

GREAT AYTON PARISH COUNCIL

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28/07/21

To the Members of the Council, you are hereby summoned to attend the Great Ayton Parish Council meeting which will take place at the Discovery Centre on **Tuesday 3rd August 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 13th July 2021.

6. To Consider Planning & Licencing Applications Received:

To receive and comment on the Planning & Licensing Applications and review 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 7th September 2021.

PLANNING REPORT

PLANNING APPLICATIONS FOR REVIEW

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
21/01618/FUL - 66 Roseberry Crescent Great Ayton	Delegated Decision - Single storey rear extension & raised deck to rear
21/01751/FUL - 79 Newton Road Great Ayton	Delegated Decision - Single storey one room extension to rear elevation of existing private house
21/01690/FUL - 78 Wheatlands Great Ayton	Delegated Decision - Extension to garage at front of house
21/01593/FUL - Great Ayton Tennis Club Mill Terrace Great Ayton	Delegated Decision - The installation of new low level LED floodlighting to three existing outdoor tennis courts (Nrs 1 to 3 inclusive)
21/01696/MBN - Manor Grange Farm Great Ayton	Delegated Decision - Application to determine if prior notification is required for the proposed conversion of agricultural building into 2no larger dwelling houses and for building operations reasonably necessary for the conversion.
NYM/2021/0556/FL - Aireyholme Cottage, Aireyholme Lane, Great Ayton	Application for siting of shepherds' hut for domestic purposes at Aireyholme Cottage.

HDC PLANNING DECISIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
21/00855/PIP - OS Field 5700 At Cleveland Lodge Estate Cleveland Lodge Great Ayton North Yorkshire	WITHDRAWN - Application for permission in principle for the development of a maximum of 9no dwellings and a minimum of 9no dwellings
21/01365/FUL - The Wheelhouse Langbaugh Grange Great Ayton Middlesbrough North Yorkshire TS9 6QQ	GRANTED - Single storey rear oak framed Orangery extension with adjacent relocated rear door and new Porch and Single storey oak framed garage.
21/01392/FUL - 37 Easby Lane Great Ayton Middlesbrough North Yorkshire TS9 6JX	GRANTED - Single storey side/rear extension, alterations to windows & stonework & render to facades
21/01466/FUL - 29 Marwood Drive Great Ayton Middlesbrough North Yorkshire TS9 6PB	GRANTED - Single storey rear infill extension
21/01460/FUL - 10 Easby Lane Great Ayton Middlesbrough North Yorkshire TS9 6JS	GRANTED - Proposed first floor extensions
21/01381/FUL - Angrove West Cottage Angrove West Farm Great Ayton Middlesbrough North Yorkshire TS9 6QA	GRANTED - Proposed Alterations and Extension to Existing Dwelling.
21/01432/FUL - Meadowcroft Station Road Great Ayton Middlesbrough North Yorkshire TS9 6HB	GRANTED - Demolition of existing conservatory, construction of Single Storey extension to rear elevation with roof terrace above (to master bedroom), alterations to create juliet balconies to rear elevation, installation of electric access gates at site entrance to replace existing iron gates. As amended 24 June 2021

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CORRESPONDENCE AND INFORMATION REPORT

Who	For Consideration
Stokesley and Villages Climate Action	Request from Caryn Loftus to make a presentation to parish councillors.

Who	For Information
Great Ayton Methodist Church	Invitation to the meet Rev'd Rob Weir as the new Methodist Minister for Great Ayton, Seamer and Easby.
Resident	Mail from resident who has written to MP Rishi Sunak MP following the publication of the parish council's D&S article expressing concern about the damaged weir.
Resident(s)	Mail of concern regarding noise from outdoor music events taking place near to Great Ayton.
NYCC	Details of Romany Road closure in place between 28th July 2021 and 30th July 2021 to allow for Northumbrian Water works involving CCTV surveying and cleansing.
NY Police	Enquiry from NY police asking for details of any interventions taken towards two arguing allotment tenants.
NYCC	Letter from Neil Irving to all Parish and Town Council and Parish Meeting Clerks to describe the Government decision to adopt the NYCC proposal for the unitary council.
Resident	Request to have doors painted on the parish council owned garage which is rented by a resident.
Resident	Request for a grassed area to be cut adjacent to Wainstones Drive.
SSE	Confirmation that the electricity meter connection for the cemetery building due soon.
Resident	Phone call requesting the cutting of hedge/greenery on the path at the back of the Methodist Church.
Resident	Advice that further damage had occurred to the toddlers area & a dangerous metal pipe was protruding from the ground.

