

**Minutes of the Monthly Meeting of Great Ayton Parish Council
held on Tuesday 5 April 2016 at 7.00 pm**

Present:- Cllrs: R. Hudson, J Fletcher, G. Readman, Mrs F Greenwell, Mrs A Taylor, Mrs J Brown and R Kirk. Mrs J McLuckie (Parish Clerk), Cllr Mrs Moorhouse (County Councillor), Mrs Calgie (D&S Reporter).

| Min No. | Business |
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| 1 | <u>Apologies for Absence</u> There were no apologies for absence. |
| 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> There were no Members of the Public in attendance. |
| 4 | <u>Minutes of the Parish Council Meeting held on Tuesday 1 March 2016</u> The minutes of the Parish Council Meeting held on Tuesday 1 March 2016 were approved and signed. |
| 5 | <u>Police Report</u> There were no Police in attendance but the report had been circulated and reported that a total of 21 incidents had been reported between 8 March and 4 April 2016. |
| 6 | <p><u>Council Services Report</u></p> <p>Cemetery The plaque provided by Lord's Monumental was approved. It was agreed that the Cemetery Superintendent could purchase a new drill up to £100 as his current one was broken. Agreed.</p> <p>Public Conveniences - Cllr Mrs Taylor would print notices to be displayed requesting that bikes are not taken onto the premises. Closed.</p> <p>Village Fete - Cllr Fletcher would contact Mr Sillars to see if he would be available and willing to carry out the commentating at the Fete. The Clerk was asked to write to Mr Bone requesting that he bring his steam engine to lead the parade. The Clerk was asked to look into traffic management training for nominated Councillors so that there was no longer a requirement to employ a traffic management company. Cllr Hudson would look into purchasing cones. Noted and Agreed.</p> <p>Tour de Yorkshire - Cllr Fletcher provided a full update on the proposed events. It was noted that the Local Businesses have had a number of meetings and had progressed a number of ideas and were taking the lead in organising all of the days events. Anyone wanting to donate old bicycles were asked to take them to Ayton Fish Shop who had kindly agreed to store them. Rev Peverall had confirmed that the tables from the Parochial Hall could be utilised and Mr Thompson had agreed to collect them. Mr Suggitt continues to carry our re-paint work to the bridges and railings along the High Street and both him and the</p> |

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| | <p>Cemetery Superintendent were carrying out other maintenance and cleaning work around the Village. The Clerk was asked to make signs for wheelchair viewing only to ensure that a designated area was set aside. The Clerk would ascertain when the bunting was due to be delivered and to confirm the allocation of £500 from HDC. It was agreed that set-up would commence on Saturday evening and that a letter would be sent to the High Green residents advising them that the road would not be accessible from Saturday evening to Sunday evening. Agreed.</p> <p><i>Cllrs Fletcher and Hudson were thanked for leading on this event on behalf of the Parish Council.</i></p> <p>Queens 90th Birthday - Mr and Mrs Sutcliffe had kindly granted their permission for a beacon to be lit on Captain Cooks in recognition of the Queen's 90th Birthday and the Clerk would update them on progress to date. A full risk assessment had been completed and the Pageant Master informed as well as the Police and Fire Service. Cleveland Search and Rescue would assist with the set up and it was planned to light the beacon at 8.15 pm. Cllr Fletcher would approach the Deputy Lord Lieutenant to see if he would be available to light the beacon. Agreed.</p> <p>Annual Parish Meeting - the Annual Parish Meeting would take place on Tuesday 19 April 2016. Agreed.</p> |
| 7 | <p><u>Planning Report</u></p> <p>15/02692/FUL - 31 Angrove Close - Proposed loft conversion and extensions to side and rear. No objections but wanted assurance that the roof height would be in keeping with the other properties.</p> <p>16/00544/CAT - Eagle House, 9 Station Road - Works to trees in a conservation area. No objections.</p> <p>16/00272/FUL - 1 High Street - Change of use of Class A1 Shop to Class A5 Hot Food Takeaway.</p> <p>16/00509/FUL - Bartle Bridge Farm, Yarm Lane - Change of use of the first floor of the existing reception building to use as permanent living accommodation for an employee of the existing kennels/ cattery business. Not opposed in principle but not if the condition in planning application 16/00508/MRC was removed.</p> <p>16/00508/MRC - Bartle Bridge Farm, Yarm Lane - Removal of condition 06 attached to Planning Appeal Reference T/APP/G2713/A/94/435438/P2 - Use of existing agricultural land and construction of buildings for the boarding of dogs to include associated facilities and office and accommodation. The Parish Council did not approve of the removal of this condition.</p> <p><u>Applications Approved.</u></p> <p>15/02692/FUL - 31 Angrove Close - Proposed loft conversion and extensions to side and rear.</p> <p>16/00081/FUL - 52 Roseberry Road - Proposed construction of a two storey and single storey front and rear extensions.</p> <p>16/00309/FUL - 7 Wheatlands - A canopy to the front elevation, a two storey side extension and a single storey rear extension to the existing house.</p> <p><u>Other Planning Information</u></p> <p>15/02261/FUL - Albion House, 73 Newton Road - Extension to side elevation and alterations to front elevation and retrospective consent for replacement windows and removal of external render.</p> |
| 8 | <p><u>Correspondence and Information Report</u></p> <p>Mr Clapton - Re: Garage next to 14 High Street. The Clerk was asked to inform Mr Clapton that his name would be added to the waiting list for the garage.</p> |

