

**Minutes of the Great Ayton Parish Council meeting  
held on Tuesday 2<sup>nd</sup> March 2021 at 19:00**

**Present:** - Cllr Ron Kirk, Cllr Angela Taylor, 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)

No members of the public

No.	Business
1	<p><b><u>NY Police Report.</u></b></p> <p>There had been; 9 reports of anti-social behaviour (inc 4 Covid related, 2 Neighbour disputes, 1 of youths making a nuisance, 2 personal), 0 reports of theft from a vehicle, 0 reports of burglary, 0 reports of criminal damage, 0 reports of theft, 2 reports of violence against person, 3 other crimes (1 X fly tipping, 1 X fraud, 1 X drugs).</p>
2	<p><b><u>NYCC Councillor Report.</u></b></p> <p>Cllr Moorhouse confirmed that the NYCC PROW team were still unable to give priority to the Roseberry PROW since it is not blocked and is therefore useable with care. PROW paths in the county which are blocked remain the team's priority, but it is hoped that the Roseberry path can receive NYCC attention soon. <b>Noted</b></p> <p>Councillor Moorhouse reported that despite recent surface repair works to Easby Lane potholes were once again forming. Other roads in the area were suffering with potholes to a similar extent and residents are encouraged to report problems via the NYCC online portal. <a href="https://www.northyorks.gov.uk/potholes-and-road-condition-issues">https://www.northyorks.gov.uk/potholes-and-road-condition-issues</a> Easby Lane suffers with flooding issues due to nearby farmland running onto the highway which is then compounded as drainage network does not have capacity to cope at peak. It is anticipated that further works to properly resurface the road will be required in due course. <b>Noted</b></p> <p>Cllr Moorhouse gave a brief summary of the Government consultation in respect of the locally led proposals to re-organise Local Government in North Yorkshire. <b>Noted</b></p> <p>i) <i>Craven District Council, Harrogate Borough Council, Richmondshire District Council, Ryedale District Council, Scarborough Borough Council and Selby District Council submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of North Yorkshire and whole of the area of the administrative area of the City of York; one unitary in the east comprising the current districts of Ryedale, Scarborough, Selby and the current unitary of York; and one in the west comprising the current districts of Craven, Hambleton, Harrogate and Richmondshire.</i></p> <p>ii) <i>North Yorkshire County Council submitted a proposal for a single unitary council for the whole of the area of the administrative county of North Yorkshire with no changes to the existing City of York unitary.</i></p> <p>Cllr Kirk confirmed that this was a matter for the whole electorate and as such residents are encouraged to have their say via the .gov online consultation website. <a href="https://consult.communities.gov.uk/governance-reform-and-democracy/northyorkshire/">https://consult.communities.gov.uk/governance-reform-and-democracy/northyorkshire/</a> Though Great Ayton Parish Council has no obligation to form/submit a collective opinion it was agreed that the matter would be added to the April agenda for discussion. <b>Agreed</b></p>

	<p><b><u>Hambleton Councillor Report.</u></b></p> <p>Cllr Hudson confirmed that HDC had received a report of blocked drains causing flooding in the vicinity of Newton Road. Though councillors were unaware of issues on the road itself, Cllr Matuszak suggested that this issue may relate to flooding at the rear of properties emanating from a garden pond. <b>Noted</b></p>
3	<p><b><u>Apologies (&amp; technical problems)</u></b></p> <p>None</p>
4	<p><b><u>Declaration of Interest in items on the Agenda.</u></b></p> <p>None</p>
5	<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 2<sup>nd</sup> February 2021 were approved. <b>Agreed.</b></p>
6	<p><b><u>To Consider Planning &amp; Licensing Applications Received.</u></b></p> <p><b><u>PLANNING</u></b></p> <p>Following discussion, it was agreed that formal response to planning applications should be as follows;</p> <p><b>21/00400/FUL - 39 Easby Lane Great Ayton North Yorkshire TS9 6JX</b> Delegated Decision - Single storey side extension, replacement porch to front &amp; relocation of fencing. <a href="#">No objection / No observations</a></p> <p><b>21/00361/TPO - 102 Guisborough Road Great Ayton North Yorkshire TS9 6QJ</b> 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. <a href="#">No objection / No observations</a></p> <p><b>21/00403/APN - Angrove West Farm Great Ayton North Yorkshire TS9 6QA</b> Proposed Grain Store - steel portal frame construction. <a href="#">No objection / No observations</a></p> <p><b>21/00346/FUL - 1 Roseberry Drive Great Ayton North Yorkshire TS9 6EQ</b> Delegated Decision - The demolition of an existing garage and sunroom and construction of a 2 storey side extension. <a href="#">No objection / No observations</a></p> <p><b>21/00162/FUL - Hambleton Equine Clinic The Paddocks Stanley Grange Stud Yarm Lane Great Ayton North Yorkshire TS9 6QD</b> 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. <a href="#">Great Ayton Parish Council supports application 21/00162/FUL as being environmentally responsible.</a></p> <p><b>21/00320/FUL - 45 Roseberry Crescent Great Ayton North Yorkshire TS9 6EP</b> Delegated Decision - Replace rear conservatory with single storey extension, first floor side extension and formation of bay window to front elevation. <a href="#">No objection / No observations</a></p> <p><b>21/00300/NMC - 43 Addison Road Great Ayton North Yorkshire TS9 6AW</b> A non-material amendment to previously approved application 20/02649/FUL-Side ground and first floor extensions. <a href="#">Noted</a></p> <p><b><u>LICENSING</u></b> - No licensing applications had been forwarded to GAPC for representation / review.</p>

