

Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 12 February 2013 at 7.00 pm

Present:- Cllrs: J Fletcher (Chairman), R Kirk, S Jackson, G Readman, R Hudson and Mrs J Brown
Mrs J Leng (Parish Clerk). Others Present: Mr Howard Atkinson (Cemetery Superintendent), Cllr Mrs H Moorhouse, PCSO Moody, Mrs Dumphy (D&S Reporter) and 5 Members of the Public.

Min No.	Business
1	<p><u>Apologies for Absence</u> Apologies for absence were received from Cllr Mrs F Greenwell.</p>
2	<p><u>Declaration of Interest in items on the Agenda</u> Declarations declared and noted with the relevant topic/s.</p>
3	<p><u>Members of the Public invited to address the Council</u> Residents were in attendance to raise objections in relation to the planning application at 13 Linden Road, they submitted various correspondence detailing their concerns along with a signed petition. All the correspondence had been sent to the Planning Department at Hambleton District Council. Members considered the proposals within the planning application and concluded that they would ask Hambleton District Council to submit the application to Committee based on the access concerns raised. The Clerk would advise HDC Planning Department of the concerns raised in particular in relation to the proposed access and would ask that this application be taken through Committee.</p>
4	<p><u>Minutes of the meeting held on Tuesday 8 January 2013</u> The minutes of the PCM held on Tuesday 8 January 2013 were approved and signed.</p>
5	<p><u>Police Report</u> PCSO Moody presented the Police Report and requested that the Parish Council complete a questionnaire from the Police & Crime Commissioner in response to the draft Police and Crime Plan. Clerk to complete the questionnaire raising the concerns from the Parish Council that there was no mention of communication within the document but that this was critical to the ongoing development and joined up approach of working together to tackle areas of concern.</p>
6	<p><u>Council Services Report</u></p> <p>Cemetery Employee amenities facility – the new plans had been submitted to the Planning Department and awaiting a response. Cllr Jackson had confirmed with the supplier that they could provide the facility within a three week period and that he would continue to liaise with the Chris Pearson in relation to the ground works. Ongoing.</p> <p>Allotments Nothing to Report.</p> <p>Play Area – The Play Area had been awarded £3556.00 from the S106 fund, this would have to be spent within 12 months and £300.00 from the Stokesley Regeneration Fund. Unfortunately the zip slide project had proved too costly and so would not be going ahead. Ongoing</p> <p>Low Green Willow Tree Bench – Ongoing. Lime Trees – The trimming and pruning of the Lime Trees on the Low Green was now complete. Closed.</p>

	<p>High Green Mr Barker would repair the wooden bench outside the Friends Meeting House. Ongoing.</p> <p>Yatton House Both parties had now signed the lease and a copy of the final signed document had been received for our records. Closed.</p> <p>Village Hall The Management Committee legal documents were due to be signed on the 20 March 2013. The Youth Group would meet on a Monday evening commencing Monday 18 February 2013. It was noted that the Youth Group had only requested access on one evening a week at this stage but that if they required additional evenings then this would be supported subject to availability. Closed.</p> <p>Grass Cutting The Clerk had obtained three quotes for a new petrol machine. Members agreed to award the sale to the most cost effective supplier who was Sam Turner & Sons.</p>
7	<p><u>Matters Arising from the minutes (for information only)</u></p> <p>Village Hall – The Clerk confirmed that the wall repair at the front of the Village Hall was complete and the railings had been replaced and were awaiting painting by the Cemetery Superintendent and Apprentice. Open.</p> <p>Great Ayton Cricket & Football Club – Cllr Fletcher had reviewed the lease and could not find where it stated that the repairs would be the responsibility of the Parish Council. The Clerk had wrote to GAC&FC and asked them to identify the clause they are referring to, following receipt of the letter it was established that GAC&FC did not have a copy of the full lease – this had now been provided by Cllr Fletcher. Open.</p> <p>Low Green Parking along the riverside opposite the Conservative Club and Marwood School – following the consultation process, two complaints had been received and therefore this was due to be resubmitted to the Committee for further discussion and consideration. The Parish Council had wrote to Highways reiterating their continued support of the initial proposals. Open.</p>
8	<p><u>Planning Report</u></p> <p>12/02636/TCC – Footway outside 3 Race Terrace – Application for prior notification of proposed development for installation of a dark green DSLAM cabinet. No observations.</p> <p>13/00071/FUL – 15 Roseberry Drive - Retrospective application to raise the height of the screening wall. No observations.</p> <p>13/00031/HNA – OS Field 7956 and 0048 Yarm Lane – Proposed removal of 285m of hedgerow – No observations in relation to the hedge removal, however, in relation to the re-planting Members raised concerns in relation to the re-planting of the hedge on the corner of the crossroads as this had originally been removed as it was obstructing vision for drivers pulling out of the junction.</p> <p>13/00153/TCC – Methodist Church, High Street – Application for prior notification of proposed development for installation of dark green DSLAM cabinet. No observations.</p> <p>13/00159/CAT – Church of All Saints, Low Green – Proposed works to Ash Tree and Chestnut Tree – Request for further information and a professional opinion in relation to the condition of the trees.</p>

