

# **GREAT AYTON PARISH COUNCIL**

Andrew Snowdon, Clerk to the Council

Tel. No.: 01642 722047

E-mail: [clerk@great-ayton.org.uk](mailto:clerk@great-ayton.org.uk)

30/10/19

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 5<sup>th</sup> November 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 1<sup>st</sup> October 2019**

**7. To Consider Planning & Licencing Applications Received:**

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

**8. Correspondence and Information:**

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

**9. Council Services / Working Group Reports:**

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

**10. Councillors Actions & Reports**

To receive Councillors reports and decide upon any necessary actions.

**11. Clerk's Actions & Reports**

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

**12. Accounts Report**

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

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

**14. 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 3<sup>rd</sup> December 2019.

**GREAT AYTON PARISH COUNCIL – MEETING 5<sup>th</sup> NOVEMBER 2019**

**PLANNING REPORT**

**PLANNING APPLICATIONS FOR REVIEW**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
19/02111/FUL - 12A Greenacre Close	Delegated Decision - Single storey extension, alterations to front dormer & internal alterations
19/02071/FUL - Cooks View, Pannierman Lane	Delegated Decision - Retrospective application for siting of flood lights, change of use of land to mixed agriculture and domestic curtilage and siting of new agricultural/domestic storage building.
19/02083/FUL - Bank Flow Farm, TS9 6QQ	Delegated Decision - Formation of hardstanding and erection of new entrance gates (Partly retrospective)
19/00846/FUL - Land adjacent to Ayton House, Easby Lane	Delegated Decision - Amended plans for construction of a single storey dwelling
19/02153/FUL - Garden House, Station Road	Delegated Decision - Proposed detached garage
19/02155/FUL - 10 Greenacre Close	Delegated Decision - Proposed single storey infill extension to rear, dormer extension and ramps to front & rear.
19/02137/FUL - Great Ayton Cricket & Football Club	Delegated Decision - Two extensions to create a larger bottle store & a general store
19/02283/TPO - 100 Guisborough Road	Works to trees covered by Tree Preservation Order 19/00009/TP02
19/02275/CAT - 1 Pendle House	Works to trees in a Conservation Area

**PLANNING DECISIONS TAKEN**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
19/01822/CAT - 63 High Street, Great Ayton	GRANTED - Works to tree in conservation area - fell a Yew tree
19/01078/FUL - OS Field 9678 (between A172 & B1292)	REFUSED - Retrospective application for construction of soil bund around fence at OS Field 9678 ("Ponderosa")
19/01597/CAT - The Low Green, Great Ayton	GRANTED - Work to trees in conservation area
19/00329/FUL - Whitbread Footbridge, Great Ayton North Yorkshire	GRANTED - Replacement of the pre-existing (Whitbread memorial) footbridge across the River Leven between the High Street & Waterfall Park, Great Ayton.
17/02321/OUT - Land to North of Low Green House, Yarm Lane	WITHDRAWN - Outline application with some matters reserved for the construction of live/work unit.
19/01682/FUL - 7 Whinstone View Great	GRANTED - Demolition and construction of single storey extension.

**OTHER ITEMS**

<b>REF/ADDRESS</b>	<b>DESCRIPTION</b>	

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Who</b>	<b>For Consideration</b>
Thompsons Hardware	Request to sell Xmas trees on the High Green 07/12/19

<b>Who</b>	<b>For Information</b>
2 <sup>nd</sup> Great Ayton Guides	The local Girl Guides have written offering some suggestions as to how the village might be improved.
Resident	Letter in relation to the 4 Park Square change of use / licencing application.
Resident / GAPC	Request for hedges to be cut along Little Ayton Lane, assuming Parish Council to be responsible.
NYCC	Confirmation of meeting between NYCC Highways & Marwood School
NYCC	Online survey to give views on county council plan priorities and key ambitions.
Resident / GAPC	Report of noisy behaviour & mess making in HDC car park on the corner of High Str/Station Rd
Moor Sustainable CIC	Mail of thanks for support with Bee Pollinator Heritage Lottery funding application.
Resident / GAPC	Request to erect gazebo on High Green to promote 'Restart a Heart Day'
Xmas Fayre Applicants	Numerous applications from vendors to attend Xmas Fayre (30/11/19)
Resident	Complaint regarding Cleveland Lodge contractor parking on Newton Road
HDC	Confirmation of Xmas promotions website

