

**Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 19 June 2012 at 7.00 pm**

**Present:-** Cllrs: J Fletcher (Chairman), Mrs F Greenwell, Mrs J Brown, R Kirk and R Hudson.  
Mrs J Leng (Parish Clerk). Others Present: Mr Howard Atkinson (Cemetery Superintendent), Mr Matthew Hamer (Apprentice).

<b>Min No.</b>	<b>Business</b>	<b>Action</b>
1	<b>Apologies for Absence</b> Apologies for absence were received from Cllr Jackson, Cllr Readman, Cllr Mrs Moorhouse, Mrs Dumphy (D&S Reporter) and the Police.	Noted.
2	<b>Declaration of Interest in items on the Agenda</b> Declarations declared and noted with the relevant topic/s.	Noted.
3	<b>Members of the Public invited to address the Council</b> There were no members of the public present.	
4	<b>Minutes of the Annual Meeting of the Parish Council and Parish Council meeting held on Tuesday 22 May 2012.</b> The minutes of the AMPC and the PCM held on Tuesday 22 May 2012 were approved and signed.	
5	<b>Police Report</b> The Police Report was circulated and their apologies noted. The Parish Council expressed their concern that the majority of incidents were undetected including the theft of the container containing the boxing club equipment from the Working Men's Club.	Noted.
6	<b>Council Services Report</b> <b>Cemetery</b> – Employees amenities facility – it was agreed that this needed to be progressed and in place for the Autumn. It was agreed to purchase a 2 <sup>nd</sup> Yew Tree to be planted opposite the commemorative tree planted on 10 June 2012. The Cemetery Superintendent informed members that when digging graves recently they had hit a drain that was cemented in and this has meant that they have had to utilise the services of Richard Collins with his digger to break through the concrete.  <b>Allotments</b> – Further correspondence received from Mr Sutcliffe. The Parish Council requested that the Clerk respond to Mr Sutcliffe confirming their previous decision.	Noted. Cllr Jackson .  Clerk to arrange.  For information.  Clerk

	<p>Bonfire complaint received – allotment holders to be reminded of rules in relation to the lighting of fires on the allotments.</p> <p><b>High Green</b> – Resident has reported that there is a dead branch on the Lime Tree in the centre of the High Green – to be removed.</p> <p><b>POS</b> – The Cemetery Superintendent advised Members that the push mower was broken beyond repair and provided costs to purchase a new one. It was agreed to purchase a new push mower at a cost of £426.67.</p> <p><b>Apprentice - Accredited Tractor Mower Course</b> It was agreed that the Apprentice should attend the Accredited Tractor Mower Course at a cost of £175.</p>	<p>Cemetery Superintendent</p> <p>Cemetery Superintendent</p> <p>Cemetery Superintendent</p> <p>Clerk</p>
7	<p><b>Matters Arising from the minutes (for information only)</b></p> <p><b>Village Hall</b> – Cllr Kirk advised that he had held an initial meeting with the Great Ayton Dramatic Society to consider options in relation to establishing a ‘Village Hall Working Group’. Cllr Kirk would keep Members up to date on progress.</p> <p>The replacement railings were ready to fitted, however, the wall repair needs to be completed first.</p> <p>S106 form to be completed with the Play Area and Village Hall lift proposals.</p>	<p>Cllr Kirk</p> <p>Clerk</p> <p>Cllr Fletcher / Clerk</p>
8	<p><b>Planning Report</b></p> <p>Cllrs Kirk and Mrs Greenwell declared an interest in planning application reference 12/01155/FUL – AMR Autos Vehicle Repair Workshop, Greenhow Hill Farm and Cllr Kirk departed from the room whilst discussions took place and the decision was made.</p> <p>12/01079/FUL – 12 Roseberry Road – Proposed alterations and extension to existing dwelling – <b>No observations.</b></p> <p>12/01107/FUL – 2 Skottowe Drive – Proposed alterations and extension to existing dwelling – <b>No observations.</b></p> <p><b>12/00514/FUL</b> – Newton Rose, 46 Newton Road – Amended Plans for the proposed alterations and extension to existing pubic house to form a dwelling – <b>No observations.</b></p> <p><b>12/01095/FUL</b> – 2 Wheatlands – Revised application for proposed extension to existing dwelling – <b>No observations.</b></p> <p><b>12/01141/FUL</b> – 102 Guisborough Road – Proposed rear conservatory to existing dwelling – <b>No observations.</b></p> <p><b>12/00848/TPO</b> – Richardson Hall, High Green – Application for works to 4 trees subject to tree preservation order 1998/01 – <b>No observations.</b></p> <p><b>12/01178/FUL</b> – Dixon House, 1 High Green – Revised application for proposed single story rear extension to existing dwelling – <b>No observations but Councillors did raise a concern in relation to the proposed height of the adjoining wall on the neighbour property.</b></p>	<p>Clerk to advise HDC Planning Department of the decisions.</p>

