

**GREAT AYTON PARISH COUNCIL**

Minutes of the monthly Parish Council meeting held at The Discovery Centre on Tuesday 5<sup>th</sup> August 2025 7pm.

**Present:** Cllr Baylin, Cllr Greenwell, Cllr Greer, Cllr Healy Dufosse-Belton, Cllr Kirk (Chair) and

**In Attendance:** Angela Livingstone (Clerk), Lee Marley (Cemetery and Services Superintendent), 4 residents.

**25.82 Apologies for absence** Apologies for absence were received from Cllr Blackmore & Cllr Mason. Reason for absence were accepted. There were no declarations of interest.

NYC Cllr Moorhouse had sent her apologies. There had been no contact from the Police.

**25.83 Minutes from the Parish Council Meetings held on Tuesday 1<sup>st</sup> July 2025.**

It was RESOLVED to APPROVE the minutes of the Parish Council meeting held Tuesday 1<sup>st</sup> July 2025 as a true and accurate record. Minutes were signed by the Chair.

**25.84 Police report**

25.84.1 1st June – 30th June - ASB Nuisance: 4, Criminal Damage: 1, Residential: 2, Theft (including from shops): 10, Auto crime/SMV: 2, Violence Against the Person: 7, Other crimes: 1. Total This Period: 27. 1st July – 31st July ASB Personal: 3, ASB Nuisance: 5, Theft (including from shops): 1 – theft of fuel, 4 – Co-op, Violence Against the Person: 4. Total This Period: 17. Councillors discussed their concerns with the ongoing thefts in the Co-op, it was noted that Police had recently shown an image of a shoplifter from the shop and it was hoped that the CCTV was now in full operation. A resident informed of a theft of a charity box in Petch's, she advised that shops were talking of a ring round service between them to inform other shops if there were any issues in the village. Cllr Moorhouse had reported to the Clerk that a member of the public advised that an area on Roseberry Crescent was being used for smoking illegal substances. Clerk to report to Police. **ACTION: Clerk**

**25.85 Report from NYC Councillor** – Cllr Moorhouse had informed that she had reported the recent fly tipping of white goods. Overgrowth on Station Road towards the railway station had also been reported. Cllr Greer reminded of the email from NYC on 9<sup>th</sup> June which advised of a site visit to see the poor resurfacing of Station Road, a reply was still awaited. Councillors discussed their dissatisfaction with the response from the freedom of information request to find records on road sweeping. It had been advised that no records were kept and that going forward this was being introduced. NYC informed that sweeping would be on a 16-week schedule. Councillors questioned if the issues would continue with the size of vehicle used becoming too full to enable the round to be completed. RESOLVED: Clerk to question the date for the next sweep in Great Ayton and if there was provision if the vehicle returned to the depot before completing the round. The matter would be monitored to ensure the village was being serviced adequately in the future. **ACTION: Clerk**

**25.86 Allotments**

25.86.1 Update on COF application and Allotment Implementation Committee – The Chair stated that Highway objections were currently holding up the planning application, a speed survey had been completed, but he had not yet been able to speak with the developers to find information on the report. He was aware of concerns that the layout would create a crossroad affect from the allotment land and across to Langbaugh Hall properties. Highways had requested a footpath from the suggested entrance to the bus shelter, due to the path width requested this may require a change to the hedge and an impingement onto the plots. If there were changes to the plan Councillors agreed that this was acceptable as long as this was compensated for with the same amount of land. The Chair had drafted a head of agreement which included some different possibilities subject to negotiation or agreement. This included provision that if access was not achievable as per the current planning application, there was a request for an immediate sale of the allotments to the Parish Council to ensure the grant date was met, with a side agreement that any size of land required for access period was replaced by an equal size of land on their site. It was agreed that the allotments would require removing as an asset of community value, it was believed that this was a 6 week period of time, this would allow for the planning application approval, if the Parish Council acquired the allotments they would

immediately become an asset of community value. RESOLVED: Parish Councillors approved the purchase heads of agreement information given and the Chair would forward document to Clerk to forward to the developer. Clerk to report progress to the COF Team, she would request process information and progress the withdrawal of the allotments as an Asset of Community Value to allow purchase. **ACTION: Clerk**

