

GREAT AYTON PARISH COUNCIL

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02/01/20

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 7th January 2020 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 3rd December 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 anticipated expenditure for 2020/21 and set the budget 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 4th February 2020.

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PLANNING REPORT

PLANNING & LICENSING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/02663/TPO - Friends School, School Lane	Works to trees subject to a tree preservation order.
19/02605/TPO - 52 Guisborough Road	Works to a tree covered by Tree Preservation Order No 2000/09
19/02586/FUL - 14 Angrove Close	Construction of a dormer to the front elevation, alteration to the fenestration, installation of a door and sidelight to the west elevation and internal alterations to dwelling-house to include relocation of internal staircase.
19/02354/FUL - The Tannery, 4 The Arcade, High Street	Alterations to enclose a small courtyard by means of alterations to wall and addition of plastic roofing.

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
19/02283/TPO - 100 Guisborough Road	GRANTED - Works to trees covered by Tree Preservation Order 19/00009/TP02
19/02137/FUL - Great Ayton Cricket & Football Club	GRANTED - Two extensions to create a larger bottle store & a general store
19/02153/FUL - Garden House, Station Road	GRANTED - Proposed detached garage
19/02155/FUL - 10 Greenacre Close	GRANTED - Proposed single storey infill extension to rear, dormer extension and ramps to front & rear.

OTHER ITEMS

REF/ADDRESS	DESCRIPTION	

CORRESPONDENCE AND INFORMATION REPORT

Who	For Consideration

Who	For Information
HDC EHO / GAPC	Request for follow up meeting at GAPC allotments.
NYCC Highways / GAPC	Polite rejection of request for 'brown' tourist info sign for Cook Family Memorial Garden.
National PowerGrid	Courtesy mail regarding electrical works to Hollygarth, Methodist Chapel steps, Linden Rd.
Resident	Request / suggestion to move cones from adjacent to Ex-TIC building.
Moor Sustainable	Update regarding Esk Valley railway
Climate Action Stokelsey and Villages'	Details of January meetings

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COUNCIL SERVICES / WORKING GROUPS REPORTS

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. - Employ root cutting specialist to fully clear/repair drain. - Make alterations to plaque on 'memory wall'. - Cemetery rates review FAO VOA. 	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"> - Establish relationship between GAPC as owner & Cook Family Memorial Garden Trust as management entity. 	Ongoing (<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"> - Establish grant funding. - Place order for manufacture & installation of bridge. 	Ongoing (<i>Open Spaces WG</i>)
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's.	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 fill deep holes in roads/paths - Improved housekeeping & other actions to overcome rat infestation. - Reclaim/restore allotments for allocation to new tenants. - EHO follow up meeting 15/01/20. 	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 of roof repair to be reimbursed to trust upon receipt of details/invoice. 	Ongoing (<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"> - Establish use for building. - Decide upon internal layout modifications. - Liaise with HDC for business rates reduction based on use. 	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"> - Simple maintenance/painting to be carried out in-house. (details required) - Technical repairs to be passed to Thompson Timberworks. (order to be placed) - Revised/improved in-house inspection document. - Trust to be dissolved or held dormant as applicable. 	Ongoing (<i>Play Park WG</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"> - Cabling works to High Green. - Discussion regarding lighting/decorations for Xmas 2020. - Establish Xmas Working Group (including Councillors, GABF & resident representatives.) - Establish whether GABF wishes to donate their 2016/17 Xmas collection to GAPC for future improvements. 	Ongoing (<i>Xmas WG</i>)
Village Fete 2020	To discuss matters relating to the bi-annual Village Fete due to take place on 13/06/20 and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Establish Fete Working Group (including Councillors & local volunteers.) - Schools/clubs/interest groups to be advised ASAP of (Rio) 'Carnival' theme. - Clerk to produce Fete 'To Do' list. 	Ongoing (<i>Fete 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. - Work to trees on High Green ahead of Village Fete. 	Ongoing (<i>Open Spaces WG</i>)

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Benches & Memorials	To receive report & recommendation regarding the maintenance, repair & replacement of benches. (Circa 50off)	Outstanding matters; - Establish painting/repair schedule for steel & wooden benches. - Agree replacement of benches beyond repair.	Ongoing (Open Spaces WG)
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; - Establish person specification. - Receive cost analysis for budget/precept decision. - Discuss / approve recruitment.	Ongoing (Full Parish Council)

