

Friends of Ayton Castle
Meeting Minutes 8th October 2018

Present

Catherine Cussons (Farmer), Paul Buck (Scarborough Borough Council), Peter Durkin (local resident), John Edwards (local resident), Jean Glover (Civic Society, local resident), Joy Woolley standing in for Neil Hardisty (East Ayton Parish Council), Adrian Perry (Civic Society), Peter Holtby (local resident), John Edwards (local resident), Tony & Lynne Burnett (local residents).

Apologies

David Jeffels (NYCC), Chris Hall (Scarborough Archaeological & Historical Society), Stephen Garbutt (West Ayton Parish Council).

Minutes

The minutes of the meeting on 23rd July 2018 were approved.

Discussions

Funding: WREN it was reported at our previous July meeting that we need to make a full online application for additional funding. Peter Durkin to check with Stephen Chittock to see if this has been progressed and report back. Parish Council Funding – it was suggested that we should make applications to East & West Ayton Parish Councils for grants to pay for additional leaflets and help with the cost of extending the security grid at the bottom of the stairs. Applications need to be submitted before 31st October. Peter Durkin agreed to progress this.

Interpretation panel: We are progressing with locating the spare interpretation panel at the bottom of the slope beyond the bottom gate of Castle Field. Adrian Perry has obtained a quotation from Tim Furness to supply an A2 oak lectern with free issue print for around £285-00. This includes courier costs (about £70) for us sending them the panel and them returning the completed panel to us - they would prefer to fit it to the frame, but that is our decision. A lectern made of Douglas Fir would save about £30, but Oak would last longer and would look better in the rural setting. SBC will need to purchase the lectern & panel officially own these to enable them to reclaim the VAT. Once installed on site which SBC can do free of charge, we could provide a photo to NYCC to support any grant. We discussed the 'You are here' tag which will need moving to the right spot and it was suggested that we stick a label over the existing tag and then put a new tag in the right place!

Heritage Open Day: Chris Hall had sent a report to the meeting. He advised that they had a 'fairly successful day' despite the weather turning wet. The mini digs were a hit with the kids. They had at least 89 visitors (51 adult 38 children) but some did not register which means the actual figure in reality will be higher. Chris received £35 in donations, some of which has been given to Ayton Library, but he wants to know what to do with the balance of the money. It was agreed that the balance should be paid into our bank account to assist with ongoing/planned projects. Thanks to Chris and his fellow archaeologist Marie Woods and all the team who turned up on the day and for the clean up the night before.

Security: Peter Durkin reported that he had come across a group of young boys within the Castle who had made a small fire. He had impressed upon them the error of their ways and during that discussion they had revealed that they were squeezing under the gate at the bottom of the stairs to get in. Following discussion, it was agreed that we should investigate the cost of extending the gate at the bottom to make it impossible to squeeze under. Paul Buck to report back with costings. It was

also reported that the padlock on the gate at the bottom of the stairs had been removed and the gate left open. Paul Buck provided a replacement lock which has subsequently been fitted.

History Booklet Leaflets: our supplies held at the Library are getting short and it was agreed that we should get a price for re-printing another 1000/2000 leaflets. Adrian Perry to report back.

Scanning the structure: Adrian Perry advised that this has not happened yet but is still ongoing.

Aerial photography of Ayton Castle – Chris Hall advised on 5th October that Yorkshire Archaeological Aerial Mapping who use a drone to produce 3D imagery of archaeological sites will be doing some flying over the Castle Field on 7th October, the day before our meeting. They were doing aerial photography over Brompton Castle that same day, which Scarborough Archaeological Society are currently excavating, and Chris asked them to do some flying over our Castle Field as this will provide an interesting comparison of the sites and hopefully provide some useful information about Ayton Castle Field. This group are fully licensed professionals and do work for groups such as ours on a voluntary basis. Peter Durkin turned up to watch the drone do its work and was impressed with the results which he understands will be made available to us in due course.

Any other business: there was no other business.

Next Meeting: Midday on Monday 14th January 2019 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan, Peter Holtby.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 23rd July 2018

Present

Catherine Cussons (Farmer), Paul Buck (Scarborough Borough Council), Stephen Chittock, Peter Durkin (local resident), John Edwards (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Neil Hardisty (East Ayton Parish Council), Adrian Perry (Civic Society), David Raine (Civic Society).

Apologies

David Jeffels (NYCC), Chris Hall (Scarborough Archaeological & Historical Society), Chris Perry (Civic Society), Marion Raine (Civic Society).

Minutes

The minutes of the meeting on 23rd April 2018 were approved.

Discussions

Funding: At the April meeting it was agreed that Stephen Chittock would investigate the possibilities of obtaining further funds from either WREN or Historic England. He reported on his findings. Funding from WREN was now accessed only through their web portal; there was nothing there to suggest that, having received a previous grant, we would be restricted from obtaining additional funds, but the only way to progress this was to make a full online application. Historic England had informed him that, as the Castle had now been removed from the 'At Risk' register they would be unable to provide any future funds.

Interpretation panel: We still have a spare interpretation panel which was incorrectly made by the supplier and then given to us free along with the correctly made item. It was agreed that this should be erected at the bottom of the slope beyond the bottom gate of Castle Field. It will require a frame, for which Adrian Perry will request a quotation be obtained by Tim Furness and the 'You are here' tag will need amending. The meeting was hopeful that Cllr Jeffels might be able to offer assistance with the cost of this from the NYCC locality budget. Paul Buck advised that S.B.C. should be able to provide and install a pair of galvanized mounting posts.

Heritage Open Day: Chris Hall had sent a report to the meeting. He advised that he had registered the Ayton Castle Open event on Sat 8th Sept on the National Heritage Open Days site and that had now gone live. The event will be also included on local publicity disseminated by Heritage Forum and the Archaeological Society. He had also placed an article on the East-West Ayton Facebook page and asked for more details to be added nearer the time when other publicity will go out. There will be a need to tidy the site on the evening before the event.

Security: Chris Hall also reported that he had observed two young intruders climb up the main (i.e. fishponds facing) elevation and enter the Castle through the big former window. John Edwards questioned whether any money spent on raising the rear wall, as we had been discussing, would achieve the objective of improving security.

Scanning the structure: Adrian Perry advised that he had been contacted via the website by MKN Surveyors Ltd. This firm carries out cloud point data capture on buildings and, having purchased a new scanner, they would like to scan Ayton Castle. The results would be used as part of their sales portfolio addressed at conservation architects and they would also be made available to us, without charge, for

use on our website and in our own grant applications. Adrian had consulted promptly with Stephen Chittock, they had agreed to allow MKN to proceed and the meeting ratified this decision.

Resignation of Chair: At the end of the meeting Stephen Chittock offered his resignation as he had indicated at the previous meeting. Adrian Perry proposed a vote of thanks to Stephen for his work for the group over the last few years and this was passed unanimously.

Any other business: Stephen Chittock proposed Peter Durkin as the new Chair and he was unanimously elected.

Next Meeting: Midday on Monday 8th October 2018 in St John the Baptist Church unless otherwise advised.

The meeting closed at 12:54.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan, Peter Holtby.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 23rd April 2018

Present

Catherine Cussons (Farmer), Stephen Chittock, Peter Durkin (local resident), John Edwards (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Adrian Perry (Civic Society), Chris Perry (Civic Society).

Apologies

David Jeffels (NYCC), Chris Hall (Scarborough Archaeological & Historical Society), Paul Buck (Scarborough Borough Council).

Minutes

The minutes of the meeting on 11th January 2018 were approved.

Discussions

Interpretation panel: This was erected during January, in advance of the extended deadline. Stephen Garbutt advised the meeting that Mrs M. Gray had commented that she felt the backing stone was too large, but this was the only adverse comment which had been received.

Heritage Open Day: In his absence, Chris Hall had provided information on the latest plans for the 2018 event and a draft document which would be sent to the HOD organisation. Scarborough Archaeological & Historical Society now propose hosting an event at the castle on Saturday 8th September in conjunction with FOAC. In addition to taking small groups inside for a short tour, there will be a display of artefacts associated with the Castle together with some other display material and publications. There will also be archaeological mini digs for children. In addition to the pre-booked internal tours, there will also be two tours of the wider setting of the castle which will be booked on the day.

Chris also advised that the archaeological trenches have been filled in but more work is needed on the trench in the southern room as it is not quite flush with the old floor surface; he plans to go back and tackle this. He also expressed his concern that intruders into the tower are digging holes in the backfill; he recently rectified some of this and removed about ten beer bottles which had been 'planted' in the floor.

