

**Minutes of the Great Ayton Parish Council meeting  
held on Tuesday 4<sup>th</sup> May 2021 at 19:00**

**Present:** - Cllr Ron Kirk, Cllr John Fletcher, Cllr John Robinson  
Cllr Tessa Snowdon, Cllr Judith Brown, Cllr Daniel Matuszak

Cllr Richard Hudson (HDC), Cllr Heather Moorhouse (NYCC), Andrew Snowdon (Clerk)

Several members of the public were present via Zoom from item 7 onwards.

No.	Business
1	<p><b><u>Election of Chairman and Declaration of Acceptance of Office.</u></b></p> <p>Having been nominated and unopposed, Cllr Fletcher duly accepted election to the position of Chairman, the signed declaration of office to be enacted following the meeting accordingly.</p> <p>On behalf of the parish council Cllr Fletcher thanked Cllr Kirk for remaining at the helm for two years including handling matters related to the Covid pandemic.</p>
5	<p><b><u>Election of Vice-chairman and Declaration of Acceptance of Office.</u></b></p> <p>Having been nominated and unopposed, Cllr Robinson duly accepted election to the position of Vice-chairman, the signed declaration of office to be enacted following the meeting accordingly.</p>
2	<p><b><u>NY Police Report.</u></b></p> <p>There had been; 7 reports of anti-social behaviour (inc 1 Covid related, 1 off road bikes, 1 of youths jumping fences, 3 nuisance, 1 personal), 0 reports of theft from a vehicle, 0 reports of burglary, 0 reports of criminal damage, 0 reports of theft, 5 reports of violence against person, 0 other crimes.</p>
3	<p><b><u>NYCC Councillor Report.</u></b></p> <p>Cllr Moorhouse (NYCC) confirmed that the poor surface repairs to Easby Lane were to be addressed as soon as possible. The issue with the PROW footpath off Roseberry Crescent remains of concern, though currently other issues where paths were completely blocked off where the public were placed in danger were of priority. Having been inspected by NYCC highways it was confirmed that the partly potholed footpath to the north of Newton Road did not meet the criteria for resurfacing though residents should continue to report concerns. <b>Noted</b></p> <p><b><u>Hambleton Councillor Report.</u></b></p> <p>Cllr Hudson (HDC) confirmed that the HDC Tourism Forum was not open to parish/town council involvement at this early stage. It was noted that though Great Ayton has a large population, being a village means that it is not recognised as a 'market town' by HDC. Despite that lack of 'market town' status, Cllr Hudson recognised that Great Ayton's vibrant tourist economy should elevate the importance of representation on the HDC Tourism Forum. <b>Noted</b></p>
4	<p><b><u>Apologies (&amp; technical problems)</u></b></p> <p>Cllr Angela Taylor</p>