COUNCILLOR'S ACTIONS & REPORTS

ITEM	ORIGINATOR / ACTIVE COUNCILLOR	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. Caryn Loftus of Moors Sustainable is to make a pre	Ongoing
Marwood School	Cllr Sarah Botez	To receive updates regarding the Marwood School Guisborough Road crossing point improvements as described by NYCC Highways at the Dec 19 meeting.	Ongoing
Multi-user routes in Great Ayton	Cllr Angela Taylor	Caryn Loftus of Moor Sustainable CIC to make a presentation regarding the potential for support of multi-user routes in Great Ayton	Open

CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Annual Risk Assessment	As an annual obligation the Parish Council should carry out a financial risk assessment.	In hand with Clerk.	B/F
Village Hall	A standard 'peppercorn' lease is being prepared between GAPC & the Village Hall CIO trust.	In hand with solicitor.	Ongoing
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	In hand with solicitor.	Ongoing
Parish Council Website	To establish requirements for a potential replacement of the Parish Council website	3 quotes have been received for review as required by the Financial Regs.	Ongoing
'New' Allotment Regulations	Request to amend regulation 15 to fall in line with reg 16 to read as follows;	15.The tenant shall allow the Parish Council's representative access to their allotment to carry out a visual inspection as required. <u>Any tenant found to be misusing the allotments for the dumping of household / industrial waste of any description will have their tenancy agreement terminated with immediate effect and may be prosecuted for fly-tipping .</u>	Open

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Type</u>	<u>Cost £</u>
NATWEST	BANK CHARGES DECEMBER 2019	Bank Charges	£10.50
1st Great Ayton Scouts	Donation to Scouts for upkeep of marquee & associated equipment	Donations (S137)	£50.00
Herriot Hospice Homecare	Donation of Carols on High Green collection	Donations (S137)	£505.00
Scottish Hydro	Electricity for toilet block	Public Conveniences	£846.42
G Frankish Grounds Maintenance	Pumping Cemetery SW drain, trimming hedges, fuel for generator at Xmas Fayre.	Cemetery	£225.00
Northumbrian Water	Public WC's sewerage charges 09/09/19 to 08/12/19	Public Conveniences	£110.09
Northumbrian Water	Allotments water supply charges 09/09/19 to 08/12/19	Allotments	£204.48
Northumbrian Water	Cemetery water supply charges 09/09/19 to 08/12/19	Cemetery	£11.55
Northumbrian Water	Public WC water supply charges 09/09/19 to 08/12/19	Public Conveniences	£94.62
Thompson Timberworks Ltd	Make & supply blackboard for exterior to Village Hall	General Maintenance	£30.00
Tom Newton Haulage	Tarmac repairs to PROW surface around High Green	General Maintenance	£1,140.00
NYCC Waste Management	Advance charges 01/01/20 to 31/01/20	Cemetery	£52.64
NYCC Waste Management	Advance charges 01/02/20 to 29/02/20	Cemetery	£52.40
Sam Turner & Sons Ltd	Rodex 25 rat bait 150g X 71off	Allotments	£118.57
Sam Turner & Sons Ltd	Rodex 25 rat bait 150g X 65off, Safety Gloves	Allotments	£113.83
Sam Turner & Sons Ltd	STV rodent traps 2 pack X 24off	Allotments	£171.72
Thompsons Hardware Ltd	Toilet rolls, cleaning products, gloves, padlock, pegs & ties	Public Conveniences	£101.94
Thompsons Hardware Ltd	Credit by way of payment for stall at Xmas Fayre	Village Events (S145)	-£20.00
G Snowball & Son Ltd	Jetting of SW drain in Great Ayton Cemetery	Cemetery	£228.00
TOTAL			£4,046.76

Receipts

<u>Customer</u>	<u>Description</u>	<u>Type</u>	<u>Value £</u>
Great Ayton Community	Collection from Carols on the High Green	Donations	£507.00
Allotment Tenant	Late payment of 2019/20 allotment rent	Allotment Rents	£35.00
M&B Rea funerals	Burial fee	Cemetery	£750.00
TOTAL			£1,292.00

Other

<u>ITEM</u>	<u>INFORMATION</u>	<u>STATUS</u>
Parish Budget 2020/21	The 2020/21 Budget, discussed as part of the Precept approval process at the Dec 19 meeting, is to be formally reviewed and agreed for signing at the Feb 20 meeting.	Ongoing