Subject to various necessary consents, Chris is considering the possibility of carrying out more archaeological work in the castle grounds; initially this would be a non-invasive geophysical investigation as Scarborough Archaeological & Historical Society now has its own resistivity meter and access to a magnetometer. He proposes discussing his thoughts with Keith Emerick of Historic England.

At the last meeting John Edwards had asked if it might be possible to provide a tour of the castle for members of the 41 Club during the weekend periods covered by the Heritage Open Day arrangements. At that time the preferred date was not known. Adrian Perry reminded the meeting that membership of the British Association for Local History (at a reasonable membership cost) did include public liability insurance cover, but unfortunately we had not taken steps to check its suitability since the last meeting. Adrian will pass the necessary information to Stephen Chittock who will investigate the cover provided. If this tour is to be available then the arrangements will need to be finalised at the next meeting (in July). 2

Funding: Stephen Garbutt reminded the meeting that Cllr. David Jeffels would now have a new tranche of funds available from his Locality Budget. It was agreed that Stephen Chittock would ask David if funding might be available to pay for a new batch of information leaflets to be printed as these would be needed prior to the September opening. Adrian Perry would obtain a print quotation from Tim Furness.

Security: As mentioned by Chris Hall, intruders are still gaining access to the interior by climbing over the North wall. Stephen Garbutt and John Edwards will investigate in more detail how this is possible and report back.

Future Funding: Stephen Garbutt and Cath Cussons had discussed with Burrows Davies budget cost of £30,000 + VAT which they had provided for work on the North wall, and it appears that we are underestimating the cost of the stone which would be needed. It was agreed that Stephen Chittock would investigate the possibilities of obtaining further funds from either WREN or Historic England.

Any other business: Stephen Chittock indicated to the group his intention to step down as chair at the end of the next meeting.

Next Meeting: Midday on Monday 23rd July 2018 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan, Peter Holtby.

Friends of Ayton Castle

Meeting Minutes
1200hrs on 15th January 2018

Present

Paul Buck (Scarborough Borough Council), Catherine Cussons (Farmer), Stephen Chittock, Peter Durkin (local resident), John Edwards (Local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Peter Holtby (local resident), Adrian Perry (Civic Society), Joy Woolley (East Ayton Parish Council).

Apologies

David Jeffels (NYCC), Chris Hall (Scarborough Archaeological & Historical Society).

Minutes

The minutes of the meeting on 16th October 2017 were approved.

Discussions

John Edwards and Peter Holtby were welcomed as new members.

Heritage Open Day: In his absence, Chris Hall had provided information on current plans for the 2018 event. He advised that the national coordinating committee had proposed two weekends, 6-9th and 13-16th September but the local heritage forum has since decided that their participation will be limited to one weekend only. Which one would be decided at their next meeting on 26th February. It was agreed that we would follow their lead, but that we should offer tours of the castle on one day (probably the Saturday) of whichever weekend they choose.

Chris Hall had also intimated that he may have to limit his personal involvement in this event; following discussion it was agreed that we should try and have an alternative guide available in case this proved necessary; Stephen Chittock will ask Chris for any suggestions and he will also ask Geoff Derrington if he might be able to assist.

John Edwards has asked if it might be possible to provide a tour of the castle for members of the 41 Club; this would need to take place during the weekend periods covered by the Heritage Open Day arrangements in order to benefit from the global public liability insurance they provide and he would then combine this tour with a club barbecue in his local garden. It was agreed to defer discussion until the next meeting, when our preferred date had been decided. Adrian Perry advised that in general appropriate insurance cover may not be an obstacle to our providing access, as membership of the British Association for Local History (at a reasonable membership cost) did include public liability insurance cover, but its suitability would need to be checked.

Interpretation panel: Following the last meeting Adrian Perry and Stephen Chittock had approved the final design, which was shown to this meeting. The panel had now been made and was awaiting installation by Burrows Davies. During December, the contractor had intimated that they had difficulties maintaining a programme which would allow SBC the necessary time to submit the final grant claim to NYMNPA by end December. Stephen Chittock had requested, and been granted by NYMNPA, an extension of time to end January. Tim Davies has already collected the panel from Cath Cussons and is preparing the necessary stonework in their yard to minimise time on site. Latest information was that the site work should take place w/c 15th January. Stephen Garbutt undertook to advise David Duggleby that the erection of the panel was imminent.

Increasing the height of the North wall: For this work Burrows Davies have now provided a budget cost of £30,000 + VAT. The work would be in line with the drawings they have already provided. The meeting was surprised by this amount, particularly when compared with their previous, much lower, estimate for improving the staircase. Stephen Garbutt and Cath Cussons will discuss this with them informally when they attend the site to install the panel.

Banking: As requested, HSBC have now amended the signatories to the account. The latest statement shows a credit balance of £527.59.

Leaflets: A new batch of leaflets has now been received and is with Cath Cussons. We may need to consider ordering a larger batch in future.

Security: Intruders into the castle are still being observed and there is litter and some wood within the building. There is also some soil still to be moved to fill holes, but Chris Hall will need to be present to supervise this. Stephen Garbutt offered to liaise with Chris regarding this work, when it was hoped some volunteers might also be available to clear the litter.

The meeting closed at 12:46pm.

Next Meeting: Midday on Monday 23rd April 2018 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan, Peter Holtby.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 16th October 2017

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Jean Glover (Civic Society, local resident), Joy Woolley (East Ayton Parish Council), Adrian Perry (Civic Society), Paul Buck (Scarborough Borough Council).

Apologies

Stephen Garbutt (West Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society).

Minutes

The minutes of the meeting on 4th September 2017 were approved.

Discussions

Heritage Open Day: good press coverage had been received, with a photograph of the Castle being used by the local newspaper. The tours were very well attended and donations of £104.39 were collected over the two days. The information leaflets had all been distributed. Adrian Perry will ask Tim Furness if more can be provided. Two potential new members of the group had expressed an interest.

Interpretation panel: Adrian Perry will discuss the design of the panel with Tim Furness; he believes that Tim may in the past have done some work on a plan of the extended site. There is a practical deadline of end November by when the panel must be available for Burrows Davies to erect, bearing in mind that SBC must present paid invoices to NYMNPA by end December.

To expedite the production of the panel, final approval of its content was delegated to Stephen Chittock and Adrian Perry.

Increasing the height of the North wall: Information on the likely cost has still not been received from Burrows Davies, SJC will contact them.

Cath Cussons reported that intruders were still managing to access the interior of the castle.

Appointment of Secretary: It was noted that the resolution passed at the meeting on 30th March 2015 appointing Mr Adrian Perry as Secretary had not been recorded in the minutes at that time nor had this oversight been corrected at the subsequent meeting. The meeting therefore reconfirmed this appointment.

The meeting closed at 12:34pm.

Next Meeting: Midday on Monday 15th January 2018 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 4th September 2017

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Joy Woolley (East Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society).

Minutes

The minutes of the meeting on 3rd July 2017 were corrected. Chris Hall had said that he had set up an email based system for bookings tours on Heritage Open Day; Ayton Library will provide this address on request and will assist any visitors who are unable to access email for themselves.

Subject to this change the minutes were approved.

Discussions

Heritage Open Day: Following the last meeting Stephen Chittock had circulated Adrian Perry's draft content for the interpretation panel requesting suggested revisions by the end of July. Only one had been received, from Cath Cussons, regarding the balance of text and graphic information and the lack of detail on the site map. After discussion, it was agreed that the textual content should be much reduced (some of the information is already provided on the existing panel adjacent to the castle) and the site plan should be much larger and should show the locations of the various features of the site. Stephen Chittock offered to edit the draft to this end.

Chris Hall advised that Scheduled Monument Consent had just been received, subject to several (normal) conditions. The most important of these is that he must provide Historic England with 2 weeks' notice before work commences. Stephen Garbutt pointed out that the stone block being added to the top of the wall should ideally be pinned sideways into the adjacent wall, which belongs to Mr & Mrs Duggleby. Stephen Chittock will seek their permission.

Banking arrangements: Stephen Chittock advised that after completing some months ago the somewhat tortuous process of adding 2 new signatories to the Group's HSBC bank account, he had heard nothing more. Cath Cussons and Stephen Garbutt will ask Mike Baines, a current signatory, if he has received any notification.

