

**Minutes of the Monthly Meeting of Great Ayton Parish Council
Held on Tuesday 11 October 2011 at 7.00 pm**

Present

Cllrs: R Kirk (Chairman), Mrs F Greenwell, Mrs J Brown, J Fletcher, R Hudson, and S Jackson.

Ms J S Cumbor (Parish Clerk). Others Present: Cllr Mrs Moorhouse, Howard Atkinson (Cemetery Superintendent) and 8 Members of the Public.

1. **Apologies** – Cllr G Readman and The Police, Cllr Mrs Greenwell arrived at 7.45pm due commitments at HDC.

2. **Declaration of Interest in items on the Agenda**

3. **Members of the Public invited to address the Council**

3.1 **Library**

Cllr Jackson declared an interest.

June Imeson advised that she had chaired a Meeting of the SGALG and KIP Group. The Groups were agreed on a common goal, although they would continue with independent activities towards the same aim; they would operate as two sub-committees of a main Group. Mrs Imeson requested that the Parish Council demonstrated that they were fully behind the Group. It was stated that the response from the Precept Survey had been good with positive support from non library users as well as library users; it is evident that some funding will need to be generated from the Precept to run the Community Facility.

Ian Pearce advised that the Group would be submitting the Draft Business Plan into NYCC on Friday and a copy would be given to the Parish Council.

Cllr Mrs Moorhouse stated that it was important to recognize that going forward the facility would not just be a library but a facility for the whole Village.

Jennifer Roberts commented that it was nearly a year since the process had started and many people had put a lot of time and effort into working to this point, she wanted to thank all those involved for this and to the public for completing surveys.

Cllr Kirk confirmed that the Parish Council were fully supportive of the Group and were waiting to discuss the Draft Business Plan; they were delighted with the progress. Special thanks were extended to Mrs Imeson for her assistance in uniting the two Groups.

4. **Minutes**

The minutes of the meeting for Tuesday 16 August 2011 were approved and signed.

5. **Police Business**

5.1 The Statistics for September were received. Additional narrative and statistics to date were received from Insp Sanderson in absence of Police presence. Cllr Fletcher confirmed the narrative was needed all the time. It was reported that excessive disturbance had taken place over the weekend in part of the Village and that a specialist unit had been deployed to assist with containing the disturbance. It was also reported that the Ringmaster Notifications were not always advising the Parish Council of the crimes committed in Great Ayton. The Clerk was instructed to write to the Police concerning all points.

5.2 Confirmation had been received from the Police agreeing to continuity of assistance with Parish Council Events.

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 – Work due to start on the gutters. *Minute continued.*

7.2 S106 Projects – *Minute continued.*

7.3 Junior Football Field Leases – Cllr Brown declared an interest. The Parish Council agreed to provide support to the Great Ayton Cricket and Football Club in relation to grant applications. The Junior Football Field Lease would not be reviewed for another five years. *Minute Closed.*

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' Report**
 - 12.1 Cllr Fletcher advised that the Stokesley and Villages Regeneration Group would be making a grant of £400 available to all Parish Council for Capital Projects that are in place for the wider Community. Opportunities for such funding ranged from the Station Project to the Village Hall. The Clerk was asked to investigate the cost of a new notice board for the Village Hall.
 - 12.2 Cllr Kirk advised that he had received communication from the Owner of the Hall Fields about a fence being erected in the field just below the Woods. The Farmer has received a grant towards this.

The date of the next meeting will be Tuesday 8 November 2011 in the Children's Room at the Friends Meeting House.

GREAT AYTON PARISH COUNCIL – MEETING 11 OCTOBER 2011

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Leylandii Trees. Work completed, a good job had been carried out, it was noted other areas also needed to be trimmed.	The Cemetery Superintendent and Apprentice would cut back the other hedges in the Cemetery.	Open
	Cemetery Regulation matters.	Cllr Jackson review outstanding.	Open.
Allotments	Changes to car park behind Skottowe Drive. Work on hold. Decision to be reviewed in Nov11.	Site Visit Thursday 20 October at 4.30pm.	Open.
	Planings on order for delivery when available.	Outstanding.	Open.
	Land available for additional allotments, Yarm Lane and Stokesley Road.	It was agreed to review after the October Allotment Renewal Date when the size of the waiting list would be clear.	C/F
	Letter from Allotment Holder requesting more skips to help keep the area tidy and erection of lockable gates or barriers to prevent illegal access and help reduce thefts.	It was agreed that a skip would be ordered early November. The security comments were debated and it was felt that the area would be difficult to secure and no action would be taken. The Clerk was asked to respond.	Closed.
	Cllr Hudson reported that the area near the bollards was untidy, possibly due to fly tipping.	The Cemetery Superintendent and Apprentice were asked to remove the items.	Open.
Play Area	RoSPA report received.	Cllr Brown to discuss actions required with the Cemetery Superintendent.	Open.
Low Green	Highways repair to concrete railings and posts.	Work completed.	Closed.
	Himalayan Balsam Weed requiring eradication. Cemetery Superintendent has strimmed the area.	Digging up of roots outstanding.	Open.
	Wild flowers planting - Stokesley Road side of the River.	It was agreed to review this in spring.	C/F
	Letter from Rotary Club of Guisborough & Great Ayton requesting permission to continue to plant bulbs along the Low Green road side; Marwood School willing to assist with the project.	The request was welcomed and agreed.	Closed.
	Storm damage Willow Trees near the Bus Stop. EA have removed broken branches from the River.	Highways have confirmed they will look at making the Trees safe. Cllr Fletcher confirmed that it had been expressed that the Parish Council did not wish to see the trees removed.	Open.

