

GREAT AYTON PARISH COUNCIL

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25/02/21

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 2nd March 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 2nd February 2021.

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 Reports

To receive Councillors reports and decide upon any necessary actions.

10. Clerk's 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 6th April 2021.

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PLANNING REPORT

PLANNING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
21/00400/FUL - 39 Easby Lane Great Ayton North Yorkshire TS9 6JX	Delegated Decision - Single storey side extension, replacement porch to front & relocation of fencing
21/00361/TPO - 102 Guisborough Road Great Ayton North Yorkshire TS9 6QJ	Delegated Decision - Works to tree subject to a tree preservation order 19/00014 - 10% crown lift to prevent high sided vehicles damaging tree during access to the property, the limbs with the BT wire require reducing to an appropriate point to free up wires and direct growth away from the face of the property.
21/00403/APN - Angrove West Farm Great Ayton North Yorkshire TS9 6QA	Proposed Grain Store - steel portal frame construction.
21/00346/FUL - 1 Roseberry Drive Great Ayton North Yorkshire TS9 6EQ	Delegated Decision - The demolition of an existing garage and sunroom and construction of a 2 storey side extension
21/00162/FUL - Hambleton Equine Clinic The Paddocks Stanley Grange Stud Yarm Lane Great Ayton North Yorkshire TS9 6QD	Delegated Decision - Installation of Air Source Heat pump to replace an existing unit as a primary heat source to serve the ground floor offices and upper storey offices and welfare rooms
21/00320/FUL - 45 Roseberry Crescent Great Ayton North Yorkshire TS9 6EP	Delegated Decision - Replace rear conservatory with single storey extension, first floor side extension and formation of bay window to front elevation
21/00300/NMC - 43 Addison Road Great Ayton North Yorkshire TS9 6AW	A non-material amendment to previously approved application 20/02649/FUL-Side ground and first floor extensions
21/00138/CAT - GAPC The High Green Great Ayton North Yorkshire	Works to trees in a Conservation area

PLANNING DECISIONS TAKEN

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
20/02844/FUL - 34 Linden Avenue Great Ayton North Yorkshire TS9 6AJ	GRANTED - Single storey rear extension and erection of timber canopy to front
20/02624/FUL - 9 Angrove Close Great Ayton North Yorkshire TS9 6LE	GRANTED - Part garage conversion to habitable accommodation, balcony to rear elevation, relocation of front door to side elevation and provision of ground floor bathroom including new window to existing opening on the front elevation.
20/02758/FUL - 65 Newton Road Great Ayton North Yorkshire TS9 6DT	GRANTED - Delegated Decision - Bedroom Loft Conversion with front and rear dormers
20/02747/FUL - 62 Wheatlands Great Ayton North Yorkshire TS9 6EF	GRANTED - Delegated Decision - Single storey side extension, including removing pitched roof of existing property, replacing all with flat roof and roof lights and sedum.
20/02484/FUL - OS Field 3541 Yarm Lane Great Ayton North Yorkshire	REFUSED - Revised application for the construction of a single dwelling. (See 20/00491/FUL - which was withdrawn)

LICENSING APPLICATIONS / VARIATIONS

REF/ADDRESS	DESCRIPTION

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CORRESPONDENCE AND INFORMATION REPORT

Who	For Consideration
Resident	Request for support to organise & insure volunteers who go out litter picking & clearing dog mess.
Environment Agency flood resilience team	EA invite the parish council to become involved with the community flood plan alongside two local 'volunteers' who are not named in the mail.