Funding: Stephen Chittock advised the meeting that David Jeffels had provided him with a form which needed completing to enable David to make a recommendation for funding from the Locality budget. The aim was to assist with increasing the height of the North wall. At this point he had realised that we do not yet have the necessary information on likely costs. Burrows Davies had been on site and been briefed by Cath Cussons so she was surprised that they had not yet provided a quotation for this work. Also, Chris Hall has investigated the YORhub 4 Good Fund as a possible source of funding but their focus is on improving the accessibility of venues so it is unlikely that increasing the height of a wall to deter intruders would find favour with them.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 16th October 2017 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Peter Durkin, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan.

Friends of Ayton Castle

Meeting Minutes
1200hrs on 3rd July 2017

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Joy Woolley (East Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society).

Apologies

Paul Buck (Scarborough Borough Council), David Jeffels (NYCC), Peter Durkin (local resident).

Minutes

The minutes of the meeting on 10th April 2017 were corrected. Heritage Open Day had been incorrectly stated therein as Saturday 10th September; the correct date is **Saturday 9th September 2017**.

Subject to this change the minutes were approved.

Discussions

Heritage Open Day: Chris Hall advised that CREATE have added Ayton Castle to the Heritage Open day website which will go live mid-July. Chris will ensure that visitor booking sheets are provided to Ayton Library. The assembly arrangements will be the same as last year, with participants being advised to meet at Mill Green. There will be 3 timed tours, at 10:00am, 1:00pm and 3:00pm. The Jubilee Committee are also holding a concurrent Village Heritage Weekend, so refreshments and toilet facilities will be available at the Village Hall, which will be open from 9am. On the day of the event free spaces on any of the tours could be taken up by visitors to the Village Hall event. Cath Cussons will again organise a voluntary collection at the castle.

Interpretation Panel at Castle Rise entrance: Stephen Chittock informed the meeting that a Community Grant agreement with NYMNPA had now been signed. Work must be completed and the grant claimed by 31st December 2017. This means that all the necessary funding is in place to proceed with the work.

Earlier in the year Adrian Perry had prepared a first draft for the copy; Stephen Chittock will now circulate this to meeting attendees who will be asked to submit suggested revisions and amendments by the end of July. The completed panel will be A2 size.

Backfilling of Undercroft: Chris Hall will recheck the need for the previously suggested requirement for 5m³ of material.

Intruders: The building is still suffering unauthorised incursions. Stones from the site have been piled up against the wall to gain entry to the upper areas but it is not known how intruders are getting down past the staircase gates to reach the inside of the building. Chris Hall will move some of these stones inside the building and they may ultimately be used as backfill.

Ideally, we need to raise the height of the North wall and rebuild the window in the West wall, both of which will make unauthorised entry more difficult. Cath Cussons will ask Burrows Davies to provide a price for this work and Stephen Chittock will enquire of David Jeffels whether funding might be available from the Locality Budget.

Banking signatories: Stephen Chittock did complete the HSBC process to add both himself and Cath Cussons as signatories to the bank account but nothing further has been heard. Cath will enquire of Mike Baines whether he has received any information from HSBC.

Future Work

The possibility of making the West staircase functional, allowing safer access to the first floor, was discussed. The architect David Sherriff has been in discussion with Burrows Davies regarding three alternative options. One of these, a metal staircase, had previously been rejected and this view was confirmed by the meeting. The other 2 options were either to create a flight of 'rubble steps' (budget price £9,500 + VAT) or alternatively to reinstate the staircase, using new stone step treads and risers (budget price £12,250 + VAT). David Sherriff advised that achieving a stable structure suitable for use by the public would be more difficult via the first of these approaches, and the meeting unanimously agreed that reinstatement using new stone, option 2, was preferred.

The total rise is 3.6m, requiring 18 steps each 200mm high. This would not require the removal of existing stone, the contractor would be laying a new flight of steps between the walls and new stones would be used. With the changes in the profile of the existing staircase it would not be possible to match the new steps to the old stumps or pockets, to get sufficient bonding they may need to insert dowels and cramps back into the core work.

These proposals have not yet been discussed with Keith Emerick of Historic England.

Possible sources of the necessary funding were discussed. Stephen Chittock has not yet made contact with West Ayton Parish Council regarding the possibility of receiving Section 106 funds related to the extension of the gravel workings onto Garth End Farm, but will now do so. Chris Hall also highlighted that he had previously mentioned The YORhub 4 Good Fund as a possible source of funding. He will be talking shortly with Philip Henderson, the 4 Good Fund Co-ordinator, and he will raise the subject with him.

The meeting closed at 1:17pm.

Next Meeting: Midday on Monday 4th September 2017 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck, Rachael Vaughan.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 10th April 2017

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), David Raine (Civic Society) Paul Buck (Scarborough Borough Council), Joy Woolley (East Ayton Parish Council), Peter Durkin (local resident).

Apologies

David Jeffels (NYCC), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), Marion Raine (Civic Society).

Minutes

The minutes of the meeting on 30th January 2017 were corrected. Backfilling the Undercroft: The need for this had been raised at the recent site meeting. Chris Hall had said that 5m³ of material sounded like a lot; he would recheck this and then another person (not Chris) would contact Anthony Tubbs.

Subject to this change the minutes were approved.

Discussions

Grant applications: Stephen Chittock informed the meeting that a Community Grant application had been submitted to NYMNPA by email on 26th February, 2 days before their deadline, but to date there had been no response. Stephen Garbutt advised that another organisation with which he was concerned had received notification of an award, which lead the meeting to suspect that the submission had, for some reason, not been received. Stephen Chittock will investigate with NYMNPA.

Cath Cussons advised that some Section 106 funds would be available as a result of the extension of the gravel workings onto Garth End Farm. Stephen Chittock will contact Bev Williamson to seek more information.

Heritage Open Day: Although unable to attend the meeting, Chris Hall had submitted notes which were read to the meeting (attached to these minutes). These were read and discussed. After consideration, it was agreed that the Open Day at Ayton Castle would be Saturday 10th September 2017 with 3 timed tours, at 10:00am, 1:00pm and 3:00pm as he suggested. The Jubilee Committee are also holding a Village History Weekend at that time, so refreshments and toilet facilities would be available at the Village Hall. It was felt that taking bookings only on the day could cause problems so Cath Cussons offered to contact the Library to ask if they would be prepared to have a booking sheet held there and take bookings in advance. On the day of the event this sheet could then move to the assembly point, Ayton Village Hall, and if there were any voids or no shows then other visitors present there could be offered the opportunity to participate. It was agreed that we would seek to advertise the event in the Scarborough Review and the Village Newsletter.

Future Work

The possibility of making the West staircase functional allowing safer access to the first floor was discussed. It was agreed that the options of steel or wood structures overlaying the existing stonework were unacceptable and we should only consider restoration of the central portion of the

existing stairs as discussed with Keith Emerick. At the last meeting it was agreed that we should hold a meeting on 22nd May dedicated to considering future major works. However, it was felt that before any meaningful discussions could take place we needed to have an idea of the budget for such work. Stephen Chittock offered to contact the Architect, David Sherriff, to ask if he might be able to assist with this before the planned meeting. If not then an alternative, later meeting date would be proposed.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 22nd May 2017 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck.

Email from Chris Hall, 22nd March

Hello Stephen

I am unable to attend the next FOAC meeting schedule for 10 April as I have a family commitment on Angelsey.

I think we were going to discuss Heritage Open Days. Here are my thoughts.

I am willing to do guided walks along the same lines as last year ie meet off the site and take people up there, look first at the landscape archaeology and then take people inside the tower.

I have other commitments on Sunday 10th Sept so this will have to be on Saturday 9th Sept.

I would suggest similar timings as last year ie 10:00am, 1:00pm and 3:00pm but what I would suggest is that if Ayton Open weekend (or whatever it is to be called) is on, that we actually start at the Village Hall and take in some village history at the same time. In view of uncertainty about the local management of HODS this year I also suggest that (in order to limit numbers) attendance on the walk is by booking on the day at the Village Hall – the only other way is by people ringing up and having been one of the principal organisers of HODS events over the last 20 years I don't want any more of that.

I suggest we limit numbers to 20 though I may take a few more.

This would be put forward as a joint Scarborough Archaeological & Historical Society/FOAC joint event – but SAHS would do the registration of the event with the National HODS organisation – ideally this needs to be done before the end of April. SAHS public Liability insurance would cover it or the national HODs scheme

I have lost a load of e-mail addresses so could you circulate this other people on your FAOC circulation list who may be involved locally.

Regards

Chris

Friends of Ayton Castle

Meeting Minutes

1200hrs on 30th January 2017

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), David Raine (Civic Society).