	<p><b>12/00981/FUL</b> – Angrove West Farm – Siting of wind turbine (24.6M mast) – <b>No amended plans received and none available on the website so unable to comment.</b></p> <p><b>12/01194/TPO</b> – 5 Old Mill Wynd – Application for work to tree subject to tree preservation order no. 1998/01 – <b>No observations.</b></p> <p><b>12/01193/CAT</b> – Molyneux, Low Green – Proposed removal of 3 trees – <b>No observations.</b></p> <p><b>12/01155/FUL</b> – AMR Autos Vehicle Repair Workshop, Greenhow Hill Farm – Construction of 2 wind turbines (11M mast) – <b>No observations.</b></p> <p><b>Applications Approved</b></p> <p><b>12/00642/FUL</b> – 1 Rosehill – Proposed alterations and extension to existing dwelling.</p> <p><b>12/00752/CAT</b> – Eastbrook – Proposed felling of Alder Tree.</p>	Noted.
9	<p><b>Correspondence and Information Report</b></p> <p><b>New Standards Regime</b> – It was agreed to adopt the new Code of Member Conduct which the District Council has adopted from 1 July 2012. The Clerk would circulate the new registration form for members register of interests for completion. It was also agreed to adopt Standing Order ‘A’ in relation to a Member with a Disclosable Pecuniary Interest to leave a meeting.</p> <p><b>Audit Commission – Consultation on Appointment of External Auditor for 2012/13 and Future Years</b></p> <p>It was agreed to accept the proposal to appoint Littlejohn LLP to audit the annual return of Great Ayton Parish Council for five years from 2012/13, however, the Clerk when responding was also asked to express that the Council would have preferred to utilise a local firm.</p>	Noted.  Clerk  Clerk
10	<p><b>Clerk’s Report</b></p> <p><b>Footpath Easby Lane to Suggitts Field – Underground Leak</b></p> <p>This is still not repaired and further complaints have been received – Clerk to advice PROW.</p> <p><b>Request for Memorial Bench in Cemetery</b></p> <p>Clerk to cost a 3 seat bench for the corner of the Garden of Remembrance.</p> <p><b>Silver Band Fund</b></p> <p>Silver Band Recognition – one proposal was to plant a silver birch tree on Langbaugh Corner – and other proposals to be submitted to the next meeting for consideration and decision.</p>	Noted.  Clerk  Clerk  All

	<p><b>Great Ayton Parish Council Standing Orders</b> The amendment to Item 1 (w) of the Standing Orders to reflect the decision taken at the last meeting to host Parish Council Meetings on the Second Tuesday of the month from September was agreed.</p> <p><b>Disc Parking Proposal</b> Highways had responded to the Disc Zone Enquiry for the High Street and detailed all the requirements to introduce such a scheme. The Council agreed that due to the number of requirements that it was not a viable option at present.</p>	<p>Clerk</p> <p>Closed.</p>
11	<p><b>Accounts Report</b> The total payments made were £2099.11 The total receipts received were £1138.00.</p>	Noted.
12	<p><b>Councillors Reports</b> <b>CLlr Jackson</b> had submitted a written update in relation to the Great Ayton Discovery Centre.</p> <p><b>CLlr Mrs Brown</b> advised that the dog fouling notice had still not been erected in Langbaugh Close – Clerk to chase. Complaints received in relation to the grass cutting – because of the adverse weather the grass is growing extremely quickly additional assistance had been brought in to assist prior to the Village Fete and hopefully with the purchase of the new push mower this would now improve.</p> <p><b>CLlr Hudson</b> reported that a local businessman had kindly donated funds to replace the boxing club items that were stolen. The Parish Council requested that their appreciation be passed on to the gentleman concerned.</p> <p><b>CLlr Fletcher</b> reported that the Village Fete had been a success but for future reference it was agreed that the Cemetery Superintendent and Apprentice should assist with the setting up and tidying away and that the fairground vehicles should park on the road rather than the grass. The Clerk was asked to write to those organisations who entered a float and ask them to pass on sincere thanks to the drivers. It was also agreed that all float entries should receive a certificate in future.</p>	<p>Noted.</p> <p>Clerk</p> <p>Noted.</p> <p>Noted.</p> <p>Clerk</p>

