

Minutes of the Monthly Meeting of Great Ayton Parish Council Held on Tuesday 24 April 2012 at 7.00 pm

Present

CLLrs: R Kirk (Chairman), Mrs F Greenwell, Mrs J Brown, G Readman, J Fletcher, R Hudson and S Jackson.
Mrs J Leng (Parish Clerk). Others Present: Cllr Mrs H Moorhouse, Mr Howard Atkinson (Cemetery Superintendent), PCSO and 3 Members of the Public.

1. **Apologies** – None received.
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 the length of the lease for the play area. The Chairman confirmed that it was not a lease but that the land was owned by the Parish Council but was in the long term earmarked for Cemetery use. The proposal was to half the current play area to enable the other half to be prepared for use by the Cemetery this would include erecting suitable screening to divide the two areas. The Council therefore agreed in principal that the play area would have at least a 20 year time span. **Agreed.**

The Chairman advised that the Play Area was waiting for confirmation of the name change from Great Ayton Play Area to Great Ayton Play Park and that this should be received within 15 days subject to no challenge to the application. **Noted.**
 - 3.2 **High Green**
Two residents from Richardson Hall were present and raised concerns in relation to young people playing football on the High Green which contravened the by-law and in particular the issues around then kicking the ball against the front of the building which was causing damage and annoyance. They asked if it would be possible to have larger signs erected at either end of the High Green stating that ball games were not allowed on the High Green. Cllr Fletcher confirmed that there were already 8 notices placed around the High Green area and suggested that the behaviour referred to was anti social behaviour and therefore should be reported through the Problem Solving Group for action. **Agreed.**

The two residents present also raised their concerns in relations to the amount of additional rubbish since the fish shop opened which lead to the litter bins overflowing particularly on warm days when a number of visitors come into the village. Cllr Fletcher confirmed that an additional litter bin had been provided when the fish shop opened and the problem was the exception rather than the norm. Cllr Hudson suggested that a letter be sent to the owners of the fish shop to ask them to monitor the bin situation and if necessary empty. **Agreed.**
4. **Minutes**
The minutes of the meeting for Tuesday 27 March 2012 were approved and signed.
5. **Police Business**
 - 5.1.1 PCSO advised that a hot water cylinder had been removed from an outbuilding at Langbaugh Hall, lead had been stolen from the roof of St. Margaret's Church and copper cabling had been taken from a sub station. Enquiries into all these incidents were ongoing. In addition there was a report of criminal damage to a vehicle on Linden Grove.
 - 5.1.2 There continues to be instances of plant machinery theft and also concerns around door to door salesmen claiming to be ex offenders from the Probation Trust – there is no such scheme and any incidents should be reported.
 - 5.1.3 Catalytic Converter thefts have increased in particular in relation to Mercedes Sprinter and Ford Iveco vans.
 - 5.1.4 A new presentation called 'Not Sure' which deals with the issue of Distraction Burglaries had been launched and the Police were keen to promote within the village, they had already presented at Hollygarth but requested if there were any other groups who would benefit to let them know.
 - 5.1.5 The Boxing Club held its first class on 10 April and was attended by 24 young people and 12 adults.
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 confirmed that the Village Hall was now available for use, however it would not be decorated for another two weeks. He was currently negotiating with the Great Ayton Dramatic Society and the Youth Group in relation to leasing the Hall. A Village Hall Management Committee would be established. *C/Fwd.*
- 7.2 S106 Projects – A request had been submitted to Councillors to submit their proposals for inclusion in the S106 Action Plan. The Chairman requested that all proposals be submitted by the next meeting. *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. Ms Judy Cumbor was formally thanked for her work as Parish Clerk over the previous years and wished well for the future.
12. **Annual Parish Meeting held on 17 April 2012**
- 12.1 Community Resilience Scheme – **Cllr Greenwell would review the documentation and provide initial proposals on the development of an appropriate scheme for Great Ayton.**
- 12.2 Burials for Newton Residents in Great Ayton Cemetery – the Parish Council considered this proposal but decided that as Newton has its own cemetery and is Ecclesiastic rather than Civil that the current procedures should remain. **Clerk to write to Mrs Imeson who had asked the question to advise her of the decision.**
- 12.3 Cemetery wall with secure niches for Urns – the Parish Council considered this question but agreed that it was not viable due to both the cost and security implications. **Clerk to write to Mr Fletcher who had asked the question to advise him of the decision.**
13. **Councillors' Report**
- 13.1 Cllr Jackson provided an update on the Great Ayton Discovery Centre (Library) which is currently closed for redecoration. **Noted.**
- 13.2 Cllr Fletcher requested that a review of the suitability of the current tractor mower be placed on the Agenda for September when the extra useage in relation the grass cutting contract could be assessed. **Agreed.**
- 13.3 Cllr Hudson requested an update in relation to any allotments not let and the current waiting list. **Actioned.**
- 13.4 Cllr Greenwell advised that she had been informed of a proposal to open a beer garden at the back of the Working Mens Club and was already aware of some tensions around this proposal – for information only at this stage. **Noted.**
- 13.5 Cllr Kirk confirmed that the Captain Cook Statue is insured by Hambleton District Council but is to be maintained by Great Ayton Parish Council. **Noted.**