6	<p><b><u>Declaration of Interest in items on the Agenda.</u></b></p> <p>CLlr Fletcher declared an interest in an item received for planning consultation. <b>Noted</b></p>		
7	<p><b><u>Minutes of the previous meeting of the Parish Council.</u></b></p> <p>The minutes of the Parish Council Meeting held on Tuesday 6<sup>th</sup> April 2021 were approved. <b>Agreed.</b></p>		
8	<p><b><u>Adoption of Standing Orders Regulations &amp; Polices.</u></b></p> <p>It was agreed that the current Standing Orders, Regulations, Policies, and procedures should be readopted as per the parish council website;</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><i>Standing Orders</i></p> <p><i>Code of Conduct</i></p> <p><i>Archiving and Retention Policy</i></p> <p><i>Press Policy</i></p> <p><i>Allotments Regulations</i></p> </td> <td style="width: 50%; vertical-align: top;"> <p><i>Financial Regulations</i></p> <p><i>Complaints Policy</i></p> <p><i>ICO Model Access to Information Policy</i></p> <p><i>Co-option Procedure</i></p> <p><i>Cemetery Regulations</i></p> </td> </tr> </table>	<p><i>Standing Orders</i></p> <p><i>Code of Conduct</i></p> <p><i>Archiving and Retention Policy</i></p> <p><i>Press Policy</i></p> <p><i>Allotments Regulations</i></p>	<p><i>Financial Regulations</i></p> <p><i>Complaints Policy</i></p> <p><i>ICO Model Access to Information Policy</i></p> <p><i>Co-option Procedure</i></p> <p><i>Cemetery Regulations</i></p>
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9	<p><b><u>To Consider Planning &amp; Licensing Applications Received.</u></b></p> <p>Following discussion, it was agreed that formal response to planning applications should be as follows;</p> <p><b>21/00925/OUT - OS Field 5800 Land Adjoining Skottowe Crescent Great Ayton North Yorkshire</b>  Outline planning application with all matters reserved for a residential development of up to 30 dwellings  i)Great Ayton Parish Council expresses concern with regards to application 21/00925/OUT as follows;  The land is very close to the 12<sup>th</sup> century All Saints Church (listed-1), its graveyard and Ayton Hall (listed-2), all three being important heritage sites which have significant associations with Captain James Cook and his family.</p> <ul style="list-style-type: none"> <li>- James Cook’s mother and siblings are buried within the All-Saints Church graveyard which overlooks the proposed development area.</li> <li>- It is documented that having just returned from his first voyage having discovered New Zealand, Captain James Cook stayed at Ayton Hall when visiting his family at Xmas.</li> <li>- It is very likely that James Cook will have attended the All-Saints Church in his youth whilst living in the parish.</li> <li>- All Saints Church, its graveyard &amp; Ayton Hall along with other James Cook related sites are of significant historical importance and attract visitors from around the world.</li> </ul> <p>Development of the nearby land for housing can have no obvious positive impact on the historically important heritage assets and their vista, hence due regard needs to be given to the sensitive nature of the location whereby a housing development is likely to have a detrimental impact.</p> <p>ii)Great Ayton Parish Council notes that there has been a submission by the Sec of State on 18/01/21 and though specifically related to the ‘Local Plan’ review, a similar conclusions was reached to that stated above.</p> <p>iii)Great Ayton Parish Council acknowledges that a housing survey report has been submitted by HDC however GAPC has not studied this report and therefore the relevance of the survey was not debated.</p> <p><b>21/00941/TPO - 11 California Grove Great Ayton North Yorkshire TS9 6RW</b>  Works to trees subject to Tree Preservation Order 1997/6 - T1 western red cedar, T2 holly, G1 nine laurel trees  No objection / Work to be carried out in accordance with arboreal report.</p> <p><b>21/00889/FUL - 10 High Green Great Ayton North Yorkshire TS9 6BJ</b>  The removal of a glazed canopy/porch &amp; a bay window and the erection of a single storey garden room extension to the rear  No objection / Work to be completed in accordance with listed building conditions and in keeping with the requirements of properties in the conservation area.</p> <p><b>21/00890/LBC - 10 High Green Great Ayton North Yorkshire TS9 6BJ</b>  The removal of a glazed canopy/porch &amp; a bay window and the erection of a single storey garden room extension to the rear  No objection / Work to be completed in accordance with listed building conditions and in keeping with the requirements of properties in the conservation area.</p> <p><b>21/00874/FUL - 3 Linden Crescent Great Ayton North Yorkshire TS9 6AF</b>  Proposed single storey extension to rear of house  No objection / No observation</p>		

	<p><b>21/00775/FUL - 14 Langbaugh Close Great Ayton North Yorkshire TS9 6QH</b> Removal of existing conservatory, erection of two storey rear extension, alterations to house and pitched roof to attached garage <a href="#">No objection / No observation</a></p> <p><b>21/00752/TPO - 3 Overbrook Race Terrace Great Ayton North Yorkshire TS9 6NX</b> Works to tress covered by Tree Preservation Order No 2004/03 <a href="#">No objection / Work to be carried out by arboreal specialist.</a></p> <p><b>21/00980/FUL - 4 Easby Lane Great Ayton North Yorkshire TS9 6JS</b> Raising roof line, new roof, double storey extension to front and rear of the dwelling and single storey extension to the rear <a href="#">No objection / No observation</a></p>
10	<p><b><u>Correspondence and Information:</u></b></p> <p><b>Resident - Request for memorial bench for Low Green.</b> It was agreed that the Open Spaces Working Group would establish which benches were suitable for renewal. <b>Agreed</b></p>
11	<p><b><u>Council Services / Working Group Reports</u></b></p> <p><b>Cemetery</b> It was agreed that the repair to the SW drains by cutting out excessive root ingress should proceed as per the Lanes Drains quote received at £3,350.00+VAT with an option for £1250+vat for the robotic equipment. It was agreed to suspend Financial Reg 11.1.h to allow a single supplier quote for this somewhat specialist activity. <b>Agreed</b> It was noted that the wildflower area had been extended for 2021. <b>Noted</b></p> <p><b>Cook Family Memorial Garden</b> Cllr Robinson confirmed that the 3 trustees of the memorial garden had stood down and that Great Ayton Parish Council had been appointed as the 'sole trustee' of the Captain James Cook Memorial Garden. It was now incumbent on the parish council to appoint a suitably constituted committee for the purposes of overseeing the garden trust. The Cooks Garden Working Group was asked to make recommendations for the written 'Terms of Reference', which includes the delegation of authority, size for quorum, member/non-member structure, frequency of meetings, etc. <b>Agreed</b></p> <p><b>Whitbread Memorial Bridge</b> Cllr Fletcher confirmed that the project had made progress beyond materials purchase and that fabrication/painting of the structure was due to be completed by early June. It had been identified that a full road closure and associated traffic management would be required for the installation phase and hence it was agreed that the additional £4550 quoted by Beaver Bridges should be approved to allow a turn-key management of the bridge installation between 14/06 – 18/06/21. <b>Agreed</b></p> <p><b>Public WC's</b> Cllr Robinson advised that though two design options had been put forward by SPA Architects the working group were not yet ready to make a final recommendation. Option2 was for an entirely new layout however this would likely be more expensive than Option1 which was for a full refurbishment based on the existing layout. Discussions are still ongoing to refine Option1 after which the options will be brought to the parish council for consideration. <b>Noted</b></p> <p><b>Allotments</b> It was agreed that a price for a third gate should be sought for the 'Skottowe' end of the PROW footpath with a suitable gap to be left for unobstructed pedestrian access. <b>Agreed</b> The Clerk confirmed that the allotments were currently 100% occupied with no vacant plots, yet the waiting list remains circa 20 persons. <b>Noted</b></p>