25.86.2 Tenancy Agreement – To approve changes mid-year to include provision of locked gates from approx. 1.9.25, gates must always remain locked except when opened to pass through and tenants must ensure locks are not damaged. If a tenant is found in breach of this item on the tenancy agreement on more than one occasion the tenancy will be immediately terminated. The regulation on family dogs to be tightened to ensure dogs were kept on leads and a reminder of the PRoW route with other areas not to be accessed. RESOLVED: Approved and to be circulated to tenants and updated on the website. **ACTION: Clerk**

25.86.3 Allotment report – Allotment current matters report provided - Complaint - regarding staff member, being progressed, meeting to be held with tenant. Report of bonfire with black smoke, video received, and tenant identified, to be progressed. New requests for allotments being progressed. One plot let and several plots returned due to inability to maintain. Mr Marley informed that he had commenced cleaning a number of allotments which had been handed back most with items of rubbish left. One of these had taken five days to clear at the end of last year and it was being handed back in a very poor state with glass, plastic, concrete and wood on it. He reported that there would be a large bill for skips this winter as a further allotment vacated allowed access to some back gardens which had been left due to their poor state and the lack of access to clear these. Councillors discussed the issues faced; it was agreed that there was the need to be stricter with the tenancy agreement regulations and ensure new tenants were aware of these. When a tenant accepts a plot, a photograph should be taken, it would be the tenants' responsibility to maintain what was there and to submit requests for any new structures. The tenancy agreement showed that *"on termination of the tenancy the Tenant should remove any shed, greenhouse or other structure erected in the allotment garden, unless the Parish Council agrees otherwise following inspection. The plot must be left in a tidy and clean condition suitable for immediate re-letting. If work has to be carried out by the Parish Council the deposit payment will become forfeit, and the Parish Council is entitled to recover compensation to make good the land"*. Mr Marley advised that there were still some taps to be removed which would be actioned when he had time. A follow up meeting would be held shortly to look at progress since the previous inspection. **ACTION: Clerk/Mr Marley**

25.86.4 New gate and locks – Wooden gate being progressed for Skottowe entrance and locks to be installed on all gates by Cllr Baylin. Keys to be purchased by the Clerk with some spares held when numbers known and Clerk to organise distribution. RESOLVED: Costs approved for the gate via email which was ratified at the meeting. **ACTION: Cllr Baylin/Clerk**

Costs for the gate for the pedestrian access from Guisborough Road had been obtained £342.50 + vat for 4foot 6in galvanised metal gate which opens both ways, no fixings as all in as a complete gate. Plus 5 bags of postcrete. RESOLVED: Costs approved. **ACTION: Mr Marley**

Four residents left the meeting.

## 25.87 Lease approval

Village Hall and Yatton House lease – The Village Hall representative has now indicated that they are happy with the licence and will be taking this to their September meeting. Yatton House trustees made a decision to appoint legal advice on 16<sup>th</sup> July.

## 25.88 Planning Matters

25.88.1 **Planning applications – Consultation Responses.** –Councillors discussed applications and the following was agreed.

Application ref / Address	Description of Works	Parish Council responses
ZB25/01118/FUL 67 High Street	Proposed Removal of Dormer Window and Various External Alteration Works, including alterations to openings, provision of rooflights, changing of front doors, part	Councillors requested that the Clerk ask that the Conservation Officer ensures alterations were in keeping with the conservation area. <b>ACTION: Clerk</b>

Application ref / Address	Description of Works	Parish Council responses
	demolition of existing garage and provision of summer house in Garden	
ZB25/01291/CAT 5 Station Road	Notification of proposed works to trees in a conservation area: Works to two trees to clear overhanging branches.	No observations.
After agenda issued ZB25/01413/MRC 13 Roseberry Crescent	Retrospective application for variation of condition 4 (drainage) -surface water pipe moved to front elevation for previously approved application 22/02056/FUL	No observations.

