

**Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 4 June 2013
at 7.00 pm**

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

Mrs J Leng (Parish Clerk). Others Present: Cllr Mrs H Moorhouse, Mr H Atkinson (Cemetery Superintendent), Mrs B Dumphy (D&S Reporter).

Min No.	Business
1	<u>Apologies for Absence</u> Apologies for absence were received from Cllr Fletcher.
2	<u>Declaration of Interest in items on the Agenda</u> Declarations declared and noted with the relevant topic/s.
3	<u>Members of the Public invited to address the Council</u> There were no Public in attendance.
4	<u>Minutes of the Parish Council Meeting and the Annual Meeting of the Parish Council Meeting held on Tuesday 14 May 2013</u> The minutes of the PCM and AMPC held on Tuesday 14 May 2013 were approved and signed.
5	<u>Police Report</u> No Police present and no report received.
6	<u>Council Services Report</u> Cemetery Employee amenities facility – the ground works were complete and delivery of the container was scheduled for Friday 7 June 2013. Ongoing. Allotments Nothing to Report. Play Area The Task Group reported that following investigation and discussions with Nicky Smith that a five year lease or licence would be sufficient for the progression of the grant application. Clerk to contact the Solicitors to request that they draw up a licence agreement. Cllr Kirk provided a breakdown of the Section 106 funds to date, Cllr Readman proposed that this be ring fenced for match funding for the future grant applications for the Play Park, this was seconded by Cllr Jackson and agreed. Ongoing The Cemetery Superintendent informed Members that the goal posts within the play area were rotten and required replacing. Clerk to obtain prices for the next meeting. Grass Cutting Cllr Jackson asked who was responsible for grass cutting the verges leading out of Great Ayton towards Guisborough to the North Yorkshire Border. The Cemetery Superintendent confirmed that this was not on their list for cutting and therefore it was thought to be the responsibility of Highways. Clerk to contact Highways to establish if it was their responsibility and if so to request that the cut it asap. The Clerk had received a phone call from a resident at Farm Garth in relation to a piece of land at the entrance to Farm Garth which was very overgrown. The Cemetery Superintendent had checked the grass cutting maps and again this was not on our schedule. Clerk to try and ascertain who the land belongs to, if it is Yuill's, Highways or Hambletons.
7	<u>Matters Arising from the minutes (for information only)</u> Village Hall – The railings were painted and awaiting the installation of the new notice

	<p>board. Open.</p> <p>Great Ayton Cricket & Football Club – Cllr Mrs Brown and Cllr Readman declared an interest. The Clerk had contacted the Club to ask if they still wished for the issue of leases to remain on the Agenda, no response had been received it was therefore agreed to remove from the Agenda. Closed.</p> <p>Low Green Parking - Cllr Mrs Moorhouse advised Members that the Low Green Parking issues was to be reconsidered at the next Hambleton District Council Area Meeting. Open.</p>
8	<p><u>Planning Report</u></p> <p>13/01079/FUL – 7 Byemoor Avenue – Garage conversion with pitched roof over the elevation. No observations.</p> <p>13/00903/FUL – 19 Wheatlands – 2 Storey extension to side and rear single storey extension to existing house. No observations.</p> <p>NYM/2013/0305/FL – Fir Tree Barn, Lonsdale – Application in respect of installation of additional windows and roof lights together with alterations to existing roof lights. No observations (noted that the description detailed within attached paperwork was not in relation to this planning application, Clerk to inform NYMNPA).</p> <p>Applications Approved</p> <p>13/00662/FUL – 46 Marwood Drive – Alterations and extensions to dwelling.</p> <p>13/00574/FUL – 70 Wainstones – Proposed conservatory to rear and porch to front of dwelling.</p> <p>Other Planning Information</p> <p>Bank Flow Farm – Clerk had reported that cattle were grazing on the top which is an SSI area and that they had built a road development to Hambleton District Council – awaiting response.</p>
9	<p><u>Correspondence and Information Report</u></p> <p>Hambleton District Council – Street naming and numbering for a new property – 12A Rosehill. Noted.</p> <p>Hambleton & Richmondshire Community Safety Partnership – Speeding concern – Guisborough Road. Noted.</p> <p>Stokesley & Villages Community Regeneration Group – Notification of Annual General Meeting to be held on Wednesday 5 June 2013. Noted.</p> <p>NYMNPA – Northern Area Parish Forum notice of meeting scheduled to take place on 2 July 2013. Noted.</p> <p>Police & Crime Commissioner – Community Fund Project Information and Application Form. Noted.</p> <p>NYMNPA – Joint Parish Forum Meeting scheduled to take place on 4 June 2013. Cllr Fletcher in attendance.</p> <p>Prism Planning – Consultation Document in relation to proposed Day Centre for Yatton House at Skutterskelfe. Cllr Kirk declared an interest. Position noted and awaited further developments.</p> <p>Cllr Moorhouse – Street Lighting – Meeting to be held at Cllr Moorhouse’ on Wednesday 5 June 2013 at 1pm. Cllr Mrs Greenwell would attend.</p> <p>Sgt Wilson – thank you note. Noted.</p> <p>North Yorkshire – Civil Parking Enforcement. Noted.</p> <p>Cllr Fletcher – Re: the number of CCTV Vehicle Counters – Cllr Moorhouse confirmed that permission had been granted by Highways for the vehicle counters to be in place. Noted.</p> <p>North York Moors – Cliffe Rigg Wood – confirming that the repair and restoration of the path into Cliffe Rigg Wood would take place over the coming months. Noted.</p> <p>The following items for information were all noted:-</p>

