

**Minutes of the Monthly Meeting of Great Ayton Parish Council
Held on Tuesday 17th May 2011 at 7.00 pm immediately following the
Annual Meeting of the Parish Council**

Present

Cllrs: R Kirk (Chairman), Mrs F Greenwell, Mrs J Brown, G Readman, J Fletcher, R Hudson and S Jackson.
Ms J S Cumbor (Parish Clerk). Others Present: H Atkinson, P Suggitt, County Cllr Mrs H Moorhouse, PC Glyn Jones, and 2 Members of the Public.

1. **Apologies** – None
2. **Declaration of Interest in items on the Agenda** – None
3. **Members of the Public invited to address the Council**
 - 3.1 **Library Update** – Mr Pearce advised the Parish Council that NYCC had stated a change in strategy, following the Consultation Process. NYCC would now look at sharing the cost savings across all Libraries. It was felt that this would mean the Great Ayton Library would remain open but with some level of Community support as previously explored at a Meeting the Save Great Ayton Library Group had with NYCC in April. The Group were waiting for NYCC to get back to them and follow up the previous discussions. The Group hoped to hold the next Public Meeting late June. Cllrs Fletcher and Kirk said they hoped that the Group, on behalf of the Village, would be able to grasp the opportunity to improve/enhance the Library facility and make it work. Cllr Readman stated he felt NYCC's commitment to staffing of the Library would need to be determined before other aspects agreed. Mr Pearce thanked the Parish Council for their support.
4. **Minutes**
The minutes of the meeting for Tuesday 26th April 2011 were approved and signed.
5. **Police Business**
 - 5.1 The Statistics for April were discussed. It was noted that anti-social behaviour continued to be high. PC Jones advised the Police were tackling this issue and increasing patrols, particularly at weekends; in addition they were looking at tactics and applying for an operational order. Broadacres were also assisting the Police.
 - 5.2 PC Jones stated that it was important that the Public assisted the Police by recording and reporting incidents. Cllr Kirk advised the new Councillors that it was important to encourage the Public to build up a log of information that the Police could use as evidence.
6. **Council Services Report** - The Report was received; it was resolved to accept the decisions made in the Report.
7. **Matters arising from the minutes** (for information only)
 - 7.1. Village Hall – Cllr Kirk advised he was approaching people to form a Village Hall Committee. *Minute continued.*
 - 7.2. Environmental Agency Flood Defences
 - 7.2.1 Flood Storage area at the Riverside – It was advised the Contractor would be revisiting site to make some adjustments to the banking and sow grass seed.
 - 7.2.2 Property Protection Scheme – The Clerk and Cllr Fletcher had reviewed the new Agreement with the Solicitor. With the agreement of the EA the Solicitor would be re-drafting the Agreement. The Solicitor had expressed the need to use a reputable substantial contractor with relevant warranties and insurance to minimize Parish Council exposure and to ensure Insurance Company understand the nature of the Agreement and commented on the cover provided by the Council's Insurance. The Clerk was asked to circulate a list of the 50+ properties on the list. *Minute continued.*
8. **Planning Report** - The Report was received; it was resolved to accept decisions made in the Report.
9. **Correspondence and Information Report** - The Report was received; it was resolved to accept the decisions made in the Report.
10. **Clerk's Report** - The Report was received; it was resolved to accept the decisions made in the Report.
11. **Accounts Report** - The Report was received; it was resolved to accept the decisions made in the Report.

12. Councillors' Reports

- 12.1 Cllr Fletcher advised that the outfield growth at the Riverside needed to be cut back, it was agreed that the Cemetery Superintendent and Mr Suggitt would be asked to attend to this.
- 12.2 Cllr Readman reported that a member of the Public had complained that there were a lot of "For Sale and Rent" boards at the entrance to Leven Court making the areas untidy. The Clerk was asked to contact the Management Committee of Leven Hall to see what could be done.
- 12.3 Cllr Jackson reported that many members of the Public had brought to his attention that speeding had increased along Guisborough Road. Two out of three had even intimated that they would be prepared to contribute towards a flashing sign. Cllr Kirk commented that such signs were very expensive. Cllr Mrs Brown added that a lot of wagons were speeding along Guisborough Road. It was agreed that the Clerk should follow the relevant process for this area to be monitored.