The next regular Parish Council Meeting will be Tuesday 22 May 2012 to be held at 7pm in the Children's Room at the Friends Meeting House.

GREAT AYTON PARISH COUNCIL – MEETING 24 APRIL 2012

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
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 and it was agreed to diary this for the 10 June 2012 following the Civic Ceremony in Christ Church (5pm). The Clerk to write to Lord Crathorne to ask him to attend or nominate a Deputy.	Open.
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 had spoken with allotment holders who had agreed that when possible they would park elsewhere.	Closed.
	Cllr Hudson advised Members that he had received communication from Mr Sutcliffe asking for an update in relation to the disabled access to the allotments.	Cllr Hudson had advised Mr Sutcliffe that the Council were waiting for a formal request from Yatton House as it is there allotment. Cllr Hudson had agreed to meet with Mr Sutcliffe, Yatton House and Mr Atkinson to progress.	Open.
Play Area	RoSPA Report – repair/maintenance requirements.	Work ongoing.	Open.
	Investigations into replacement play equipment.	Cllr Brown had now received a third quote..	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.	No bins available and advised that there was no plans to purchase any at this present time. Clerk to price purchasing a suitable bin.	Open.
Low Green	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.
High Green	Lime Tree replacement. Donation of £400 received from the Guisborough and Great Ayton Rotary Club (they have expressed an interest to be involved with the official ceremony).		Open.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
12/00819/FUL – Grange Mill House	Proposed single storey extension and replace windows to existing dwelling.	No observations.
12/00698/CAT – 5 Richardson Hall, High Green	Proposed works to tree.	No observations.
12/00337/FUL – 2 Roseberry Road	Proposed Rear Conservatory – amendments to original plans.	No further comments or observations made, Planning Department advised.
12/00642/FUL – 1 Rosehill	Proposed alterations and extension to existing dwelling (proposed elevations now attached).	Clr Kirk declared an interest and did not take part in the discussion. No observations.
12/00752/CAT – Eastbrook	Proposed felling of Alder Tree.	No observations.
12/00848/CAT – Richardson Hall, High Green	Proposed works to 4 trees.	No observations.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
12/00119/LBC – Richardson Hall, School Lane	Applications for Listed Building Consent for the siting of a plaque.
12/00211/FUL – Great Ayton Cricket & Football Club	Alterations and extension to existing pavilion building.
12/00386/FUL – East Angrove Farm	Alterations to former agricultural building to create a residential annexe to the dwelling.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
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.
12/00334/FUL – Dixon House, 1 High Green	Proposed single storey rear extension to existing dwelling.	Withdrawn.
12/00335/LBC – Dixon House, 1 High Green	Application for Listed Building Consent for a proposed single story rear extension to existing dwelling.	Withdrawn.
12/00604/FUL – Parochial Hall	Installation of 16 solar panels on the roof of the existing church hall	Withdrawn.

Clr Moorhouse informed Members of a new National Cycle Network running from Percy Cross Rigg to Kilton – the route would open on 29 April 2012.