	<p>13/00034/TPO – Grange Lodge – Application for works to trees subject to Tree Preservation Order No. 1977/13. No observations.</p> <p>13/00188/FUL – 13 Linden Road – Replacement of existing garage and formation of new driveway and access and single storey extension. Following correspondence including a signed petition from residents from Addison Road and Linden Road the Clerk to request that this application be taken to Committee on the grounds of concerns raised in relation to the new access proposals.</p> <p>Applications Approved</p> <p>12/01789/FUL – Whinstone View Bistro and Lodges – Temporary siting of a marquee and associated toilet block and covered boardwalk to be used for weddings and private functions.</p> <p>12/02430/FUL – 120 Newton Road – Proposed replacement of domestic garage and gym.</p> <p>Other Planning Information</p> <p>Bank Flow Farm – Follow up letter sent from the Planning Department to advise that the temporary approval for agricultural works dwelling expires this month and that no application had been received. Reports received that they are allowing cattle to graze on the top which is an SSI area and that they have built a road development, Clerk to bring to the attention of HDC Planning Department.</p>
9	<p><u>Correspondence and Information Report</u></p> <p>Police & Crime Commissioner – Consultation on the Crime Plan for 2013 – 2017. Noted.</p> <p>Hambleton District Council – Travellers Sites Needed. Noted.</p> <p>Middlesbrough Borough Council – WYG Retail Capacity Information. Noted.</p> <p>NYMNPA – Guidance Note on Planning Policies for Residential and Holiday Change of Use Proposals. Noted.</p> <p>Middlesbrough Borough Council – Middlesbrough Local Development Framework –Housing Review Preferred Options. Noted.</p> <p>NYMNPA – Community Form. Noted.</p> <p>Northern Area Parish Forum – Agenda for meeting held on 5 February 2013. Noted.</p> <p>NYCC – Response to letter requesting additional routes to be given priority in adverse weather conditional and map showing the location of salt bins. Noted.</p> <p>NYCC – Response to letter in relation to Marwood School concerns. Clerk to forward a copy of our correspondence and the response to Marwood School.</p> <p>The Rotary Club of Guisborough & Great Ayton – Request to host Stroke Awareness Day on Saturday 20 April 2013 between 10.00 am and 1.00 pm on the High Green. Agreed.</p> <p>Mr Davey – Notification that Lynda Davey has retired from the role of Brown Owl for the 3rd Great Ayton Brownies after 32 years service. Clerk to send a note of thanks and well wishes on behalf of the PC.</p> <p>Environment Agency – Property Level Protection Scheme requesting support for refresher training events which will include equipment checks. The Clerk to inform the EA that the Parish Council were fully supportive of their proposals and to offer them utilisation of the Village Hall. Clerk would write to all those involved in the scheme advising them of the proposals and establish if they would be in favour of such an event.</p> <p>Methodist Church – Seeking approval to host an hymn and prayer session around a cross on the High Green following their service on the morning of Good Friday (29 March) and a summer BBQ on the Low Green on either 7 July or 14 July from 3 pm to 6 pm. Agreed.</p> <p>Mr Williams – Letter informing the Parish Council that local resident Arthur Seymour of Stanley Grange had celebrated his 100th Birthday on 6 February 2013. Clerk to write offering congratulations and Best Wishes.</p> <p>Mr Baker – Letter in relation to Tile Sheds Farm field which was recently sold and the impact that this will have</p>

