

## Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 4 March 2014 at 7.00 pm

**Present:-** Cllrs: Mrs F Greenwell (Chairman), Mrs J Brown, G Readman, R Kirk, J Fletcher and S Jackson.  
Mrs J McLuckie (Parish Clerk). Others Present: Mr M Hamer (Cemetery Assistant), and 2 Members of the Public.

Min No.	Business
1	<p><b><u>Apologies for Absence</u></b> Apologies for absence were received from Cllr Hudson, Cllr Mrs Moorhouse and Mrs Dumphy.</p>
2	<p><b><u>Declaration of Interest in items on the Agenda</u></b> Declarations declared and noted with the relevant topic/s.</p>
3	<p><b><u>Members of the Public invited to address the Council</u></b> The Play Park representatives advised that the equipment was ordered and that it would hopefully be installed during the first week of April. The boundary line was confirmed and the Cemetery Assistant advised. Cllr Mrs Brown agreed to contact Yatton House to arrange for access to enable the equipment delivery and installation. A request was made for additional benches, this would be considered at a later date. The Clerk was asked to contact the insurance company to ensure that the new equipment would be covered. It was agreed that the old equipment could be scrapped.</p>
4	<p><b><u>Minutes of the Parish Council Meeting held on Tuesday 4 February 2014</u></b> The minutes of the Parish Council Meeting held on Tuesday 4 February 2014 were approved and signed.</p>
5	<p><b><u>Police Report</u></b> There were no police present but the report had been received and circulated. The Clerk was asked to contact the Police to express concerns about the lack of attendance at the meeting again and to state that the Parish Council were very concerned to read about the increase in burglaries.</p>
6	<p><b><u>Council Services Report</u></b></p> <p><b>Play Area</b> The Parish Clerk had contacted the Solicitor requesting that the lease be amended to a 20 year license. <b>Ongoing.</b></p> <p><b>Village Fete</b> The Clerk to ask Mr and Mrs Monaghan to judge along with Cllrs Jackson and Mrs Cumbor. Rev Peverall would be asked to commentate. <b>Ongoing.</b></p> <p><b>Village Hall</b> The Tree work was now complete. <b>Closed.</b></p> <p><b>Waterfall Park</b> Following agreement of the work to be carried out Bilsdale Tree Services have submitted the relevant planning applications and are awaiting a response. <b>Agreed.</b></p> <p><b>Bench at Little Ayton</b> Following inspection it was concluded that the bench is beyond repair and should be replaced. The Clerk had contacted the Solicitors dealing with the will of the late Miss Jones to see if they would be agreeable to the Parish Council purchasing a new bench out of the donation, awaiting a response. <b>Ongoing.</b></p>