GREAT AYTON PARISH COUNCIL – MEETING 11 OCTOBER 2011

COUNCIL SERVICES REPORT cont.

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
High Green	Trimming of Cherry Trees on the High Green.	Planning Application in process; work to commence when approved.	Open.
	Bye-Law Notices.	Cllr Fletcher erected Notices.	Closed.
	Lime Tree and Bench replacement. Tree Surgeon asked to report on suitable alternative and planting The Rotary Club may consider a contribution towards a new tree or some other low cost item for the Village.	It had been suggested that a replacement tree should be planted at the other side of the Green. The Clerk confirmed only the bench was covered by insurance and she would be working with the Blacksmith about the repairs or replacement. The offer was welcomed. Other opportunities for such funds would be the Station Project. Cllr Mrs Greenwell also suggested that the collection at the Fete was for the replacement tree. Matter to be discussed when costs know.	Open. Open.
The Riverside	Construction of new path along the top of the “bund” and completion of stone laying to the existing paths.	The path on the “bund” completed, remaining stone should be completed by middle of October.	Open.
Public Conveniences	Cllr Kirk to investigate leasing of the Public Conveniences through the Capt Cook Garden Charity.	The Clerk was asked to remind Cllr Kirk.	Open.
	Insulation of pipe work.	Work in progress; should be completed soon.	Open.
Car Park near Stone Bridge	Report regarding gap between tarmac and grass verge.	Cemetery Superintendent to fill when the planings arrived.	Open.

Cllr Fletcher advised that the Apprentice had started work and the Cemetery Superintendent and he were working together well. It was noted that the Apprentice was coming up with some good ideas. Cllr Fletcher stated that the Apprentice would join the NYMNPA Apprentice Scheme spending some time with them and at College. He would attend the NYMNPA Induction Course. A Diary has been given to the Apprentice to record his activities.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
11/02105/CAT – Riverside, Low Green	Proposed works to two trees.	The Parish Council feel there is a lack of information available for them to be able to make a decision and would respectfully request further details.
11/01720/FUL – 18 High Street	Proposed extension to existing dwelling – amended plans/further information.	No Observations,
11/02027/FUL – 14 Easby Lane	Alterations to existing bungalow and construction of annexe.	No Observations.
11/02066/FUL – 138 Newton Road	Proposed extension to rear of existing dwelling.	The Parish Council would like to check that the neighbour has been advised and has no issues regarding the extension. Providing this is in order they have No Observations.
11/02071/TPO – 3 Mill Terrace	Application to carry out works to a tree subject to Tree Preservation Order No 2006/09.	No Observations.
11/02060/TPO – Chartersmead	Application for works to trees subject to Tree Preservation Order 1999/16	No Observations.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
11/01572/FUL – 18 Addison Road	Proposed alterations to existing dwelling to include demolition of existing garage and construction of single storey playroom and store.
11/01482/TPO – 20 Easby Lane	Application for works to trees the subject of Tree Preservation Order No 1995/6, removal of three Leyland Cypress Trees, crown lift and thin by 15% to Willow Tree, re-pollarding of Ash Tree, removal of Spruce Tree and Western Red Cedar Tree.
11/01392/LBC – 41 Bridge Street	Application for listed building consent for replacing boundary fence with brick wall.
11/01445/FUL – Greenhow Hill Farm	Single storey extension to existing workshop and re-siting of oil storage tank.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
10/00167/CAT3 – 8 High St	Gable end signs removed. Planning Application outstanding for signs on the front of the premises.	Open.
Bank Flow Farm	The Clerk advised that HDC had been chased concerning the expiry of the temporary planning approval at Bank Flow Farm. The Parish Council expressed concern at the lack of response and the signs that had now appeared on the verges close to the property advertising goods for sale – the Clerk was asked to forward their comments to HDC.	Open.
54 Wainstones Close	The Clerk advised that she had received information by email from HDC concerning a complaint relating to an extension being built at the premises that appeared to not have planning permission.	Open.