Apologies

Marion Raine (Civic Society), Paul Buck (Scarborough Borough Council).

Minutes

The minutes of the meeting on 24th October 2016 were corrected. Chris Hall (not Chris Perry) had reported on the Heritage Open Day event. Subject to this change the minutes were approved.

Discussions

Backfilling the Undercroft: The need for this had been raised at the recent site meeting. Chris Hall advised that approximately 5m³ of material was needed. Cath Cussons can assist with supplying soil but Chris Hall will approach a potential supplier of more suitable material.

Grant applications: Stephen Chittock informed the meeting that, as agreed at the October meeting, he had made applications to both East Ayton Parish Council and West Ayton Parish Council for assistance with the cost of interpretation panels at the entrances to Castle Field. West Ayton had approved a grant of £250 but nothing had yet been heard from East Ayton (post meeting: The Council minutes confirm a £75 grant which will be advised in due course). Cath Cussons advised that NYMNPA were inviting applications for Community Grants with a deadline of 28th February. Stephen Chittock will contact Rachel Smith at NYMNPA and will also contact Cllr. David Jeffels to enquire regarding the possibility of some assistance from the NYCC locality budget and a letter of support for the NYMNPA application.

Before preparing our application a budget is required. It was decided that initially we should concentrate on a single panel for the Castle Rise field entrance. Adrian Perry will obtain a quotation for an A2 panel and artwork and Stephen Chittock will obtain a quotation for working the necessary stone (which Cath Cussons can provide) and erection etc. from Burrows Davies. Scheduled Monument Consent will be necessary but at the recent site meeting Keith Emerick advised that this should not prove difficult.

Domain name: This is due for renewal at a cost of £8.39; Adrian Perry will fund this and will be reimbursed from the bank account.

Historic England Angel award: A certificate of recognition has been received. This will be scanned and included on the website and a framed copy will be hung in the Village Hall.

Bank account signatories: A resolution to remove Margaret Walker and add Stephen Chittock and Catherine Cussons was unanimously approved.

Future Work

It was agreed that in addition to a regular meeting we should hold a meeting dedicated to considering the outcomes of the site meeting with Keith Emerick (Historic England) in respect of future major works.

The meeting closed at 12:54pm.

Next Meeting: Midday on Monday 10th April 2017 in St John the Baptist Church unless otherwise advised.

Special Meeting: Midday on Monday 22nd May.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck.

Friends of Ayton Castle

Meeting Notes

Site Meeting with Mr Keith Emerick, Inspector of Monuments, Historic England

1000hrs on 18th November 2016

Present

Keith Emerick (Historic England), Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), Paul Buck (Scarborough Borough Council).

Subjects Discussed

Unused stone on site: Mr Emerick confirmed that this stone could be moved or removed at will and need not be preserved.

Additional interpretation panels at the field entrances: Mr Emerick advised that additional panels would need scheduled monument consent. The proposed sitings of 2 additional panels, within the boundary near the lower field gate and fixed to new stonework on the wall adjacent to the Castle Rise gate, should present no problems.

Increasing the height of restored walls: The castle is still suffering from unauthorised ingress; there is litter and evidence of a recent fire being lit in the vault. Mr Emerick advised that we could if we wish develop a plan to add stonework to the walls to reduce this problem. Completing and barring the small window on the East wall would also be acceptable. Detailed drawings and scheduled monument consent would be needed, but this should not prove problematical.

Staircase to left of entrance: There was a discussion of three alternative ways in which this could be made functional. Replacing the original stonework would be most expensive; it would be simpler to restrict such restoration to a central pathway in order to avoid the difficult and expensive task of meshing of the new sections into the original side walls.

New wood (presumably oak) or galvanised steel structures would be equally acceptable, overlaying the original eroded stonework which would remain in place. Mr Emerick advised us to discuss the subject with the architect, David Sherriff, who would be able to generate alternative designs with associated cost estimates.

Safety barriers: Improving the accessibility of the first floor would bring associated risks for visitor safety, given the several unguarded openings around the perimeter. Several options were discussed. It was concluded that removable and non-flammable galvanised steel frames would be the least intrusive option. When needed these could be dropped into sockets fixed into the earth floor and when not in use the frames could be laid on the ground at first floor level where they would not be visible from below.

Floor of Vault: Mr Emerick was surprised that this had not been backfilled with soil following the preservation work completed 3 years ago. Chris Hall discussed laying a membrane before having this carried out.

Next Meeting: Midday on Monday 9th January 2017 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 24th October 2016

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), Paul Buck (Scarborough Borough Council), David Jeffels (Scarborough Borough Council/North Yorkshire County Council).

Apologies

David Raine, Marion Raine.

Minutes

The minutes of the last meeting were approved.

Discussions

Heritage Open Day, Sunday 11th September: Chris Perry reported that this event was well supported and enjoyed by all visitors. Facilities for donations were organised on the day by Cath Cussons' grandchildren and £53 was collected. Concerns were expressed over the somewhat disorganised administration of bookings and Chris Hall advised that this would undoubtedly change for the 2017 event. The meeting expressed its thanks to Chris together with Steve Garbutt, Marie Woods, Gareth Davies and Cath's grandchildren for assisting on the day. Following the event Mr J. Edwards and Mr C. Duck joined the FOAC group.

Some unused stone remains on site. This has been gathered together and the question of whether it may be removed from site and sold or disposed of was discussed. It was agreed that we should consult with Historic England.

Stephen Garbutt informed the meeting that the possibility of holding a Village Open Day was under discussion. It was agreed that if this does take place then we should endeavour to open the building to the public on that day as well as again for one day during the 2017 Heritage Open Day event on 9th-10th September.

Stephen Chittock informed the meeting that although the Group had been nominated by Mr Emerick it was not subsequently shortlisted for a Historic England Angels Award.

Future Work

The meeting discussed what future preservation/restoration work would be desirable. The possibility of installing a galvanised steel staircase over the eroded stone flight has previously been mooted but the question was asked as to why this might be considered preferable to replacing the original eroded stonework and rebuilding the existing staircase, bearing in mind that replacing stonework in the walls was deemed acceptable. It was felt that before considering future work we needed the advice of the consultant architect Giles Proctor and the Inspector of Monuments, Keith Emerick. Chris Hall will make contact and invite them to visit the site for discussions.

Any Other Business

Paul Buck advised that WREN would like to issue some publicity material following the completion of the work grant funded by them. Paul will refer this to Gabrielle Jandzio at SBC for her to liaise with them.

Continues on next page

Cath Cussons tabled a request from NYMNPA for feedback on the future direction of their Community Grant scheme. She will pass a copy of the document to Stephen Chittock who will respond on behalf of the Group.

The meeting discussed the idea of erecting interpretation panels to provide much more detail on the context and setting of the Castle and the archaeological remains surrounding it within Castle Field and the lower field. The plan would be to erect 2 identical, but smaller, information panels, one being situated at the Castle Rise entrance to Castle Field and the other situated at the North East entrance to Castle Field from the Forge Valley footpath. Stephen Garbutt advised that there was the possibility of requesting grant funding from the Parish Councils of both East and West Ayton but the applications needed to be submitted by 31st October. It was agreed that Stephen Chittock would obtain the necessary forms and submit an application to each Council requesting a £250 grant from each. If successful we would then seek additional project funds from the NYMNPA Community Grant scheme.

The meeting closed at 12:53pm.

Next Meeting: Midday on Monday 9th January 2017 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty, John Edwards, Carl Duck.

Post meeting note: The two applications to the Parish Councils were submitted before their deadlines.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 8th August 2016

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Jean Glover (Civic Society, local resident), Adrian Perry (Civic Society), Chris Perry (Civic Society).

Apologies

David Raine (Civic Society), Marion Raine (Civic Society), Stephen Garbutt (West Ayton Parish Council).

Minutes

The minutes of the last meeting were approved.

Discussions

Panel: The interpretation panel is now in place and is attracting the interest of visitors and local residents. Despite some earlier concerns that the mounting plinth might be situated too low down, the panel is actually very easy to read.

Work on North corners: The work has now been completed, SBC have received the invoices from the architect and the contractor and should be applying for the grant payment.

Heritage Open Day, Sunday 11th September: Chris Perry queried the contact arrangements for Scarborough Museums Trust. Adrian Perry advised that the SMT had been undergoing some staffing difficulties but anyone making telephone contact with them should be appropriately directed to the person responsible for bookings.

