

**Minutes of the Monthly Meeting of Great Ayton Parish Council  
Held on Tuesday 27 March 2012 at 7.00 pm**

**Present**

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

Mrs J Leng (Parish Clerk). Others Present: Mr Howard Atkinson (Cemetery Superintendent), Mr M Hamer (Apprentice), Sgt. Simon Wilson, PC Catherine Skelton, the D&S Reporter and 5 Members of the Public.

1. **Apologies** – Cllr J Fletcher and Cllr H Moorhouse.
2. **Declaration of Interest in items on the Agenda** - Declarations declared and noted with the relevant topic/s.
3. **Members of the Public invited to address the Council**
  - 3.1 **Play Area**  
The Play Area Fund Raising Group requested clarification on whether the proposal was still to relocate the play area and if so would they be required to raise extra funds to cover the costs of this relocation? The Chairman explained that the area initially identified as suitable for relocation was not available. It was agreed that Cllr Jackson would meet with the Cemetery Superintendent, Cllr Brown and member(s) of the Play Area Fund Raising Group to review how long it would be until the current play area would be required for Cemetery use, dependent upon the outcome decisions could then be made around the viability of updating the current equipment.
  - 3.2 **Library**  
Clarification was sought as to when the Library Group would receive their funding previously agreed by the Parish Council. The Parish Council receive the Precept payments in two instalments and it was agreed that upon receipt of such that the Library Group would then receive their allocation. The Parish Council was allocated two representative appointments on the Library Group – Cllr Jackson holds one of the appointments with a vacancy for the other. The Chairman requested members to e-mail him with names of suitable candidates who would be willing to fill this position.
4. **Minutes**  
The minutes of the meeting for Tuesday 28 February 2012 were approved and signed.
5. **Police Business**
  - 5.1.1 PC Jones advised that there had been 5 burglaries, 1 street robbery, 2 acts of criminal damage, 2 thefts, 1 stolen car and 13 incidents of anti social behaviour. Arrests had been made for the majority of the incidents.
  - 5.1.2 PC Skelton was introduced and members were informed that she has taken over the role as Beat Officer for Great Ayton and Stokesley, PC Skelton advised members that she is in the process of increasing the number of foot patrols over the weekends to try and increase the level of visibility.
  - 5.1.3 Cllr Readman sought clarification that follow up calls in relation to anti social behaviour were still made, this followed a recent incident where no follow up was provided. PC Jones confirmed that follow up calls should still be made and he agreed to look into why this had not occurred.
  - 5.1.4 Cllr Jackson asked if the increase in burglary was local to Great Ayton or was it across other areas. PC Jones confirmed that unfortunately it is a local issue, with anti social behaviour been the main increase in other areas.
  - 5.1.5 A member of the public raised an issue in relation to cars parking on Easby Lane opposite the junction of Race Terrace and the obstruction that this was causing for people crossing the road. PC Jones agreed to look into the issue, however, the opinion was that they were not illegally parked.
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 – Carried Forward**
    - 7.1.1 Repair and repainting of the iron railings. *C/Fwd.*
    - 7.1.2 Cllr Kirk advised that the Village Hall should be ready for use during April; plastering had commenced, heating installation was scheduled to take place on 2 April 2012 and decoration would follow. The premises would need to be cleaned in readiness for use, the Clerk was asked to arrange this with the Caretaker of the Public Conveniences. It was noted that the Parish Council would not be relocating back to the Hall for the time being as disabled access would not be available at the front of the premises until funds were available to install this. *C/Fwd.*
  - 7.2 **S106 Projects** – A separate Meeting to be arranged for Members to bring forward their proposals for a forward plan of projects to be considered under the S106 funding scheme. *C/Fwd.*

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 Jackson stated that the Bench within the Captain Cooks Garden was in need of repair and that the garden needed to be tidied. The Cemetery Superintendent and Apprentice to be asked to add to their programme of work.
  - 12.2 Cllr Hudson confirmed that the Boxing Club would be opened by June Imeson OBE on Tuesday 3 April 2012 at 6 pm he extended an invitation to all Parish Councillors to attend the opening in the Working Men's Club.
  - 12.4 Cllr Brown reported fly tipping on the B1292 on the old road on the left hand side. The Clerk was requested to report this to HDC. A discussion ensued around the continuing issue of rubbish and dog dirt around the village, it was reported that the posters produced by children from Roseberry School would be displayed again in the future.