Who	For Information
HDC	Details of the Police, Fire and Crime Commissioner Election in May
NYCC	Letter from Cllr Carl Les (NYCC Leader) describing NYCC's proposal to Government for the Unitary structure to replace NYCC & the seven Districts. (Keeping City of York intact)
HDC	Safer Hambleton Hub Newsletter that comes with updates, information and advice on a range of safety and wellbeing topics.
Craven, Harrogate, Richmond, Ryedale, Scarborough, and Selby	Letter from Leaders of the 6 district and borough councils of Craven, Harrogate, Richmond, Ryedale, Scarborough, and Selby (not Hambleton) regarding their submission for the Local Government Review of York and North Yorkshire.
HDC	Weekly briefings for Town and Parish Councils.
NYCC	NYCC's weekly team bulletin as received via Cllr Heather Moorhouse.
Citizens Advice	First service update bulletin of 2021
HDC	Request for letter from parish council as supporting document for 'Housing Need Survey'
Fairtrade Group	Request from the Fairtrade Group to affix a banner to the railings outside of Suggitt's to promote their cause (22nd Feb to 7th March). – <i>Whitbread Bridge suggested.</i>
Resident	Mail from a resident asking for action towards dog fouling and littering including signs, extra bins, free-issue poo bags, targeting of problem areas, CCTV & fines.

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COUNCIL SERVICES / WORKING GROUP REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	GROUP
Cemetery	To receive reports & recommendations from the Cemetery Working Group and consider actions as required.	<p>Outstanding matters;</p> <ul style="list-style-type: none"> - Wildflower growth to west section / church end. - Remove excess soil mound stored at perimeter. - Planting of bulbs along fence-line. - Prep/Paint Cemetery railings. - Repair to drains & cutting of root ingress. - Re-seed bare soil areas. - Remove debris from fence line. - Repair to gate track required. (temporarily removed) - Potential for renewal of ride-on mower. - Inspection of trees with potential health issues. - Inspection of headstones. - Construction of bottle store bins. - Storage shed refurb & price for electric supply - Skip & digger for heavy debris against south fence - Rabbits becoming problem (appointed marksman aware) <p>Ongoing items;</p> <ul style="list-style-type: none"> - Remove overgrowth from perimeter of cemetery - Reduce tree canopy for improved ground & access - Refresh gravel to paths. - Pruning/removal of shrubs, unhealthy trees & branches - Order placed for repair to cemetery walls. - Reduce height to leylandii to between 6'-8' - Noticeboards to affix 	<i>(Cemetery WG)</i>
Cook Family Memorial Garden	To receive reports & recommendations from the Cooks Family Memorial Garden trustees and consider actions as required.	<p>Outstanding matters for review;</p> <ul style="list-style-type: none"> - Withdrawal of Land Registry title denoting the 'Captain James Cook Memorial' Trust as leasehold tenant of the public toilets. - Great Ayton Parish Council to discuss proposal in principle to become 'Sole Trustee' of charity 523352 currently named 'Captain James Cook Memorial Trust.' - James Cook Memorial Trustees to meet separately to discuss matters particular to future trustee structure. <p>Ongoing items;</p> <ul style="list-style-type: none"> - Deed of surrender to dissolve remainder of 20-year lease of public WC's. - Sign to be affixed with garden name. 	<i>(Open Spaces WG)</i>
Whitbread / Waterfall Bridge	The WW1 memorial bridge over the Leven at Waterfall terrace is to be replaced.	<p>Outstanding matters;</p> <ul style="list-style-type: none"> - Order for manufacture & installation of bridge delayed due to permit & planning condition issues. - Entrance arch proposed along with laser cut WW1 motif commissioned with Daniel van den Toorn. <p>Ongoing items;</p> <ul style="list-style-type: none"> - Apply to reinstate EA permit which lapsed in Nov 2020. - Apply for removal of Mar-Oct EA condition to HDC planning approval. - Impetus asked for extension to grant funding window. 	<i>(Open Spaces WG)</i>
Waterfall Park and beyond	Waterfall Park is accessed via the Whitbread Bridge.	<p>Outstanding matters;</p> <ul style="list-style-type: none"> - Replace plaque to urinal to match 'blue' from Sign Art - Remove old PROW finger sign for safe storage. - Fill deteriorating riverbank. 	<i>(Open Spaces WG)</i>
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's.	<p>Outstanding matters;</p> <ul style="list-style-type: none"> - Employment of architect or similar to prepare outline build price & spec. - Agree budget & specification for refurbishment of public WC's. - Issue spec for tender to suitably qualified contractors. <p>Ongoing items;</p> <ul style="list-style-type: none"> - Working Group assessment for potential architects - Deed of surrender to dissolve remainder of 20-year lease with Cook Family Memorial Garden trust 	<i>(Buildings WG)</i>