Leaflet: Adrian Perry circulated a final draft of the proposed leaflet. This was approved, subject to one suggestion of a minor change to the plan on the back page. Adrian will now arrange with Tim Furness the printing of 100 copies of the leaflet.

Stephen Chittock advised the meeting of the group's recent nomination for the Historic England Angels Award, funded by the Andrew Lloyd Webber Foundation. Our nomination is in the category for the Best Community Action Project. Nominees will be short listed by 18th August.

The meeting closed at 12:36pm.

Next Meeting: Midday on Monday 24th October 2016 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty.

Friends of Ayton Castle

Meeting Minutes
1200hrs on 6th June 2016

Present

Paul Buck (Scarborough Borough Council), Catherine Cussons (Farmer), Stephen Chittock (local resident), Jean Glover (Civic Society, local resident), Chris Hall (local resident, Scarborough Archaeological & Historical Society), Stephen Garbutt (West Ayton Parish Council), Adrian Perry (Civic Society), Chris Perry (Civic Society) Joy Woolley (East Ayton Parish Council).

Apologies

David Raine (Civic Society), Marion Raine (Civic Society).

Minutes

The minutes of the last meeting were approved.

Discussions

Panel: Delivery of the interpretation panel is now imminent. Adrian Perry will advise Stephen Chittock when it is available and either he or Cath Cussons will store it until Burrows Davies can fix it to the plinth.

Work on North corners: Following recent concerns over the deadline date for the payment of the grant, WREN have now confirmed that the funding must be claimed by 6th February 2017. Paul Buck advised that the intended stone supplier had now promised Burrows Davies that this would be available week commencing 4th July.

Heritage Open Day, Sunday 11th September: Chris Hall advised the meeting of the administrative arrangements and the information which he has provided to the administrators, Scarborough Museums Trust, who are operating the administration/booking system again this year and also disseminating the publicity.

He has registered the event with them as a joint Friends of Ayton Castle/Scarborough Archaeological & Historical Society event. This means that it is covered by the SAHS public liability and employers' liability insurance. Details of the arrangements are appended.

Leaflet: In order to ensure it is available for the Open Day, Adrian Perry will now expedite the completion and printing of the leaflet with Tim Furness.

The meeting closed at 12:34pm.

Next Meeting: Midday on Monday 8th August 2016 in St John the Baptist Church unless otherwise advised.

Circulation: Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett, Neil Hardisty.

Venue: Ayton Castle, West Ayton

Offer: A tour of Ayton Castle and its historic environs led by Chris Hall of Scarborough Archaeological & Historical Society and lasting about 1 hour. This will include access into the tower and undercroft.

Date: Sunday 11 September 2016.

Times: 10:00am, 1:00pm, 3:00pm.

Booking required: YES

With whom: Scarborough Museums Trust

Max number of participant at each time slot: 20

Assembly: Participants should not go direct to the Castle. They should assemble at the interpretation board on Mill Green, West Ayton, from where they will walk as an accompanied group to the Castle. Stout footwear is recommended.

Joint event by Scarborough Archaeological & Historical Society/Friends of Ayton Castle.

Important information

There is **no** parking for visitors at Ayton Castle or on the adjacent roads. Participants are asked to park in the village itself; Ayton Village Hall car park is nearby in East Ayton and the Village Hall toilet facilities will be available for visitors on that day.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 4th April 2016

Present

Paul Buck (Scarborough Borough Council), Catherine Cussons (Farmer), Stephen Chittock (local resident), Jean Glover (Civic Society, local resident), Ken Oakden (local resident, Ayton Heritage Group), Chris Hall (local resident, Scarborough Archaeological & Historical Society), David Raine (Civic Society), Stephen Garbutt (West Ayton Parish Council), Adrian Perry (Civic Society), Chris Perry (Civic Society), Neil Hardisty (East Ayton Parish Council), David Jeffels (North Yorkshire County Council).

Apologies

Marion Raine (Civic Society).

Minutes

The minutes of the last meeting were approved.

Discussions

Panel: The interpretation panel is now on order and Adrian Perry will check the promised delivery date with Tim Furness. Stephen Chittock will then liaise with Tim Burrows regarding their proposed work commencement date and if this is felt to be too long then SBC will install the panel, using stainless steel tamperproof fasteners.

Future work: Paul Buck advised that SBC would place the order (not the architect on their behalf) for the work on the North corners and this would be done within the next 7 days. A meeting with Burrows Davies and the architect, David Sherriff, would then take place and this should be arranged to coincide with the final defects inspection (for the last contract) which is due by 16th April. (Post meeting note: These 3 parties were in contact on the afternoon of our meeting to arrange this.)

Chris Hall advised that he had spoken with Keith Emerick regarding the Scheduled Monument Consent being addressed specifically to Alan Dargue; Keith had confirmed that this was just a formality and any SBC officer was now deemed to be authorised to commission the works.

Heritage Open Day, Sunday 11th September: The arrangements were discussed. Insurance cover: there is an overall policy but event this should be also encompassed within the SBC policy. Stephen Chittock will email Paul Buck to formally advise. Adrian Perry is liaising with Tim Furness regarding the layout and content of an information leaflet on the Castle.

Chris Hall suggested he would organise 3 timed visits at say 10am, 1pm and 3pm. The meeting felt it would not be advisable to provide supervision for more open, unguided access during the rest of the day. Parking and assembly arrangements: Visitors should be guided by the advance publicity (and our planned information leaflet) to park in East Ayton Village Hall car park. For that day the Village Hall toilet facilities will be available. Assembly point would be the Interpretation panel on Mill Green, to the North West of Ayton Bridge, from where Chris would guide visitors on foot. There is currently uncertainty over whether the Museums' Trust will be able to provide a pre-booking service as they have done in the past. SBC were asked to provide some cones to avoid visitors parking on the verges in Castle Rise. (Note from SJC: I am happy to store these in advance and arrange their placement on the day.)

Stephen Chittock advised the meeting that aerial video footage and stills photos of the Castle had been taken by a contact during last summer and he has now edited these into a 2 minute video. This should be capable of being embedded on the website. It can be viewed at:-

<https://youtu.be/44ciGpxjGRs>

(Post meeting note: Adrian has already embedded this video into our website so it can also be viewed by visiting www.aytoncastle.org.uk and clicking on the video thumbnail.)

The meeting closed at 12:32pm.

Next Meeting: Midday on Monday 6th June 2016 in St John the Baptist Church unless otherwise advised.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 22nd February 2016

Present

Paul Buck (Scarborough Borough Council), Catherine Cussons (Farmer), Stephen Chittock (local resident), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society).

Apologies

Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident).

Minutes

The minutes of the last meeting were approved.

Discussions

The plinth for the interpretation panel is now in place and completed, ready for the fixing of the panel itself.



Burrows Davies have offered to attach this when it is available.

SBC now have the NYMNPA grant claim form, the contractor has been paid and upon receipt of their payment confirmation the claim will be submitted to NYMNPA before the final date in March.

Following the last meeting Stephen Chittock circulated some suggested revisions to the text content for the panel. These were agreed, with one final revision, and Adrian Perry will now submit this final text to the graphic designer, Tim Furness. When a PDF of the final design is available this will be circulated; provided there are no further comments the designer will then be instructed to place an order to the specification and at the cost already agreed.

Security of the structure was discussed, given that some red paint has been splashed on the interior wall of the castle. Tim Davies has suggested an extension on top of the existing internal staircase gate but the meeting felt that this was not the access route used by the intruder(s). It seems more likely that the other small staircase will have been used. It was agreed to monitor whether the situation is improved by the rebuilding of the North corners.

WREN grant offer: The grant agreement has now been received by Paul Buck (SBC) and reviewed by Stephen Chittock. There is one discrepancy in the stated value; Paul Buck will clarify this with WREN. The agreement will then be signed by Martin Pedley, Risk & Asset Manager, SBC. The Scheduled Monument Consent for this work states that 'This consent may only be implemented by Mr Alan Dargue, Scarborough Borough Council.' Chris Hall will discuss this with Keith Emerick and request that the document designates SBC and not the name of an individual officer.

Stephen Chittock will make contact with Burrows Davies and the architect, David Sherriff, to ensure that all relevant documentation is available, up to date and synchronized among all parties before any contract is issued.

Heritage Open Day: It was agreed that we would plan to open the castle for supervised viewing on Sunday 11th September 2016. Chris Hall offered to provide the expert supervision. Scarborough Archeological Society will organize publicity and it was agreed that we should now concentrate on finalizing and printing our own information leaflet. Text for this document has previously been

drafted but the content for the interpretation panel (now approved) may now form a better basis. Adrian Perry will discuss this with Tim Furness.

