

**Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 9 April 2013 at
7.00 pm**

Present:- Cllrs: J Fletcher (Chairman), Mrs F Greenwell, G Readman, R Hudson, S Jackson and Mrs J Brown, Mrs J Leng (Parish Clerk). Others Present: Cllr Mrs H Moorhouse, Mr H Atkinson (Cemetery Superintendent), Mrs B Dumphy (D&S Reporter), PCSO A Preston and 2 Members of the Public.

Min No.	Business
1	<u>Apologies for Absence</u> Apologies for absence were received from Cllr Kirk who had advised that he was Chairing another meeting but that he hoped to join the meeting upon his return.
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> No business.
4	<u>Minutes of the meeting held on Tuesday 12 March 2013</u> The minutes of the PCM held on Tuesday 12 March 2013 were approved and signed.
5	<u>Police Report</u> PCSO Preston presented the Police Report to Members – there continues to be a problem with theft of expensive bikes and items from sheds. She also advised Members that there is a current problem with theft of dogs across the area (mainly working dogs) and advised people to be vigilant.
6	<u>Council Services Report</u> Cemetery Employee amenities facility – the plans had been approved and the container was ordered and due for delivery within the next 2 to 3 weeks. Cllr Jackson was liaising with the builder in relation to the ground work that would need to be in place prior to delivery. Ongoing. Allotments Nothing to Report. Play Area – The Play Area had been awarded £3556.00 from the S106 fund, this would have to be spent within 12 months and £300.00 from the Stokesley Regeneration Fund. Cllr Mrs Brown informed Members that they had purchased a springer but that it would not be installed until they had purchased additional equipment. Cllr Mrs Brown advised Members that the team were in the process of applying for a lottery grant but to enable them to do so they needed to include lease details. Cllr Kirk would liaise with Nicky Smith in relation to this and would report back on the outcome. Ongoing Low Green Willow Tree Bench – The bench is now in place. Closed.

	<p>High Green Mr Barker had taken the bench away for repair and should be back in place by the end of the week. Ongoing.</p>
7	<p><u>Matters Arising from the minutes (for information only)</u> Village Hall – The Clerk confirmed that the wall repair at the front of the Village Hall was complete and the railings had been replaced and were awaiting painting by the Cemetery Superintendent and Apprentice. Open.</p> <p>Great Ayton Cricket & Football Club – Cllr Mrs Brown declared an interest. Cllr Fletcher had reviewed the lease and could not find where it stated that the repairs would be the responsibility of the Parish Council. The Clerk had wrote to GAC&FC and asked them to identify the clause they are referring to, following receipt of the letter it was established that GAC&FC did not have a copy of the full lease – this had now been provided by Cllr Fletcher. Clerk to write to the GAC&FC to ask if they still wished to discuss the lease details.</p> <p>Low Green Parking along the riverside opposite the Conservative Club and Marwood School – following the consultation process, two complaints had been received and therefore this was due to be resubmitted to the Committee for further discussion and consideration. The Parish Council had wrote to Highways reiterating their continued support of the initial proposals. The Clerk had received confirmation from Highways that the Committee had approved the original recommendation but were dealing with an outstanding complaint prior to completing the work. Clerk to write to Highways to ask that they progress with the work as soon as possible prior to the Summer Term when parking becomes an increased problem.</p>
8	<p><u>Planning Report</u></p> <p><i>Cllr Jackson declared an interest in planning application 13/00574/FUL and left the room whilst this was considered.</i></p> <p>13/00662/FUL – 46 Marwood Drive – Alterations and extension to dwelling. No observations.</p> <p>13/00642/CAT – 1 Hollygarth – Proposed works to trees. No observations.</p> <p>13/00188/FUL – 13 Linden Road – Replacement of existing garage and formation of new driveway and access and single storey extension as amended by plan received by Hambleton District Council on 14 March 2013. Access remained a concern and Members re-iterated this support for this to go to Committee for consideration.</p> <p>13/00574/FUL – 70 Wainstones Close – Proposed conservatory to rear and porch to front of dwelling. No observations.</p> <p>13/00545/CAT – 5 Station Road – Proposed works to trees. No observations.</p> <p>Applications Approved 13/00071/FUL – 15 Roseberry Drive – Retrospective application to raise the height of the</p>