The next regular Parish Council Meeting will be Tuesday 24 April 2012 to be held at 7pm in the Children's Room at the Friends Meeting House.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**COUNCIL SERVICES REPORT**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Cemetery	Employees Amenities Facility.	Proposal to be put forward in April/May.	Open.
	Cllr Jackson advised that two plaques had been found in the Cemetery that related to the planting of Yew Trees in the Cemetery for Queen Victoria's Diamond Jubilee in 1897, these needed cleaned and renovated.	The renovation of the two plaques was underway. A suitable location had been identified for the planting of a Yew Tree. The costs were agreed, Parish Clerk to contact the supplier with a view to ascertaining when it could be planted.	Open.
		Thanks were passed to the Cemetery Superintendent and Apprentice for the excellent 'tidy up' that had taken place in the Cemetery, a number of residents had passed comment on the improvements.	Closed.
Yatton House	Report received from the Manager at Yatton House in relation to young people making dens in the surrounding trees and depositing rubbish. Cemetery Superintendent investigated and one proposal is for the trees concerned to be removed.	As the trees were on Yatton House land the Parish Council agreed that they were happy for them to be removed.	Closed.
Allotments	Cllr Readman advised that a member of the public had expressed their concern in relation to allotment holders parking their vehicles close to the bollards and the obstruction that this caused.	Unfortunately, it is a public highway and therefore the Parish Council has no jurisdiction over this, however, a polite notice could be erected asking people to be considerate when parking. The Cemetery Superintendent to bring to the attention of allotment holders.	Open.
Play Area	RoSPA Report – repair/maintenance requirements.	Work ongoing.	Open.
	Investigations into replacement play equipment.	Two quotes received with more expected.	Open.
	Request for a new lockable waste bin as the current one was burnt out.	Clerk to contact John Proud to see if they have one available.	Open.
Low Green	Himalayan Balsam Weed requiring eradication.	This would be cut back at regular intervals throughout the year.	Closed.
	Wild flowers planting - Stokesley Road side.	Cllr Fletcher to investigate further.	Open.
	Willow Tree Bench.	Outstanding.	Open.
	Bench for Allan Russell. – Offered new bench that will be placed round Willow Tree.	Confirmation and position concerning base outstanding.	Open.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**COUNCIL SERVICES REPORT cont.**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
High Green	Trimming of Cherry Trees on the High Green.	Work complete.	Closed.
	Bench repair.	Repair work completed – bench fitted.	Closed.
	Lime Tree replacement.	Lime Tree planted on High Green.	Closed.
	<ul style="list-style-type: none"> <li>• Rotary Club offered to contribute towards replacement costs.</li> <li>• Dave Collins offered to be involved with the arrangements, possible contribution towards replacement costs.</li> </ul>	Donation of £400 received from the Rotary Club (they have expressed an interest to be involved with the official ceremony).	Open.
Public Conveniences	HDC have advised they cannot provide third party electricity and that we need to arrange our own supply. Investigations show British Gas have the best offer, a Direct Debit would need to be set up to gain the advantageous discounts.	Unable to arrange direct debit through British Gas so Clerk contacted current providers – Scottish Hydro and obtained a better price and they will continue with service from 1 April 2012 – with Direct Debit established.	Closed.
Grass Cutting and Maintenance	The Cemetery Superintendent requested agreement to purchase a second strimmer at a cost of £400 so they could deal with the extra work involved in taking over the grass cutting contract this year. He also requested permission to purchase two black rubbish bins at a cost of £10 each to be placed next to the water taps in the Cemetery. He sought agreement that the paint used for the benches could be purchased from Thompsons and that when carrying out the plant watering that they could refill their water barrels at the Public Conveniences to save them having to go back to the Cemetery.	All Agreed.	Closed.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>	<b>COUNCIL RESPONSE</b>
11/001587/ADV – 8 High Street (please note that this links to the planning reference below 10/00167/CAT3)	Application for advertisement consent for the retention of 1 non illuminated sign.	Agreed.
12/00462/FUL – Stanley Grange Stud, Yarm Lane	Proposed demolition of outbuilding and garage and construction of two storey extension to existing farmhouse.	Agreed with the caveat that the dwelling that can be divided from the main building cannot be sold as a separate entity.
12/00472/FUL – Nutshell Cottage, High Green	Proposed alterations and single storey rear extension.	ClIr Greenwell declared an interest. Agreed.
12/00473/LBC – Nutshell Cottage, High Green	Application for Listed Building Consent for alterations and single storey rear extension.	ClIr Greenwell declared an interest. Agreed.
12/00602/FUL – 118 Roseberry Crescent	Proposed single storey rear extension to include pitched roof over existing garage.	Agreed.
12/00618/FUL – Bank Flow Farm	Construction of a covered muck store for existing cattle farm.	Councillors requested that the business plan be reviewed and the viability of the proposed enterprise be considered prior to decision.
12/00434/FUL – Bank Flow Farm	Construction of an agricultural building for the housing of cattle and storage of hay.	Councillors requested that the business plan be reviewed and the viability of the proposed enterprise be considered prior to decision.
12/00642/FUL – 1 Rosehill	Proposed alteration and extension to existing dwelling.	Item deferred as there was no proposed elevation plans.