The date of the next meeting will be Tuesday 21st June 2011 in the Children's Room at the Friends Meeting House.

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COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Quote for concrete ramp requested. Gate rest open without need to hook back.	The Clerk was given authority to ask the Contractor to do the work within the confines of the Financial Regulations.	Open.
Allotments	Work to car park behind Skottowe Drive - creation of allotment plot and new car park area.	The Clerk was asked to contact Mr Waters and request he meet with the Cemetery Superintendent.	Open.
Play Area	Moving of goal posts.	Outstanding.	Open.
River	Weekly strimming and tidying taking place. The following was pointed out: a. some bank erosion at the Low Green b. there is a lot of dog fouling taking place on the Low Green	The Clerk was asked to request a visit from the Dog Warden; the Dog Warden should meet with the Cemetery Superintendent who can supply more information.	Open.
Painting	Painting of railings opposite The Buck. Highways initially refused to pay for the paint, County Councillor trying to reverse the decision.	The Parish Council agreed to pay for the paint and gave instruction for the work to go ahead.	Open.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
11/00922/CAT – 8 Park Square	Proposed work to two trees	Support Proposals, no further observations.
11/00915/TPO – 8 Park Square	Application for works to Willow Tree subject to Tree Preservation Order	The Parish Council welcomed the detailed Arboricultural Consultants report and agreed to accept the recommendations, no additional observations. The Clerk was instructed to contact Highways regarding the culvert from Dump Corner to Park Square which appears to be choked with roots and rubbish, this requires their attention.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
11/00517/FUL – 16 Farm Garth	Rear garden room extension to existing dwelling as amended by drawings received by HDC on 04/05/11.
11/00435/FUL – 44 Guisborough Road	Proposed rear extension to existing dwelling.
11/00451/FUL – 9 Captain Cooks Way	Proposed rear single storey extension to existing dwelling.
11/00423/FUL – 4 California Grove	Proposed alterations and extension to existing dwelling.

APPLICATIONS REFUSED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
Stanley Houses, Yarm Lane	Revised application for alterations and extensions to existing dwelling to form ancillary accommodation.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
10/00167/CAT3 – 8 High St	Unauthorised signs to front and side of property. No response in relation to the letter. Owners do not run the shop from day to day, owners being contacted. Enforcement Officer seeking legal advice. The Clerk was instructed to write to the Head of Regulatory Services concerning the length of time this issue is taking to resolve.	Open.
Bank Flow Farm	Copy of letter sent on 30/03/11 to Occupier by HDC giving 21 days notice regarding application for wall built without permission, addresses the issue of signs at the gate (all but the egg sign to be taken down) and reminds the Occupants for the temporary conditions applying to the Site.	Open.
M/OUT/0226/11/P – 295 houses Grey Towers Farm, Dixon’s Bank, Nunthorpe	The Clerk wrote and objection letter to MBC after learning that the houses were not in the LDF. HDC have also written to MBC although they stated they had no comment to make on the proposals but requested MBC keep Great Ayton Parish Council actively involved with the planning process. Details of draft SPD from MBC with chance to comment, consultation runs until 20/05/11. HDC Planning Department said they would keep the Parish Council informed of responses and advised the Clerk to keep responses to planning and design issues in relation to the Middlesbrough LDF. The Clerk responded in accordance with the original statements within the LDF which stated this area was not suitable for development (negative/unacceptable impact on the area) and it was omitted from the Spatial Strategy; previous comments were also reiterated.	Closed.

