

GREAT AYTON PARISH COUNCIL

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27/10/20

To the Members of the Council you are hereby summoned to attend the Great Ayton Parish Council meeting which will take place online on **Tuesday 3rd November 2020 at 7.00pm** for the purpose of transacting the following:

AGENDA

1. Police Business:

To receive the North Yorkshire Police report including the monthly statistics.

2. NYCC & HDC Reports

To receive the NYCC & HDC reports from local Councillors and others.

3. Apologies for Absence

4. Declaration of Interest in items on the Agenda

5. To confirm the minutes of the Ordinary Parish Council Meeting held on 6th October 2020 and the Extraordinary Meeting held on 20th October 2020.

6. To Consider Planning & Licencing Applications Received:

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

7. Correspondence and Information:

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

8. Council Services / Working Group Reports:

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

9. Councillors Actions & Reports

To receive Councillors reports and decide upon any necessary actions.

10. Clerk's Actions & Reports

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

11. Accounts Report

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

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

13. 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 1st December 2020.

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PLANNING REPORT

PLANNING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
20/02289/CAT - Richardson Hall School Lane Great Ayton North Yorkshire TS9 6SA	Proposed works to fell a Cherry tree in a conservation area
20/00043/ENF_MX - OS Field 9687 (between A172 & B1292)	Appeal against enforcement notice that without planning permission, the change of use of the land for the storing of two caravans and a storage container

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
20/02293/DDD - Green Space to The Rear Of 48 Hollygarth Great Ayton North Yorkshire	GRANTED - Request to remove Bird Cherry tree to the rear as cracking in half and the length of the crack down the trunk renders the damage irreparable and a risk to public safety
20/01874/FUL - 23 Addison Road Great Ayton North Yorkshire TS9 6AW	GRANTED - Single storey extension and first floor extension to rear of existing dwelling
20/01875/FUL - 25 Addison Road Great Ayton North Yorkshire TS9 6AW	GRANTED - Single storey extension and first floor extension to rear of existing dwelling house
20/01893/FUL - 5 Angrove Drive Great Ayton North Yorkshire TS9 6LG	GRANTED - Single storey side extension
20/01898/FUL - 118 Newton Road Great Ayton North Yorkshire TS9 6DL	GRANTED - Construction of conservatory to rear of dwelling
20/01967/FUL - 4 Sunnyfield Nurseries Easby Lane Great Ayton North Yorkshire TS9 6NU	GRANTED - Alterations and extension to the dwellinghouse

LICENSING APPLICATIONS / VARIATIONS

REF/ADDRESS	DESCRIPTION
Great Ayton WM Club	Application for variation of a club premises certificate to allow alcohol outdoors alongside Cleveland Street – approved upon appeal (with caveats)
Velveteen Rabbit	Application for premises licence – approved upon appeal (with caveats)

CORRESPONDENCE AND INFORMATION REPORT

Who	For Consideration
Winley Hill	Concerns expressed regarding quality of Xmas tree 2019 & clarifications sought regarding Risk Assessment / Tree Selection / Lighting prior to being able to help with 2020 tree.
Thompson Hardware	Request to sell Xmas Trees on 5 th & 12 th December.
NYCC / Northum Water	Newton Road closure 23rd to 26th Nov for pipe lining.
Resident	Request for donation to printing of carol sheets for 'Carols on the doorstep'.

Who	For Information
GA Scouts	Confirmation that the 2020 display has been cancelled due to lockdown & rule of 6.
YLCA	Notification of branch meeting held 21/10/20
Resident / Cllr Taylor	Suggitt's railings reported to NYCC Highways as moving about excessively.
Jayne Cranston(HDC) / GAPC	Updates relating to Impetus funding for replacement Waterfall Bridge.
HDC	Clarification that no road closure possible on A173 for Remembrance Sunday.
Kayleigh Sharp	Confirmation that ExTIC to be used for storage of foodstuffs on temporary basis during half term.
Resident	Request for update regarding Roseberry PROW – NYCC contacted by resident also.
Resident	Request for copy of TRO for yellow lines on A173 as detailed by NYCC.
HDC Licensing	Details of outcome of licencing appeals for WorkingMensClub & Velveteen Rabbit.
Resident / GAPC	Confirmation that Cooks garden is to be included in children's spooky trail.
NYCC / AMEY	Consumers urged to recycle dead 'zombie' batteries using specialist battery recycling services only.

