

Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 14 August 2012 at 7.00 pm

Present:- Cllrs: J Fletcher (Chairman), Mrs F Greenwell, R Hudson, G Readman and S Jackson
Mrs J Leng (Parish Clerk). Others Present: Mr Howard Atkinson (Cemetery Superintendent), Mr Matthew Hamer (Apprentice), Cllr Mrs H Moorhouse, PCSO Preston and 3 Members of the Public.

Min No.	Business
1	<u>Apologies for Absence</u> Apologies for absence were received from Cllr Kirk, Cllr Mrs Brown and Mrs Dumphy (D&S Reporter).
2	<u>Declaration of Interest in items on the Agenda</u> Declarations declared and noted with the relevant topic/s.
3	<u>Members of the Public invited to address the Council</u> Mr Lamb from the Tees River Trust provided a report to members outlining a proposals to reduce silt inputs to the River Leven and its tributaries to improve the habitat in the river for invertebrates and fish. If the project were to go ahead they would be looking at four areas along the River Leven within Great Ayton – these been the Low Green, Middle of Great Ayton, Back of School House A and Back of School House B. They are in the process of trying to secure funding for the scheme and Mr Lamb agreed to keep members up to date on progress and to provide further information as and when appropriate. Noted.
4	<u>Minutes of the meeting held on Tuesday 17 July 2012</u> The minutes of the PCM held on Tuesday 17 July 2012 were approved and signed.
5	<u>Police Report</u> The Police Report was circulated and noted. .
6	<u>Council Services Report</u> Cemetery – Employees amenities facility – it was agreed to meet the costs of between £300 and £400 for the architect to plan the proposed facility. Ongoing. Allotments –Cllr Hudson provided the costs of installing a barrier, but the problem would be at what height it could be installed to ensure that the allotment holders could access the site in their vehicles. It was concluded that this was not a viable option. Play Area – Ongoing. Low Green – Wild Flower Planting on Stokesley Road – Ongoing. Willow Tree Bench – Ongoing. Lime Trees – Bilsdale Tree Services had provided an initial quote of £390 for one day to enable them to establish how many trees they could prune within one day. They would then come back with further information and pricing. Agreed. High Green – it was agreed that an official photo opportunity should be arranged and that the Guisborough and Great Ayton Rotary Club should be invited. Awaiting dates from Peter Torbert. Clerk to progress. Problem Solving Group – a meeting of the PSG had taken place on 27 July 2012 in the Great Ayton Discover Centre (GADC) and was attended by a number of residents to look at the issues of anti social behaviour on the High Green, around the GADC car park and the back of the shops. The Parish Council were asked to revisit the issues arising from the bylaw prohibiting the playing of football on the High Green – No change. The Parish Council were also asked to consider planting shrubs between the Cherry Trees to stop them been used as goal post – this was not considered a viable option. Flower Tubs – the Cemetery Superintendent advised that one plaque required replacement and we needed to purchase one new tub. The Clerk had ordered the replacement plaque and had obtained quotes for the replacement of the flower tubs - £29.99 for one or £50.00 for two. It was agreed to purchase two and keep one in stock. Captain Cook Garden – the tidy up work would take place later in the year. Cemetery Superintendent.
7	<u>Matters Arising from the minutes (for information only)</u> Village Hall – Cllr Kirk to be requested to provide an update to the next meeting. Cllr Kirk.