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
12/00121/CAT – 5 Station Road	Felling of two fir trees to be replaced with shrubs and felling of one Beech Tree.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
10/00167/CAT3 – 8 High St	Planning Application received, but site plan missing. Seeking further information internally regarding next steps.	Closed.
Bank Flow Farm	Logs for Sale sign should be removed as not part of the agricultural holding (wood bought in to sell); Owner intimated that he will make application for this and another livestock building.	Open.
Stanley Houses	Planning application due shortly for change of use at rear of property to cover “storage and sale of caravans”.	Open.
The Clerk reported that the Enforcement Officer time was being taken up with three Gypsy Sites in the error, little time was being allocated to other enforcement issues. Letter submitted to Maurice Cann as requested – holding response received on 8 March 2012.		

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**CORRESPONDENCE AND INFORMATION REPORT**

**CORRESPONDENCE**

<b>Sender</b>	<b>Information</b>	<b>Action</b>
Darlington Association on Disability	Copy of a letter sent to Broadacres in relation to Access to properties at 34 to 52 Hollygarth, Great Ayton.	No further action.
Great Ayton Health Centre	Response in relation to Parking at Rosehill.	No further action.
HDC	Review of District Council Electoral Arrangements – presentation slides (previously circulated).	Noted.
Hambleton & Richmondshire Community Safety Partnership	Speeding Concern- Guisborough Road, Great Ayton.	Noted. Thank you letter to be sent.
NS&I	NS&I Investment Account – The Great Ayton Silver Band Account. Response sent requesting further information on 6 March 2012.	Awaiting Response.
Methodist Church	Request to host various events on the High and Low Green during in July 2012.	Agreed.
Allerton Park Incinerator	Various correspondences received.	Noted.
Library Group	Fortnightly newsletter already circulated.	Noted.
Library Group	E-mail received seeking clarification on who will be the second PC nominee for the second Library Trustee position and when they will receive the first 50% of the agreed annual £30,000 library grant from the precept.	See minute 3.2.
HDC	Street name and numbering – Adding Alias name to property – 13 Easby Lane, Great Ayton	Noted.
	Unauthorised Campsite at Woodhouse Farm, Little Ayton.	Noted.
NYCC	Consultation on Unsurfaced and Unclassified Roads (previously circulated).	Noted.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**CORRESPONDENCE AND INFORMATION REPORT**