#### 25.88.2 Planning decisions by LPA – Noted

Planning Ref/Address	Description Of Work
ZB25/01112/CAT 17 High Green	4x Holly trees crown thinning & reduce height to 15ft as previously completed in 2004. The decision on this proposal was: Granted.
ZB25/00862/FUL Land To The North Of Langbaugh Hall	Installation of a standalone solar array and associated substation building. The decision on this proposal was: Granted.
ZB25/00936/TPO 20 Easby Lane	Application for tree works: works to Five trees subject to Tree Preservation Orders (As Amended by Revised Plan [Figure 25052 A] and Email from Agent, received by the LPA on 07.07.2025 and 04.07.2025 Respectively) The decision on this proposal was: Granted.
ZB25/01150/FUL 23 Marwood Drive	Application for reinstatement of roof following fire, including construction of dormer windows. The decision on this proposal was: Granted.
ZB25/01019/MRC 73 Wheatlands	Removal or Variation of Condition 2 to previously approved application ZB24/00290/FUL (Proposed single storey side extension as amended 6 March 2024). The decision on this proposal was: Granted

#### 25.89 Correspondence and Information from Clerk

To receive and review the correspondence and information details and decide upon necessary actions attached.

##### 25.89.1 Correspondence for discussion-

From	Details
Rotary Club	Request to handover bench Saturday 9th August 2pm (date of 60th Anniversary) – RESOLVED: The majority of Councillors were unavailable due to holidays. Cllr Greenwell would attend. There had been a query received if a fete would be held in 2026, and a request to plant wildflowers in Waterfall Park by the gate to Suggets field. RESOLVED: Councillors agreed that this area was unsuitable for planting, this had been attempted previously but this was a well walked on area. Clerk to suggest planting wildflowers in the area in the Cemetery.
Resident	Request for Cherry tree approved in June, request for plaque to be placed next to tree. RESOLVED: Agreed by email and ratified at the meeting.

**ACTION: Clerk**

##### 25.89.2 Correspondence for information

Resident	Request for hedges/trees to be trimmed Guisborough Road and broken signpost Newton Road – sent to Highways
NYC Community Safety & CCTV Officer	Request for suitable place for session in Great Ayton on the See, Check and Notify Agenda (SCaN), Details on locations sent
NYC	Information on road spray injection patching 9am to 3pm – Wainstones Close 29.7.25, Marwood Drive 30.7.25 and Angrove Close 31.7.25.

