

**Minutes of the Great Ayton Parish Council meeting
held online on Tuesday 6th October 2020 at 19:00**

Present: - Cllr Ron Kirk, Cllr Angela Taylor, Cllr Sarah Botez,
Cllr John Fletcher, Cllr Judith Brown, Cllr Tessa Snowdon
Andrew Snowdon (Parish Clerk)

No members of the public were present

No.	Business
1	<p><u>Apologies for Absence.</u></p> <p>N/A</p>
2	<p><u>Declaration of Interest in items on the Agenda.</u></p> <p>None</p>
3	<p><u>Minutes of the previous meeting of the Parish Council.</u></p> <p>The minutes of the Parish Council Meeting held on Tuesday 3rd March 2020 were approved and signed. Agreed.</p> <p>The minutes of the Extraordinary meeting of the Parish Council held on Friday 20th March 2020 were approved and signed. Agreed</p>
4	<p><u>Planning & Licencing consultation responses between March20 – September20</u></p> <p>The planning and licencing consultation responses made following emailed discussion by councillors and utilising the Clerk's delegation of authority as a matter of expedience were moved as received as detailed in the 6th Oct meeting report document.</p>
5	<p><u>Council Services</u></p> <p>Allotments: - Cllrs noted that the ongoing housekeeping and rubbish clearance taking place on the allotments was as a result of many years of neglect, hence the associated costs were high. The Clerk confirmed that the majority of the ongoing cost related to skip hire (circa £7k) though asbestos had been found which required controlled clearance (circa £2k) and the hire of digger, dumpers & driver made up the rest of the costs. It was agreed that the Allotments budget should be uplifted by £12k beyond that which was originally agreed for the year. Agreed</p>
6	<p><u>Council decisions / actions</u></p> <p>The list of actions taken following emailed discussion with Councillors during the period March20 to September20 not otherwise actioned in accordance with the Clerk's delegation of authority, published policy, regulation or annual service responsibilities were formally agreed in retrospect as detailed in the 6th Oct meeting report document.</p>

7 **Accounts Reports**

The accounts reports (receipts & payments) for the period March20 to September20 were duly noted as received within the 6th October meeting reports, the content of which had been received on a monthly basis for consideration by councillors. **Noted**

The total payments made were;

April £26,868.01

May £5,952.62

June **-£365.78**

July £4,365.44

August £3,385.06

September £25,970.05

The total income received was;

April £51,100.00

May £2,462.25

June £1,045.00

July £1,823.00

August £190.00

September £61,735.74

The YTD position in respect of budget expenditure was noted and specifically attention was drawn to the additional expenditure within the Allotments budget and the significant under-spend in salaries as new Grounds Maintenance Supervisor vacancy has not been filled due to an inability to complete 'in-person' interviews. **Noted**

**The internally audited accounts were received and signed agreed for the year ending 31 March 2020.
The Annual Governance Statement for Year ending 31 March 2020 was reviewed and signed agreed.**

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

The Chairman expressed thanks to the Clerk on behalf of the parish council for overseeing matters during the enforced hiatus period during which the Council was unable to assemble. It was noted that the Clerk was now relieved of the 'delegation of authority' as described at the extraordinary meeting of 20/03/20. **Noted**

The Chairman confirmed that in order to move business which remained in abeyance during the Covid period he would be calling an additional extraordinary meeting to allow the council to meet online in the next fortnight to supplement the ordinary meeting which is held on the first Tuesday each month. **Noted**

Cllrs were encouraged to start meeting in Working Groups either online or in-person with social distancing in order to progress any projects / tasks that had been put aside during the March-September period. It was noted that the Open Spaces working group had met and submitted a report with proposed actions to be taken from budgets. **Noted**

The matter of the Remembrance Sunday service was discussed and it was noted that though the road closure application was made by the parish council, the service including the laying of wreaths and the parade itself was seen as a matter for the local clergy. Accordingly, the parish council noted that though the road closure application would remain in place the (reduced) format of the event was for Rev Peverell and others to decide upon. It was understood that NY Police had informed the parish council that written risk assessments should be submitted to HDC SAG to ensure road closures could be in place. **Noted**

	<p>It was understood that Alan Petch and his team had kindly volunteered to erect the Xmas tree again this year. Gary Frankish and Richard Scott had confirmed that works to install additional cabling for extra xmas lights would be undertaken asap but due to Covid restrictions it was difficult to source any new lights for 2020. The clerk was asked to enquire about a Christmas tree for the High Green. In the first instance Maynard's Nursery should be approached and then Sean Brown who it was understood might be able to source an appropriate tree. Noted</p> <p>Cllr Fletcher confirmed that the additional bench for outside the discovery centre was due for completion soon. The news was received with a positive response in light of the fact that the construction (which had been undertaken by a semi-retired local tradesman), had now been ongoing since 2018. Noted</p> <p>The Buildings Working Group confirmed that new signage, repairs to the exterior noticeboard and internal reconstruction were planned to take place on the ExTIC building (budget permitting) following receipt of appropriate quotation. Noted</p> <p>Great Ayton Parish Council confirms its continued endorsement of the Stokesley and Great Ayton FairTrade Steering Group's activities though specific involvement by individual councillors is not possible due to other commitments. Agreed</p>
9	<p><u>Exclusion of the Press and Public</u> 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>
10	<p><u>To discuss candidates for the vacant parish councillor position received in accordance with the stated co-option procedure.</u></p> <p>It was noted that 5 eligible persons had made formal application for the vacant position of Parish Councillor which was to be filled utilising the stated Co-option procedure. Through discussion it was agreed that rather than voting via Zoom, each councillor should email their vote scores to the Clerk who would create a summary document. Ranking scores of 5 to 1 would be given by each councillor and the candidate with the highest score would be offered the position. In the event of a tie, the Chair's casting vote would apply as in other formal votes. Agreed</p>