	<p>The replacement railings were ready to be fitted, however, the wall repair needs to be completed first. Open. Low Green Parking along the riverside opposite the Conservative Club and Marwood School. It was agreed to confirm with Highways to paint double yellow lines from the Bridge to Ayton Hall on the Riverside. The Clerk was also asked to pursue the repainting of the white lines at the Low Green at the same time as this would clearly guide members of the public as to where they can park.</p>
8	<p>Planning Report 12/00981/FUL – Angrove West Farm – Amended plans – siting of a wind turbine (24.6M mast) as per amendments received by Hambleton District Council on 16 July 2012 – No observations. 12/01530/FUL – 3 Langbaugh Close – Proposed dormer window and side extension to existing dwelling - No observations. 12/01448/FUL – Stamps Coffee Shop – Change of use to existing store to form seating area and staff facilities for existing coffee shop – No observations. 12/00211/FUL – Great Ayton Cricket & Football Club – Amended plans to include a 2.4 x 4 m on the rear elevation for accessible toilets – No observations. Applications Approved 11/02724/FUL – 107 Newton Road – Alterations to existing dwelling to form 2 dwellings as amended by plans. 12/00514/FUL – Newton Rose, 46 Newton Road – Alterations and extension to existing public house to form a dwelling. 12/01079/FUL – 12 Roseberry Road – Proposed alterations and extension to existing dwelling as amended by plan received by Hambleton District Council on 12 June 2012. 12/01107/FUL – 2 Skottowe Drive – Proposed alterations and extension to existing dwelling. 12/00819/FUL – Grange Mill House – Proposed single storey extension and replacement window to existing dwelling as amended by drawings received by Hambleton District Council on 12 July 2012. 12/01193/CAT – Molyneux, Low Green – Proposed removal of 3 trees. 12/01278/CAT – Molyneux, Low Green – Proposed removal of 3 trees. 12/01181/FUL – 85 High Street – Proposed rear raised patio area with access steps and boundary wall. 12/01141/FUL – 102 Guisborough Road – Proposed rear conservatory to existing dwelling. 11/01179/LBC – Dixon House. 1 High Green – Revised Listed Building Consent for proposed single storey rear extension to existing dwelling. 12/01095/FUL – 2 Wheatlands – Revised application for proposed extension to existing dwelling. Other Planning Information 12/00462/FUL – Stanley Grange Stud – Proposed demolition of outbuilding and garage and construction of two storey extension to existing farmhouse – Withdrawn. 12/01194/TPO – 5 Old Mill Wynd – Application for works to tree subject to Tree Preservation Order no 1998/01 – Refused.</p>
9	<p>Correspondence and Information Report Mazars – Request for Annual Return amendment and further documentation. Completed and returned. Great Ayton Discovery Centre – Second Quarter Update Report – Noted. North Yorkshire Police – Monthly statistics for July 2012 – Noted. NYMNPA – A Walk Up the Fields and Beyond Project Publicity Information – Noted. North Yorkshire County Council – County Council Highways and Transportation Service Update on some of the main developments and challenges for the coming year. Noted. Licensing Department, Hambleton District Council – Request for license variation for Whinstone View Country Club, notice of a hearing scheduled to take place on 15 August 2012 – Noted. Friends School Development Resident – Complaint about the bins on the High Green overflowing – Noted. Hambleton District Council – Issue in relation to the Bee Hive Bins on the High Green no longer fit for purpose and concerned about the fact that they have found rats in them and that the lids are unsafe. HDC advised that they could replace with green bins at a cost of £250 +vat per bin. – Agreed to purchase two new green bins. Fairtrade Steering Committee – Request for information to be included on Village Website – Agreed that the information provided could be included on the Village Website but not the Parish Council Website.</p>