**INFORMATION**

<b>Sender</b>	<b>Information</b>
NYCC	Opening hours for staffed libraries week commencing 4 June 2012.
SLCC	Welcome Pack for new Clerk. Agenda and information for the AGM and Training Event to be held on 27 April 2012.
Action for Market Towns	Town Benchmarking. Measure your strengths and identify opportunities. What's the bid idea in your town? Increasing visibility and footfall for your town. Getting to grips with Localism and Neighbourhood Planning.
Rural Services Network	Weekly E-mail Digest x 3.
Redcar & Cleveland BC	Adoption of Shop Fronts and Advertisements Supplementary Planning Document (SPD).
North Yorkshire Police	4 x NYP Community Messages.
Lappset Playworld	2012 Brochure.
DCM Playsurfaces	Introduction e-mail outlining work they can carry out – brochure to follow – forwarded to Cllr Brown.
Ludus Leisure	Swings Offer – forwarded to Cllr Brown.
North Yorks and York PCT	Health Engagement Network in Hambleton, Richmondshire and Whitby (previously circulated).
Sustainable Gov	Angus Robertson on procurement challenges within energy efficiency.
NYCC	North Yorkshire Now Newsletter March 2012 (previously circulated).
NHS NY&Y	Children's services at the Friarage - important information about public meetings (previously circulated and dates displayed in Village Hall Notice Board).
NYMNPA	Spring 2012 – Parish & Community Newsletter
Governance Consultation	Consultation on changes to National Park Governance (previously circulated).
North Housing	Northern Voice March 2012.
North Yorkshire Rural Housing	Spring Newsletter 2012.
EA	Community Emergency Planning Drop In Event held 13 March 2012 (previously circulated).
Came & Company	The Queen's Diamond Jubilee - Came & Company Parish Council Insurance (previously circulated).
Unlock Democracy	Success on Proposal to Empower Town and Parish Councils Regarding Large Planning Applications.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**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. New kissing gate and cutting back trees outstanding should be completed by end of FY11/12. Underground leak reported to both PROW and NWB.	No change.  PROW/NWB to look again at the leak.	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 <sup>nd</sup> 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.
Stephen Hilton	Donation offered in memory of his Mother, Marjorie Shaw (value up to £1,000). Clerk met with Mr Hilton proposed options of kissing gate at PROW behind Wainstones Close, contribution to Hall Fields Project or 3 options for the Library.	Waiting for response.	Open.
Flood Defences	Community Flood Group Set Up initial drop in session arranged for 13 March 2012.	Community Flood Group asked to speak at the Annual Parish Meeting.	Closed.
Queen’s Diamond Jubilee Beacons 04/06/12	National Trust (Gareth Wilson) attended the meeting on 8 March and he supported the proposal for a Beacon at the top of Captain Cooks monument and was happy to co-ordinate this with the Beacon on Roseberry.	Ongoing.	Open.
	Clerk contacted Neil Thompson who has advised to speak to Andrew Sutcliffe, contact made awaiting a response. Suggestion by Cllr Jackson to involved the National Parks Apprentices where possible.	The Clerk was instructed to commence communications and obtain list of requirements. A Risk Assessment will be required.	Open.
	Registration Form for Beacon from HDC.	Completed.	Closed.
Queen’s Jubilee Week - June 2012.	Following the meeting on 8 March 2012 and events calendar was produced and a number of proposals are currently being considered. Diamond Jubilee Sponsorship letters were circulated with a number of positive responses already received.	Clerk following up on a number of proposals, will continue to update the calendar.	Open.
	Cllr Readman asked if the Parish Council would be purchasing a commemorative gift for the children of the village?	Clerk asked to investigate costs and numbers.	Open.



**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**

**CLERK’S REPORT cont.**

<b>ITEM</b>	<b>INFORMATION</b>	<b>ACTION/COMMENTS</b>	<b>STATUS</b>
Fete – June 2012.	Rt Hon Wm Hague has received notification of the change of date for the Fete, at the moment cannot confirm if he will be present. Judges accepted. Lunch to be served in the Library provided by the Royal Oak.	Clerk continuing with arrangements. Risk Assessment to be completed.	Ongoing
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.	HDC response outstanding.	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.	Open.
	Waterfall Terrace – Railings. Cllrs Mrs Brown and Mr Fletcher reported unsafe coping stones and railings.	Inspected and agreed to carry out necessary repairs in the next financial year – date to be confirmed. Clerk to chase as a matter of urgency as railing now extremely dangerous.	Open.
Great Ayton Parish Council	Children’s Room at the Friends Meeting House booked until the end of the Calendar Year.	The proposal for meetings to be held in the Great Ayton Discovery Centre would be considered once the facility was available.	Open.
Mr Hetherington	Convex Mirror opposite Mill Terrace – proposal from local residents who would be willing to purchase and install if Highways would agree.	NYCC response circulated, they will not support the application.	Closed.
Ms Bowyer	A request was submitted for an additional Dog Bin on Newton Road (close to Hall Fields PROW entrance) – awaiting response.	Dog Bin now in place.	Closed.
GADS	Request to have a permanent notice board outside the Village Hall. Notification that they may need to hand back management of the Village Hall including utility costs. Advised that we were waiting for establishment of Village Hall Committee. Further correspondence received in relation to heaters been left on overnight the impact of which may mean that they will be required to hand back the management of the utility costs even earlier than anticipated.	Cllr Kirk communicating with GADS re: issues.	Open.
Cllr. Doherty, Northallerton Town Council	FOI Request – List of land currently owned or the responsibility of your Parish. Condition and sizes of land. Current uses of land. Any conditions placed on use of land. Potential for Parish to consider use as part of a wider scheme. Is there any potential for the Parish to commit finance. Is there any potential for the parish to be represented.	Communication sent to Cllr Kirk and advice received from the County Legal Department and appropriate response submitted to Cllr Doherty for further consideration.	Open.