	<p><b>Gritting</b> The Clerk had circulated the training information, this was to be deferred until the meeting in September. <b>Closed.</b></p> <p><b>World War 1 Centenary</b> Cllr Jackson was in the process of organising events and advised that this would include an informative display in the Discovery Centre and a ‘special service’ in the afternoon of Sunday 3 August 2014 and requested permission to host this on the High Green. <b>Agreed.</b> There was also a proposal to have a dedicated area on the High Green to symbolise those fallen over a four year period this would be discussed in more detail at the next meeting of the World War 1 Group and Cllr Jackson would report back to the next Parish Council meeting. <b>Ongoing.</b></p> <p><b>Allotments</b> Work has commenced on clearing allotments and is ongoing these gardens will then be reallocated. <b>Noted.</b></p> <p><b>Cemetery</b> Nothing to report.</p>
7	<p><b><u>Matters Arising from the minutes (for information only)</u></b> Nothing to report.</p>
8	<p><b><u>Planning Report</u></b> <b>14/0199/FUL, 44 Guisborough Road</b> – Conversion of existing barn to form domestic extension. <b>No observations.</b> <b>14/00359/CLE, 7 Angrove Drive</b> – Application for a certificate of lawfulness to use land as domestic garden. <b>No observations.</b> <b>14/00375/FUL, Eastbrook</b> – Alteration and extension to the existing detached dwelling house and provision of wider access to driveway. <b>No observations.</b></p> <p><b><u>Applications Approved.</u></b> <b>13/02523/FUL – 2 Old Mill Wynd</b> - Replacement windows, alterations to form a doorway, replacement garage. <b>13/02574/TPO – 52 Guisborough Rd</b> - Proposed works to trees subject to Tree Preservation Order. <b>14/00011/CAT – 8 High Green</b> - Proposed work to fell Holly tree.</p> <p><b><u>Other Planning Information</u></b></p>
	<p><b><u>Correspondence and Information Report</u></b> <b>NYMNPA</b> – Moorsbus notification that the service is no longer operational. The Clerk was asked to write to County Hall to express the disappointment of Members, particularly in relation to the Sunday service. <b>Agreed.</b> <b>The Rotary Club of Guisborough and Great Ayton</b> – Stroke Awareness Day – request to host the Stroke Awareness Day on the High Green on Saturday 5 April 2014. <b>Agreed.</b> <b>Great Ayton Scouts</b> – Request to host a Cake Stall in the Arcade on 3 May and the Duck Race on 11 May 2014. <b>Agreed.</b> <b>Children’s Society</b> – Request to host a Cake Stall in the Arcade on 10 May 2014. <b>Agreed.</b> <b>NYMNPA</b> - Minerals and Waste Joint Plan – Issues and Options Consultation. <b>Noted.</b> <b>Great Ayton Tourist Information</b> – Request to host Yorkshire Day celebrations on the High Green on Saturday</p>

	<p>2 August 2014 between 10 am and 4 pm. <b>Agreed.</b></p> <p><b>NYCC</b> – Local and family history day scheduled to take place on 15 March 2014 in Harrogate. <b>Noted.</b></p> <p><b>Libby Hendry</b> – Request for a donation to attend the 23<sup>rd</sup> World Scout Jamboree. <b>£100 donation Agreed.</b></p> <p><b>@forths Solicitors</b> – Re: Bank Flow Farm – Cattle grazing on top of SSSI area. Clerk to confirm that this was reported to a Parish Council Meeting from a member of the public and passed to the relevant Authority. <b>Agreed.</b></p> <p><b>Health and Safety Executive</b> – Correspondence Re: Contravention Notice – Health and Safety Act. The Clerk to send the payment. <b>Agreed.</b></p> <p><b>Sgt. Nick Hill</b> – Response to request to ensure officer attendance and report at the Parish Council meetings. <b>Noted.</b></p> <p><b>The following items for information were all noted:-</b></p> <p>Rural Services Network - Weekly Email Digests.  Editor - North Yorkshire Now Newsletter.  Action for Market Tows - Event information.  Campaign to Protect Rural England – North East Newsletter Spring 2014..</p>
	<p><b><u>Clerk's Report</u></b></p> <p><b>Footpath Easby Lane to Suggitts Field – Underground Leak</b>  This is still not repaired and further complaints have been received – Cllr Moorhouse had raised this with the Highways Team who had advised that this was only a problem in exceptional circumstances. It was confirmed that this is not the case by those who regularly use the path but that it is a permanent problem. Cllr Moorhouse is in the process of arranging a meeting Mr Brian Mullins to review the problem. Cllr Fletcher is arranging to meet with Mr Mullins. <b>Ongoing.</b></p> <p><b>Flooding on Easby Lane</b> – Further flooding was reported during the recent heavy rain and Highways had attended who advised that this was due to the drains not being 'fit for purpose'. It was agreed to arrange another site meeting to review the problem. <b>Ongoing.</b></p> <p><b>Footpath behind Cliffe Terrace</b> – No change – advised that this was still on the future action list but was not seen as a priority. Cllr Fletcher would take the opportunity to show Mr Mullins this area as well. <b>Ongoing.</b></p> <p><b>Highways Issues</b>  The Clerk had requested that the disabled parking bay in Park Square paint be refreshed. Cllr Mrs Moorhouse had requested that Highways add this to their works programme. <b>Ongoing.</b></p>
11	<p><b><u>Accounts Report</u></b>  The total payments made were £1333.93  The total receipts received were £2506.50</p> <p><b>Internal Auditor</b> - It was agreed to appoint Mr Beeforth as the Internal Auditor. <b>Agreed.</b></p> <p><b>Cemetery Fees</b> – an increase of 2% rounded was agreed and a still born and child up to a month would be no charge. <b>Agreed.</b></p> <p>The Financial Update was noted.</p>
12	<p><b><u>Councillors Reports</u></b>  Cllr Mrs Brown raised the issue of potholes and the general state of the Village. The Clerk would contact Highways again and Street Clean in relation to the Village cleanliness. <b>Agreed.</b></p>