	<p>The following items for information were all noted:-</p> <p>NYMNPA – Poster for Terrarium dance in a bubble event – poster placed in Village Hall Notice Board.</p> <p>Hambleton District Council – Update July 2012 including a poster for Annual Canvass 2012 PCC Elections that will be held on 15 November 2012 – displayed in Village Notice Board.</p> <p>SLCC – E-new July 2012.</p> <p>Rural Services Network – Weekly Email News Digest – 16 & 23 July and 6 August 2012.</p> <p>Rural Services Network – Rural Opportunities Bulletin.</p> <p>Action for Market Towns – Mobilise and Market your Town.</p> <p>Caryn Loftus – Great Ayton Station Project – Confirmation that the fencing work would commence on 13 August 2012.</p> <p>SMP Playgrounds Ltd – Inspired Facilities Funding re-opened for applications.</p> <p>Play & Leisure Ltd – New Play Products Brochure.</p> <p>Rob Tatham – Play Area Resurfacing Information.</p> <p>North Yorkshire Rural Housing Enabler – Newsletter.</p> <p>Emergency Planning Department – Invitation to attend a free planning for emergencies event scheduled to take place on 3 October 2012.</p> <p>Forewind – Annual Review.</p> <p>NYMNPA – Up and coming exhibitions.</p>
10	<p>Clerk's Report</p> <p>Footpath Easby Lane to Suggitts Field – Underground Leak This is still not repaired and further complaints have been received – Clerk to advise PROW. Ongoing.</p> <p>Flooding on Easby Lane – A site meeting took place on 9 August 2012 where an number of proposals were discussed and it was agreed to pursue the instalment of plastic piping to try and drain the water away. Open.</p> <p>Footpath behind Cliffe Terrace – No change. The Cemetery Superintendent and Apprentice had cut back the Elder Tree as requested. – Open.</p> <p>Hall Fields Project – No change – Agreed to add this Project to the S106 Public Open Space, Sport and Recreation Action Plans. Open.</p> <p>Common Land and PROW Easby Lane to Suggitt's Field – Hambleton District Council response outstanding – Clerk contacted the Enforcement Officer who apologised as she had been busy dealing with other issues but agreed to review as soon as possible.</p> <p>Highways Issues – White Lines at the Low Green – awaiting a date for completion – Open – Clerk to ask Highways to complete as part of the Double Yellow Lines Project at the Low Green Riverside.</p> <p>Waterfall Terrace Railings – The work had commenced on 13 August and was nearly complete – Closed.</p> <p>Station Road – Footway overgrown making footpath extremely narrow – Work order issued for work to be undertaken in the next four weeks – Open.</p> <p>NS&I – Silver Band Account – Decision to be made on what to do with the money to include Silver Band commemorative suggestions. Deferred to next meeting.</p> <p>Request for Memorial Bench in Cemetery – Cost for three tier bench was £510 +vat – Clerk to contact Mr McCarthy to see if he would like to pay for a third if he agrees bench to be ordered – Open.</p> <p>Travellers Rest – Request for yellow lines to be repainted following road repairs – Highways to complete the work when they are in the area with the line machine. Open – Clerk to request inclusion as part of the double yellow lines work to take place on the Riverside at the Low Green.</p>
11	<p>Accounts Report</p> <p>The total payments made were £894.06.</p> <p>The total receipts received were £2077.22.</p>
12	<p>Councillors Reports</p> <p>Cllr Readman had received a request from a resident who lives north of 18 High Street asking if this area could be white lined – Clerk to investigate the 'common land' regulations in relation to this particular area.</p> <p>Cllr Readman advised Members that the Captain Cooks Schoolhouse Museum had successfully secured £199k grant funding.</p>

Cllr Mrs Greenwell reported that one of the wooden benches on the High Green was missing a number of slats – **Clerk to arrange for repair.**

Cllr Mrs Greenwell also requested that the Parish Council respond to the DVLA consultation opposing removing Great Ayton Post Office from been able to issue vehicle licenses – **Clerk to write to DVLA and Rt. Hon. William Hague MP.**

Cllr Mrs Greenwell also asked the Clerk to write to the Post Master at Coulby Newham to ask why parcels could not be left at Great Ayton Post Office as previously rather than returned to Coulby Newham sorting officer for collection between 7 am and 1 pm – something that is simply not viable to any residents without a vehicle. **Clerk to write to Coulby Newham Postmaster copied to Rt. Hon. William Hague MP.**

Cllr Jackson asked if any enquiries had even been made as to why TS9 6LD comes up as Middlesbrough Cleveland? It was advised that this had been the case for a number of years but that no one had pursued having this amended. Cllr Jackson would make some further enquiries.