COUNCIL SERVICES / WORKING GROUPS REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	GROUP
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. - Wildflower planting along fence-line. - Remove excess soil mound from grave excavations. - Removal of conifers in corner. - Prep/Paint Cemetery railings. - Recycling of wreaths to suitable location. - Cemetery rates review. - Cemetery regulation review per WG recommendation. 	(Cemetery WG)
Cook Family Memorial Garden	To receive reports & recommendations from the Cooks Family Memorial Garden trustees and consider actions as required.	Outstanding matters for review; <ul style="list-style-type: none"> - Establish formal relationship between GAPC as owner & Cook Family Memorial Garden Trust as management entity. 	(Open Spaces WG)
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 via Impetus & HDC MaD. - Place order for manufacture & installation of bridge. - Entrance arch proposed along with laser cut WW1 motif commissioned with Daniel van den Toorn 	(Open Spaces WG)
Waterfall Park	Waterfall Park is accessed via the Whitbread Bridge.	Outstanding matters; <ul style="list-style-type: none"> - Replace plaque to urinal. - Remove old PROW finger sign - Fill riverbank 	(Open Spaces WG)
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's.	Outstanding matters; <ul style="list-style-type: none"> - Agree extent & specification for refurbishment of public WC's. 	(Buildings WG)
Allotments	To receive report & recommendation from the Allotments Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Locking of security gates to B1292 entrances. - Road chippings required to fill deep holes in roads/paths supplied by Todd's. - Revision to Regulations required to clarify that dogs must not be left unattended on allotment. 	(Allotments WG)
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). 	(Buildings WG)
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"> - Quote for refurbishment of building internally. - Small sign to exterior. - Repair to external noticeboard. 	(Buildings WG)
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. - Revised/improved in-house inspection document. 	(Play Park WG)
Riverside Flood Field	To receive report & recommendations from the Open Spaces Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Reinstate paths along riverside. - Dig in gravel path from sports fields. - Repair steps & wooden structure. - Replace handrails to bridge at 'bowls' field. - Cut back overgrowth. - Bilsdale trees to carry out tree maintenance works. - Make good the fencing around flood outlets. - Caryn Loftus and Martin Allen (local botanist) discussions regarding effective planting and cultivation. - Suggestion for interpretation board for certain, less common trees/shrubs/plants. - Suggestion to engage with local sculpturers to create a sculpture trail through the woodland. 	(Open Spaces WG)
High Green	To receive reports & recommendations regarding the upkeep & improvements to the Village Greens and open spaces.	Outstanding matters; <ul style="list-style-type: none"> - Price for replacement bench around the Linden tree. - Work to trees on High Green - Suggestion to plumb pump to mains water - Addition of boulder proposed to grassed island 	(Open Spaces WG)

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Benches & Memorials	To receive report & recommendation regarding the maintenance, repair & replacement of benches. (Circa 50off)	Outstanding matters; - Painting/repair schedule for steel & wooden benches in place. - Agree replacement of benches beyond repair.	(Open Spaces WG)
Parish Council Website	To receive report & recommendations regarding the development of the new PC website.	Outstanding matters; - Update regarding progress	(TBC)
Council Services Management & Execution	A full time Cemetery & Services Superintendent is to be recruited	Outstanding matters; - Interviews of candidates delayed due to Covid19 - Consideration to provide service vehicle. - Consideration of tooling / equipment. - Consideration of workshop area / container	(Parish Council / Interview Panel)
Xmas 2020	To discuss matters relating to Xmas tree/lighting/decoration/events and consider actions as required.	Outstanding matters; - Cabling works to High Green due (R Scott/G Frankish) - Discussion regarding lighting/decorations for Xmas 2020. - Establish whether live or cut tree to be utilised. - New lights to be purchased for 2020. - Establish whether GABF wishes to donate their 2016/17 Xmas collection for lighting improvements. - Specialist supply / erection required for Risk Assessment purposes.	(Xmas WG)