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Stokesley Parish Council	Invitation for 2 Members of the Parish Council to meet on Wednesday 29/06/11 at 6.30pm at Stokesley Town Hall.	The Clerk was asked to kindly decline; it was felt matters were covered by the Regeneration Group and Forum Meetings.
Ms Taylor	Letter requesting that the Parish Council cut the conifers (which are now as high as a house) in the Cemetery to a reasonable size.	Cllr Jackson was asked to investigate and report back.
Cleveland Search & Rescue	Email from the Water and Flood Rescue Officer providing an update on recent developments. The Team is in the final stage of a two year project to upgrade the Water and Flood capability and bring this in line with other emergency services. Open invitation to the Parish Council to meet and discuss further.	The Clerk advised that the information has been shared with the EA. The Clerk was asked to respond with thanks.
HDC	Standards Committee Parish Council Representative results – Cllrs Janet Crampton, Caroline Artingstoll and Edward Dennison successful.	Noted.
	Copy of email from John Hallett to Gary Brown concerning removal of vandalism paint from wall at the Information Centre.	Cllr Kirk requested a copy.
NYMNPA	Parish Members Elections information and form, plus Notice for notice board,	It was agree to approach Malcolm Bowes of Battersby about the Election.
	Agenda for Northern Area Parish Forum Meeting on 04/05/11 at Kildale Village Hall.	Received.
NYCC	Notification (and Notice for notice board) of reduced opening hours of Household Waste Recycling Centre – from 01/07/11 these will be closed on Wednesday.	Noted.
	Putting People First Newsletter.	Received.
British Youth Council	Local Councillor Shadowing Award – Take Part.	Received.
Australia Over 60's Cricket Tour	Email concerning Civic Welcome and presentation to the Parish Council of a bronze plaque.	Cllr Mrs Greenwell was asked to communicate and confirm the Welcome arrangements. No conclusion was made regarding where the plaque would be fixed.
Friends of Roseberry School	Advise sort about A style advertising boards for the Summer Fair on 25/06/11 and request to Chairman for judge competitions at the Fair.	Cllr Kirk agreed to Judge. The Clerk was asked to respond and advise A boards should be temporary and not left up overnight.
National Osteoporosis Society	Invitation to 10 th Birthday Party on 10/06/11 at Allerton Court Hotel, Northallerton, 2.30 pm – 4.30pm	The Clerk was asked to kindly decline the offer.

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CORRESPONDENCE AND INFORMATION REPORT

INFORMATION

Sender	Information
Community Care Assoc.	Spring 2011 Newsletter.
Clerks & Councils Direct	May Magazine.
Rural Yorkshire	Country Air Spring Magazine.
Rural Services Network	Weekly Newsletter x 3.
National Housing Fed.	April 2011 Northern Voice Newsletter.
Sovereign Design Play	Playground Equipment Brochure.
SMP Playgrounds	Parish and Community News Leaflet.
Wicksteed Playscapes	Playground Swing Leaflet
Queensbury Shelters	Bus and Cycle Shelter Leaflet.
Matta Products	Playground Safety Surface Information.

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CLERK’S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Footpath Easby Lane to Suggitt’s Field	PROW has confirmed they will complete as soon as possible, they will also assist with the installation of a new kissing gate.	Outstanding.	Open.
Footpath behind Cliffe Terrace	PROW has put this on their list as a priority they will advise in a couple of months when this will be done. The Clerk has advised PROW of the anti-social behaviour in the area and the need to tidy and open up the area as soon as possible.	Outstanding.	Open.
	Cutting back of Hedges/trees belonging to 19b John Street. PROW will assist with contacting the Owners.	Outstanding.	Open.
Hall Fields Project	Nicky Smith, NDVSA, in communications with EA and the Forestry Commission (Woodland Improvement Grants).	Update from requested.	Open.
	Northumbrian Water Board (NWB) may be able to assist if their 2 nd proposal for flood defences for Roseberry Crescent is agreed. The EA may also assist with grant funding.	Noted.	Open.
Speeding	Data Loggers on Easby Lane recorded traffic travelling at an average of 37mph, the Police carried out enforcement activities – results outstanding.	The Clerk was asked to follow up.	Open.
	A suitable date to hold a Speed Awareness Session is to be arranged at Roseberry School, previous arrangements cancelled.	Outstanding.	Open.
Maintenance of Trees Stokesley Road, Low Green	Cllr Fletcher’s investigated and will update the Parish Council. The Clerk has located the Lease Agreement related to the Greens being gifted to the Parish and report on findings.	It was agreed that a Contractor would be engaged to cut back the Willow Tree at the green cabin and the other willow trees along Stokesley Road would be tidied up by the Cemetery Superintendent.	Open.
Public Conveniences	The present Cleaner is willing to work for the Parish Council and continuing cleaning the Public Conveniences. Updated version of the Statement of Particulars received from HDC.	The Clerk advised HDC were due to talk to the Cleaner next week, following this contact would be made on behalf of the Parish Council.	Open.
	HDC response to acceptance (including additional request regarding lights) and formal Agreement Document outstanding. Date for transfer to be agreed, but must be by June 2011.	Due to HDC delays it had been confirmed that 1 July would be acceptable for the hand over.	Open.
	Condition Survey received and some work carried. No Structural Survey received although requested.	HDC have not carried out a Structural Survey and felt the Condition Survey was sufficient. The Parish Council agreed to accept this.	Open.
	Cllr. Kirk to report on Charitable Status.	Outstanding.	Open.