**GREAT AYTON PARISH COUNCIL – MEETING 22 MAY 2012**

**COUNCIL SERVICES REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Cemetery	Employees Amenities Facility.	Proposal to be put forward in April/May.	Open.
	Cllr Jackson advised that two plaques had been found in the Cemetery that related to the planting of Yew Trees in the Cemetery for Queen Victoria's Diamond Jubilee in 1897, these needed cleaned and renovated.	The official planting of the Yew Tree took place on 10 June 2012 and was planted by Mr Scrope DL.	Closed.
Allotments	Cllr Hudson advised Members that he had received communication from Mr Sutcliffe asking for an update in relation to the disabled access to the allotments.	Agreed at meeting held on 22 May 2012 to wait until allotment renewals took place in October to see if a more suitable garden became available.	Closed.
Play Area	RoSPA Report – repair/maintenance requirements.	Work ongoing.	Open.
	Investigations into replacement play equipment.	Cllr Brown had now received a third quote..	Open.
	Request for a new lockable waste bin as the current one was burnt out. Clerk to contact John Proud to see if they have one available. No bins available and advised that there was no plans to purchase any at this present time.	Cemetery Superintendent would purchase a metal bin and fix to the railings.	Open.
Low Green	Wild flowers planting – Stokesley Road side.	Cllr Fletcher to investigate further.	Open.
	Willow Tree Bench.	Outstanding.	Open.
High Green	Lime Tree replacement. Donation of £400 received from the Guisborough and Great Ayton Rotary Club (they have expressed an interest to be involved with the official ceremony).		Open.
Flower Tubs	Re-planting prior to the Village Fete. Cemetery Superintendent informed the meeting that one of the Flower Tubs was broken beyond repair.	Tubs re-planted in advance of the Village Fete and a new tub purchased to replace the broken one on Hollygarth Bridge.	Closed.
Captain Cook Garden	Cllr Readman asked if the Cemetery Superintendent had had an opportunity to look at tidying up the Garden.	It was agreed that this would be a project for later in the year when a thorough clear out would take place.	Open.

**GREAT AYTON PARISH COUNCIL – MEETING 19 JUNE 2012**

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>	<b>COUNCIL RESPONSE</b>
12/01079/FUL – 12 Roseberry Road	Proposed alterations and extension to existing dwelling.	
12/01107/FUL – 2 Skottowe Drive	Proposed alterations and extension to existing dwelling.	
12/00514/FUL – Newton Rose, 46 Newton Road	Amended Plans for the proposed alterations and extension to existing public house to form a dwelling (previously circulated for comment).	Planning Department advised that there were no observations.
12/01095/FUL – 2 Wheatlands	Revised application for proposed extension to existing dwelling.	
12/01141/FUL – 102 Guisborough Road	Proposed rear conservatory to existing dwelling.	
12/00848/TPO –Richardson Hall, High Green	Application for works to 4 trees subject to Tree Preservation order 1998/01 as amended by email and photos received by Hambleton District Council on 29 May 2012. (previously circulated for comment).	Planning Department advised that there were no further observations.
12/01178/FUL – Dixon House, 1 High Green	Revised application for proposed single storey rear extension to existing dwelling.	

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
12/00642/FUL – 1 Rosehill	Proposed alterations and extension to existing dwelling.
12/00752/CAT – Eastbrook	Proposed felling of Alder Tree.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
Bank Flow Farm	Logs for Sale sign should be removed as not part of the agricultural holding (wood bought in to sell); Owner intimated that he will make application for this and another livestock building.	Open.
Stanley Houses	Planning application due shortly for change of use at rear of property to cover “storage and sale of caravans”.	Open.