Cllr Readman informed Members that he had received a request from residents of Church Drive for the Parish Council to consider installing a pedestrian crossing on Guisborough Road, they had reported that they were finding increasingly difficult to cross due to the speed of the traffic. Members confirmed that this proposal had been examined in the past and was not a viable option. The Clerk was asked to look into previous correspondence in relation to this matter. **Noted.**

Cllr Fletcher raised the concern in relation to the increase in dog fouling and requested that the Clerk report this to HDC. **Agreed.**

Cllr Kirk advised Members that he had received further complaints in relation to the signs at the back of the Co-op and that there may be a petition forthcoming. **Noted.**

Cllr Mrs Greenwell informed Members that a large litter bin would be placed on the High Green to replace the small dog fouling bin. **Noted.**

**GREAT AYTON PARISH COUNCIL – MEETING 4 MARCH 2014**

**COUNCIL SERVICES REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Play Area	In the process of ordering replacement equipment. Awaiting license document to replace the lease.		Open.
Village Fete	Agreed that the Theme would be Great Ayton Through the Ages.	To consider Judges and Commentator.	Open.
Village Hall	Tree work around the Village Hall	Tree work complete.	Closed.
Bench at Little Ayton	Broken Rail Repair. Clerk had wrote to the Solicitors dealing with the will of the late Miss Jones to see if they would agree to purchasing a replacement bench.	Awaiting response.	Ongoing.
Gritting	Request for volunteers appeared in the Darlington & Stockton.	Still awaiting information on training.	Ongoing.
Waterfall Park	Following the tree report it was agreed that Bilsdale Tress Services should undertake the work detailed.	Work to be carried once the Tree Preservation Orders applications are approved.	Ongoing.
World War One	Centenary Events – Cllr Jackson had agreed to co-ordinate a group to look at commemorative events.	A display would be set up in the Discovery Centre and a special service (hopefully in the open air) would take place on Sunday 3 August in the afternoon.	Ongoing.
Cemetery	Due to the requirement for additional space it was agreed to remove the soil and dividing hedges and fences.		
Allotments	Work ongoing to clear vacant allotments ready for reallocation.		

**GREAT AYTON PARISH COUNCIL – MEETING 4 MARCH 2014**

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>	<b>COUNCIL RESPONSE</b>
14/00199/FUL – 44 Guisborough Rd	Conversion of existing barn to form domestic extension.	

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
13/02523/FUL – 2 Old Mill Wynd	Replacement windows, alterations to form a doorway, replacement garage.
13/02574/TPO – 52 Guisborough Rd	Proposed works to trees subject to Tree Preservation Order.
14/00011/CAT – 8 High Green	Proposed work to fell Holly tree.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
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**GREAT AYTON PARISH COUNCIL – MEETING 4 MARCH 2014**