7	<p><b><u>Correspondence and Information:</u></b></p> <p><b>Resident: - Request for support to organise &amp; insure volunteers who go out litter picking &amp; clearing dog mess.</b> Though litter picking by volunteers is very positive and to be encouraged, it was noted that Covid restrictions meant that organised groups of volunteers were not able to meet. Cllrs agreed to revisit the litter picking and other volunteer activity when restrictions were lifted and, in the meantime, would happily make pickers &amp; hoops available to individuals should they wish to pick litter whilst out on their daily exercise.</p> <p><b>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.</b> As in the past, the parish council would like to remain actively involved in flood defence and monitoring of the River Leven and as such asked the Clerk to confirm to the EA accordingly. Cllr Taylor &amp; Cllr Brown confirmed that they would like to act on behalf of the parish council in this regard.</p>
8	<p><b><u>Council Services / Working Group Reports</u></b> <i>NB: Previously agreed or outstanding matters can be found in the Council Services report and any additional formal actions or decisions requiring the Parish Council's attention appear below.</i></p> <p><b>Cemetery</b> Cllr Kirk noted that the Cemetery was looking much improved. <b>Noted</b></p> <p><b>Cook Family Memorial Garden</b> Cllr Robinson summarised the conclusion/recommendations following the Captain James Cook Memorial Trust Working Group meeting and through discussion it was agreed that;</p> <ol style="list-style-type: none"> <li>i) GAPC and 'Captain James Cook Memorial' Trustees would formally dissolve the 20-year lease of the public toilet via a 'Deed of Surrender' to be prepared by the parish council's Solicitor. <b>Agreed</b></li> <li>ii) Withdrawal of Land Registry title denoting the 'Captain James Cook Memorial' Trust as leasehold tenant of the toilets would follow accordingly (Solicitor action). <b>Agreed</b></li> <li>iii) Since GAPC retains title and responsibility for the Memorial Garden it was agreed in principle that the parish council should become 'Sole Trustee' of charity 523352. <b>Agreed</b></li> </ol> <p><b>Whitbread Memorial Bridge</b> Cllr Fletcher confirmed that the project had become delayed, and action was required as follows;</p> <ul style="list-style-type: none"> <li>- The EA Permit had lapsed and would require reinstating at a cost of £68. <b>Noted</b></li> <li>- A Non-Material Amendment application was required to request removal of condition 3 of the Planning Approval whereby currently no work could be undertaken between March-October due to the potential for eels migrating. A report had been received from the Tees River Trust and EA York has further confirmed that there is no evidence of migration occurring in the River Leven in Great Ayton. <b>Noted</b></li> <li>- The Impetus funding window has been extended but their terms mean that the project will need to be completed by the end of December 2021 at the latest. <b>Noted</b></li> <li>- Councillors agreed that the cheque to Beaver Bridges should be raised for the 'materials purchase' stage payment of £10,915.46 (inc VAT) to be paid when the project is able to restart. This amount will be reclaimed from Impetus after the main structure has been completed and approved. <b>Agreed</b></li> </ul> <p><b>Public WC's</b> Cllr Taylor summarised the report issued by the Buildings Working Group following their meeting of 23/02. Like-for-like quotations have been received from two Architects expressing interest in the WC refurbishment project including survey, design, schedule of works, specification for tender, site visits.</p> <ul style="list-style-type: none"> <li>- Northpoint, who acted as architects for StokesleyTC's WC refurb have quoted £9k.</li> <li>- SPA who have local connections and who acted as architects for the Cleveland Lodge project have quotes £5k.</li> </ul>

The Clerk confirmed that as a specialist service 3 tenders were not required as selection is made in accordance with Financial Regulation 11.1.a.ii.