**GREAT AYTON PARISH COUNCIL – MEETING 19 JUNE 2012**

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Sender</b>	<b>Information</b>	<b>Action</b>
NYCC	Hambleton Area Committee Notice and Agenda – 18 June 2012 (previously circulated).	
Sunnyfield Kindergarten	Thank you letter for the Diamond Jubilee Mugs (previously circulated).	
Roseberry Community Primary School	Thank you letter for the Diamond Jubilee Mugs (previously circulated).	
HDC	Correspondence regarding New Standards Regime – awaiting follow up information.	
NYMNPA	Local Development Framework – Design Guide Part 4 – The Re-use of Traditional Rural Buildings.	
Middlesbrough Council	Middlesbrough Local Development Framework – Housing Review Issues and Options.	
Forewind	Reference: Start of Statutory Consultation on Dogger Bank Teesside in accordance with Section 42 of the Planning Act 2008 as amended (previously circulated).	
Audit Commission	Great Ayton Parish Council – Consultation on appointment of external auditor for 2012/13 and future years (previously circulated).	
HDC	Training Session: Localism Act and Neighbourhood Planning – Tuesday 3 July 2012 at 6.30 pm in the Council Chamber, Northallerton.	
Cllr Simon Jackson	Update in relation to Great Ayton Discovery Centre (previously circulated).	
HDC	Registration of Property Name Change from Stanley Houses, Yarm Lane to Oak Manor, Yarm Lane (previously circulated).	

**INFORMATION**

<b>Sender</b>	<b>Information</b>
NYMNPA	Moors Messenger May 2012
CPRE	Campaign to Protect Rural England North East Newsletter – Summer 2012
Hambleton & Richmondshire Disability Forum	New disability website launched for Hambleton and Richmondshire
Rural Services Network	Weekly Digest, 28 May, 6 June and 11 June (previously circulated).
Rural Services Network	Rural Opportunities Bulletin.
Editor	North Yorkshire Now Newsletter June 2012.
Notts Sports	Play Area Brochure
Esk Valley Railway	Notification of repair work and replacement bus service (previously circulated and displayed in village notice board)
Esk Valley Railway	Press Release Re: James Cook University Hospital Railway Station
RSS	Rural Insight Survey 2012 (previously circulated).

**GREAT AYTON PARISH COUNCIL – MEETING 19 JUNE 2012**

**CLERK'S REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Footpath Easby Lane to Suggitt's Field	Footpath completed. New kissing gate and cutting back trees outstanding should be completed by end of FY11/12. Underground leak reported to both PROW and NWB.	Review undertaken and confirmed that it was suspected that there was a blocked land drain. Further investigative work to be undertaken to ascertain costs and when and if the problem can be resolved.	Open.
Footpath behind Cliffe Terrace	PROW cannot provide a date for the resurfacing. Moved to FY12/13, depending on priorities.	No change.	Open.
Hall Fields Project	Nicky Smith, NDVSA, chasing the Forestry Commission (Woodland Improvement Grants) for assistance, has escalated the request.	No change.	Open.
	NWB may be able to assist if their 2 <sup>nd</sup> proposal for flood defences for Roseberry Crescent is agreed. Proposals being revised.	No change.	Open.
	The EA may assist with grant funding.	No change.	Open.
Queen's Diamond Jubilee Beacons 04/06/12	National Trust (Gareth Wilson) attended the meeting on 8 March and he supported the proposal for a Beacon at the top of Captain Cooks monument and was happy to co-ordinate this with the Beacon on Roseberry.	Beacon was lit at Roseberry Topping and there had been good attendance throughout the day at the activities set up by the National Trust.	Closed.
Queen's Jubilee Week - June 2012.	Calendar of events now complete, programme printed ready for circulation to every household.	Programmes were circulated to every household, thank you letters sent to those who sponsored and those who kindly delivered.	Closed.
	It was agreed to purchase commemorative mugs for all primary and nursery school children in the village.	Commemorative mugs were distributed and letters of appreciation received (see Correspondence Report).	Closed.
Fete – June 2012.	Rt Hon Wm Hague has confirmed his attendance at the fete as long as no major ministerial obligation occurs. Review of the Safety Plan / Risk Assessment was complete and circulated to parade participants. Questions circulated and actions agreed.	Clerk continuing with arrangements. There was now a requirement to have a road closure in place for the Parade.	Ongoing
Common Land PROW Easby Lane to Suggitt's Field	HDC enforcement officer dealing with matter; appears to be in contravention of original planning application. Solicitor suggested wait for HDC's response before spending any funds.	HDC response outstanding.	Open.
Highways Issues	Low Green – white lines. Inspection completed and agreed that they would be renewed in the next financial year – date to be confirmed.	Clr Moorhouse advised that she had requested an update in relation to this work.	Open.