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| | <p>Saddington Taylor - Re: Proposed Residential Development. Noted.</p> <p>W.I - Re: Village Fete & Tour de Yorkshire. Noted.</p> <p>HDC - Re: 105 High Street. Noted.</p> <p>Great Ayton Tourist Information - Re: Yorkshire Day Event request to use the High Green on Saturday 30 July from 10 am to 4 pm. Agreed.</p> <p>Mowden Park Estate Co Ltd - Response Re: 115 High Street, Great Ayton. Noted.</p> <p>The following items for information were all noted:- Rural Services Network Weekly Email Digests (previously circulated). Clerks & Council Direct - March 2016 Issue 104.</p> |
| 9 | <p><u>Clerk's Report</u></p> <p>Footpath Easby Lane to Suggitts Field – Underground Leak Cllr Moorhouse had discussed this issue with Mr Brown who was currently looking into it. Ongoing.</p> <p>Hall Fields Footpath - Cllr Moorhouse and Cllr Kirk had met with Mr Brown the newly appointed officer who had agreed that the footpath was in need of clearing. He was going to contact the landowners to see if they would allow access to enable the mud removal and relaying where required to improve the footpath condition. Noted..</p> <p>Defibrillator – Cllr Fletcher was arranging for the installation of the defibrillator outside the Great Ayton Discovery Centre. Ongoing.</p> |
| 10 | <p><u>Accounts Report</u></p> <p>The total payments made were £10112.34. The total receipts received were £2667.50 The Annual Governance Statement was approved. Agreed.</p> |
| 11 | <p><u>Councillors Reports</u></p> <p>Cllr Fletcher proposed that the Cemetery Superintendent and Mr Suggitt remove the hedge from the Captain Cooks Garden and to tidy it then look for a group to adopt it and take over the maintenance. Agreed.</p> <p>It was agreed to grass seed in Waterfall Park. Agreed.</p> <p>Cllr Kirk had received a concern from a resident in regard to the street lighting along the footpath alongside the cemetery due to the trees. The Clerk would ask Mr Suggitt to look at them to see if he could cut them back. Agreed.</p> <p>Cllr Kirk suggested that when replacing the planters we consider replacing them with brick built ones. Agreed.</p> <p>Cllr Mrs Brown reported potholes on Captain Cooks Way and Boldocks Bank. The Clerk would report them to Highways. Agreed.</p> |