The meeting closed at 12:57pm.

Next Meeting: Midday on Monday 4th April 2016 in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Paul Buck, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 11th January 2016

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Stephen Garbutt (West Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), David Raine (Civic Society), Jay Woolley (East Ayton Parish Council).

Apologies

Marion Raine, Ken Oakden (Ayton Heritage Group), Alan Dargue (SBC), Jean Glover (Civic Society, local resident).

Minutes

The minutes of the last meeting were approved.

Discussions

The red paint splashes on the exterior of the castle seem to have disappeared, implying that the contaminant is not very durable. The interior marks await further investigation to be arranged by Alan Dargue. Cath Cussons and Stephen Chittock have not yet received keys from SBC.

Chris Hall advised that Historic England require 2 weeks notice of his planned archaeological investigation of the plinth site. Stephen Chittock informed the meeting that following email exchanges the material for the interpretation panel had been agreed (NViro) and the panel fixing methods and fixing hole size/locations had also been established. Adrian Perry circulated a copy of the quotation for the panel that Tim Furness had just received from the proposed supplier. At £245 + VAT this was considerably less than anticipated, which should leave funds available for printing the information leaflets. Adrian will now finalise the artwork with Tim Furness and a copy of the quotation and the finished design is circulated with these minutes.

A site meeting to establish the plinth location was arranged for the following day. (*See * below.*)

Together with his apologies Alan Dargue had provided the meeting with an update of the situation in respect of the grant offer from WREN. They have now confirmed to him that they have all the information they need except for the Scheduled Monument Consent. Keith Emerick had promise this before Christmas but it has still not been received. Chris Hall agreed to contact Keith Emerick to progress this.

There was some discussion of possible arrangements for receiving and guiding visitors on one of the Heritage Open Days.

The meeting closed at 12:29pm.

Next Meeting: Midday on Monday 22nd February 2016 in St John the Baptist Church unless otherwise advised.

** At a site meeting on 12th January attended by Cath Cussons, Stephen Garbutt, Chris Hall and Stephen Chittock the exact location for the plinth was finalised. The panel and the long side of the base slab should be set parallel with the South facade of the castle, with the left hand edge of the slab in line with the West facade. The LH rear corner of the slab should be set 6.5m from the South West corner of the structure.*

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 23rd November 2015

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Alan Dargue (SBC), Jean Glover (Civic Society, local resident), Chris Hall (Scarborough Archaeological & Historical Society), Adrian Perry (Civic Society), Chris Perry (Civic Society), David Raine (Civic Society), Jay Woolley (East Ayton Parish Council).

Apologies

Marion Raine, Stephen Garbutt (West Ayton Parish Council).

Minutes

The minutes of the last meeting were approved.

Discussions

Since the last meeting Ken Oakden had circulated more information on the red paint splashes that are visible within the Undercroft. Alan Dargue will arrange for these to be investigated from within to ascertain the extent of the damage. Currently S.B.C. are the only keyholders. Alan will arrange for Cath Cussons and Stephen Chittock to receive keys also.

Chris Hall advised that we have now received Scheduled Monument Consent for the interpretation panel plinth. Stephen Chittock will send the grant provider a copy of this together with the NYMNP email advising that planning permission is not needed. There are 9 unexceptional conditions attached to the SMC. Regarding the need for archaeological investigations when the groundworks are carried out, Chris advised that he would take responsibility for this and the associated circulation of information.

Cath Cussons will now liaise with Burrows Davies to ascertain their recommendations on type of frame and the preferred fixing method. These need to be determined before the size for the finished artwork can be established. Adrian Perry will also liaise with Tim Furness, who is preparing the panel design, to check what form of output he proposes. Adrian will also pass on some additional comments on the latest draft design.

Regarding the reconstruction of the North East corner, Alan Dargue reported that he had fulfilled WREN's request for a breakdown of costs and project delivery plan. The proposed schedule runs from February to June 2016. Alan has also submitted to Historic England a request for the necessary Scheduled Monument Consent. David Sherriff would provide the required architect services.

Jay Woolley initiated a discussion of the needs of people with a visual disability and it was considered that the font size and style should be sufficiently large and clear. The height and orientation of the plinth is also suitable for people with impaired mobility.

The meeting closed at 12:47pm.

Next Meeting: Midday on Monday 11th January 2016 in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 19th October 2015

Present

Lynne Burnett (local resident), Tony Burnett (local resident), Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Alan Dargue (SBC), Jean Glover (Civic Society, local resident), Stephen Garbutt (West Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society), David Raine (Civic Society), Jay Woolley (East Ayton Parish Council).

Apologies

Marion Raine, Cath Cussons.

Minutes

The minutes of the last meeting were approved.

Discussions

Stephen Chittock advised the meeting that the grant agreement with North York Moors National Park Authority (towards the cost of a plinth for an interpretation panel) had been signed by him and Cath Cussons and returned to the Authority and a signed, dated copy had now been received back. Cath Cussons will contact Burrows Davies to advise them that we will be ready to proceed shortly. The agreement specifies that the work must be completed by 28th Feb 2016 and the grant form must be received by NYMNP before 10th March 2016.

Alan Dargue reported on progress with the grant from WREN. They have asked for a breakdown of costs from Burrows Davies and have advised that there is a limit on professional fees of 10% of the award value. They have also requested a project delivery plan. This information has been requested by 23rd October. Chris Hall advised that he has applied for Scheduled Monument Consent in respect of the Plinth. Contrary to earlier indications, he had now been advised that planning consent would not be needed; as Scarborough Borough Council would now be the developer the plinth would be considered a permitted development. However Chris advised that he had not included the rebuilding of the North East corner in the SMC application, as he had not at the time been aware that this was needed. He and Alan Dargue will liaise over that aspect.

Following its approval at a Council Cabinet meeting SBC have approved and accepted the grant offer from WREN.

Jean Glover reported that there was red paint of unknown origin on the new stone of the archway. Burrows Davies will be asked to address this when next on site.

The meeting was advised that the next Heritage Open Days will be 8th-11th September 2016.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 23rd November in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley, Lynne Burnett.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 7th September 2015

Present

Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), Alan Dargue (SBC), Jean Glover (Civic Society, local resident), Stephen Garbutt (West Ayton Parish Council), Mike Baines (West Ayton Parish Council), Chris Hall (Scarborough Archaeological & Historical Society), David Raine (Civic Society), Marion Raine (Civic Society).

Apologies

None.

Minutes

The minutes of the last meeting were approved.

Discussions

Stephen Chittock advised the meeting that North York Moors National Park Authority had approved the recent grant application towards the cost of a plinth for an interpretation panel. The grant offer documents had been received in the last few days. After discussions during the application process NYMNPA had agreed to SBC commissioning the work and receiving the grant funding because SBC would be able to reclaim the VAT, thus reducing the overall cost of the work. The offered grant is therefore for £805.44 with the supporting contribution from FOAC of £458.56. Salient points from the offer document were:

1. The grant agreement be signed by 2 authorised signatories and independently witnessed.
2. An accompanying letter needed signed by same signatories directing the Authority to pay the grant directly to SBC (who can reclaim the VAT).
3. Work must be completed by 28th February 2016 and funds claimed by 10th March 2016.
4. FOAC must obtain, if necessary, Scheduled Monument Consent and planning permission. If not required, we need to provide written evidence of this.
5. Before and after photographs needed.
6. NYMNPA Logo must be displayed on the panel with visually equal proportions to any others.
7. Completion is deemed to be having the plinth in situ and ready for the addition of the interpretation panel. The panel itself does not form part of the agreed project scope.

A proposal that Stephen Chittock and either Stephen Garbutt or Cath Cussons be authorised to sign and accept the offer was carried unanimously. Stephen Chittock advised the meeting of responses he had made to the grant provider regarding the choice of an upright (rather than inclined) mount and the proposed location of the plinth. These were approved by the meeting. Regarding the design for the interpretation panel itself, there was nothing further to report since the last meeting. However Alan Dargue will now contact Tim Furness and to advise him of the timetable and request that he expedite the graphic design work.

Regarding the possible need for Scheduled Monument Consent and planning permission, Chris Hall offered to make contact with Keith Emerich at Historic England and Beth Davis at NYMNPA. Alan

Dargue also offered to contact Giles Proctor. Stephen Chittock will pass relevant design documents to Chris Hall and also the technical details for the NYMNPA logo to Adrian Perry.