	Waterfall Terrace – Railings. Cllrs Mrs Brown and Mr Fletcher reported unsafe coping stones and railings. Inspected and agreed to carry out necessary repairs in the next financial year – date to be confirmed. Clerk to chase as a matter of urgency as railing now extremely dangerous. Response received from Highways stating that they did not feel that the repair work was urgent and that they would advise when a date was agreed but that it would be later in the year (response circulated).	Further issue reported in relation to missing railing as reported by Cllr Mrs Brown – awaiting response. Cllr Moorhouse reported that she had been advised that the railings should be repaired within two weeks. Clerk to write to Highways to stress the urgency due to the Village Fete.	Open.
GADS	Request to have a permanent notice board outside the Village Hall. Notification that they may need to hand back management of the Village Hall including utility costs. Advised that we were waiting for establishment of Village Hall Committee.	Cllr Kirk communicating with GADS re: issues.	Open.
NS&I	NS&I Investment Account – Account balance received along with account closure documents which have been completed and returned.	Decision required on what to do with the money.	Open.
Hambleton District Council	Public Open Space, Sport and Recreation Action Plans .	Ongoing - responses requested by the next meeting.	Open.
Mr McCarthy	Request for memorial bench in the cemetery in memory of his mother and father. Clerk wrote to Mr McCarthy to see if he would like to contribute to a bench to be placed around a tree in the Cemetery	Mr McCarthy has confirmed that he would like to proceed subject to the bench been close to the garden of remembrance?	Open.
Mrs Johnson	Travellers Rest –telephone call to state that since the road was repaired the yellow lines have not been repainted – this is now causing access problems due to people parking.	Cllr Moorhouse advised that Highways would repaint yellow lines when they were in the area with the line machine..	Open.
Great Ayton Parish Council Standing Orders	Amendment to Item 1 (w) of the Standing Orders to reflect the decision taken at the last meeting to host Parish Council Meetings on the second Tuesday of the month from September.	Standing Orders amended for approval.	Open.
Disc Parking	Clerk had contacted Highways to obtain further information in relation to disc parking proposals as requested at the meeting held on 22 May 2012.	Awaiting response.	Open.

**GREAT AYTON PARISH COUNCIL – MEETING 19 JUNE 2012**  
**ACCOUNTS REPORT**

**1.1 Payments**

<b><u>Supplier</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
W Eves & Co Ltd	Fuel for Grass Cutting - POS	113.00	DD 221.28
	Fuel for Cemetery	108.28	
Scottish Hydro Electric	Electricity – Invoice Period 1 April 2012 – 10 May 2012	Public Conv	DD 32.78
Yorwaste	Invoice for collection of General Waste – 1 July 2012 to 30 September 2012	Cemetery	94.69
Julie Leng	Envelopes x 4 packs @ £2.25	9.00	38.06
	Telephone Bill	25.06	
	Postage from 23 May 2012 to 19 June 2012	4.00	
Richard Collins	Grave dug, breaking out concrete and old drain, hire of breaker & saw	Cemetery	120.00
Peter Derwent Welding & Engineering	Shot blast paint & fabricate stands for plaques.	Cemetery	144.00
Sam Turner & Sons Ltd	2 x Postfix & 3 x Transparent 5 Blade - Cemetery	101.93	154.93
	Dustbin & Poly Refuse Sacks – Play Area	20.83	
	Fuel Can and Blade - POS	32.17	
Mrs Foster	Allotment deposit returned for plot 31A2	10.00	10.00
<b>TOTAL</b>			<b>815.74</b>

**1.2 Receipts**

<b><u>Customer</u></b>	<b><u>Reason</u></b>	<b><u>Other data</u></b>	<b><u>Value £</u></b>
Mr Bailey	Garage Rent – 1 June 2012	Garage Rent	25.00
Roseberry Primary School	Village Fete – Stall	Village Fete	10.00
J :L Hunton Ltd	Diamond Jubilee Programme Sponsorship		10.00
Mr Grayson	Grave Reservation – 5 LA	Cemetery	66.00
Mrs Leach	Grave Reservation – 2 LI	Cemetery	66.00
Mrs Burnett	Allotment Deposit	Allotments	15.00
Ayton Funeral Services	Interment of Ashes	Cemetery	63.00
J Barthram & Son	Funeral Fee	Cemetery	627.00
<b>TOTAL</b>			<b>882.00</b>

1.3 NS&I Silver Band Account funds – what should happen with this money?

1.4 Cheque number 000055 cancelled as St John’s Ambulance would not be charging for their services at the Village Fete.