	<p>screening wall.</p> <p>13/00159/CAT – Church of All Saints – Proposed works to Ash Tree and 2no Chestnut Trees as amended by details and photographs received by Hambleton District Council on 13 February 2013.</p> <p>12/02152/FUL – Yatton House – Construction of staff amenity building.</p> <p>13/00244/CAT – Christ Church – Proposed work to reduce the crown of 2no lime trees.</p> <p>13/00153/TCC – Footway to the front of the Methodist Church – Application for prior notification of proposed development for installation of dark green DSLAM cabinet.</p> <p>12/02208/FUL – Winley Hill Farm – Siting of 200 solar panels as amended by details received 8 March and 12 March 2013.</p> <p>13/00325/FUL – Stanley Grange Stud, Yarm Lane – Construction of an equine clinic with associated vehicle hardstanding and parking.</p> <p>Other Planning Information</p> <p>Bank Flow Farm – Follow up letter sent from the Planning Department to advise that the temporary approval for agricultural works dwelling expires this month and that no application had been received. Clerk had reported that cattle were grazing on the top which is an SSI area and that they had built a road development to Hambleton District Council – awaiting response.</p> <p>13/00034/TPO – Grange Lodge – Application for works to trees subject to Tree Preservation Order No. 1997/13. Split Decision.</p>
9	<p><u>Correspondence and Information Report</u></p> <p><i>Cllr Kirk joined the meeting.</i></p> <p>The Local Government Boundary Commission – Electoral Review of Hambleton: Final Recommendations. Noted.</p> <p>NYCC – Cancellation of meeting – North Yorkshire County Council – Hambleton Area Committee. Noted.</p> <p>NYCC – Hambleton Area Committee – Vacancies for co-opted Members. To be discussed at the next meeting.</p> <p>EJD Swabey – Footpaths at Little Ayton – Public Rights of Way. Noted.</p> <p>Mr and Mrs Waterton – Reporting their concerns in relation to a building at the rear of the Co-op Premises which deem to be unsafe. Noted.</p> <p>Hambleton and Richmondshire Community Safety Partnership – Copy of letter sent to Marwood School in response to their request for speed measuring data logger between the Buck and Stone Bridge. Cllr Mrs Greenwell declared an interest. Noted.</p> <p>NYCC – Urban Grass Cutting – contribution for 2013 season for six cuts is £2,688.00 and for two cuts along Station Road amounts to £26.88. Noted.</p> <p>Problem Solving Group – Minutes from the previous meeting and date of next meeting. Noted.</p> <p>Highways – Various responses received in relation to potholes. Clerk to write to Highways detailing all the problem areas and also to express concern that the potholes that have been filled are lifting out as soon as there is any rain or cold weather.</p>

	<p>The following items for information were all noted:- Rural Services Network – Weekly E-mail Newsletter – 11, 18 and 25 March and 4 April 2013. Action for Market Towns – Advertising Training Events. Editor – North Yorkshire Now Newsletter. NYMNPA – Moorsbus Timetable. SLCC – New Bulletin and Quarterly Parish Review. Caryn Loftus – Extra Sunday Train Services. Hambleton District Council – Notice of Election Poster.</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 – Following the installation of the plastic piping and the initial perceived success when the adverse weather conditions occurred in November severe flooding was once again a problem. The Clerk had reported the problem to Highways. Further issues reported following the recent snow and thaw which lead to major flooding and road closure. Northumbria Water had looked at the drains to establish what needs to be done to repair.</p> <p>Footpath behind Cliffe Terrace – No change. – Clerk to request an update.</p> <p>Hall Fields Project – No change – The Project had been submitted as one of the S106 Public Open Space, Sport and Recreation Action Plans. Clerk to contact Nicky Smith to request an update and to ascertain if it would qualify for additional funding if it was supported by a Charity.</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 – Open – Cllr Hudson would contact Hazel Robson to request an update.</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>NS&I – Silver Band Account – Silver Birch to be planted on Langbaugh Corner – Clerk to confirm with Highways where the tree would be planted and to obtain a price from Bilsdale Tree Services. The two plaques for the new Yew Trees in the Cemetery were now in place. Ongoing.</p>

