

GREAT AYTON PARISH COUNCIL

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27/11/19

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 December 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 5th November 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.

To review 2019/20 budget and set the 2020/21 precept accordingly.

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 7th January 2020.

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PLANNING REPORT

PLANNING & LICENSING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/02392/FUL - The Field Tunstall Lane Nunthorpe North Yorkshire TS7 0NT	Full Planning Application for the permanent siting of a portable Cabin on Agricultural Land Ancillary use. Temporary permission expires 31st December 2019 (14/01237/FUL)
19/02326/MRC - Angrove Park Winley Hill Great Ayton North Yorkshire TS9 6QA	Delegated Decision - Application for variation of condition No: 2 (approved site layout drawing S236 PL 002 Rev B to allow for the siting of 25no touring and static caravan pitches) to previously approved application 15/01264/FUL for Retrospective application for change of use of agricultural land to a campsite, siting of a steel container, barbeque pod and three camping pods and revised layout of existing campsite (see 10/02544/FUL) including the construction of a pavilion building and other ancillary structures
19/02420/FUL - The Grange House Yarm Lane Great Ayton North Yorkshire TS9 6PY	Part demolition of first floor building and reconstruction of cat slide roof and flat roof on boundary of house and installation of 1 window, 1 roof light, 1 dormer window and 1 roof lantern
19/02507/FUL - Rose Farm Yarm Lane Great Ayton North Yorkshire TS9 6QD	Construction of a replacement agricultural storage building and associated hardstanding
ACP Leisure Ltd	Licensing application for "Roseberry View" (Strawberry Fields), Pannierman Lane

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/00846/FUL - Land adjacent to Ayton House, Easby Lane	REFUSED - Amended plans for construction of a single storey dwelling
19/01813/LBC - The Chapel 4A High Street, Great Ayton	REFUSED - Application for listed building consent existing ground floor workshop and alterations to building to create 2 storey dwelling with mezzanine.
19/01814/FUL - The Chapel 4A High Street, Great Ayton	REFUSED - Application for change of use of existing ground floor workshop and alterations to building to create 2 storey dwelling with mezzanine.
19/01844/FUL - 5 Sunnyfield Nurseries, Easby Lane	GRANTED - Construction of orangery
19/02083/FUL - Bank Flow Farm, TS9 6QQ	GRANTED - Formation of hardstanding and erection of new entrance gates (Partly retrospective)
19/02111/FUL - 12A Greenacre Close	GRANTED - Single storey extension, alterations to front dormer & internal alterations
19/01946/FUL - 10 Guisborough Road, Great Ayton	GRANTED - Proposed Dormer extension to rear of property

OTHER ITEMS

REF/ADDRESS	DESCRIPTION	
19/00009/TPO2 - Hambleton District Council TPO No9	Invitation to planning committee meeting at Northallerton on 14/11/19	
19/00009/TPO2 - Hambleton District Council TPO No9	Invitation to planning committee site meeting 11/11/19	
NYM/2018/0732/FL - 20 Dikes Lane	Confirmation of planning committee meeting on 05/12 to review the application for conversion & extension to stable to become bike hire shop & café at ground floor, 2 holiday lets on first floor, construction of plant room.	

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Who	For Consideration
Resident	Request for support by a resident of Park Square who has reported issues with the new micro pub to HDC Planning & Licencing
Yatton House	Request for notification of date for Summer Fete 2020.

Who	For Information
HDC Env Health Officer	Request for update meeting regarding rat issues at PC allotments.
GAPC to HDC	Enquiry regarding SW drain route prior to reaching PC Cemetery.
HDC	Confirmation that district council linking to the christmasingreatayton.com website to help ensure that there is maximum exposure for festive events
HDC	Copy of 'Warm up Hambleton' mailshot which residents are due to receive in relation to insulation / central heating grant funding.
Allotment Tenant	Report of tenant interfering with gate on allotment
Non resident	Request for update regarding memorial plaque.
HDC Electoral Services	Request to affix notices regarding general election.
Environment Agency	Confirmation of permit to replace Whitbread Bridge over river Leven.
Reverend Peverell	December issue of the Spire.
Allotment Seed Association	Letter of concern regarding fly-tipping and other allotment matters