GREAT AYTON PARISH COUNCIL – MEETING 5 APRIL 2016

COUNCIL SERVICES REPORT

| ITEM | INFORMATION | ACTION/COMMENTS | STATUS |
|-----------------------------------|--|---|---------------|
| Cemetery | To review the plaque received. | | Open. |
| Public Conveniences | Issue regarding bikes been taken into the toilets and scratching all the newly painted doors. | To consider erecting notices advising no bikes and to consider installing bike storage. | Open. |
| Village Fete | 11 June 2016 - Theme 'Royalty through the Age's'. The Clerk had wrote to all the local businesses advising them of the dates for the Village Fete as well as other groups encouraging them to enter a float. | To identify someone to carry out the commentating on the day. | Ongoing |
| Tour de Yorkshire | 1 May 2016 - to consider events to take place within the Village | Update to be provided by Cllrs Fletcher and Hudson. | Ongoing. |
| Queen's 90 th Birthday | 21 April 2016 - the Clerk had contacted Mr and Mrs Sutcliffe who had confirmed their support to lighting a beacon on Captain Cooks Monument. | Cllr Fletcher to provide an update. | Ongoing. |

GREAT AYTON PARISH COUNCIL – MEETING 5 APRIL 2016

PLANNING REPORT

PLANNING APPLICATIONS

| PLANNING REF/ADDRESS | DESCRIPTION OF WORK |
|--|--|
| 15/02692/FUL - 31 Angrove Close | Proposed loft conversion and extensions to side and rear. |
| 16/00544/CAT - Eagle House, 9 Station Road | Works to trees in a Conservation area. |
| 16/00272/FUL - 1 High Street | Change of use of Class A1 Shop to Class A5 Hot Food Takeaway. |
| 16/00509/FUL - Bartle Bridge Farm, Yarm Lane | Change of use of the first floor of the existing reception building to use as permanent living accommodation for an employee of the existing kennels/cattery business. |
| 16/00508/MRC - Bartle Bridge Farm, Yarm Lane | Removal of condition 06 attached to Planning Appeal Reference T/APP/G2713/A/94/435438/P2 - Use of existing agricultural land and construction of buildings for the boarding of dogs to include associated facilities and office accommodation. |

APPLICATIONS APPROVED

| PLANNING REF/ADDRESS | DESCRIPTION OF WORK |
|----------------------------------|--|
| 150/2692/FUL - 31 Angrove Close | Proposed loft conversion and extensions to side and rear. |
| 16/00081/FUL - 52 Roseberry Road | Proposed construction of a two storey side and single storey front and rear extensions. |
| 16/00309/FUL - 7 Wheatlands | A canopy to the front elevation, a two storey side extension and a single storey rear extension to the existing house. |
| | Change of use of the first floor of the existing reception building to use as permanent living accommodation for an employee of the existing kennels/cattery business. |

OTHER PLANNING INFORMATION

| PLANNING REF/ADDRESS | DESCRIPTION | STATUS |
|---|--|---------------|
| 15/02261/FUL - Albion House, 73 Newton Road | Extension to the side elevation and alterations to front elevation and retrospective consent for replacement windows and removal of external render. | Refused. |

GREAT AYTON PARISH COUNCIL – MEETING 5 APRIL 2016

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

| Sender | Information |
|---------------------------------|---|
| Mr Clapton | Re: Garage next to 14 High Street. |
| Saddington Taylor | Re: Proposed Residential Development. |
| W.I. | Re: Village Fete & Tour de Yorkshire. |
| HDC | Re: 105 High Street. |
| Great Ayton Tourist Information | Re: Yorkshire Day Event request to use the High Green on Saturday 30 July from 10 am to 4 pm. |
| Mowden Park Estate Co Ltd | Response Re: 115 High Street, Great Ayton. |

INFORMATION

| Sender | Information |
|--------------------------|---|
| Rural Services Network | Weekly Email Digests (previously circulated). |
| Clerks & Councils Direct | March 2016 Issue 104. |