	<p>Victorian Urinal Plaque Restoration – Mr Johnson to requested to supply a quote. Open.</p> <p>Gates – Report received that two gates in Suggitts Fields were requiring repair work. PROW had advised that they had added them to their work schedule, however, since the initial report the gate has actually fallen off and when reported to PROW they stated that it was not their responsibility but that of the landowner. Cllr Fletcher would ascertain if this was a public footpath.</p> <p>Annual Parish Meeting – Scheduled to take place on Tuesday 23 April 2013 commencing at 7.00 pm in the Friends Meeting House. PCSO Angie Preston would attend to provide an update in relation to current crime statistics and initiatives undertaken within the Village.</p> <p>Management Control Guidelines – Agreed and adopted with immediate effect. Closed.</p>
11	<p>Accounts Report The total payments made were £13655.86 The total receipts received were £3111.28</p>
12	<p>Councillors Reports</p> <p>Cllr Jackson asked when the white lines would be painted outside the Friends Meeting House as he had difficulties gaining entry due to vehicles parked. Clerk would speak with Mr Campbell to request a progress update.</p> <p>Cllr Mrs Brown requested an update in relation to Bank Flow Farm. Clerk to contact the Planning Department to request an update.</p> <p>Cllr Mrs Brown and Cllr Hudson had both being contacted in relation to fly tipping at the Water Pump Station. Clerk to contact the Street Clean Department and request that they remove the rubbish.</p> <p>Cllr Fletcher had received a complaint in relation to the Yew Tree outside 63 High Street as it was causing obstruction and made crossing the road difficult. Clerk to write to the home owner requesting that they arrange to have it cut back.</p>

GREAT AYTON PARISH COUNCIL – MEETING 9 APRIL 2013

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Employees Amenities Facility.	Planning application granted – Cllr Jackson will provide a progress update.	Open.
Play Area	Investigations into replacement play equipment.	The Play Area has been allocated £3556.00 from S106 funds this will be paid direct to the Parish Council who will then transfer the funds to the Play Area Charity Account. Proof of expenditure must be provided and the allocated funds must be spent within 12 months.	Open.
Low Green	Willow Tree Bench.	Spoke to Blacksmith who has advised that he is currently working on it with a view to installing by Easter.	Open.
High Green	Repair to wooden bench outside the Friends Meeting house.	Mr Barker to repair.	Open.

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PLANNING REPORT – Revised 8/4/2013

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
13/00662/FUL – 46 Marwood Drive	Alterations and extension to dwelling.	
13/00642/CAT – 1 Hollygarth	Proposed works to trees.	
13/00188/FUL – 13 Linden Road	Replacement of existing garage and formation of new driveway and access and single storey extension as amended by plan received by Hambleton District Council on 14 March 2013.	
13/00574/FUL – 70 Wainstones Close	Proposed conservatory to rear and porch to front of dwelling.	
13/00545/CAT – 5 Station Road	Proposed works to trees.	

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
13/00071/FUL – 15 Roseberry Drive	Retrospective application to raise the height of the screening wall.
13/00159/CAT – Church of All Saints	Proposed works to Ash Tree and 2no Chestnut Trees as amended by details and photographs received by Hambleton District Council on 13 February 2013.
12/02152/FUL – Yatton House	Construction of a staff amenity building.
13/00244/CAT – Christ Church	Proposed work to reduce the crown of 2no lime trees.
13/00153/TCC – Footway to the front of Methodist Church	Application for prior notification of proposed development for installation of dark green DSLAM cabinet.
12/02208/FUL – Winley Hill Farm	Siting of 200 solar panels as amended by details received 8 March and 12 March 2013.
13/00325/FUL – Stanley Grange Stud, Yarm Lane	Construction of an equine clinic with associated vehicle hardstanding and parking.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
Bank Flow Farm	Follow up letter sent from the Planning Department to advise that the temporary approval for the agricultural workers dwelling expires this month and no application has been received.	
13/00034/TPO – Grange Lodge	Application for works to trees subject to Tree Preservation Order No. 1997/13.	Split Decision

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
The Local Government Boundary Commission	Electoral Review of Hambleton: Final Recommendations.	
NYCC	Cancellation of meeting – North Yorkshire County Council – Hambleton Area Committee (previously circulated)	
NYCC	Hambleton Area Committee – Vacancies for co-opted Members (previously circulated).	
EJD Swabey	Footpaths at Little Ayton – Public Rights of Way (previously circulated and Cllr Mrs Moorhouse has requested that this be looked at).	
Mr and Mrs Waterton	Reporting their concerns in relation to a building at the rear of the Co-op Premises which they deem to be unsafe.	
Hambleton & Richmondshire Community Safety Partnership	Copy of a letter sent to Marwood School in response to their request for speed measuring data logger between the Buck and the Stone Bridge.	
NYCC	Urban Grass Cutting – contribution for 2013 season for six cuts is £2,688.00 and for two cuts along Station Road amounts to £26.88.	
Problem Solving Group	Minutes from the previous meeting and date of next meeting (previously circulated).	
Highways	Various responses received in relation to potholes (previously circulated).	