	<p>Moors Messenger – May 2013. Rural Services Network – Weekly E-mail Digests. Action for Market Towns – Event Flyers. Editor – North Yorkshire Now May 2013.</p>
10	<p><u>Clerk's Report</u> Footpath Easby Lane to Suggitts Field – Underground Leak This is still not repaired and further complaints have been received – Cllr Moorhouse had raised this with the Highways Team who had advised that this was only a problem in exceptional circumstances. It was confirmed that this is not the case by those who regularly use the path but that it is a permanent problem. Cllr Moorhouse asked that any members with evidence and further details of the problem e-mail direct to report. Ongoing. Flooding on Easby Lane – Further flooding reported during the recent heavy rain. Cllr Mrs Moorhouse had attended and spoken with Northumbrian Water who were at the scene. The Clerk had received a telephone call from Northumbrian Water to advise that they were looking at the problem and that they would provide further updates. Ongoing. Footpath behind Cliffe Terrace – No change. – Advised that this was still on the future action list but was not seen as a priority. Further report of the hedges been overgrown – it was thought that this was the hedge that belonged to the bungalow behind John Street. Hall Fields Project – No change – The Project had been submitted as one of the S106 Public Open Space, Sport and Recreation Action Plans. Clerk had contacted Nicky Smith who advised that having this supported by a charity would not make if qualify for additional funding. She advised that this was a very difficult project to secure funding for. Cllr Jackson suggested approaching the Public Rights of Way Department with a request for them to have a look at it with a view to improving the walk ways. The Clerk had contacted PROW who had responded saying that this is a project they had to do on their list for future action. Ongoing. 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 – Cllr Hudson had contacted Hazel Robson requesting an update and was awaiting a response. Highways Issues White Lines at the Low Green – awaiting a date for completion – Open – Clerk to ask Highways when this work would be carried out. Gates – Report received that two gates in Suggitts Fields were requiring repair work. PROW had advised that they had added them to their work schedule, with one gate has been temporarily repaired. Ongoing.</p>
11	<p><u>Accounts Report</u> The total payments made were £5202.50 The total receipts received were £568.00 The accounts for audit were re-signed due to one amendment.</p>
12	<p><u>Councillors Reports</u> Cllr Mrs Brown had received a request for a litter bin to be placed on Station Road as there were none available and it was reported that there was a lot of dog fouling along the path. It was agreed to look at the pathway to ascertain if a bin was required and if so where it could be placed. To be discussed at next meeting. Cllr Mrs Greenwell requested that the Clerk send a letter of thanks to Great Ayton Cricket and Football Club on behalf of the Parish Council for the invitation to the opening of the new club house. The evening had been very enjoyable and congratulations on the new</p>

facility.

The Vintage Tractors are due to visit the Parish on Tuesday 18th June 2013 – it was agreed that a £35.00 donation would be made from the Chairman’s Allowance to the charity that this event was supporting this year.

Cllr Readman declared an interest. A request had been received for a donation of £500 towards the U13s football team for new strips. The Clerk had looked at previous donations and it was agreed to award them £150 from the Chairman’s Allowance.

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Employees Amenities Facility.	The ground works were now complete and the unit is scheduled for delivery on Friday 31 May 2013 – Cllr Jackson will provide a progress update.	Open.
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.	In addition the group had secured funding from the Stokesley Regeneration fund and had purchase a new Springer which would be put in place when other equipment was available for installation. The Group were in the process of applying for a lottery grant but to enable them to do this they need to include details of the lease. A Task Group had been established to look at the issue of lease agreements and finances.	Open.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
13/01079/FUL – 7 Byemoor Ave	Garage conversion with pitched roof over front elevation.	
13/00903/FUL – 19 Wheatlands	2 Storey extension to side and rear single storey extension to existing house.	
NYM/2013/0305/FL – Fir Tree Barn, Lonsdale	Application in respect of installation of additional windows and rooflights together with alterations to existing rooflights.	