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COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Employees Amenities Facility.	To be in place by the Autumn. Cllr Jackson progressing.	Open.
Allotments	Proposal for a barrier to eliminate the fly tipping problem.	Cllr Hudson to obtain quotes and viability for consideration.	Open.
Play Area	RoSPA Report – repair/maintenance requirements.	Work ongoing.	Open.
	Investigations into replacement play equipment.	Cllr Brown had now received a third quote..	Open.
Low Green	Wild flowers planting – Stokesley Road side.	Cllr Fletcher to investigate further.	Open.
	Willow Tree Bench.	Outstanding.	Open.
	Lime Trees maintenance	Clerk to obtain a quote from Bilsdale Tree Services for maintenance of the Lime Trees on the Low Green as detailed within Option 1 from the report received.	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).	Clerk to liaise with Guisborough and Great Ayton Rotary Club to arrange a suitable date for an official ceremony.	Open.
	A meeting of the Problem Solving Group took place on Friday 27 July 2012. The main focus of the meeting was the anti social behaviour issues around the High Green and Discovery Centre Car Park.	The Parish Council to revisit the issues arising from the bylaw prohibiting the playing of football on the High Green. The Parish Council to investigate the issues arising in respect to a proposal to prevent the use of the cherry trees as goal posts by way of planning suitable shrubs.	Open.
Flower Tubs	Cemetery Superintendent asked to check the flower tubs and plaques as it had been reported that a number were broken / damaged.	It was agreed to purchase one new flower tub in time for the replanting later in the year. Clerk has arranged for a replacement plaque for the broken one on the High Green.	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.	Ongoing.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
12/00981/FUL – Angrove West Farm	Amended plans – siting of a wind turbine (24.6M mast) as per amendments received by Hambleton District Council on 16 July 2012 (previously circulated for comment by 4 August 2012)	No further observations.
12/01530/FUL – 3 Langbaugh Close	Proposed dormer window and side extension to existing dwelling.	
12/01448/FUL – Stamps Coffee Shop	Change of use of existing store to form seating area and staff facilities for existing coffee shop.	

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
11/02724/FUL – 107 Newton Road	Alterations to existing dwelling to form 2 dwellings as amended by plans.
12/00514/FUL – Newton Rose, 46 Newton Road	Alterations and extensions to existing public house to form a dwelling.
12/01079/FUL – 12 Roseberry Road	Proposed alterations and extension to existing dwelling as amended by plan received by Hambleton District Council on 12 June 2012.
12/01107/FUL – 2 Skottowe Drive	Proposed alterations and extension to existing dwelling.
12/00819/FUL – Grange Mill House	Proposed single storey extension and replacement window to existing dwelling as amended by drawings received by Hambleton District Council on 12 July 2012.
12/01193/CAT – Molyneux, Low Green	Proposed removal of 3 trees.
12/01278/CAT – Molyneux, Low Green	Proposed removal of 3 trees.
12/01181/FUL – 85 High Street	Proposed rear raised patio area with access steps and boundary wall.
12/01141/FUL – 102 Guisborough Roas	Proposed rear conservatory to existing dwelling.
11/01179/LBC – Dixon House, 1 High Green	Revised Listed Building Consent for proposed single storey rear extension to existing dwelling.
12/01095/FUL – 2 Wheatlands	Revised application for proposed extension to existing dwelling.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
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. Sign removed.	Closed.
Stanley Houses	Planning application due shortly for change of use at rear of property to cover “storage and sale of caravans”.	Open.
12/00462/FUL – Stanley Grange Stud	Proposed demolition of outbuilding and garage and construction of two storey extension to existing farmhouse.	Withdrawn.
12/01194/TPO – 5 Old Mill Wynd	Application for works to tree subject to Tree Preservation Order no 1998/01.	Refused.

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Mazars	Request for Annual Return amendment and further documentation – this would be subject to an additional charge.	Completed and returned.
Great Ayton Discovery Centre	Second Quarter Update Report (previously circulated).	
North Yorkshire Police	Monthly Statistics for July 2012 (previously circulated).	
MYMNPA	A Walk up the Fields and Beyond Project Publicity information.	
North Yorkshire County Council	County Council Highways and Transportation Service – update on some of the main developments and challenges for the coming year (previously circulated).	
Licensing Department, Hambleton District Council	Request for license variation for Whinstone View Country Club – advised that a hearing will take place on 15 August 2012 – further correspondence received including a report from the Environmental Health Section (previously circulated).	
Friends School Development Resident	Complaint about the bins on the High Green overflowing – photographs included in correspondence.	
Hambleton District Council	Issue in relation to the Bee Hive Bins on the High Green no longer fit for purpose – they are also concerned about the fact that they are finding rats in them on a regular basis and that the lids are unsafe. They can replace with green bins at a cost of £250 +vat?	