INFORMATION

Sender	Information
Rural Services Network	Weekly E-mail Newsletter – 11, 18 and 25 March and 4 April 2013 (previously circulated)..
Action for Market Towns	Advertising training events (previously circulated).
Editor	North Yorkshire Now Newsletter
NYMNPA	Moorsbus Timetable
SLCC	New Bulletin and Quarterly Parish Review
Caryn Loftus	Extra Sunday Train Services (previously circulated).
HDC	Notice of Election Poster (previously circulated and displayed in the Notice Board and GADC).

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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 took place on 9 August 2012 and it was agreed to pursue the instalment of plastic piping to try and drain the water away. It was reported that the pipe work was complete and was working, however, during the recent adverse weather conditions severe flooding was once again a problem this has been reported to Highways	Advised that this was the responsibility of Northumbrian Water and that they had added to their work programme for repair.	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.
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.	Clerk had requested an update – still waiting for response.	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.	Additional request submitted as part of the proposed work to be undertaken on the riverside opposite the Conservative Club and Marwood School.	Open.
	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.	Following the consultation process two objections were received so this is currently under review by the Highways Team. The Clerk had confirmed the continued support of Great Ayton Parish Council in relation to	Open.

		the proposed double yellow lines.	
NS&I	NS&I Investment Account – Account balance received along with account closure documents which to be completed and returned. It was agreed to purchase a silver birch tree for Langbaugh Corner subject to agreement from the trustees. Two plaques had been ordered for the Yew Trees within the Cemetery, awaiting delivery.	Account closed and funds received – plaques in place, awaiting decision on where to plant the Silver Birch.	Open.
Memorial Plaque Restoration	Our grant funding application for the restoration of the memorial plaque on Great Ayton Bridge was successful and we have been awarded £300 towards the total cost of £380 for the project. The acceptance documents for the funding have been completed and returned.	Mr Johnson has completed the restoration work and as agreed at the previous meeting he would also provide a quote for restoring the Victorian Urinal Plaque.	Open.
Gates	Report received that two gates in Suggitts Fields were requiring repair work.	Reported and added to works programme for repair.	Open.
Annual Parish Meeting	Scheduled to take place on Tuesday 23 April 2013 commencing at 7.00 pm in the Friends Meeting House.	PCSO Angie Preston would attend to provide an update on Crime Statistics and initiatives undertaken within Great Ayton.	Open.
Management Control Guidelines	For formal approval and adoption.		Open.

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ACCOUNTS REPORT – Revised 8-4-2012

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mr Howard Atkinson	Purchase of new mobile phone - Cemetery	49.93	90.53
	Mobile Phone Top Up – Cemetery	10.00	
	Mileage Claim 68 miles at 0.45p per mile	30.60	
Croft Castings Ltd	Two Diamond Jubilee Plaques for Yew Trees	Miscellaneous	324.00
Hambleton District Council	Council Tax for Public Conveniences	Public Conveniences	148.36
Yatton House	Printing of Staff Work Sheets	General Admin	10.50
Northumbrian Water	Water Services Bill 1/1/13 to 31/3/13	Allotments	DD 143.16
Northumbrian Water	Water Services Bill 1/1/13 to 31/3/13	Public Conveniences	DD 183.26
Northumbrian Water	Water Services Bill 1/1/13 to 31/3/13	Cemetery	DD 11.85
Yorwaste	General Waste Collection 1/4/13 to 30/6/13	Cemetery	111.07
D Ian Holden	Website hosting and maintenance from 1/4/13 to 31/3/14	General Admin	150.00
Hambleton District Council	Council Tax for Cemetery	Cemetery	0.00
Sam Turner & Sons Ltd	2 x Light Unit and Bulb for new Tractor Mower - POS	30.13	372.71
	3 x Blades - POS	93.36	
	Service for Pushalong Mower - POS	173.26	
	Trainer Safety Fastlan x 2 - POS	75.96	
Wallgate Limited	Annual Service Contract for 2 Units	Public Conveniences	494.40
Hambleton District Council	Salary Re-charge for 1 January to 31 March 2013	Salaries	10891.91
Mrs Julie Leng	BT Phone Bill – General Admin	28.23	41.63
	Postage – General Admin	2.60	
	24 miles at 0.45p for visit to DVLA at Stockton	10.80	
Thompsons Hardware Ltd	18 pkts of toilet rolls – Public Conveniences	40.50	114.98
	2 x 15kg Calor Gas and 1 x Key Cut - POS	74.48	
Mr P Suggitt	River Warden	POS	187.50
TOTAL			13275.86

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent 1 April 2013	Garage Rent	25.00
NS&I	Closure of Silver Band Trust Account	Miscellaneous	2436.28
Mr M Rowney	Purchase of Tractor Mower	Cemetery	650.00
TOTAL			3111.28