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Sender</b>	<b>Information</b>	<b>Action</b>
NYMNPA	Moorsbus – notification that the service is no longer operational.	
The Rotary Club of Guisborough & Great Ayton	Stroke Awareness Day – request to host Stroke Awareness Day on the High Green on Saturday 5 April 2014.	
Great Ayton Scouts	Request to host a Cake Stall in the Arcade on 3 May and Duck Race on 11 May?	
Children’s Society	Request to host a Cake Stall in the Arcade on 10 May.	
NYMNPA	Minerals and Waste Joint Plan – Issues and Options Consultation.	
Great Ayton Tourist Information	Request to host Yorkshire Day celebrations on the High Green on Saturday 2 August between 10 am and 4 pm.	
NYCC	Local and family history day scheduled to take place on 15 March 2014 in Harrogate.	
Libby Hendry	Request for a donation to attend the 23 <sup>rd</sup> World Scout Jamboree.	
@forths Solicitors	Re: Bank Flow Farm – Cattle grazing on top of SSSI area (previously circulated).	
Health and Safety Executive	Correspondence Re: Contravention Notice – Health and Safety Act (previously circulated).	
Sgt Nick Hill	Response to request to ensure officer attendance and report (previously circulated).	

**INFORMATION**

<b>Sender</b>	<b>Information</b>
Rural Services Network	Weekly Email Digests (previously circulated).
Editor	North Yorkshire Now Newsletters (previously circulated).
Action for Market Tows	Event information (previously circulated).
Campaign to Protect Rural England	North East Newsletter Spring 2014.

**GREAT AYTON PARISH COUNCIL – MEETING 4 MARCH 2014**

**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. 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.	Cllr Fletcher to arrange a meeting with Brian Mullins and Cllr Moorhouse.	Open.
Flooding on Easby Lane	Cllr Moorhouse had spoken with Northumbrian Water Board who were in attendance at a recent flooding incident. They had confirmed that they were looking at the problem. The Clerk had then received contact from them stating that they would provide further updates. Further reports of flooding during recent adverse weather.	Cllr Moorhouse would arrange another site visit with the flood defence team.	Open.
Footpath behind Cliffe Terrace	PROW cannot provide a date for the resurfacing. Moved to FY12/13, depending on priorities.	Advised that this was still on the action list. Cllr Fletcher would show Brian Mullins this when he meets him.	Open.
Highways	The Clerk had requested that the disabled parking bay in Park Square paint be refreshed.	Cllr Moorhouse would ask Highways to refresh the lines in Park Square.	Open.



**GREAT AYTON PARISH COUNCIL – MEETING 4 MARCH 2014**

**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>
Richard Collins	3 x Graves Dug	Cemetery	240.00
Information Commissioner's Office	Data Protection Renewal	General Admin	35.00
Scottish Hydro	Electricity for period 5.11.13 to 6.2.14	Public Conveniences	DD 35.35
Julie McLuckie	Postage – General Admin	18.50	56.41
	BT Phone Bill – General Admin	26.66	
	Mileage 25 x 0.45p per mile – General Admin	11.25	
Howard Atkinson	Mobile Phone Top Up – Cemetery	10.00	30.00
	Screws for Wall Plaques	20.00	
Wallgate	Service Contract	Public Conveniences	508.80
Sam Turner & Sons Ltd	Spring & Shock Absorber	POS	107.84
Rhys Selby (cheque to Alison Selby)	Donation towards attending 23 <sup>rd</sup> World Scout Jamboree 2015.	Chairman's Allowance	100.00
<b>TOTAL</b>			<b>1113.40</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>
Mrs Bailey	Garage Rent – 1 March 2014	Garage Rent	25.00
Barthram & Son	Burial Funeral Fee	Cemetery	645.00
Barthram & Son	Grave Reservation Space for D Watt – MG 6	Cemetery	68.00
Co-op	Burial Funeral Fee	Cemetery	645.00
H W Carter	Additional Inscription	Cemetery	50.00
Co-op	Burial Funeral Fee	Cemetery	645.00
Rose Funerals Ltd	Erection of headstone	Cemetery	100.00
Mr Garbutt	Grave Reservation LL 2	Cemetery	68.00
Mr T Swain	Interment of Ashes (non resident)	Cemetery	130.00
Weatherills	Additional Inscription	Cemetery	50.00
Mr Lambert	Allotment Rent	Allotments	80.50
<b>TOTAL</b>			<b>2506.50</b>

1.3 To agree the appointment of an Internal Auditor.

1.4 To review the Cemetery Fees.