	<p>on the value of his property. Clerk to respond in writing advising that this is a Civil Matter and one that he would have to raise with Hambleton District Council as the Planning Authority.</p> <p>Cllr Ron Kirk – It was agreed to record on behalf of the Great Ayton Parish Council and the village the exceptional service given by Councillor Ron Kirk as a Governor of Stokesley School. He recently stepped down after over 40 years on the governing board.</p> <p>The following items for information were all noted:-</p> <p>Campaign to Protect Rural England – North East Newsletter for Spring 2013. Modular Direct – Provision of Prefabricated / Modular Building Information. SLCC – The Clerk Magazine – January 2013. Clerks & Councils Direct – Newsletter January 2013. Rural Services Network – Weekly E-mail News Digest – 7, 14, 21 & 28 January and 4 February 2013 Action for Market Towns – Survey into Towns biggest challenges Action for Market Towns – Community Rights Event to be ehld on 14 March 2013. Action for Market Towns – New funding routes events to be held on 5 March 2013. Rural Services Network – MPs rally for fairer rural funding. Editor – Newsletter January 2013.</p>
10	<p><u>Clerk's Report</u></p> <p>Footpath Easby Lane to Suggitts Field – Underground Leak This is still not repaired and further complaints have been received – Clerk to advice PROW. Ongoing.</p> <p>Flooding on Easby Lane – Following the installation of the plastic piping and the initial perceived success when the adverse weather conditions occurred in November severe flooding was once again a problem. The Clerk had reported the problem to Highways. Further issues reported following the recent snow and thaw which lead to major flooding and road closure. NYCC had now stated that the problem was the responsibility of Northumbrian Water Board. Cllr Mrs Moorhouse was trying to arrange a site meeting between all parties to try and resolve the issue. The Clerk to write to Highways confirming that they would support such a meeting but to stress the urgency due to the ongoing unacceptable situation advising them of the dangers arising from the redirection of traffic through the housing estate and the impact that this was having on the road surface within the housing estate which now had a number of large potholes.</p> <p>Footpath behind Cliffe Terrace – No change. – Open.</p> <p>Hall Fields Project – No change – The Project had been submitted as one of the S106 Public Open Space, Sport and Recreation Action Plans. Open.</p> <p>Common Land and PROW Easby Lane to Suggitt's Field – Hambleton District Council response outstanding – Clerk contacted the Enforcement Officer who apologised as she had been busy dealing with other issues but agreed to review as soon as possible – Open.</p> <p>Highways Issues White Lines at the Low Green – awaiting a date for completion – Open – Clerk to ask Highways to complete as part of the Double Yellow Lines Project at the Low Green Riverside.</p> <p>NS&I – Silver Band Account – Highways were unable to grant permission for the planting of a Silver Birch</p>

	<p>opposite the top garage due to the number of drains but would approve an application to plant a tree on Langbaugh Corner – Clerk to confirm this with Highways and the land owner. The two plaques for the new Yew Trees in the Cemetery were ordered. Cllr Readman had received a verbal request to consider an award for a musician he had asked that they put it in writing for consideration. Ongoing.</p> <p>Memorial Plaque Restoration – Following the successful grant application towards the restoration of the Great Ayton Bridge Memorial Plaque the Clerk had requested Mr Johnson to commence work as soon as possible. Open. The Clerk was to ask Mr Johnson to also refurbish the Urinal plaque.</p>
11	<p><u>Accounts Report</u> The total payments made were £11876.48 The total receipts received were £4031.97 Cemetery Fee Increase - It was agreed to increase the fees by 2.84% in line with inflation.</p>
12	<p><u>Councillors Reports</u> Cllr Kirk advised Members that in the future Hambleton District Council would be charging for administering the salaries he was not aware of the charge implication as yet but stated that a letter detailing such would be forthcoming. Noted. Cllr Kirk had received a copy of correspondence in relation to a proposed wind farm at Guisborough on the Moors above Kildale. Clerk to write to Redcar & Cleveland Borough Council expressing the concerns of the Parish Council of the impact on the local landscape and also to write to Mr Bisby from Kildale offering support to his objections.</p> <p>Cllr Mrs Brown had been informed that Bank Flow Farm were grazing cattle on the top of the hill which is subject to an SSI (Site of Scientific Interest) Order and that they were in the process of developing a through road. Clerk to report concerns to the Planning Department.</p> <p>Cllr Hudson raised concerns around the ever growing problem with potholes around the Village an number of which were now dangerous not only to those in vehicles but especially anyone on a motorcycle of push bike. Clerk to contact Highways to raise the concerns of the Parish Council highlighting problem areas.</p>