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CLERK'S REPORT cont/..

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Stephen Hilton	Donation offered in memory of his Mother, Marjorie Shaw (value up to £1,000). Mr Hilton called to say the funds should be available shortly and he may visit to view and consider the options.	Outstanding.	Open.
Nicky Hughes	Requested information about Village Hall; desire to use for Zumba Classes one night a week from May. The Clerk contacted about future use and Village Hall Committee.	Outstanding.	Open.
Strawberry Fields	Clerk received notification concerning the public right of way. Following investigations the issue seems to be that the re-routed path is not marked, PROW has confirmed they will do this.	Noted.	Closed.

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ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Wigin Landscaping	Planting of Beech Tree at The Riverside	POS	45.00
G A Marwood	Half Yearly Rent – Allotments	Allotments	250.00
Eric Harrison	3 Cuts of Highway Verges @ £240 each	POS	720.00
W Eves & Co Ltd	Petrol for Tractor/Mower (Direct Debit)	Cemetery/POS	198.22
Richard Collins	Digging of 2 Graves, one for Casket	Cemetery	180.00
Great Ayton Quaker Meeting	Hire of Meeting Room Jan, Mar (3 meetings)	Misc	54.00
David Harrison Charity Account	Donation to Charity, Vintage Tractor Visit 21/06/11	Chair Allow	35.00
York & North Yorkshire Playing Fields Association	Invitation to Membership Subscription 2011/12 - £35 Parish Council to decide if subscription suitable.		Declined.
Clerks & Councils Direct	Invitation to Councillors for separate copies of the monthly magazine - £11 per Councillor per annum. Clerk receives one free. Parish Council to decide if additional subscription suitable.		Declined.
TOTAL			1,482.22

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs D Bailey	Garage Rent (May11)	Rent	10.00
Mrs E Hoggart	Grave Reservation	Cemetery	63.00
Mrs M Hodgson	Grave Reservation	Cemetery	63.00
Mrs L Sigsworth	Grave Reservation	Cemetery	63.00
Mrs M Winterschalden	Grave Reservation	Cemetery	63.00
Mr & Mrs Hutchinson	Grave Reservations	Cemetery	126.00
Mr Foden	Grave Reservation	Cemetery	63.00
HDC	Precept	Precept	19,000.00
HM Revenue and Customs	VAT Refund	VAT	407.88
Cemetery Receipts	Burials and Headstones	Cemetery	1,516.00
Broadacres	Flower Tub Sponsorship	POS	15.00
TOTAL			21,389.88

1.3 Insurance

Review Insurance quotations received and discuss option relating to future renewal dates. It was agreed to renew with Came & Co/Aviva on the 16 months for 12 month terms, with a contract for 3 years. Other benefits were 5% no claim discounts for 4 years, and £10,000,000 public liability cover as standard. A cheque for £2,443.75 was prepared and signed.

1.4 Football Playing Fields Rent Review

Rent Review due 1st June 2011. It was agreed to renew on the same terms as those in existence the Clerk was asked to arrange.

1.5 Garage Rent Review and Lease

Rent Review and Lease status. The Clerk was asked to speak with the Solicitor.

1.6 Internal Audit Response

Letter from Internal Auditor stating the internal control and record keeping to the Financial Year End 31st March 2011 continued to be of a high standard, there were no matters arising from the review and the Annual Return has been completed and signed accordingly.