**COUNCIL SERVICES / WORKING GROUPS**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Cemetery	To receive reports & recommendations from the Cemetery Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> <li>- Refresh gravel to paths.</li> <li>- Clean-up areas along fence-line.</li> <li>- Remove excess soil mound from cemetery.</li> <li>- Inspection of trees.</li> </ul>	Ongoing <i>(Cemetery Working Group)</i>
Cook Family Memorial Garden	The improvement project has been completed for the Cooks Family Memorial Garden.	Outstanding matters for review; <ul style="list-style-type: none"> <li>- Investigate ‘Brown’ tourist info sign for bridge.</li> <li>- Proposal to nominate a new trustee</li> </ul>	Complete <i>(Open Spaces Working Group)</i>
Whitbread / Waterfall Bridge	The memorial bridge over the Leven at Waterfall terrace is to be replaced. <u>(See Schedule of Capital Expenditure 03/07/18)</u>	Outstanding matters; <ul style="list-style-type: none"> <li>- Establish grant funding application process.</li> <li>- Place order for manufacture of bridge.</li> <li>- All approved costs thus far are ex-VAT.</li> </ul>	Ongoing <i>(Whitbread Bridge Working Group)</i>
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC’s. (See Schedule of Capital Expenditure 03/07/18)	No action required at this time; <ul style="list-style-type: none"> <li>- A formal specification to be sought prior to commencement.</li> </ul>	Open <i>(Buildings Working Group)</i>
Allotments	To receive report & recommendation from the Allotments Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> <li>- Price for installation of security gate at the allotments to be submitted.</li> <li>- Removal of fly-tipped waste dumped on 23/10</li> <li>- Road chippings to mud roads</li> <li>- Improved housekeeping &amp; other actions to overcome rat infestation.</li> <li>- Reclaim/restore allotments for allocation to new tenants.</li> </ul>	Ongoing <i>(Allotments Working Group)</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"> <li>- Establish maintenance responsibilities.</li> <li>- Solicitor to produce standard peppercorn lease between the Village Hall CIO (tenants) and the Parish Council (Landlord).</li> </ul>	Ongoing <i>(Buildings Working Group)</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"> <li>- Actions following receipt of the 2019 RoSPA inspection.</li> <li>- Revised/improved in-house inspection document.</li> <li>- Play Park WG to make recommendations.</li> <li>- Review trust/trustee requirement</li> </ul>	Ongoing <i>(Play Park Working Group)</i>
Xmas 2019	To receive reports & recommendations regarding the Xmas Fayre – <b>2:30pm Saturday 30<sup>th</sup> November 2019</b>	Outstanding matters; <ul style="list-style-type: none"> <li>- Cabling works to High Green.</li> <li>- Potential purchase of new lights.</li> <li>- Erection of Xmas Tree.</li> <li>- Further updates from the Village Events WG.</li> <li>- Approval requested to sell Xmas trees on High Green 07/12</li> </ul>	Open <i>(Village Events Working Group)</i>
High Green	To receive reports & recommendations regarding the upkeep & improvements to the Village Greens and other open spaces.	Outstanding matters; <ul style="list-style-type: none"> <li>- Price for replacement bench around the Linden tree.</li> <li>- Place order for tarmac repairs required around the High Green perimeter.</li> </ul>	Open <i>(Open Spaces Working Group)</i>
Council Services Management & Execution	Consideration is being given to employing a full time individual to Supervisor & execute work as part of the existing team.	Outstanding matters; <ul style="list-style-type: none"> <li>- Clarification of range of responsibilities.</li> <li>- Preparation of Job Description.</li> <li>- Establish person specification.</li> <li>- Receive cost analysis for budget/precept.</li> </ul>	Open <i>(Parish Council)</i>

**GREAT AYTON PARISH COUNCIL – MEETING 5<sup>th</sup> NOVEMBER 2019**

**COUNCILLOR’S ACTIONS & REPORTS**

<b>ITEM</b>	<b>ORIGINATOR / ACTIVE CLLR</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
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 – BUGS volunteers	Cllr Angela Taylor	To receive updates regarding the Brighten Up Great Ayton ‘Action for pollinators’ project.	Ongoing
Marwood School	Cllr Botez, Cllr Taylor, Cllr Fletcher	A meeting has been established between NYCC Highways & Marwood School to discuss the Guisborough Road crossing point.	Ongoing
Great Ayton Discovery Centre	Cllr Kirk, Cllr Taylor, Cllr Walther	The matter of future donations to be discussed in advance of the 2020/21 Budget process. Recommendations to be received following meeting with GADC.	Ongoing