GREAT AYTON PARISH COUNCIL – MEETING 12 FEBRUARY 2013

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Employees Amenities Facility.	Planning application submitted – awaiting response.	Open.
Allotments			
Play Area	Investigations into replacement play equipment.	The Play Area has been allocated £3556.00 from S106 funds this will be paid direct to the Parish Council who will then transfer the funds to the Play Area Charity Account. Proof of expenditure must be provided and the allocated funds must be spent within 12 months.	Open.
Low Green	Willow Tree Bench.	Outstanding.	Open.
	Lime Trees maintenance	The pruning and thinning of the Lime Trees is now completed.	Closed.
High Green	Repair to wooden bench outside the Friends Meeting house.	Mr Barker to repair.	Open.
Yatton House	Lease due to expire on 31 December 2012. Confirmation received by e-mail from Yatton House to say that the trustees accepted the proposal of a three year term with the annual rent remaining at £500.	Lease completed and signed by the Parish Council and Yatton House.	Closed.
Village Hall			

GREAT AYTON PARISH COUNCIL – MEETING 12 FEBRUARY 2013

PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
12/02636/TCC – Footway outside 3 Race Terrace	Application for prior notification of proposed development for installation of a dark green DSLAM cabinet.	
13/00071/FUL – 15 Roseberry Drive	Retrospective application to raise the height of the screening wall.	
13/00031/HNA – OS Fields 7956 and 0048 Yarm Lane	Proposed removal of 285m of hedgerow.	
13/00153/TCC – Methodist Church, High Street	Application for prior notification of proposed development for installation of dark green DSLAM cabinet.	
13/00159/CAT – Church of All Saints, Low Green	Proposed works to Ash Tree and Chestnut Tree.	
13/00034/TPO – Grange Lodge	Application for works to trees subject to Tree Preservation Order No. 1997/13.	
13/00188/FUL – 13 Linden Road	Replacement of existing garage and formation of new driveway and access and single storey extension.	

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
12/01789/FUL – Whinstone View Bistro and Lodges	Temporary siting of a marquee and associated toilet block and covered boardwalk to be used for weddings and private functions.
12/02430/FUL – 120 Newton Road	Proposed replacement of domestic garage and gym.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
Bank Flow Farm	Follow up letter sent from the Planning Department to advise that the temporary approval for the agricultural workers dwelling expires this month and no application has been received.	

GREAT AYTON PARISH COUNCIL – MEETING 12 FEBRUARY 2013

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Police & Crime Commissioner	Consultation on the Crime Plan for 2013 – 2017 (previously circulated)	
Hambleton District Council	Travellers Sites Needed (previously circulated)	
Middlesbrough BC	WYG Retail Capacity Information.	
NYMNPA	Guidance Note on Planning Policies for Residential and Holiday Change of Use Proposals (previously circulated).	
Middlesbrough BC	Middlesbrough Local Development Framework – Housing Review Preferred Options.	
NYMNPA	Community Forum (previously circulated).	
Northern Area Parish Forum	Agenda for meeting held on 5 February 2013 (previously circulated)	
NYCC	Responses to letter requesting additional routes be given priority in adverse conditions and map showing location of salt bins (previously circulated)	
NYCC	Response to letter in relation to Marwood School concerns (previously circulated).	
The Rotary Club of Guisborough & Great Ayton	Request to host Stroke Awareness Day on Saturday 20 April 2013 between 10.00 am and 1.00 pm on the High Green (previously circulated).	
Mr Davey	Notification that Lynda Davey has retired from the role of Brown Owl for the 3 rd Great Ayton Brownies after 32 years service.	
Environment Agency	Property Level Protection Scheme requesting support for refresher training events which will include equipment checks (previously circulated).	