**GREAT AYTON PARISH COUNCIL – MEETING 27 MARCH 2012**  
**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>
Bilsdale Tree Services	Supply of Small Leaved Lime Tree on High Green.	POS	145.00
Julie Leng	Postage 14/02/2012 – 14/03/2012n – General Admin	61.20	70.69
	Envelopes	4.50	
	Paper	4.99	
HDC	Parish Recharge for Contested Election held on 6 May 2011	General Admin	3382.14
W. Eves & Co. Ltd.	Fuel – Paid by Direct Debit	Cemetery	(DD) 69.43
Safechem Ltd	Liquid Soap, Urinal Blocks, Toilet Seat and Cleaning Fluid	Public Conv	61.67
Douglas Peel Engravers	Signs for High Green and Low Green	POS	108.00
HDC	Electricity at Great Ayton Public Conveniences	Public Conv	28.67
C.L Prosser	Skip Hire	Allotments	180.00
North East Granite	Reimbursement – charged for headstone erection but was only an additional inscription.	Cemetery	46.00
Image Playground	Replacement Flat Swing Seats x 2 and Cradle Seat x 1	Play Area	206.40
Thompsons Hardware Ltd	Plants and Compost for the Village Tubs	POS	67.25
	Tools	Cemetery	57.46
	Toilet Rolls	Public Conv	36.00
Quiescent Limited	Hosting and maintenance of Great Ayton PC Website 1.4.12 to 31.3.13.	General Admin	150.00
Combi UK(NE) Ltd	Installation of Combi Boiler at the Village Hall, full system installation & various works (deposit)	Village Hall	3,550.56
Richard Collins	Removal of concrete and drain in grave – labour & plant hire, 1 x grave dug.	Cemetery	160.00
Sam Turner & Sons Ltd	1 x 5 litre engine oil and 4 x Strain Eyebolt	Cemetery	20.66
Farmway Ltd	Rat Killer	Allotments	49.92
NYMNPA	Pailings, Posts and Rails for use at Great Ayton Station	Chairman Allow	1,083.30
Mrs Judy Cumbor	BT Phone Calls – 13/02/2012 – General Admin	5.75	31.39
	BT Phone Calls – 14/03/2012 – General Admin	4.06	
	Staples – Boxes/Hanging Files for Archiving – General Admin	13.49	
	Printerinks – Inks for printer – refunded as not compatible	-56.90	
	Postage 04/10/11 – 08/03/2012	64.99	
<b>TOTAL</b>			<b>9504.54</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 D Bailey	Garage Rent – February	Garage Rent	25.00
Mr and Mrs Brown	Grave Reservation KB 26 & 27	Cemetery	126.00
J Allanson	Grave Reservation KKB 9	Cemetery	63.00
Mrs Lowe	Grave Reservation LA 2	Cemetery	63.00
Flower Tub Sponsorship	4 x £15 1 x £25	POS	85.00
Diamond Jubilee Sponsors	3 x £10	General Admin	30.00
Miss Drennan	Wall Plaque	Cemetery	34.00
Ayton Funeral Services	Wall Plaque	Cemetery	34.00
Natwest Bank	£50 Interest Compensation	General Admin	50.00
<b>TOTAL</b>			<b>510.00</b>

1.3 Year End Considerations:

1.3.1 Appointment of Internal Auditor. **Agreed to appoint Mr Beeforth.**

1.3.2 Internal Audit Terms of Reference (circulated). **Agreed.**

1.4 Northumbrian Water – Direct Debit Mandate for Allotments and Cemetery. **Completed.**

1.5 Parish Clerk – Bank Mandate – Current Account Additional Party Form and Change of Signing Authority.  
**Completed.**

1.6 Interest Compensation of £50 awarded from Natwest Bank for delays in transfer of account. **Noted.**

1.7 NYCC have advised that they have entered into a new Urban Grass Cutting Contract so in future years funding will reduce to £2,330.83. However, as we have not had an opportunity to budget for the reduction for this financial year they have agreed to continue to pay the same sum as last year £2,479.38 for six cuts and £24.79 for two cuts along Station Road. **Noted.**