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Fairtrade	Request for nomination of a Parish Councillor to their Committee.	It was agreed that the Parish Council would continue to support Fairtrade, but that no Councillor would be appointed to the Committee.
Churches Together in Stokesley	Request for information regarding the lights used on the Christmas Tree and High Green.	Request passed to Peter Greenwell.
NYCC	Public Rights of Way – Notification of renewal of public right of way access across Cleveland Lodge land.	Noted.
	Newsletter, including information about Winter Highway Maintenance and Libraries.	Received.
	Road Closure B1292 4 October 2011 for one day.	Noted.
Graham Sowerby	Request for bench on the Low Green in memory of ex-employee of NYCC Highways who served in the area, to be donated by work colleagues; Allan Russell “Chippy”.	Cllr Fletcher will review the Low Green and consider a circular bench around the Willow Tree for this and future requests to use.
Herriot Country Tourism Group	Herriot Visitor Country Guide to commence printing; last printed in 2007. GAPC used to advertise in previous editions, invitation to advertise again – special price for twelfth size is £165.84 plus VAT and would include adverts on two websites and free membership to the Herriot Country Tourism Group.	It was agreed to not take space, partly as no budget available and partly because it was believed Capt. Cook Museum had booked space.
HDC and Boundary Commission for England	Parliamentary Boundary Review information. Proposal for Great Ayton to be part of the new Malton District. Full details can be found at HDC Offices at Town Close, Stokesley. Public Hearings at The Golden Lion Hotel, Northallerton on 20 October 11am to 8pm and 21 October 9am to 5pm. Representations can be sent by 5 December by email to reviews@bcommengland.x.gsi.gov.uk or by letter to Boundary Commission for England, 35 Great Smith Street, London SW1P 3BQ ; or by e-form at www.consultation.boundarycommissionforengland.independent.gov.uk .	Cllr Kirk has applied to speak on 21 October. The Clerk was asked to send a response on behalf of the Parish Council opposing the changes on grounds of transport links, education and local shopping/leisure facilities.
HDC & National Energy Agency	Flyer for Notice Board – Search for 10 Community Energy Champions to raise awareness of the issues of cold damp homes, fuel poverty and energy efficiency and signpost to local affordable warmth solutions.	Received.
HDC	Planning Policy & Conservation Service – Customer Satisfaction Survey.	The Clerk was asked to complete.
HOPE Africa	Request for donation for soup kitchen support.	No Action.

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CORRESPONDENCE AND INFORMATION REPORT cont.

CORRESPONDENCE

Sender	Information	Action
NALC – CPRE	Booklet – How to Respond to Planning Applications – 8 step guide; further copies available on request. E-learning course shortly available at www.ntselearning.co.uk .	Received.
Tees Valley Local Authorities and Redcar & Cleveland BC	Notification that the Borough Councils for Darlington, Hartlepool, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees adopted the Tees Valley Joint Minerals and Waste Development Plan Documents were adopted on 15 September 2011; now part of the LDF.	Noted.
HDC	Stokesley Area Forum Meeting 17 October at 7pm, Stokesley Town Hall. Plus Notice.	Received.
BBC Radio, York	Phone message on 26 September concerning Great Ayton being a best place to raise children (No 7 in the Country); wanted to a spokes person to take part in an interview.	It was noted that the Head Teacher of Roseberry School had taken part.
Unlock Democracy – Local Works	Second request to write to Localism Minister with support for Parish Councils to receive more empowerment and involvement with large planning applications.	No further action.
NYMNPA	Northern Area Parish Forum 26 October at 7pm, Goathland Parish Hall. Plus Notice and prior Meeting Minutes.	Received.
	Autumn Newsletter.	Received.
North Yorkshire Fire & Rescue Services	Summary of 2010/11 Accounts.	Received.

INFORMATION

Sender	Information
Sustainable Government	Weekly Newsletters x 4
Matta Products	On line products information.
S G Baker Ltd	Cold weather preparation advice and products.
Norfolk China Ltd	Details of Queen’s Jubilee Mugs.
Action for Market Towns	National Convention - Living Localism and Delivering Enterprise – 13 October 2011, Ludlow.
	Neighbourhood Planning Symposium – 9 November 2011, London.
Rural Services Network	Weekly Newsletters x 4
Wickstead Playscapes	Flyer offering assistance with playground developments, including funding, grant applications, planning and equipment.
SLCC	Advice that cheaper utilities can be gained through an arrangement with LSI Utility, up to 20% can be saved.