CLERK'S REPORT

| ITEM | INFORMATION | ACTION/COMMENTS | STATUS |
|--|--|---|---------------|
| Footpath Easby Lane to Suggitt's Field | Footpath completed. Underground leak reported to both PROW and NWB. Northumbrian Water had confirmed that the water was not from one of their sources. | Cllr Mrs Moorhouse had confirmed that this has now been passed to Mr Brown who has taken over from Mr Mullins. | Open. |
| Hall Fields Footpath | The Clerk had reported that it was extremely muddy and dangerous. This was still seen as a priority on the grounds of health and safety as the footpaths remain in a dangerous condition | Cllr Mrs Moorhouse and Cllr Kirk had met with Mr Brown who was going to write to the land owners advising them of what work was proposed to take place and requesting permission to access from their land. | Open. |
| Defibrillator | The Clerk had collected the defibrillator that would be installed outside the Great Ayton Discovery Centre. | Cllr Fletcher would oversee the installation of the unit. | Ongoing. |
| High Street Parking | The Clerk to request North Yorkshire County Council to try and arrange a meeting in advance of the November Parish Council meeting. Document circulated Re: Parking Policy in England. The Clerk had wrote to the local businesses requesting that their staff park away from the shop front and preferably walk if possible | This item would be deferred until May to allow a car park survey to take place in April. | Ongoing. |

GREAT AYTON PARISH COUNCIL – MEETING 5 APRIL 2016

ACCOUNTS REPORT

1.1 Payments

| <u>Supplier</u> | <u>Reason</u> | <u>Other data</u> | <u>Value £</u> |
|------------------------|---|--------------------------|-----------------------|
| Bilsdale Tree Services | Yew Tree in the Cemetery | POS | 137.46 |
| Mr Suggitt | Funeral duties - Cemetery | 87.50 | 437.50 |
| | Bridge and railings repair - Grant Funding | 350.00 | |
| Sam Turner & Sons Ltd | Rat Bait - Allotments | 63.72 | 167.35 |
| | White Spirit, Paint, Brushes etc - grant funding | 45.42 | |
| | Screws - grant funding | 3.36 | |
| | Rat Bait - Allotments | 33.25 | |
| | Tor Zinc Rich - grant funding | 21.60 | |
| HDC | Non Domestic Rates | Public Conveniences | 156.55 |
| W Eves Ltd | Fuel | POS | 78.45 |
| Friends of Moorsbus | Donation as agreed at the PC meeting on 1 March 2016. | Chairman's Allowance | 100.00 |
| Mr Frankish | Grass Cutting March 2016 | Grass cutting | 200.00 |
| Thompsons Hardware Ltd | Toilet rolls, paint, cleaning products | Public Conveniences | 152.19 |
| Mr Collins | 1 x Grave Dug & shuttered | Cemetery | 100.00 |
| Mr Suggitt | Bridge work | Grant funding | 475.00 |
| HDC | Salaries - 1 January to 31 March 2016 | Salaries | 8090.22 |
| Mrs McLuckie | Postage | General Admin | 17.82 |
| TOTAL | | | 10112.34 |

1.2 Receipts

| <u>Customer</u> | <u>Reason</u> | <u>Other data</u> | <u>Value £</u> |
|------------------------|------------------------------------|--------------------------|-----------------------|
| Mrs Bailey | Garage Rent | Misc | 25.00 |
| HMRC | VAT Refund | VAT | 1427.50 |
| Yatton House | Rent | Rent | 250.00 |
| Ayton Funeral Services | Funeral Fee | Cemetery | 674.00 |
| Ayton Funeral Services | Grave Reservation | Cemetery | 70.00 |
| Weatherills | Headstone | Cemetery | 104.00 |
| Ayton Funeral Services | Interment of Ashes | Cemetery | 67.00 |
| Petch Butchers | Donation towards Tour de Yorkshire | Donations | 50.00 |
| TOTAL | | | 2667.50 |

1.3 To agree the Annual Governance Statement.