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
The Local Government Boundary Commission	Electoral Review of Hambleton – poster displayed in Village Hall Notice Board – information previously circulated.	No further action.
HDC	Public Open Space, Sport and Recreation Action Plans – previously circulated.	Ongoing responses requested by the next meeting.
Middlesbrough BC	Western Gateway (Cannon Park) Draft Supplementary Planning Document (SPD) Consultation – previously circulated.	No further action.
NYMPA	Northern Area Parish Forum Meeting Notification – 10 May 2012 commencing at 7.00 pm in Egton Village Hall.	No further action.
Northumbrian Water	Confirmation of Standard Industrial Classification for the Public Conveniences.	No further action.
Mr McCarthy	Request for memorial bench in the cemetery in memory of his mother and father (e-mail – previously circulated)?	Clerk to contact Mr McCarthy to see if he would like to contribute to a bench to be placed around a tree in the Cemetery.
Mr Lee	Parking and Dog Fouling in Great Ayton (e-mail – previously circulated).	No further action.
Mr Burt	High Green – Teenagers playing football and rubbish bins (previously circulated).	See minute 3.2.
Mrs Johnson	Travellers Rest –telephone call to state that since the road was repaired the yellow lines have not been repainted – this is now causing access problems due to people parking.	CLlr Moorhouse has contacted highways in relation to this issue – awaiting response.

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CORRESPONDENCE AND INFORMATION REPORT

INFORMATION

Sender	Information
NYMPA	Moors Bus Network Timetable 2012.
Glasdon	Products for Local Councils.
SLCC	Notice of AGM and Branch Training Event on 27 April 2012. CPD Courses.
North Yorkshire Now	April Newsletter (previously circulated).
Rural Service Network	Rural Opportunities Bulletin (previously circulated). Weekly News Digest – 10 April 2012 (previously circulated). Weekly News Digest – 16 April 2012 (previously circulated).
Action for Market Towns	Notification of 'Town Centres Solution' Workshop scheduled to take place on 13 June 2012.
Safe and Sound Play Equipment	Notification of Safe and Sound Road Show Events to take place in 2012.
Caryn Loftus	Great Ayton Station Project – Notification of boundary marking on 11 April 2012.
Mr Hetherington	Reporting camping on the Low Green.
NY Pension Fund	Updated forms and website information.
LGA	Annual Update Circular.
NYCC	Traffic Order confirmation for the St George's Day Parade on 29 April 2012.
Came & Company	Parish Matters Spring Newsletter (previously circulated).
Mr Beeforth	Confirmation that he will complete the accounts audit.

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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 should be completed by end of FY11/12. 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.	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 nd 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. It was agreed to remove this item from the agenda as no further communication had been received.	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. Mrs Sutcliffe was unable to agree to the lighting of a Beacon based on advice she had received from the Forester and others in relation to the fire risk. Proposal to still host a walk up Captain Cooks for observing the lighting of the Beacon on Roseberry?	Ongoing. Clerk asked to pursue further – contact Mark Fletcher to ascertain if Beacon could be taken to the monument and to see if the National Trust could provide any assistance to enable the lighting of a Beacon at Captain Cooks Monument to go ahead.	Open.
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 to review what was agreed at the Golden Jubilee in relation to who received gifts then to finalise numbers and costs.	Open.

Fete – June 2012.	Rt Hon Wm Hague has confirmed his attendance at the fete as long as no major ministerial obligation occurs.	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.	Cllr Moorhouse advised that she had requested an update in relation to this work.	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.	Response received from Highways stating that they did not feel that the repair work was urgent and that they would advise when a date was agreed but that it would be later in the year (response circulated).	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.
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.	Cllr Kirk communicating with GADS re: issues.	Open.
Cllr. Doherty, Northallerton Town Council	FOI Request – Communication sent to Cllr Kirk and advice received from the County Legal Department and appropriate response submitted to Cllr Doherty for further consideration.	No response received.	Open.
NS&I	NS&I Investment Account – The Great Ayton Silver Band Account. Response sent requesting further information on 6 March 2012.	Awaiting Response.	Open.
H&R Community Safety Partnership	Clerk contacted the partnership in relation to publicising the results of the recent enforcement activities.	Partnership confirmed that they were happy for the Parish Council to publicise the results, correspondence copied to D&S Reporter with a request for her to produce an article.	Open.