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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. Underground leak.	Waiting status up date from PROW.	Open.
Footpath behind Cliffe Terrace	PROW cannot provide a date for the resurfacing. They hope to do sometime during this Fiscal Year.	No change.	Open.
	Cutting back of hedges/trees belonging to 19b John Street. PROW written to the Owners, if work not completed notice will be served; PROW will carry out the work and charge the Owners.	Owners have now cut back hedges/trees to a height of approx. 10ft, PROW are requesting the height to be addressed.	Closed.
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. The EA may also assist with grant funding.	No change.	Open.
Speeding	Guisborough Road – Deployment of data logger outstanding.		Open.
Stephen Hilton	Donation offered in memory of his Mother, Marjorie Shaw (value up to £1,000). Mr Hilton to arrange a visit to consider options.	No change.	Open.
Flood Defences	PPS - Contract awarded to partnership of UK Flood Barriers and JBA Consulting. Meeting to take place and surveys to follow.	The Clerk presented an update of the Contract award and the Meeting.	Open.
	Request to place CCTV on Village Hall to monitor the River levels. Chairman confirmed agreement.	The Clerk was asked to remind the EA that they should comply with necessary regulations and check if planning permission is required.	Closed.
Queen’s Diamond Jubilee Beacons 04/06/12	Permission received to use Captain Cook’s Monument for a Beacon; appropriate safeguards need to be in place, i.e. safety, fire precautions. Discuss in the New Year with the Estate Forrester.	It was noted that NYMNPA were looking to have a Beacon on Roseberry Topping. Co-Ordinate in the New Year.	C/F.
Fete & Queen’s Jubilee	Discuss format of Event/s and decide a Theme. Organizations expressed concern that it is half term at the usual time of the Fete; perception is that many children and people will be away.	It was agreed that the Fete will still be held on second Saturday in June, this would be 9 June 2011. Theme of Fete and other Events still to be discussed.	Open.
	Scouts Supporters Group Committee enquiry about holding a large community event (i.e. gala ball) for the Queen’s Jubilee/Olympics.	It was agreed Organizations should be encouraged to hold events for the Jubilee/Olympics. Cllrs did not at this stage know of any other requests.	Closed.

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CLERK’S REPORT cont.

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Christmas Celebrations	Late night opening will be 17 November. Letters sent to retail outlets regarding competition for Best Christmas Window Display – Retail Business and late night opening to encourage participation.	Prize for winner to be agreed.	Open.
	Parish Dinner - Saturday 28 January 2012.	Guests to be agreed.	Open.
Remembrance Day	Reminder to Parish Councillors to meet in the Parochial Hall at 10.30am on Sunday 13 November 2011.		Closed.

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ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mazars LLP	External Audit Fee	General Admin	480.00
Bilsdale Tree Services	Removal of storm damaged Lime Tree – High Green	POS	140.00
Thompsons Hardware Ltd	Padlocks, Plants, Glue and Drill Bits	POS/Cemetery	110.38
Hambleton District Council	Salaries July to September	Salaries	7,865.34
Mrs A Fletcher	Plants etc for hanging baskets – V.Hall & Public Conv.	POS	16.24
Ms J S Cumbor	Expenses – Postage, Phone Calls, Mileage and Gift	General Admin	99.70
Mr P Dobson	Toilet Roll Holder &	Public Conv.	4.51
Mr H Atkinson	Mobile Phone Top Up	Cemetery	10.00
Richard Collins	Grave Digging and tree stump removal High Green	Cemetery/POS	160.00
Mr M Hodgkinson	Allotment Deposit Refund	Allotments	20.00
James C. Pearson Ltd	Construction of ramp in Cemetery	Cemetery	354.00
Askew Bunting Solicitors LLP	Professional Fees for transfer of Public Convenience asset	Pub Conv	836.00
Paul Suggitt	River Warden Duties Aug-Oct - (£187.50)	River & Capt Cook Garden	
Paul Suggitt	Strimming bank sides – (£120.00)	POS	307.50
Playsafety Ltd	RoSPA Report	POS	104.40
Safechem Ltd	Replacement Cheque, original missing	Pub Conv	62.50
Sam Turner & Sons Ltd	Repairs to Tractor/Mower & purchase of cutter	Cemetery/POS	167.58
Northumbrian Water	Water Charges (D/D)	Allotments	170.51
W Eaves & Co Ltd	Petrol for Tractor Mower (D/D)	POS/Cemetery	198.61
TOTAL			11,107.27

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Hambleton District Council	Precept	Precept	19,000.00
Hambleton District Council	Refund of Non Domestic Rates	Cemetery	51.84
Mrs D Bailey	Garage Rent – October	Garage Rent	25.00
Cemetery Receipts	Burial, Headstone and Internment of Ashes	Cemetery	753.00
Allotment Rents – Rent Night	Mr D Merritt Plot 52a Deposit £20, rest Rents	Allotments	3,240.00
TOTAL			23,069.84

1.3 External Auditor's Report – "On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met." – Noted.

1.4 Half Yearly Accounts and Revised Budget Review FY11/12. – Received and agreed.