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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.	Outstanding matters; - Planting of bulbs along fence-line. - Prep/Paint Cemetery railings. - Repair to gate track required. (temporarily removed) - Inspection of trees with potential health issues. - Inspection of headstones. - Requirement for new trench covers for open graves Ongoing items; - Refresh gravel to paths. - Reduce height to leylandii to between 6'-8' - Rabbit culling via appointed marksman. - Bench to price for new area of cemetery. - Levelling excess soil mound stored at perimeter. - Repair to drains due to root ingress.	(Cemetery WG)
Cemetery Buildings	To receive report & recommendations from the Buildings Working Group and consider actions as required.	Ongoing items; - Storage shed refurb as workshop. - SSE Elec Meter installation. - Installation of DB, lighting & sockets.	(Buildings 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; - Captain James Cook Memorial Trust Committee to be established with written 'terms of reference' and defined delegation of authority. Ongoing items; - Website improvements & maintenance. https://www.captcook-greatayton.com/ - Withdrawal of Land Registry title denoting the 'Captain James Cook Memorial' Trust as leasehold tenant of the public toilets.	(Open Spaces WG)
Whitbread / Waterfall Bridge	The WW1 memorial bridge over the Leven at Waterfall terrace is to be replaced.	Outstanding matters; - Entrance handrails with laser cut WW1 motif commissioned with Daniel van den Toorn and supplied FOC by SM Thompson Ltd. - Replace memorial plaque. Ongoing items; - Lowering of bridge by circa 200m (W/c 16/08). - Impetus aware of project restart. - 1:20 ramped paving to south (Waterfall Park). - NYCC Highways compliant tarmac infill to north (High Street)	(Open Spaces WG)
Public Conveniences	It was agreed to carry out extensive refurbishment of the public WC's.	Ongoing matters; - Agree specification for refurbishment of public WC's. (Working Group to make proposal.) - Architect to produce design for approval. - Architect to produce tender specification. - Issue spec for tender to suitably qualified contractors. - Add tender to Gov't website as budget likely over £25k.	(Buildings WG)
Allotments	To receive report & recommendation from the Allotments Working Group and consider actions as required.	Outstanding matters; - Locking of security gates to B1292 entrances. - Price for additional security gate at Skottowe entrance. - Removal of above ground water pipes prone to leaks & not compliant with WRAS/regs. - Management methodology discussion.	(Allotments WG)
Waterfall Park	Waterfall Park is accessed via the Whitbread Bridge.	Outstanding matters; - Replace plaque to urinal to match 'blue' from Sign Art	(Open Spaces WG)

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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. - Replacement of Dragon swing removed due to damage. Ongoing items; <ul style="list-style-type: none"> - Hop-Scotch squares to be reinstated or filled. - Damage to toddler area matting to be repaired. 	(Play Park WG)
Parish Council Centre	To receive report & recommendations from the Buildings Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Renaming of building via HDC (Email enquiry sent to HDC 26/07/21) 	(Buildings 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"> - Cut back overgrowth. - Bilsdale trees to carry out tree maintenance works. - Suggestion for interpretation board for interesting items, less common trees/shrubs/plants. Ongoing items; <ul style="list-style-type: none"> - Martin Allen (local botanist) discussions regarding effective planting and cultivation. - Cut field and clear ASAP. 	(Open Spaces WG)
Wimpey owned areas	To receive report & recommendations from the Open Spaces Working Group and consider actions as required.	Outstanding matters; <ul style="list-style-type: none"> - Work to install land drains on hold. Ongoing items; <ul style="list-style-type: none"> - Repairs to Bowls Club Bridge. 	Parish Council
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/renewal of bench & paving around the Linden tree. - Addition of boulders to grassed island from cemetery 	(Open Spaces WG)
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. - Price required to replace all old-style benches in poor condition. - Painting & repair to be undertaken by in-house team at cemetery workshop. 	(Open Spaces WG)
Parish Council Website	To receive report & recommendations regarding the development of the new PC website.	Outstanding matters; <ul style="list-style-type: none"> - Review of content wording & approve 	(AS / AT / JR)

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COUNCILLOR REPORTS & MOTIONS

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
Community Speedwatch Programme	Cllr Daniel Matuszak	To receive a report with regards to the Community Speedwatch Programme	Ongoing
www.captcook-greatayton.com	Cllr John Robinson	To receive an update & recommendations regarding the CaptCook website in terms of 10 Cook related locations update, technical & editorial maintenance & improvements.	Ongoing
Taylor Wimpey Land & Building	Cllr John Robinson	The PC has sought guidance from YLCA/NALC on matters relating to the “land and building comprising a playing field and pavilion”, proposal to discuss future arrangements with the registered owners, Taylor Wimpey UK Limited.	New
Village Hall	Cllr John Robinson	Motion proposed that as a priority, the PC will initiate talks with representatives of the Great Ayton Village Hall Trust with the intention of agreeing a lease between the PC as landlord and the Trust as tenant.	New
Community Governance Review	Cllr John Fletcher	To receive a report/recommendation to describe the potential advantages and/or disadvantages of expanding the size of membership in accordance with NALC/YLCA Advice Note 14.	Ongoing
Damaged Weir	Cllr John Fletcher	To discuss potential of GAPC to carry out a ‘safety’ repair to the damaged weir beyond the Low Green utilising clean boulders at circa £300 per tonne.	New
Parish Council Solicitor	Cllr Angela Taylor	Proposal to employ a new solicitor to act on behalf of outstanding lease/land/tenancy matters for which the Parish Council has a statutory responsibility to act.	New