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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.	Outstanding matters; <ul style="list-style-type: none"> - Refresh gravel to paths. - Clean-up areas along fence-line. - Remove excess soil mound from grave excavations. - Inspection of trees along perimeter. - Clear flooding caused by blocked SW drain. - Establish flow path of SW drain in cemetery. 	Ongoing <i>(Cemetery WG)</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"> - NYCC asked to approve 'Brown' tourist info sign. - New trustee nominated & awaiting decision. 	Complete <i>(Open Spaces WG)</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"> - Establish grant funding. - Place order for manufacture of bridge. 	Ongoing <i>(Open Spaces WG)</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"> - A formal specification to be sought prior to commencement. 	Open <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"> - Installation of security gates to be progressed. - Removal of fly-tipped waste dumped on 23/10 & 11/11. - Road chippings to mud roads - Improved housekeeping & other actions to overcome rat infestation. - Reclaim/restore allotments for allocation to new tenants. - Complaint of tenant tampering with allotment gate. 	Ongoing <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 asked to produce standard peppercorn lease between the Village Hall CIO (tenants) and the Parish Council (Landlord). - Cost for repair to roof to be reimbursed/paid. 	Ongoing <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"> - Actions following receipt of the 2019 RoSPA inspection. - Revised/improved in-house inspection document. - Play Park WG to make recommendations. - Review trust/trustee requirement 	Ongoing <i>(Play Park WG)</i>
Xmas 2019	To receive reports regarding the Xmas Fayre – 2:30pm Saturday 30th November 2019	Outstanding matters; <ul style="list-style-type: none"> - Cabling works to High Green (postponed to 2020). - Purchase of new lights (action required 2020). 	Open <i>(Village Events WG)</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"> - Price for replacement bench around the Linden tree. - Order placed for tarmac repairs around the High Green perimeter (update required.) 	Open <i>(Open Spaces WG)</i>
Benches	To receive report & recommendation regarding the maintenance, repair & replacement of benches. (Circa 50off)	Outstanding matters; <ul style="list-style-type: none"> - Approve price for painting steel & wooden benches. - Approve bench repairs. - Agree replacement of benches beyond repair 	Open <i>(Open Spaces WG)</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"> - Establish person specification. - Receive cost analysis for budget/precept decision. - Discuss / approve recruitment. 	Open <i>(Full Parish Council)</i>

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COUNCILLOR'S ACTIONS & REPORTS

ITEM	ORIGINATOR / ACTIVE CLLR	ACTION/COMMENTS	STATUS
Endeavour Way	Cllr John Fletcher	To receive an update regarding the changed approach to the provision of 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
Marwood School	Cllr Sarah Botez	To receive updates regarding the Marwood School/NYCC Guisborough Road crossing point improvement proposals.	Ongoing

CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
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.	In hand with Clerk.	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 potential replacement of the Parish Council website	3 quotes have been received as required by the Financial Regs. Working Group to be formed to review the website on a single-issue basis. Recommendations to be made to the full PC following WG review.	Open

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £ (Inc VAT)</u>
NatWest	BANK CHARGES NOVEMBER	Bank	£41.30
Caryn Loftus	Print off receipts from email of 07/11	Trees & Planting	£176.35
Cllr Mrs A Taylor	Plants for flower tubs	Trees & Planting	£60.44
Cllr Mrs A Taylor	Purchase of items for Xmas Fayre	Village Events (S145)	£157.31
Cllr Mrs S Botez	Purchase of book vouchers as prize for Xmas Fayre	Village Events (S145)	£60.00
Dan Matuszak	Appearance as Santa - supply 100 X Selection boxes	Village Events (S145)	£173.16
Pek and Wanley	Performance of band for Xmas Fayre	Village Events (S145)	£200.00
Mr Howard Atkinson	Mobile phone top-up	Cemetery	£20.00
Great Ayton Discovery Centre	6 Month donation to Great Ayton Discovery Centre (Oct19 - Mar2020)	CIO Trust - Great Ayton Discovery Centre (S137)	£12,500.00
Bilsdale Tree Services	Crown lifting of lime trees on Low Green. Provide traffic signage & chippings, disposal of brush. Application for conservation area permission.	Trees & Planting	£660.00
Hambleton District Council	Business rates demand @ £1375 pa for Ex TIC building (01/11/19 - 31/03/20)	Miscellaneous	£280.38
NYCC Waste Management	Customer charges 01/07 to 31/12/19	Cemetery	£63.58
Sam Turner & Sons Ltd	65 X Rodex 25, 50 refuse bags	Allotments	£115.10
Sam Turner & Sons Ltd	Protective faceshield, Safety boots, waterproof jacket	Allotments	£85.65
Sam Turner & Sons Ltd	4 X packs rat traps, 80 X Rodex 25, 7m X 5.4m tarpaulin	Allotments	£186.95
Sam Turner & Sons Ltd	80 X Rodex 25	Allotments	£133.60
Gary Frankish	Cutting grass in the cemetery	Cemetery	£180.00
Gary Frankish	Play area grass cutting	Play Park	£24.96
Gary Frankish	Gras cutting at Yatton House	Grass Cutting	£24.96
Gary Frankish	Cutting of riverbanks	Grass Cutting	£180.00
Gary Frankish	Grass cutting village greens	Grass Cutting	£50.00
Gary Frankish	Cutting of hedges in cemetery	Cemetery	£150.00
A Dale	Graves dug & backfilled - 13/11, 15/11, 27/11	Cemetery	£830.00
Maynards Nursery	1 X Christmas tree as chosen by Cllr John Fletcher	Village Events (S145)	£420.00
Soundwaves PA Hire	Outdoor PA Hire with sound engineer	Village Events (S145)	£80.00
TOTAL			£16,853.74

Receipts

<u>Customer</u>	<u>Description</u>	<u>Other data</u>	<u>Value £</u>
Various	Allotment Rents collected Nov 2019	Allotment Rents	£437.50
Various	Xmas Fayre entry fees collected Nov 2019	Village Events (S145)	£170.00
M&B Rea Funerals	Funeral & grave reservation fee	Cemetery	£900.00
M&B Rea Funerals	Funeral fee	Cemetery	£750.00
Carters Funeral Services	Funeral fee	Cemetery	£750.00
TOTAL			£3,007.50