Alan Dargue then advised the meeting that WREN had indicated their preparedness to make a grant of £15,000 to enable the completion of rebuilding work on the North West corner of the castle. This would require a third party funding contribution of 10% of the project value which SBC needed to make before the award would be confirmed. This contribution must be approved by the Council Cabinet, which Alan hoped would take place on 15th September. Alan proposed that the architect would be David Sherriff and the contractor Burrows Davies. A small bat survey may be necessary but this was unlikely to create problems and there should be no seasonal restrictions on carrying out work on site. The preservation work would need to be completed within 12 months of the final confirmation of the grant offer. The meeting was reminded that WREN required an embargo on any publicity concerning the grant to enable them to make the announcement themselves.

David Raine requested a copy of the NYMNPA grant offer document.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 19th October in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 27th July 2015

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), Alan Dargue (SBC), Jean Glover (Civic Society, local resident), Joy Woolley (East Ayton Parish Council), Stephen Garbutt (West Ayton Parish Council).

Apologies

Chris Hall (Scarborough Archaeological & Historical Society), David Raine (Civic Society), Marion Raine (Civic Society).

Minutes

The minutes of the last meeting were approved.

Discussions

Stephen Chittock advised the meeting that a recent grant application had been made (with some urgency to meet an impending deadline) after Stephen Garbutt had been advised that North York Moors National Park Authority had funds available under their Community Grant Scheme. The requested grant was for £1,007 towards the anticipated cost of £1,517 for constructing a plinth on which to mount an interpretation panel close to the castle. Cath Cussons had obtained the necessary quotation from Burrows Davies and the application was now undergoing consideration. We had been informed that the outcome would be advised at the beginning of August.

Regarding our other current application to WREN, the announcement of their awards is also usually made on 1st August each year.

There followed a discussion of the content for the proposed panel; the draft design had been updated following the comments at the last meeting and there was general agreement that the design was much improved. Some additional suggestions were made and we are close to arriving at the final design. Stephen Chittock has not yet checked with Nicki Brown of whether the English Heritage logo should now be changed to a Historic England version.



Historic England

A proposed location was also reviewed, enabling Alan Dargue to discuss the matter with Giles Proctor. After that discussion the location will be finalised during a future site meeting of the FOAC group.

Alan Dargue asked to be supplied with the group's bank account details to enable him to transfer the funds currently held on our behalf by SBC. Stephen Chittock will provide these.

The meeting closed at 12:40pm.

Next Meeting: Midday on Monday 7th September in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley.

Friends of Ayton Castle

Meeting Minutes
1200hrs on 1st June 2015

Present

Catherine Cussons (Farmer), Stephen Chittock (local resident), Chris Hall (Scarborough Archaeological & Historical Society), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), David Raine (Civic Society), Alan Dargue (SBC), Jean Glover (Civic Society, local resident), Joy Woolley (East Ayton Parish Council).

Apologies

Heather Phillips (East Ayton Parish Council), Stephen Garbutt (West Ayton Parish Council), Marion Raine (Civic Society).

Minutes

The minutes of the last meeting were approved.

Discussions

Stephen Chittock advised that Jennifer Harley had applied to join FOAC. Cath Cussons advised that Sue Ogilvie had also expressed an interest in joining the group.

The meeting was advised that the application for grant funding from WREN had been submitted by the due date. The amount sought was significantly higher than originally anticipated and approached £15,000. The quotation from Burrows Davies had been a little higher than anticipated, as they would need to purchase new stone rather than being able to reuse old stone already on site. (Post meeting note: grant decisions are usually announced by 1st August).

Stephen Garbutt had asked Cath Cussons to advise the meeting that a fresh tranche of LEADER funding was available. Chris Hall advised that Clair Shields coordinated this fund. He would be in contact with her shortly and would enquire about this.

There was a discussion about the next potential project for which a funding application might be made. The staircase was put forward but it was recognised that this could not be considered in isolation; there was a necessity for associated safety related works on the first floor level to be completed before a staircase could be put into use to provide more general access.

Interpretation Board: Cath Cussons will ask Tim Burrows to provide a quotation for preparing stones to accept the board. Adrian Perry circulated a draft design for the panel and a number of useful suggestions were made for him to take back to the graphic designer. Stephen Chittock will check with Nicky Brown whether the English Heritage logo should now be changed to a Historic England version.



Historic England

Ken Oakden mentioned that the 2007 Conservation report had commented on erosion of the surrounding earthworks and stones by visitors walking around the area. It was agreed that a site meeting would be useful to consider this, at a time when the sward was short.

Chris Perry requested an update on the proposed leaflet. It was felt that the draft design of the leaflet might benefit from a further review in order to coordinate its appearance with that of the interpretation board. Given the preceding discussion on the board information content, it was

also felt that the leaflet text might be too verbose, so this too should be reviewed. To assist this a copy of the article that Stephen Chittock condensed for publication in the Church magazine will be attached to the minutes. It was also pointed out that the submission of a similar article to the Scarborough News and the Dalesman might generate additional publicity for the group.

The meeting closed at 1:08pm.

Next Meeting: Midday on Monday 27th July in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall, Jennifer Harley, Joy Woolley.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 30th March 2015

Present

Catherine Cussons (Farmer), Stephen Garbutt (West Ayton Parish Council), Stephen Chittock (local resident), Chris Hall (Scarborough Archaeological & Historical Society), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), Marion Raine (Civic Society), David Raine (Civic Society).

Apologies

Heather Phillips, Jean Glover

Minutes

The minutes of the last meeting were approved.

Discussions

SJC advised that a draft application for WREN had now been passed to English Heritage. They are now preparing their covering document of recommendation. They have confirmed that SBC, as owners of the building, need to be the applicant and also that this does not preclude them from making the necessary 11% contribution needed to unlock any award which is made.

There was a discussion concerning the amount of £5,750 being requested and whether this would be sufficient for the work being proposed. It was agreed that Adrian Perry would discuss this further with Alan Dargue, who he expected to meet the following day, Cath Cussons would contact Tim Davies of the contractors, Burrows Davies, and Stephen Chittock would speak to the architect, David Sherriff, who had offered some assistance after receiving the minutes of the previous meeting.

In order to change the HSBC bank account signatories to Mike Baines and Stephen Chittock a specific resolution was needed. This was passed unanimously and SJC will now initiate the process.

SJC advised that the editor of the St John the Baptist Church (our meeting venue) church magazine had asked if we might provide an article outlining the work carried out on the castle. SJC will do this in two parts, largely based upon the draft text for the information leaflet.

Chris Hall raised the subject of Heritage Open Days in September and National Archaeology Week in June, asking if we were at a stage when we might participate this year. After discussion it was agreed that it was not practical to do so this year but we should aim to do so in 2016.

Interpretation Board: This will be A1 size. Cath Cussons will ask Tim Burrows to come and look at the proposed mounting stone and provide a quotation for its installation.

Chris Hall mentioned the Heritage Forum, which operates under the auspices of Scarborough Museums Trust. He offered to represent the Friends Group in that forum and this was agreed.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 11th May in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden, Heather Phillips, Richard Mead, Chris Hall.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 23rd February 2015

Present

Catherine Cussons (Farmer), Stephen Garbutt (West Ayton Parish Council), Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), Heather Phillips (East Ayton Parish Council), Richard Mead (Ayton Heritage Group), David Jeffels (NYCC/SBC).

Apologies

None

Minutes

The minutes of the last meeting were approved.

Discussions

WREN funding for two North corners: SJC advised of his contact with Nikky Brown, Projects at Risk Heritage Officer at English Heritage, York, who was enthusiastic to assist with the submission of a bid for funds. She has provided the Information and Criteria document (attached to minutes) and an Expression of Interest Form. To meet the 2015 application deadline this form needs to be sent to her by 17th April; EH will then write a recommendation which needs to be submitted to WREN by 1st May. If we send her the original estimate of costs she will get Giles Proctor to update this.

The applicant needs to be the building owners, SBC. One drawback is a need for a Contributing Third Party who, after a grant is awarded, must promptly provide a contribution equivalent to 11% of its value in order to unlock it. There was a discussion about organisations which might be prepared to contribute towards this, including SBC, and whether SBC would be disqualified because they would be the applicant and therefore would not be a third party. DJ will email Alan Dargue and Nick Edwards, Director of Business Support at SBC, to request assistance in funding this. SJC will explore any potential problem with Nicky Brown. Scarborough Archaeological Society was also mentioned as a possible contributor. AP offered to prepare a draft grant application.