COUNCIL SERVICES / WORKING GROUPS REPORTS MATTERS FOR CONSIDERATION

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery Regulations	The Cemetery Working Group has proposed changes that act upon the current regulations.	Consideration to be given to changing the cemetery regulations to reflect current practice & suggested operational changes.	Open

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COUNCILLOR'S ACTIONS & REPORTS

ITEM	ORIGINATOR / ACTIVE COUNCILLOR	ACTION/COMMENTS	STATUS
Endeavour Way	Clr John Fletcher	To receive an update regarding the Endeavour Way cycle path.	Ongoing
Pollinators – BUGS volunteers	Clr Angela Taylor	To receive updates regarding the Brighten Up Great Ayton 'Action for pollinators' project.	Ongoing
Marwood School	Clr Sarah Botez	To receive updates regarding the Marwood School Guisborough Road crossing point improvements.	Ongoing
Environmental improvements	Clr Angela Taylor	To receive updates regarding the potential for a multi-user route improvements to Station Road and proposals from the Climate Action Stokesley and Villages group.	Ongoing
Newton Road	Clr John Fletcher	Proposal to ask NYCC for resurfacing of Newton Road from High Street to Roseberry Crescent.	New
Cook Family Memorial Garden trust	Clr John Robinson	To give updates in relation to trust as the management entity for the Cook Family Memorial Garden.	New

CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Village Hall	A standard 'peppercorn' lease is being prepared between GAPC & the Village Hall CIO trust.	No update from Solicitor.	Ongoing
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	No update from Solicitor.	Ongoing
Cemetery Rates	The annual review of cemetery rates is due in April.	Consideration to be given to maintaining the cemetery rates without uplift during 2020/21.	Open
Memorial Benches	The Parish Council receives requests for benches / plaques in memory of loved ones each year.	The parish council has been notified that Mr Ward (Carlton Blacksmith) has semi-retired and is no longer supplying/affixing plaques though benches could still be fabricated.	Open

ACCOUNTS REPORTPayments

<u>Supplier</u>	<u>Reason</u>	<u>Type</u>	<u>Cost £</u>
Garbutt Brothers (Purple Skip Hire)	1 X 8 cu Yrd Skip - Oct 20	Allotments	£228.00
Thompson Timberworks Ltd	Repeat repair to rubber flooring to roundabout.	Play Park	£100.00
OPUS Energy	Electricity charges for ExTIC building at 17/09/20	Buildings	£343.71
Hambleton District Council	Salary payments Q2 01/07 - 30/09	Salaries	£10,878.04
Initial Hygiene	Contracted hygiene services 01/11/20 - 31/10/21	Public Conveniences	£74.16
Safechem	4 X 5ltr hand soap, 1 tub urinal cubes	Public Conveniences	£32.64
Gary Frankish	Grounds maintenance Oct 20, 20 litres fuel to cemetery	Grass Cutting	£888.50
Mr Howard Atkinson	£20 mobile phone top-up Oct 20	Admin	£20.00
Yorkshire Local Councils Associations	Cllr A Taylor - Cemetery management webinar 29/10/20	Cemetery	£30.00
NYCC Waste Management	Waste charges 01/12 - 31/12/20	Cemetery	£65.32
Studio Botez	Great Ayton Parish Council Website development - 60% balance	Admin	£1620.00
TOTAL			£14,280.37

Receipts

<u>Customer</u>	<u>Description</u>	<u>Type</u>	<u>Value £</u>
Various	Allotment Rents 2020/21	Allotments	£2430.00
RH Colwell	Plaque to memorial wall	Cemetery	£45.00
RH Colwell	Interment of Ashes	Cemetery	£75.00
Lords Monumental	Erection of Headstone	Cemetery	£115.00
TOTAL			£2,665.00