**Play Park**

The Clerk was asked to follow up regarding the outstanding repair quotes. **Noted**

**ExTIC Building**

Cllr Fletcher confirmed that the painting was complete & the floor covering was soon to be laid. Signage was due from Sign Art in the coming weeks and the noticeboard was due to be repaired. **Noted**

**Riverside Flood Field & Paths**

Cllr Fletcher would liaise with the service team to repair the fence at the far end of the field. **Noted**

Repairs to the nearby bridge would be undertaken by the parish council's team despite the bridge being the responsibility of the landowner. **Noted**

Having met with Mr Allen (Botanist) the open spaces working group will prepare a report with suggestions to improve native wildflower growth. **Noted**

**High Green**

Cllr Fletcher confirmed that three boulders had been identified at the cemetery as being suitable for the 'triangular' area of the high green. **Noted**

**Benches**

Cllr Fletcher confirmed that he would speak with the local blacksmith to seek a price for replacement of older damaged benches which could be offered when requests for memorials are received. **Noted**

**Cemetery Buildings.**

The Clerk confirmed that Northern PowerGrid were due to install the electricity supply on 24/05. **Noted**

9

**Councillors Actions & Reports****Cook Family Memorial Garden Website.**

Cllr Robinson described that the Cook Family Memorial Garden Website was purchased as a condition of the LEADER application conditions / funding terms. The Website was to provide a history of the garden as the location of the Cook family cottage, an overview of the refurbishment project and details of the 10 James Cook related locations of interest which are located in the parish. **Noted**

Cllr Robinson pointed to a need to review the editorial maintenance & the technical maintenance along with the overall content. It was agreed that a Working Group of Cllr Matuszak, Cllr Robinson, and the Parish Clerk should carry out a detailed review and make recommendations for action / improvement of the website. **Agreed**

Due to spam issued emanating from the website's contact-us page it was agreed to approve the quote for £150 from Catch Design for removal of this functionality. **Agreed**

**Endeavour Way**

Cllr Fletcher advised that the County Council were now engaged with the Endeavour Way project and that consultants had been engaged. The Government's funding criteria did not lend itself to form filling for a rural cycleway project hence Dept of transport was looking into how this could be improved. **Noted**

**Community Speedwatch Programme**

Cllr Matuszak was awaiting NY Police to respond and would update at the June mtg. **Noted**

10	<p><b><u>Clerk's Report</u></b></p> <p>It was agreed that a 3% rate increase should be applied to the parish cemetery fees. <b>Agreed</b></p> <p>It was agreed that a 10% rate increase should be applied to the parish allotment fees. <b>Agreed</b></p> <p>It was agreed that a Cobra CHIP650L woodchipper should be purchased from Sam Turners at £699(inc VAT). <b>Agreed</b></p> <p><b>Allotments</b></p> <p>An appeal had been received from an allotment tenant following eviction due to apparent abandonment and for burning household derived furniture on their plot. The Clerk explained that eviction had been in accordance with reg 16, however the tenant requested that this be rescinded due to being unaware of the regulation and having had some health issues. <b>Noted</b></p> <p>Following discussion the Council decided that the appeal would be allowed. The eviction would be set aside and replaced by a final warning to the tenant regarding future conduct. Movement of the tenant to an alternative plot would be at the Allotment Manager's discretion. <b>Agreed</b></p>
11	<p><b><u>Accounts Report</u></b></p> <p>Requests for payment received in the period were reviewed and approved accordingly.</p> <p>The total payments made were £5,471.48 The total income received was £1,302.25</p>
12	<p><b><u>Such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.</u></b></p>
13	<p><b><u>Exclusion of the Press and Public</u></b></p> <p><b>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.</b></p>