It was unanimously agreed that SPA architects should be appointed for Great Ayton's public WC refurbishment project in accordance with their quotation 21003-P1 dated 16<sup>th</sup> February 202 and a budget of £5025(Exc VAT) is therefore approved. **Agreed**

Although a provisional figure of £16k had been actively included as part of the Capital Projects list since 2018, this had been a 'best guess' at the time and it was understood by Cllrs that a significant uplift to this figure would likely be required for the refurbishment project itself as envisaged. **Noted**

#### **Allotments**

The Clerk confirmed that there was still a large waiting list for Great Ayton's allotments whereby circa 17 residents and 10 non-residents were hoping to be allocated plots. With the exception of 3 allotments the remainder of the site has now been brought into service and circa 25 new tenants had been accommodated since the 2020/21 reclamation works. **Noted**

#### **Play Park**

Cllr Brown confirmed that some repairs were still required to damaged equipment and as part of service work identified in the RoSPA report of Sept20.

Cllr Kirk reminded councillors that the Great Ayton Play Park charity was still in the name of the previous volunteer group and as such it should revert to GAPC in case it was required for future volunteer activity. Cllr Brown confirmed that she would try to resolve the matter by asking the previous volunteers to confirm login details for the charity commission website. **Noted**

#### **ExTIC Building**

Cllr Fletcher confirmed that a quote for signage was due from Sign Art. **Noted**

#### **Riverside Flood Field & Paths**

Cllr Fletcher confirmed that the improvements to the footpaths & steps around the Riverside flood field had been completed. A quote of £3.9k has been received from GFrankish Grounds Maintenance as an extension to these ongoing works so that land drains can be dug-in and the path improved between the floodfield and the 'Bowls Field' bridge. This section of path becomes very waterlogged since the GA Cricket & Football Club installed their own land drains exiting the sports fields in the vicinity of this path. It was agreed that GFrankish should be asked to complete the works and though ordinarily three quotes would be required on this occasion Financial Reg 11.1.a.iv would prevail. **Agreed**

#### **Parish Council Website.**

The Clerk described the need for the Parish Council to review & approve the content and wording of the new website in order that it could go live. Cllr Taylor, Cllr Robinson, and the Clerk agreed that they would undertake the review on behalf of the parish council, though other Cllrs may be asked to contribute where appropriate. **Agreed**

#### **Cemetery Buildings.**

The Clerk was asked to seek a quote for an electricity supply to be installed within the Cemetery Buildings. **Agreed**

#### **Pool Vehicle.**

It was agreed that the Clerk should seek quotes to hire a van for a 6-month period to assess the need on behalf of the parish council's service activities. **Agreed**

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#### **Councillors Actions & Reports**

**No items of note.**

10	<p><b><u>Clerk's Report</u></b></p> <p><b>Electricity Supply</b> A quotation for improved rates has been received from SSE to provide electricity for both the Public WC &amp; the ExtIC building. The Clerk advised that depending on annual usage a saving of circa £500 was possible and it was therefore agreed by Cllrs that the new tariffs should be approved. <b>Agreed</b></p> <p><b>Budget 2021/22</b> Following review, the main 2021/22 service delivery budget was approved by Cllrs. <b>Agreed</b> Since expenditure on capital projects is drawn from reserves budgets are established on a case-by-case basis hence the provisional figures set in 2018 should remain for illustration purposes for the time-being. <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 £25,512.87 The total income received was £1,633.00</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> <p>Cllr Kirk asked that the Clerk write by way of thanks to;</p> <ul style="list-style-type: none"> <li>- Mr Derek Barker for the kind donation of his time &amp; skills to manufacture the wooden memorial bench for outside the Discovery Centre.</li> <li>- Mr Peter Torbet on behalf of the Guisborough and Great Ayton Rotary for the beautiful flowers that they and local school children have planted around the village on the Low &amp; High Greens.</li> </ul>
13	<p><b><u>Exclusion of the Press and Public</u></b> <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>