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ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
W. Eves & Co Ltd	Fuel for Grass Cutting	Cemetery/POS	(DD) 102.25
Northumbrian Water	Water Services Bill – 1 January 2012 – 31 March 2012.	Cemetery	(DD) 20.78
Northumbrian Water	Water Services Bill – 1 January 2012 – 31 March 2012	Allotments	(DD) 118.14
Northumbrian Water	Water Service Bill – 1 January 2012 – 31 March 2012	Public Conv	(DD) 172.47
HDC	Salaries – 1 January 2012 to 31 March 2012	Salaries	13,869.55
Sam Turner & Sons	Strain Eyebolt, Shackle, Nuts and Ear Muffs	POS/ Cemetery	20.49
Great Ayton Quaker Meeting House	Hire of room for 6 meetings from January to March 2012.	General Admin	105.00
Bilsdale Tree Services	Tree Work – Cherry Trees on High Green	POS	390.00
SLCC	Attendance of Julie Leng at branch training day and AGM	General Admin	25.00
Julie Leng	Postage – General Admin	7.20	
	Land Registry – General Admin	5.00	
	BT Line Installation and Quarterly Payment – General Admin	156.67	
	Mileage – 36 miles @.45p - General Admin	16.20	
	Printer Ink – UKTradesurplus – General Admin	19.25	
	Printer Ink – Amazon.co.uk – General Admin	20.72	225.04
G Ward & Son	Removal, repair and reinstalling bench on High Green	POS	288.00
Erimus	Insurance of Mower Tractor	General Admin	299.92
Mr Howard Atkinson	Mobile Phone Top Up	Cemetery	10.00
Mr Paul Suggitt	River Warden	POS River	187.50
Sam Turner & Sons Ltd	Blade – POS /Cemetery	93.36	729.32
	Stihl Brushcutter, HP 2 Stroke Oil, Overspecs & Gloves – POS	635.96	
Mrs Harrison	PPS Refund (previously paid through HSBC not cashed so cheque stopped and reissued)	PPS	29.70
Broadacres Housing Assoc	PPS Refund (previously paid through HSBC not cashed so cheque stopped and reissued)	PPS	90.09
Yorwaste	General Waste Bin	Cemetery	94.69
G A Marwood	Half Year Rent	Allotments	250.00
Great Ayton Discovery Centre	As previously agreed half of the £30k precept allocation.	GADC – Precept	15,000.00
Geoff Bowmaker	Plastering	Village Hall	270.00
Combi UK (NE) Ltd	Final payment for the installation of the combi boiler.	Village Hall	3550.56
Great Ayton Parish Council	HSBC – Closure of Account	Transfer to Natwest	120.56
TOTAL			35,969.06

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs D Bailey	Garage Rent – April	Garage Rent	25.00
HDC	Remittance Advice for Grant S8 (Station Project)	Chair Allowance	400.00
Mr Spark	Grave Reservation – LH 12	Cemetery	66.00
Diamond Jubilee Sponsors	8 x £10	General Admin	80.00
Flower Tubs Sponsors	3 x £15	General Admin	45.00
HDC	Remittance Advice for Grant S6 (Village Hall Notice Board)	Village Hall	146.00
Carters	Funeral Fees – Cemetery	1000.00	1,200.00
		200.00	
Mr McCarthy	Interment of Ashes	Cemetery	63.00
Lords Monumentals Ltd	Erection of Headstone	Cemetery	93.00
Mr M Weatherill	Erection of Headstone	Cemetery	97.00
HSBC	Closure of Bank Account .	Natwest Account	120.56
TOTAL			2335.56

- 1.3 Year End Accounts and Annual Governance Statement review and acceptance. **Agreed and Signed.**
- 1.4 Signing of Mazars Form. **Agreed and Signed.**
- 1.5 Removal of account signatory letter. **Agreed and Signed.**
- 1.6 Closure of HSBC Account. **Agreed.**
- 1.7 Village Fete – Poster printing quote for 10 x A3 laminated and 30 A4 - £14.50. **Agreed, Clerk to order.**
- 1.8 Diamond Jubilee – Programme for 2,300 households would cost £371.00 – had already received £120.00 in sponsorship from local retailers . **Agreed, Clerk to finalise programme and arrange for printing. Clerk to write to local businesses to ask if they would like to be involved in the programme sponsorship.**
- 1.9 Great Ayton Discovery Centre – request for a cheque to be prepared for the half year precept allocation of £15,000 so that it could be handed over upon receipt of the precept into the Parish Council Account which should take place prior to the end of April. **Cllr Jackson declared and interest. Agreed and cheque prepared.**