INFORMATION

Sender	Information
NYMNPA	Poster for Terrarium dance in a bubble event – displayed in Village Hall Notice Board.
Hambleton District Council	Update July 2012 including a poster for the Annual Canvass 2012 PCC Elections that will be held on 15 November 2012 – poster displayed in Village Hall Notice Board.
SLCC	E-news July 2012.
Rural Services Network	Weekly Email News Digest – 16 July, 23 July and 6 August 2012 (previously circulated).
Rural Services Network	Rural Opportunities Bulletin (previously circulated).
Action for Market Towns	Mobilise and Market your Town – free event that took place on 18 July 2012 (previously circulated).
Caryn Lofrus – Great Ayton Station Project	Confirmation that the fencing work will commence on 13 August 2012 (email previously circulated).
SMP Playgrounds Ltd	Inspired Facilities Funding re-opened for applications (forwarded to Cllr Mrs Brown).
Play & Leisure Ltd	New Play Products Brochure (forwarded to Cllr Mrs Brown).
Rob Tatham	Play Area Resurfacing information (forwarded to Cllr Mrs Brown).
North Yorkshire Rural Housing Enabler	Newsletter
Emergency Planning Department	Invitation to attend a free Planning for Emergencies event scheduled to take place on 3 October 2012 (previously circulated).
Forewind	Annual Review (previously circulated).
NYMNPA	Up and coming Exhibitions (previously circulated).

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CLERK'S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
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	As requested the Clerk had contacted PROW for an update – response received advised that there was no further information at this stage.	Open.
Flooding on Easby Lane	Further reports of flooding during the recent adverse weather conditions. Information passed to Highways	A site meeting was scheduled to take place on 9 August to discuss how to resolve the problem.	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 nd 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.
	Project added to S106 funding application.		Open.
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.	Cllr 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.	Update received from Cllr Moorhouse who advised that the work order had been issued and it was anticipated that work would commence the first week in August.	Open.
	Station Road – footway overgrown making footpath extremely narrow.	Cllr Moorhouse had reported the issue and a	Open.

		work order has been issued for work to be undertaken in the next four weeks.	
	Parking issue at the Low Green opposite Marwood School and the Conservative Club. Correspondence received was forwarded with support from the Parish Council to look at options on how to resolve the problem. One proposal was to consider parking time restrictions.	Response and report received from the Highways Department for consideration (previously circulated).	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 advised that this would be incorporated in the constitution.	Closed.
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. Councillors requested to bring suggestions to the next meeting on how the Silver Band could be commemorated.	Open.
Hambleton District Council	Public Open Space, Sport and Recreation Action Plans.	Action plan to be completed to include Play Area, Hall Fields and Village Hall Disabled Access.	Closed.
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?	The Clerk was to seek prices for a 3 tier seat in the garden of remembrance and to provide the costs to Mr McCarthy.	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.

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ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
W Eves & Co Ltd	Fuel – POS	DD 99.05	197.98
	Fuel – Cemetery	DD 98.93	
Farmway Ltd	Rat Killer	Allotments	49.92
Marske Brass Band	Great Ayton Village Fete	S145 Village Events	350.00
Richard Collins	One Grave Dug	Cemetery	80.00
Mrs Julie Leng	BT Phone Bill – General Admin	23.50	29.50
	Postage 18 July 2012 to 8 August 2012 – General Admin	6.00	
Mr Howard Atkinson	Mobile Top Up	Cemetery	10.00
Mr Matthew Hamer	19 x £5 expenses	General Admin	95.00
Thompsons Hardware Ltd	Toilet Rolls – Public Conveniences	35.20	81.66
	Padlock, key cut, drill bits, tape, rawl plugs & straps – Cemetery	46.46	
TOTAL			894.06

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent – 1 August 2012	Garage Rent	25.00
HMRC	VAT Repayment – 1.4.12 to 30.6.12	VAT	1085.22
Ayton Funeral Services	4 x Wall Plaques at £36.00 each	Cemetery	144.00
Ayton Funeral Services	Funeral Fee	Cemetery	627.00
Mr J Broadley	Non Resident Interment of Ashes	Cemetery	126.00
TOTAL			2007.22

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