INFORMATION

Sender	Information
Campaign to Protect Rural England	North East Newsletter for Spring 2013.
Modular Direct	Provision of Prefabricated / Modular Building information.
SLCC	The Clerk Magazine – January 2013
Clerks & Councils Direct	Newsletter – January 2013.
Rural Services Network	Weekly E-mail Newsletter – 7, 14, 21 & 28 January 2013 and 4 February 2013 (previously circulated).
Action for Market Towns	Survey into Towns biggest challenges (previously circulated).
Action for Market Towns	Community Rights Event to be held on 14 March 2013 (previously circulated).
Action for Market Towns	New funding routes events to be held on 5 March 2013 (previously circulated).
Rural Services Network	MPs rally for fairer rural funding (previously circulated)
Editor	Newsletter – January 2013.

GREAT AYTON PARISH COUNCIL – MEETING 12 FEBRUARY 2013

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	As requested the Clerk had contacted PROW for an update – response received advised that there was no further information at this stage.	Open.
Flooding on Easby Lane	Further reports of flooding during the recent adverse weather conditions. Information passed to Highways. A site meeting took place on 9 August 2012 and it was agreed to pursue the instalment of plastic pipework to try and drain the water away. It was reported that the pipe work was complete and was working, however, during the recent adverse weather conditions severe flooding was once again a problem this has been reported to Highways	Further issues reported following the recent snow and thaw leading to major flooding.	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.
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.	Clerk had requested an update – still waiting for response.	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.	Additional request submitted as part of the proposed work to be undertaken on the riverside opposite the Conservative Club and Marwood School.	Open.
	Station Road – footway overgrown making footpath extremely narrow.	Highways have completed the work.	Closed..
	Parking issue at the Low Green opposite Marwood School and the Conservative Club. Correspondence received was forwarded with support from the Parish Council to look at options on how to resolve the problem. One proposal was to consider parking time restrictions.	Following the consultation process two objections were received so this is currently under review by the Highways Team. The Clerk had confirmed the continued support of Great Ayton Parish Council in relation to the proposed double yellow lines..	Open.
NS&I	NS&I Investment Account – Account balance received along with account closure documents which to be completed and returned. It was agreed to purchase a silver birch tree for opposite the top garage and for	The Highways were unable to grant permission for the planting of a tree opposite the garage due to the number of drains, they would approve an	Open.

GREAT AYTON PARISH COUNCIL – MEETING 12 FEBRUARY 2013

ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Sam Turner & Sons Ltd	Rat Bait Rodex Baitbag x 2 & Pruning Saw	Allotments	94.08
R D Alderson	Grass Cut at Football Field and Allotment Hedge	POS	252.00
ICO	Renewal of Annual Data Protection Fee	General Admin	35.00
Mr Howard Atkinson	Mobile Phone Top Up	Cemetery	10.00
Mr Richard Collins	2 x Graves Dug	Cemetery	160.00
Thompsons Hardware	Stanley Knife, String, Calor Gas & Snow Shovel – Cemetery	59.97	99.96
	Toilet Rolls and Rock Salt – Public Conveniences	39.99	
Mrs Julie Leng	Printer Inks – General Admin	38.81	98.37
	Xmas Thank You Gifts – S145 Village Events	50.96	
	Postage – General Admin	8.60	
TOTAL			749.41

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent – 1 February 2013	Garage Rent	25.00
HMRC	VAT Return	VAT Return	1294.97
Mrs Brooks	Grave Reservation	Cemetery	66.00
Ayton Funeral Services	Funeral Fee	Cemetery	627.00
Guisborough Funeral	Non Resident Funeral Fee	Cemetery	1254.00
Mr Burton	Scattering of Ashes and Plaque on Wall	Cemetery	72.00
Ayton Funeral Services	Funeral Fee	Cemetery	627.00
Ayton Funeral Services	Grave Reservation	Cemetery	66.00
TOTAL			4031.97

1.3 Cemetery Fee Increase for 2013/14.