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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. - Bark chippings to pedestrian paths. Ongoing items; <ul style="list-style-type: none"> - Pro grade rat bait in enviro boxes to be laid in plots with birds. - Pest control bait location recording sheet - Asbestos pile separated from soil to clear - 1 derelict garden to clear - 3 remaining plots to allocate 	<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 to produce standard peppercorn lease between the Village Hall CIO (tenants) and the Parish Council (Landlord). 	<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. - Revised/improved in-house inspection document. Ongoing items; <ul style="list-style-type: none"> - Toddler swing removed for repair. - Hop-Scotch squares to be reinstated or filled. - Wire in rope net reinstated after coming loose. 	<i>(Play Park 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"> - Furniture, cabinets etc to collect from Village Hall. - Decorating of building interior. - Small sign to exterior. Ongoing items; <ul style="list-style-type: none"> - Fence & gate to side of building. - Repair to external noticeboard. 	<i>(Buildings WG)</i>
Riverside Flood Field & beyond	To receive report & recommendations from the Open Spaces Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Cut back overgrowth. - Bilsdale trees to carry out tree maintenance works. - Caryn Loftus and Martin Allen (local botanist) discussions regarding effective planting and cultivation. - Suggestion for interpretation board for interesting items, less common trees/shrubs/plants. - Suggestion to engage with local sculptors to create a sculpture trail through the woodland. Ongoing items; <ul style="list-style-type: none"> - Quote received for land drains and path beyond flood field to bridge. 	<i>(Open Spaces WG)</i>
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"> - Modification to bench & paving around the Linden tree. - Work to trees on High Green - Addition of boulder to grassed island from cemetery - Tarmac repairs - GAPC Lighting improvements to allow illumination of Cook statue & central tree. 	<i>(Open Spaces WG)</i>
Benches & Memorials	To receive report & recommendation regarding the maintenance, repair & replacement of benches. (Circa 50off)	Outstanding matters; <ul style="list-style-type: none"> - Painting/repair schedule for steel & wooden benches. - Agree replacement of benches beyond repair. - Painting & repair to be undertaken by in-house team. 	<i>(Open Spaces WG)</i>
Parish Council Website	To receive report & recommendations regarding the development of the new PC website.	Outstanding matters; <ul style="list-style-type: none"> - Establish review team for content wording. 	<i>(TBC)</i>
Council Services Capability	To consider expanding service team capability with purchase of equipment.	Outstanding matters; <ul style="list-style-type: none"> - Consideration to provide service vehicle. Ongoing items; <ul style="list-style-type: none"> - Additional tooling / equipment. - Potential for workshop area in cemetery 	<i>(Parish Council / Clerk / Service Team)</i>

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COUNCILLOR REPORTS (inc Charities / Trusts / Local Volunteer Groups)

ITEM	ORIGINATOR / ACTIVE COUNCILLOR	ACTION/COMMENTS	STATUS
Endeavour Way	Cllr John Fletcher	To receive updates regarding 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
Cook Family Memorial Garden trust	Cllr John Robinson / Cllr Ron Kirk	To receive updates from trustees in relation to the Cook Family Memorial Garden.	Ongoing
Village Hall	Cllr Ron Kirk / Cllr Judith Brown	To receive updates from trustees in relation to the Village Hall.	Ongoing