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CLERK'S ACTIONS & REPORTS

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Village Hall	Great Ayton Parish Council are the owners of the Village Hall via the 1919 'Deed of gift'.	Consideration to be given to the reported recommendations of Cllr Robinson following review of the ultra-vires position that has been established between GAPC (owner) and GAVH CIO (occupier).	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 which has now lapsed.	Ongoing
Community Governance Review	YLCA Guidance recommends that a parish council of Great Ayton's electoral size should be represented by 11 councillors.	Consideration to be given to expanding Cllr numbers in accordance with YLCA recommendation. (A report is to be presented by Cllr Fletcher.)	Ongoing
Code of Conduct	A new Code of Conduct has been produced by The Local Government Association	Consideration to be given to adopting a new code of conduct either as supplied by YLCA/NALC or via the HDC Monitoring Officer.	Open
James Cook Memorial Garden Trust	As the Sole Trustee of the Captain James Cook Memorial Trust it is incumbent on the parish council to appoint a separate Committee to manage the trust affairs in accordance with duly defined 'Terms of Reference'	Consideration to be given to the proposed 'Terms of Reference' following the CJCM Working Group meeting of 14/06/21.	Ongoing
Great Ayton Cricket & Football Club	The Clerk has provided information regarding the (2000-2017) lease on the Wimpey owned sports fields which establishes uncertainty regarding the current 'holding over' position.	Awaiting advice from YLCA/NALC regarding the status of the land/lease in order to provide certainty to the GAC&FC for future funding applications. (Position to be regularised.)	Ongoing
Allotment Management	The Clerk has (temporarily) withdrawn his volunteer services as the Allotment Manager due to accusations of victimisation by a tenant who was asked not to use a hosepipe for watering plants directly.	Consideration to be given to the long-term aspirations of the parish council for the management of the allotments, the enforcement of published regulations and the education of the 130+ tenants who appear reluctant to embrace their obligations towards the published regulations.	Open
Employees	Performance review	Consideration should be given to reviewing the performance/terms of parish council employees and in particular the service team who have not received an appraisal/review following completion of probationary period. (Personnel review group of 3 Cllrs suggested.)	Open
Scheme of Delegation	There are occasions when the Clerk as Proper Officer has a statutory duty to act on behalf of the parish council in matters of an urgent nature which might otherwise cause a safety, financial or insurance risk.	Consideration to minute the following statement with a view to adopting a formal Scheme of Delegation in due course; "Matters of urgency, as determined by the Clerk as Proper Officer shall be delegated to said officer in consultation with the Chairman and Vice-Chairman subject to a report being made to the next meeting of the Parish Council."	New

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Payments

<u>Supplier</u>	<u>Reason</u>	<u>Type</u>	<u>Cost £</u>
NATWEST	BANK CHARGES AUGUST		
Zoom Account (Paid by A Snowdon)	Zoom Video Communications Monthly subscription 06/07/21 - 05/08/21 (Cancelled from Aug onwards)	General Admin	£14.39
A Snowdon (Tesco)	Replacement Printer Cartridges	General Admin	£53.50
Lee Marley	Fuel for pool van	General Admin	£20.00
Howard Atkinson	Mobil phone top-up	General Admin	£20.00
National Gallery	Replacement picture frames to village maps	Buildings	£60.00
Gary Frankish Grounds Maintenance	Grounds Maintenance - Month charge July 2021	Open Spaces	£891.83
Gary Frankish Grounds Maintenance	Supply 40 litres fuel at Cemetery, Cut & remove dead tree from Easby Lane verge.	Cemetery	£114.40
Minster Self Drive	Hire of van 30/06/21 - 30/07/21 (30 days @ £20.357)	Service Vehicle	£732.85
Minster Self Drive	Credit due (30 days X £7.36)	Service Vehicle	£264.85
		TOTAL	£2,171.82

Receipts

<u>From</u>	<u>Description</u>	<u>Type</u>	<u>Value £</u>
PR Sandercock	Interment of Ashes	Cemetery	£75.00
Funeral Services Ltd	Interment of Ashes	Cemetery	£75.00
		TOTAL	£150.00