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
13/00662/FUL – 46 Marwood Drive	Alterations and extensions to dwelling.
13/00574/FUL – 70 Wainstones Close	Proposed conservatory to rear and porch to front of dwelling.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
Bank Flow Farm	Awaiting response to concerns in relation to grazing cattle on the top of the bank.	

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CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Hambleton District Council	Street Naming and Numbering for a new property – 12A Rosehill	
Hambleton & Richmondshire Community Safety Partnership	Speeding Concern – Guisborough Road (previously circulated)	
Stokesley & Villages Community Regeneration Group	Annual General Meeting Agenda to be held on Wednesday 5 June 2013 (previously circulated)	
NYMNPA	Northern Area Parish Forum notice of meeting scheduled to take place on 2 July 2013.	
Police & Crime Commissioner	Community Fund Project Information and Application Form (previously circulated).	
NYMNPA	Joint Parish Forum Meeting scheduled to take place on 4 June 2013 (previously circulated)	
Prism Planning	Consultation Document in relation to proposed Day Centre for Yatton House at Skutterskelfe (previously circulated).	
CLlr Moorhouse	Street Lighting.	
Sgt Wilson	Note of thanks.	
North Yorkshire	Civil Parking Enforcement (previously circulated).	
CLlr Fletcher	Re: the number of CCTV Vehicle Counters.	
North York Moors	Cliffe Rigg Wood – notifying us of the repair and restoration of the path into Cliffe Woods.	

INFORMATION

Sender	Information
Moors Messenger	May 2013
Rural Services Network	Weekly E-mail Digests.
Action for Market Towns	Event flyers.
Editor	North Yorkshire Now May 2013

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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	As requested the Clerk had contacted PROW for an update – response received advised that there was no further information at this stage. Further concerns reported as requested.	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 piping 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	Advised that this was the responsibility of Northumbrian Water and that they had added to their work programme for repair.	Open.
Footpath behind Cliffe Terrace	PROW cannot provide a date for the resurfacing. Moved to FY12/13, depending on priorities.	Advised that this was still on the action list but not seen as a priority.	Open.
Hall Fields Project	Nicky Smith, NDVSA, chasing the Forestry Commission (Woodland Improvement Grants) for assistance, has escalated the request. Clerk had contacted Nicky Smith as requested and ascertained that having charitable support would not lead to additional funding.	Clerk to contact PROW to ask them to look at the pathways. PROW had confirmed that this was also on their list for future action.	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.	Cllr Hudson would contact Hazel Robson to request an update.	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.
	Parking issue at the Low Green opposite Marwood School and the Conservative Club. Correspondence received was	Clerk had contacted NYCC with a request for the lines to be painted	Open.

	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. The Committee had agreed to the painting of the yellow lines, however, the work would not be carried out until an area of complaint had been dealt with.	by the summer term as this is when parking becomes an increased problem.	
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 Langbaugh Corner subject to agreement from the trustees. Two plaques had been ordered for the Yew Trees within the Cemetery, awaiting delivery.	Account closed and funds received – plaques in place. Planting licence received and Silver Birch Tree ordered.	Closed.
Gates	Report received that two gates in Suggitts Fields were requiring repair work.	Reported and added to works programme for repair. One gate had been repaired.	Open.

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ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
G Ward & Sons, Blacksmiths	Making & fitting of bench around tree (POS)	1296.00	2076.00
	Making & fitting a corner wrought iron bench (Cemetery)	780.00	
Quaker Meeting Room	Meeting Room hire for Jan 2013 to May 2013	General Admin	78.00
Safechem Ltd	2 x 5lt Econpine, 2 x 5lt Safeclean Extra with Lemon & one toilet seat	Public Conveniences	48.34
Julie Leng	Printer Inks from Ayton Computers	General Admin	12.00
Sam Tuner & Sons Ltd	Autocut 40-2 Head 2.7m – POS	35.10	57.11
	Gloves, ear muffs, safety specs, 5l green fence paint POS	52.01	
Mr Richard Collins	Dug out base / foundations for new facility	Staff Amenity	180.00
Mr Howard Atkinson	Mobile Phone Top Up - Cemetery	10.00	19.90
	22 x miles at 0.45p to Stockton – General Admin	9.90	
PK Accommodation Ltd	Final payment for staff amenity	Staff Amenity	2352.00
TOTAL			4823.35

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent 1 June 2013	Garage Rent	25.00
Ayton Funeral Services	Interment of Ashes	Cemetery	65.00
Ayton Funeral Services	Plaque on Memory Wall	Cemetery	37.00
Weatherills	Erection of Headstone	Cemetery	100.00
W Scott & Sons	Erection of Headstone	Cemetery	100.00
Hutchinson & Lithgows	Plaque on wall and scattering of ashes	Cemetery	74.00
Mrs Hugill	Interment of Ashes (non resident)	Cemetery	130.00
A Linton	Plaque on memory wall	Cemetery	37.00
TOTAL			568.00