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.	A 5-year lease has been requested to ensure legal certainty between GAPC & GAVH trust. (Update requested from Solicitor 21/01/21.)	Ongoing
Yatton House	A new (21 year) lease is being prepared for Yatton House as tenants within Cemetery boundary.	A 21-year lease has been requested to replace the current licence. (Update requested from Solicitor 21/01/21.)	Ongoing
Public WC’s	An inactive 20-year lease exists between GAPC & the Cook Family Memorial Garden trust	Solicitor requested to prepare documents to dissolve the lease (dated 2011 to 2031) which is cannot apply to the garden trust. (Update requested from Solicitor 21/01/21.)	Ongoing
Community Governance Review	YLCA Guidance recommends that a parish council of Great Ayton’s electoral size should be represented by 11 councillors.	Being only 7 councillors means it is difficult to form formal Committees and therefore consideration should be given to expanding numbers in accordance with YLCA recommendation. A Community Governance Review would be triggered with HDC Electoral Services via a simple petition of 10% of the parish electorate.	Open
Budget 2021/22	The budget for the next financial year requires to be set on or before the March 2021 meeting.	Consideration to be given to’; <ul style="list-style-type: none"> - Budget allocation for 2021/22 service requirements, salaries, fixed costs, etc from within operating income / precept. - Agreement of project items to be undertaken and budget allocation from reserves. 	Open
Electricity Supply	The electricity to the public WC’s & ExTIC is no longer on contract	Proposal received from SSE as GAPC’s long time supplier to provide improved rates on a contract basis to both premises	Open
Cemetery Buildings	The cemetery buildings have the potential to be used as a small workshop.	Proposal to contact Northern PowerGrid for price to run an electricity supply into the cemetery buildings.	Open
Service activity	The service team does not have a vehicle at its disposal	Consideration for the purchase/hire/lease/loan of a suitable pool vehicle for use during the growing season when other transport is unavailable.	Open
Deed of surrender	The draft deed of surrender has been prepared by the parish council’s solicitor.	Consideration to approve the deed of surrender which dissolves the active 20-year lease between GAPC (landlord) and the Captain James Cook Memorial Trust (tenant)	Open

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ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Type</u>	<u>Cost £</u>
NATWEST	BANK CHARGES MAR	Bank Charges	TBC
A Snowdon (Zoom Account)	Zoom Video Communications Monthly subscription 06/03/21 - 05/04/21	General Admin	£14.39
A Snowdon (Screwfix)	Bulbs for exterior of Public WC's	Public WC's	£5.37
A Snowdon (Green Magic Co UK Ltd)	5 A4 & 1 A3 Laminated snap frames, 1 A2 A-board, 2 brochure boxes	Cemetery	£97.17
NYCC Waste Management	Advance charges for waste disposal at the cemetery - 01/03 to 31/03/21	Cemetery	£54.04
Mole County Stores (North)	2off 5kg professional grade rat bait	Allotments	£68.04
Sam Turner & Sons Ltd	4 pairs safety gloves	Cemetery	£12.68
Hambleton District Council	Salary recharge 1st October to 31st December 2020	Salaries	£11,388.60
Opus Energy Ltd	Electricity charges ExtIC building 18/11/20 - 20/12/20	Buildings	£116.26
Environment Agency	Reinstatement of EA Permit for replacement memorial bridge	Memorial Bridge project	£68.00
Thompsons Hardware Ltd	Cleaning products, toilet rolls, bin bags	Public WC's	£57.74
Thompsons Hardware Ltd	WD40, key cut, 2 litter pickers, Stanley knife	Open Spaces	£22.62
Gary Frankish Grounds Maintenance	Feb 21 - Monthly fee for annual maintenance of verges, splays, etc	Open Spaces	£863.50
Gary Frankish Grounds Maintenance	Little Ayon Ln Fence, 20 litres petrol FAO GAPC, assist at ExtIC	Open Spaces	£99.00
Gary Frankish Grounds Maintenance	75m conifers cut at cemetery, chipping of green waste at cemetery	Cemetery	£653.00
Alan Dale	Dig & backfill graves 13/11/20, 03/02/21, 08/02/21 & burial of ashes 29/10/20.	Cemetery	£960.00
		TOTAL	£14,480.41

Receipts

<u>Customer</u>	<u>Description</u>	<u>Type</u>	<u>Value £</u>
Resident / Family member	Interment of Ashes	Cemetery	£75.00
M&B Rea Funerals	Burial Fee	Cemetery	£750.00
M W Wetherill	Addition of inscription	Cemetery	£58.00
M&B Rea Funerals	Burial Fee	Cemetery	£750.00
		TOTAL	£1,633.00