Heritage Lottery Fund re staircase: On discussion it was felt that the staircase formed just one part of a wider scheme, which needed to include safety balustrades and a viewing platform. Much work is needed to prepare a full scheme and so it was agreed to treat the WREN application as our priority and for the moment to place any application to the HLF to one side. SJC said he would call Alan Dargue to seek more detail on the original estimates.

Interpretation Board: There was a discussion of how this might be mounted.

Bank account: SJC now has the statements and other documents. The account holds £15. Current signatories are Margaret Walker and Mike Baines (Mr Jay-Hanmer was also a signatory). It was agreed that SJC should become a signatory instead of Margaret Walker. He will contact HSBC and then process the formalities.

Information Leaflet: AP presented a draft leaflet that has undergone considerable review and editing. Although the scaffolding has now been removed we must still await the removal of the

contractor fencing in order to obtain a suitable cover photograph. AD has offered that SBC will fund its printing.

The meeting closed at 1:00pm.

Next Meeting: Midday on Monday 30th March in St John the Baptist Church unless otherwise advised.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 26th January 2015

Present

Catherine Cussons (Farmer), Stephen Garbutt (West Ayton Parish Council), Jean Glover (Civic Society, local resident), Stephen Chittock (local resident), Ken Oakden (Ayton Heritage Group), Adrian Perry (Civic Society), Chris Perry (Civic Society), Alan Dargue (SBC).

Apologies

David Raine (Civic Society, Seamer Parish Council), Marion Raine (Civic Society).

Minutes

The minutes of the last meeting were approved.

Discussions

SJC advised a lack of success in discussing with the WREN Projects Manager the possibility of grant aid towards an internal staircase because they will only fund work on the original structure. His suggestion of considering instead the Yorventure Community Fund was also fruitless, as its the public access requirements could not be met at Ayton Castle. CC mentioned recent publicity that NYMNP have just received some additional funds. AP reviewed his discussions regarding LEADER funds; Rachel Smith, Conservation Administrator will send us information on the grant criteria for 2015-16 when these are available.

AD advised that the sum removed from the previous contract in respect of the staircase had been £8,327 but this was an estimate only which had not been arrived at by obtaining quotations. KO advised that the Dean Road Cemetery restoration had received significant funding from the Heritage Lottery Fund.

It was then pointed out that the restoration of the North corners might be a suitable alternative project for a WREN application. SJC advised that these operate on an annual bid cycle and May was the next deadline. AD will extract the information on these aspects from the recent documents and SJC will contact the coordinator at English Heritage, Nicki Brown.

AP will investigate the possibility of an HLF application and will shortly have the opportunity to discuss this with Katherine Boardman of the HLF, whose remit appears to include the Scarborough area.

AP has already drafted an information leaflet on the castle that includes an application to join the Friends group. He needs a suitable photograph; members will send examples to him. AD offered to fund the production of this leaflet.

The scaffolding should be dismantled imminently; construction of the grilles is in progress from templates.

Interpretation Board

The necessary information board was discussed. English Heritage have indicated that they would prefer this to be in front of the building rather than mounted on the grilles. Using a large stone as a base was suggested; CC offered to provide this. KO will proof read the text for accuracy of content.

The meeting closed at 12:45pm.

Next Meeting: Midday on Monday 23rd February in St John the Baptist Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Cath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sheriff, Jean Glover, Marion Raine, Ken Oakden.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 15th December 2014

Present

Stephen Garbutt (West Ayton Parish Council), Catherine Cussons (Farmer), Jean Glover (Civic Society, local resident), Stephen Chittock (local resident), Ken Oakden (A.H.G.), Adrian Perry (Civic Society), Chris Perry (Civic Society).

Apologies

Alan Dargue (SBC).

Discussions

There was a review of the site visit the previous Thursday, which those present had enjoyed. There was a discussion of the type of public access that might be available, after further investment in the structure. It was agreed that access to the interior could only be offered on specific open days because of the need for proper instruction, supervision, insurance etc. Heritage Open Days would provide an appropriate context. These generally take place on the second weekend in September each year from Thursday to Sunday. Recently the local sponsor has been the Museums Trust.

It was agreed that we should have a policy of ensuring that any publicity relating to the building should emphasise the need to park in the spaces on Pickering Road, to avoid obstructing access to land and dwellings on Castle Rise.

Suggestions for Future Grant Applications

There was further discussion of possible grant applications to the Heritage Lottery Fund, NYM (Leader grants for informative literature) and WREN. The HLF was felt to involve too much complexity in preparing the application.

Chris and Adrian Perry agreed to investigate applying for Leader funds with Clair Shields at NYM and Stephen Chittock agreed to investigate applying to the WREN fund. The availability of funds allocated by SBC to parish councils was also discussed; it was believed the application deadline for this was imminent. (After the meeting Adrian Perry investigated and advised that the deadline had just passed but the fund was hugely oversubscribed anyway.) Stephen Chittock will ask Alan Dargue to extract the estimates for the stairs and any other access related items (balustrades etc.) from the bid documentation.

In order to make any application we would need appropriate signatories. It was pointed out that after the death of Mr Jay-Hanmer a new Chair had not been elected. Kath Cussons then nominated Stephen Chittock to chair, seconded by Stephen Garbutt and he was unanimously elected. Details of the bank account will also be needed. Stephen Chittock said he would contact Mike Baines to obtain the documentation.

Alan Dargue had sent a message asking whether the allowance for the information board should be left in the contract. It was agreed that it should be taken out and Stephen Chittock contacted Alan after the meeting to advise him of this.

Interpretation Board

The location for the interpretation board was discussed. It was agreed that we should consider two boards that might be affixed to the new grilles (not part of the original structure) being fitted to openings on the East and West facades of the building. This would avoid the cost of posts and foundations. Stephen Garbutt will ask the Chair of the Bridge Library if it might be possible to make leaflets available through them. Any leaflet should include details of the other interesting parts of the village and the context of the Castle within this, both of which measures would encourage parking in the main village.

The meeting closed at 1:00pm.

Next Meeting: Midday on Monday 26th January 2015, in Church unless otherwise advised.

Circulation: Alan Dargue, Stephen Garbutt, Kath Cussons, Adrian Perry, Chris Perry, David Raine, G. Lee, David Jeffels, Clair Shields, Mike Baines, Mike Lawson, David Sherriff, Jean Glover, Marion Raine, Ken Oakden.

Friends of Ayton Castle

Meeting Minutes

1200hrs on 18th November 2014

Present

Stephen Garbutt (West Ayton Parish Council), Catherine Cussons (Farmer), David Raine (Civic Society, Seamer Parish Council), Marion Raine (Civic Society), Jean Glover (Civic Society, local resident), Alan Dargue (SBC), Stephen Chittock (local resident), Mike Baines (West Ayton Parish Council), Ken Oakden (A.H.G.), Adrian Perry (Civic Society), Chris Perry (Civic Society), David Sherriff (Architect).

Apologies

None

Discussions

Alan Dargue introduced David Sherriff, architect responsible for the current work.

David Sherriff reported that the contract was proceeding well although the end date had been extended to the end of January. Much of the original pointing had been in good condition, creating savings that had been translated into the provision of more new stone. New stone is being sourced from Lowther's Crag, a quarry near Whitby, as on the earlier phase of work. Replacement of stonework is 3 weeks ahead of schedule and the contractor is currently aiming to complete all stonework by Mid-December.

Ideally the scaffolding will be removed before Christmas, leaving just the groundworks to be completed in January. This work will mainly comprise levelling and grading to the East and West sides of the structure and the filling of the trench on the East side with rubble. Other rubble will need to be disposed of. It was suggested that this rubble could be deposited to the right of the slope down into the bottom field, to help stabilize this bank. This will be investigated.

Alan Dargue suggested 11am on 11th December for a site meeting, which was agreed.

Suggestions for Future Grant Applications

English Heritage has suggested the installation of a galvanized steel staircase inside the West wall to provide access to first floor level. This has previously been priced at about £7,500 but had been omitted for cost reasons. This could be viewed very favourably by grant-giving organisations as it helps provide public access/aids interpretation of the monument. It would need to be combined with handrails on the reveals at first floor level. We could also include rebuilding the stonework at the corners of the structure, which had also been omitted for cost reasons.

Possible grant sources were the Heritage Lottery Fund, NYM and WREN.

The content for the interpretation board was also discussed, for which there is an allowance of £1,200.

The meeting closed at 12:40pm.

Next Meetings: Site meeting 11:00am, 11th December then 12:00pm, 15th December, in Church.