	Cllrs emailed with their dissatisfaction on this practice, awaiting further reply from NYC
NYMNPA	Parish training event 18 <sup>th</sup> September Helmsley 5.30pm
Resident	Flooding issues continuing, cc of email from R Sunak & statement from NYC, being monitored especially during rainfall.
Resident	Requests x 2 to find graves
Residents	Numerous emails regarding the plans for 79 new homes - Easby Lane. Cllr Healy Dufosse-Belton questioned when this would be discussed in detail and how it was ensured that a broad spectrum of the public opinion was captured. The process was discussed.
Resident	Request for grass to be cut adjacent 149 Newton Road – not on cutting map and difficulties cutting due to parked cars. Progressing
Cllr Moorhouse	Update following flooding reports send by PC, Langbaugh corner -escalated with N. Water, The Buck – gullies cleaned in May, scheduled for November and being monitored, Holly Garth - not part of public highway.
NYC	Road closure to install chamber & ducting Aireyholme Lane 6-8 August
Resident	Request to control Ragwort on the riverbanks, response on guidelines sent
3 Coast Tractor Run	Thanks for £50 donation and informed total raised to date this year was £1720
Endeavour Way	Speed survey results and teams meeting organised for 5.8.25 at 2pm
NYC Pensions	meetings held on submitting data and meeting to attend on contribution rates 13.11.25
YLCA	Update to NALC salary scale, increase of 3.2% from 1 <sup>st</sup> April 2025 to be implemented.
Redcar Sword Dancers	Requested permission to dance on High Green on 28.7, permission granted by email, to ratify
Climate Acton Stokesley & Villages	Big Butterfly count 30.7.25 at Floodplain meadow
Resident	Report of overgrown bushes Newton Road, reported to North Star housing (Alms houses)
Resident	Concerns riverbed congested under road bridge and requiring dredging, send to Env Agency
Resident	Request to have a commemorative bench Low Green looking towards Marwood Drive, to pay for new metal bench to replace an old wooden bench– Site meeting held, bench agreed needing replacing, Clerk to progress.
Resident	Request for memorial bench or tree in memory of father, long history with Scouts and suggestions sent on using Scout meeting area or possible bench at rear of High Green
NYC	Confirmed roadside bins will continue to be collected 7 days per week and road sweeping confirmed to be on a 16 week schedule
Endeavour Way	Teams meeting held. All speeds from survey showed low speeds in the village and 20mph possible on many routes, further details to be provided.

**ACTION: Clerk**

**25.90 To receive reports/information from Councillors and decide upon necessary actions.**

Item	Information	Action / Comments
25.90.1 Village Appearance and concerns	Waterfall Park  Bins / Road sweeping  Low Green	Information being collated for refurbished panel. Handover date for Rotary bench 9 <sup>th</sup> August. Cllr Greenwell attending.  Past road sweeping information not available. Records to be kept going forward. 16-week schedule for the sweeping. Co-Op Store removed their bin, NYC bins not being regularly emptied, being monitored. Issues discussed with manager.  To approve purchase of notices to stop overnight sleeping in vehicles. 6 signs to approve cost ~£400 – RESOLVED. Clerk had informed NYC of damaged willow tree and overgrown trees obscuring signage needing attention. NYC advised quote being obtained for willow tree and landowner looked for. Overgrowth being progressed.
25.90.2 Facilities	Cemetery  Yatton House	New signs installed, Being monitored.  Planning approval for container. Planning advised they would be amenable to effectively turning the container into a building, through external cladding and the addition of a pitched roof. Costs / options being obtained.

Item	Information	Action / Comments
	Play Area	Fundraising event group organised event 9 <sup>th</sup> August at the Working Mens Club Works at Play Park completed at a total cost of £1488. Additional work identified at a cost of £600 to replace fraying metal rope and boards on rope bridge. RoSPA inspection expected September. RESOLVED: Additional works approved.
	Public Convenience	Painting quotes still progressing. Overgrown trees above toilets, letter sent to resident and issues resolved.
	Captain Cook Memorial Garden	Costs for paving still awaited from some companies. Additional quote for higher cost received.
	River	Living Leven Tees Rivers Trust meeting.
25.90.3 Website/Social Media		Update on progress with website/Values & Mission statement/Social Media. To commence progress on website compliance and ensure all information satisfactory.
25.90.4 Any update from Parish Council Team	Payroll arrangements	Clerk continuing meetings with NYC Pensions to ensure smooth transfer and will be making all required payments monthly.  Any verbal update – Mr Marley reported maintenance works needed on Yew tree in Cemetery and that he would chop down areas which were not being looked after in Waterfall Park where the seat is located to enable the use of this. RESOLVED: Approved.

#### 25.91 Biodiversity Policy – To adopt new Biodiversity policy

The Clerk had circulated the document. RESOLVED: Adopted, to be added to the website.

**ACTION: Clerk**

#### 25.92 Financial Reports

To receive and approve items on the Accounts Report. Receipts and Payments to 5<sup>th</sup> August 2025 were

**AGREED** as **RECEIVED** and it was **RESOLVED** that the payments list be signed as approved in accordance with Financial Regulations.

