourist Information Centre</b> asking for permission to set up their marquee on the High Green on 4th August as part of the Yorkshire Day celebrations. <b>Agreed</b></p> <p><b>Royal Oak Hotel</b> Request for consideration to allow an outdoor seating area on the cobbles outside the pub. <u>The Parish Council is not keen to establish commercial arrangements on public open spaces and additionally considers that the outdoor seating would have the potential to impair the view of vehicle reversing from the nearby parking space.</u></p> <p><b>Resident / Cllr Fletcher</b> Continuing complaints regarding the Myrtle House Car Park yellow lines &amp; request for further action. <u>The Clerk was asked to hand deliver a second letter to the residents to the rear of Myrtle House with clarifications of actions taken to be copied to the complainant.</u></p> <p><b>Library and Community Services</b> Opportunity to contribute to major consultation on what the North Yorkshire Archives service of the future should look like. <a href="http://www.northyorks.gov.uk/recordofficesurvey">http://www.northyorks.gov.uk/recordofficesurvey</a></p>

	<p><b>Oliver Speight</b> Request to present proposed application for a 'live work unit' as part of planning application previously reviewed. (17/02321/OUT). <i>The Parish Council thanks Mr Speight for the clarifications of the facts relating to the business proposal within his presentation, these were not previously apparent as part of the Planning Application.</i></p> <p><b>North Hambleton Bridleways Group</b> Confirms attendance at the June Parish Council Meeting with regards to flooding of local bridleways. <b>Noted</b></p> <p><b>Various residents / GAPC</b> The village is caught in the grips of 'Tanfield mania' after the successes of Charlie &amp; Harry at the Commonwealth Games in Australia.</p> <p><b>Paul Gilmore (NYCC)</b> Street lighting improvements planned for Langbaugh Close starting 23/04/18. NYMNP Details of the North Yorkshire Moors National Park Design Awards 2018.</p> <p><b>Great Ayton Discovery Centre</b> Update regarding building works to the Discovery Centre to absorb the local Tourist Information Centre.</p> <p><b>Mr &amp; Mrs Heaviside</b> Letter of thanks received for the family Tanfield celebration event.</p> <p><b>VLL Major Peter Scrope DL</b> Letter of thanks received for the family Tanfield celebration event.</p> <p><b>Tolent / GAPC</b> Confirmation of further delay to Cleveland Lodge development.</p> <p><b>Resident / Cllr Hudson</b> Enquiry regarding responsibility for Leven above the waterfall.</p> <p><b>Reverend Peverell</b> - April edition of the Spire available at <a href="http://www.christchurchgreatayton.org.uk/content/pages/documents/1521821983.pdf">http://www.christchurchgreatayton.org.uk/content/pages/documents/1521821983.pdf</a></p> <p><b>NYCC</b> - Local Government Association - Annual Update</p> <p><b>Westminster Briefing</b> - Local Government Briefing: Complying with the General Data Protection Regulation (GDPR)</p> <p><b>PKF Littlejohn</b> Informed that GAPC has been selected for intermediate review as part of SAAA external audit process.</p> <p><b>Twinning Association</b> Confirmation of twinning ceremony to take place August 2018.</p>
	<p><b>Clerks Report</b></p> <p><b>Grave Reservation Fees</b> The Parish Council writes to residents with grave reservations to request reservation payments every 5 years. The Clerk asked if consideration could be given to a single payment rather than 5 yearly for the practical purposes of not chasing elderly residents for money. <b>Deferred to next meeting.</b></p> <p><b>Richard Collins</b> The Parish Council would like to pass their thanks to Richard Collins following 17 years of service to the cemetery working alongside Howard Atkinson.</p> <p><b>Cemetery Superintendent</b> The Parish Council would like to express their thanks for the outstanding service of Howard Atkinson who has (semi) retired after 17 years in the employment of the Parish Council. Howards knowledge, experience and enthusiasm are invaluable to the village and as such it was agreed that his services should be retained on a casual basis via HDC.</p> <p><b>Great Ayton Play Park</b> Play equipment requires regular inspection to ensure safe condition for use and as such the inspect &amp; repair routine for play equipment requires review following retirement of the Cemetery Superintendent.</p> <p><b>Ride on Mower</b> The ride on mower is no longer insured / taxed for use on the highway and as the Parish Council has decided to out-source the grass cutting it was agreed that the ride on mower should be sold. <b>Noted</b></p> <p><b>Yorkshire LCA membership</b> The Clerk has enquired about LCA membership. NALC membership is not possible without joining YLCA @ circa £800 due to size of electorate. <b>Carry forward.</b></p>

## **Councillors Reports**

### **Endeavour Way**

CLlr Fletcher confirmed that the Endeavour Way the cycle track project from Stokesley to Great Ayton was progressing slowly and that positive discussions were taking place with landowners en-route. An A2 plan was currently being prepared and will be available for review at a later PC meeting. (C/F Apr 18) **Ongoing**

### **Easby Lane flooding**

CLlr Fletcher has previously reported in detail that 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. It was agreed that this item will remain on the Agenda/Minutes until such time as an effective solution was reached. (C/F Mar 18) **Ongoing**

### **Parish Council Website**

CLlr Fletcher had previously suggested that thought be given to a new Parish Council website which could be dovetailed into the Cooks Garden website as applicable. It was agreed that this suggestion should be reviewed once the outcome of the LEADER application had been received. **Open**

### **Schedule of Capital Expenditure**

CLlr Robinson requested that the Schedule of Capital Expenditure be discussed to establish capital works to be actioned in 2018/19. (C/F Apr 18) **Open**

### **Charlie & Harry Tanfield – The Commonwealth Games.**

The Parish Council would like to thank all those involved in bringing together the village to celebrate the achievements of the Charlie & Harry Tanfield and their family after successes at the Commonwealth Games. **Noted**  
CLlr Fletcher proposed that a donation be made to the GA Scouts for the efforts of their volunteers and the use of their marquee for the reception. It was unanimously agreed that a donation was appropriate & hence the Clerk was asked to process a £50 cheque to be signed at the next meeting. **Agreed**

### **Volunteer Groups**

CLlr Mrs A Taylor asked if the gardening volunteer group the BUGAS could be allocated a budget to carry out general improvements throughout the village. It was agreed that a budget of £200 could be utilised by the volunteers and in addition to this a number of litter pickers & waste bag hoops could be purchased to suit the size of the volunteer group(s). **Agreed**

### **Parish Council Assets**

CLlr Robinson has requested that a review of PC assets be included for discussion. Significant property assets are listed for insurance purposes but other land for which the Parish Council has ownership/responsibility is not clearly stated. It was agreed that a review of these assets should take place based on a list which CLlr J Fletcher agreed to prepare. **Open**

### **Expansion of Councillor Numbers**

CLlr Fletcher requested info regarding the process to follow should the Parish wish to expand the numbers of councillors. As the Authority for such matters, HDC has confirmed that a Community Governance Review would be required. **Carry forward.**

### **Tourist Information Centre**

CLlr R Hudson asked that the Parish Council write to HDC to ask about the future of the TIC building. The Clerk was asked to write to HDC to establish. **Noted**

	<p><b><u>Accounts Report</u></b></p> <p>The total payments made were £15,395.09 The total income received was £45,118.75</p>
	<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>
	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>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.</p>

DRAFT