**CLERK’S ACTIONS & REPORTS**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	In hand with solicitor.	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
Parish Precept	Hambleton District Council have forwarded the formal request for precept submission to be made by the end of Dec 19.	Discussion / decision required to establish precept requirements for 2020/21.	Open
Parish Council Website	To establish requirements for a replacement Parish Council website	3 formal quotes are required to establish a suitable supplier for replacement of the current website with a more up-to-date product as defined by the Financial Regs.	Open

**GREAT AYTON PARISH COUNCIL – MEETING 5<sup>th</sup> NOVEMBER 2019**

**ACCOUNTS REPORT**

**Payments**

<b><u>Supplier</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £ (Inc VAT)</u></b>
Bank Charges	BANK CHARGES OCTOBER	Bank	£11.55
British Legion	£50 donation to Poppy Appeal for wreath	Donations (S137)	£50.00
A Snowdon	36 X 2nd class stamps & 36 X 1st class stamps	General Admin	£47.16
H Atkinson	Unleaded fuel for strimmer,	Allotments	£23.97
Northumbrian Water	Direct Debit 03/07/19	Allotments	£118.84
E-ON	Direct Debit 29/08/19	Public Conveniences	£278.47
HSG Engineering Ltd (T/A HSG Plant Hire)	2 X Skips, 1 X Mini Digger, 1 X Hi Tip Dumper, 2 X Operatives to remove wreaths & decomposed waste to rear of cemetery	Cemetery	£888.00
Sam Turner & Sons Ltd	Rat traps, dustbin, gloves	Allotments	£55.32
NYCC Waste Management	Advance charges for trade bin, etc (01/11 - 30/11/19)	Cemetery	£52.52
Hambleton District Council	Salary recharges 01/07 to 30/09/19	Salaries	£8,980.55
Dancover	Purchase 4m X 8m gazebo	Village Events (S145)	£727.27
Marmax Recycled Products	2 X Black benches for Village Hall	Village Hall	£651.60
Mr Alan Dale	Dig & backfill grave 16/09/19 (Casket)	Cemetery	£405.00
G Frankish Grounds Maint	Cutting grass in the cemetery	Cemetery	£180.00
G Frankish Grounds Maint	Play area grass cutting	Play Park	£24.96
G Frankish Grounds Maint	Grass cutting in the village	Grass Cutting	£460.00
G Frankish Grounds Maint	Cut Cooks garden cut & strim	Cooks Garden	£20.00
G Frankish Grounds Maint	Grass cutting village greens	Grass Cutting	£75.00
Thompsons Hardware Ltd	Toilet Rolls, Floor Cleaner, etc	Public Conveniences	£60.96
Thompson Timberworks Ltd	Make & fit trellis to Village Hall	Village Hall	£132.00
Mr Alan Dale	Dig & backfill graves 11/10/19 & 17/10/19.	Cemetery	£540.00
Studio Botez	Xmas Fayre promotions. Events Page, Online promo, Banners, Posters.	Village Events (S145)	£655.00
The Royal Oak	35 X lunches as donation to Cook's Schoolroom Museum annual 'Day of Sail' event.	Donations (S137)	£313.25
Beaver Bridges Limited	Planning, AIP, Third Party Costs	Waterfall Park & Bridge	£2,486.52
Environment Agency	Permit application - Replacement bridge to Waterfall Park	Waterfall Park & Bridge	£446.00
HomeFix Computers	2 X black inks, 1 blue ink, 1 yellow ink, 1 Ream Paper	General Admin	63.50
<b>TOTAL</b>			<b>£17,747.44</b>

**Receipts**

<b><u>Customer</u></b>	<b><u>Description</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
Allotment Rents	Allotment rents received Oct 2019	Allotment Rents	£3,614.50
Xmas Fayre	Vendor payments received Oct 2019	Village Events (S145)	£85.00
M&B Rea Funeral Services	Burial Fee & Grave reservation (£30 overpayment deducted from 19/09)	Cemetery	£870.00
M&B Rea Funeral Services	Burial Fee	Cemetery	£750.00
HDC	CIL payment (Cleveland Lodge development)	Miscellaneous	£8,445.94
NYCC	Highways Grass Cutting 2019	Grass cutting	£1,355.74
<b>TOTAL</b>			<b>£15,121.18</b>