#### ACCOUNTS REPORT

##### Receipts

<u>Paid From</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
9B2	Allotment rent and deposit	30.6.25	39.38
M&B Rea	June fees	1.7.25	350.00
M&B Rea	July fees	30.7.25	1355.00
31Bx2, 60A, 28B	Deposit for key for new lock	By 31.7.25	80.00
Mrs Sparks	Interment of Ashes	31.7.25	100.00
		<b>TOTAL</b>	<b>£1924.38</b>

##### Payments

<u>Paid to</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
D Harrison	Three tractors event (approved at May meeting)	1.7.25	£ 50.00
North Yorkshire Council	Advance monthly bin collection charges	1.7.25	£ 71.51
YLCA	biodiversity webinar session - Clerk	1.7.25	£ 35.10

Thompsons Hardware	23 x bleach, batteries, clip board, polish, envelopes, sandpaper, notepad, blu tack	2.7.25	£	72.15
Sam Turner & Sons	Barrier pins 1.2 x 10mm 10no	2.7.25	£	30.60
Nat West	bank charges 31.5.25 to 4.7.25	4.7.25	£	11.55
Thompsons Timberworks Ltd	supply & fit 2 new swing seats	4.7.25	£	228.00
Thompsons Timberworks Ltd	main play frame structure repair and replace planks	4.7.25	£	480.00
Thompsons Timberworks Ltd	zip wire repair new brake spring refit	4.7.25	£	780.00
UK Fuels Limited	grasscutter diesel	6.7.25	£	43.31
AJ Roofing	Village hall roof works to rear lean to roof	7.7.25	£	2,088.00
North Yorkshire Council	Payroll charges 1.4.25 - 30.6.25	10.7.25	£	22,868.34
North Yorkshire Council	Payroll admin charge 1.4.25 - 20.6.25	10.7.25	£	480.00
Valda Energy	electric parish centre and cemetery	12.7.25	£	28.53
Sam Turner & Sons	STIHL parts	16.7.25	£	55.59
BNP Paribas leasing	Kubota mower	16.7.25	£	456.00
Lex Autolease	Van lease	16.7.25	£	473.67
Valda Energy	public toilets electric	16.7.25	£	41.90
Lloyds Ltd	Grasscutter service 200hrs	18.7.25	£	595.43
UK Fuels Limited	grasscutter unleaded	20.7.25	£	24.98
Sam Turner & Sons	sapphire rat bait 20kg	22.7.25	£	139.99
Staff/HMRC/pensions	GAPC Team July Wages	25.7.25	£	7,636.21
UK Fuels Limited	Van diesel	27.7.25	£	46.66
		<b>TOTAL</b>	<b>£</b>	<b>36737.32</b>

*Exclusion of the Press and Public - In accordance with Paragraph 1 (2) of The Public Bodies (Admissions to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting if required.*

### **25.93 Discussions due to financial interest -**

#### **25.93.1 Discovery Centre voluntary services / Parish Council representation**

An email had been circulated received from Peter Scrope advising of a possible award which he had discussed with the Chair and Cllr Moorhouse. RESOLVED: Councillors agreed that this should be progressed, and they would look to find a suitable facility user to make the application.

Parish Council representation – Emails regarding Cllr Healy Dufosse-Belton being the representative had been circulated and approved. This was ratified. **ACTION: Councillors**

**25.93.2 Allotment purchase initial upfront legal costs** – Approx initial costs of £1100. RESOLVED approved and within the budgeted figure. Clerk to instruct solicitor. **ACTION: Clerk**

Next Meeting – Tuesday, 2<sup>nd</sup> September 2025 7pm at the Discovery Centre.

Signature

Date

Clerk: Mrs Angela Livingstone – [clerk@great-ayton.org.uk](mailto:clerk@great-ayton.org.uk)