

**Minutes of the Monthly Meeting of Great Ayton Parish Council
held on Tuesday 7 April 2015 at 7.00 pm**

Present:- Cllrs: Mrs J Brown, S Jackson, J Fletcher, G Readman, Mrs F Greenwell, R Hudson and R Kirk.
Cllrs Mrs H Moorhouse (County Councillor), Mrs J McLuckie (Parish Clerk). Others Present: Mr H Atkinson (Cemetery Superintendent), and 3 Members of the Public.

Min No.	Business
1	<u>Apologies for Absence</u> There were no apologies for absence.
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> It was confirmed that following the concern raised in relation to the amount of posters and banners around the Village opposing the School House Farm Development that they had now been taken down.
4	<u>Minutes of the Parish Council Meeting held on Tuesday 3 March 2015</u> The minutes of the Parish Council Meeting held on Tuesday 3 March 2015 were approved and signed.
5	<u>Police Report</u> No Police in attendance and no report had been received.
6	<u>Council Services Report</u> Play Area The two new benches were due to be installed and the bin would be repositioned at the same time. Agreed. Seat at Gribdale The Clerk had contacted NYMNPA and requested that they arrange for the installation of the bench and bill us for it. The Clerk had requested a progress update and awaited a response. Noted. Allotments The Cemetery Superintendent reported that since the article appeared in the Darlington & Stockton Times a number of gardens have now been let so now there are only a few remaining. Noted. Cemetery It was unanimously agreed that Mr Suggitt would be requested to assist the Cemetery Superintendent as required as a contractor. The Clerk was asked to write to the other applicants thanking them for their interest in the post. Agreed Grass Cutting Following notification from NYCC that they were reducing the amount of funding for grass cutting it was unanimously agreed that the Parish Council would hand the grass cutting service back to NYCC. Any complaints received from residents would be forwarded to NYCC. Agreed. High Green and Low Green By-Laws Councillor Hudson had circulated a Home Office document 'Dealing with illegal and unauthorised encampments' - A summary of available powers. The Clerk was asked to write to HDC referencing their documents and asking when they would be issuing procedure in accordance with it. The Clerk would also request that it be placed on the Parish Liaison Meeting Agenda. Agreed. High Green and Shop Front Parking. Following receipt of advice from Highways it was agreed that the Clerk should seek quotes from the list of approved contractors to resurface the entrance to the High Green opposite the Royal Oak and to infill any other areas identified. Ongoing.

	<p>Village Hall It was reported that the Emergency Exit is currently blocked with rubbish and that it requires removing. The Clerk was asked to seek a price from a clearance company. Ongoing.</p>
7	<p><u>Planning Report</u> <i>Cllr Mrs Fletcher declared an interest in planning application 14/01389/FUL and Cllr Fletcher declared an interest in the licensing application for Woodhouse Farm.</i> 14/01389/FUL - Treebridge Hotel - Siting of 3 log cabins as plans received on 20 February 2015. Members are concerned that the log cabins are to close to the neighbouring property and also they were aware that there may be a covenant on this land. 15/00339/TPO - 4 Old Mill Wynd - Proposed works to trees subject to Tree Preservation Order No. 1998/01. Members agree with the report from the Tree Surgeon. 15/00500/FUL - 27 Newton Road - Proposed single story extension. No objections. 15/00443/FUL - 28 Roseberry Road - Proposed first floor extension. No objections. 15/00481/CAT - Ayton House, Easby Lane - Works to conifer, sycamore and beech tree. No objections. 15/0505/CAT - 71 High Street - Works to trees in a Conservation Area. Members objected to the removal of the Beech Tree and Conifer Tree at the front of the property as it would affect the street scene but supported removal of the conifers at the side of the property. 14/02601/FUL - 51 Marwood Drive - Extension to dwelling house and alteration to the roof space as per amended plans received by HDC on 19 March 2015. No objections. 15/00254/FUL - 38 Guisborough Road - Demolition of existing attached garage / store and construction of two storey and single storey extension to dwelling house. No objections. <u>Applications Approved.</u> 15/00122/FUL - 13 Bridge Street - Revised application for a single storey rear extension with new entrance canopy and recladding of building. Demolition of garage and rebuilding of double garage. 14/02603/FUL - Jeffrey Building Products Ltd, 21 High Green - Alterations to form portico and construction of entrance gate with piers as amended by letter received by HDC on 6 February 2015. <u>Other Planning Information</u> 14/02601/FUL - 51 Marwood Drive - Notification of Planning Committee meeting to consider this proposed extension. Licensing Application - Woodhouse Farm, Little Ayton.</p>
8	<p><u>Correspondence and Information Report</u> NYCC - Changes to the Highways Grass Cutting Service dated 17 March 2015. Noted. NYMNPA - Parish Member Appointment to the National Park Authority. Noted. HDC - District and Parish Council Election Notices. Noted. Mr & Mrs Swabey - NYCC land between A173 and Skottowe Drive. Noted, Friends of Moorsbus - E-mail received requesting funds. Cllr Fletcher proposed a donation of £100, seconded by Cllr Readman, 4 voted in favour and 3 were against. The following items for information were all noted:- Rural Services Network - Weekly Email Digests. Editor - North Yorkshire Now Newsletter. BT - Adopt a Kiosk. Campaign to Protect Rural England - North East Newsletter Spring 2015. SLCC - Clerks & Councils Direct March 2015 Issue 98.</p>
9	<p><u>Clerk's Report</u> Footpath Easby Lane to Suggitts Field – Underground Leak Mr Mullins has contacted Northumbrian Water Board again and asked that they take samples of the water and advise him of their findings. Ongoing. Flooding on Easby Lane</p>

	<p>Northumbrian Water have completed their work but there has been no heavy rain since completion, so monitoring would continue to see if it has resolved the flooding issue. Ongoing.</p> <p>Footpath behind Cliffe Terrace Mr Mullins had suggested that the Council could resurface with planings and that he would look into this. Ongoing.</p> <p>Hall Fields Footpath - Councillor Mrs Moorhouse would arrange for Mr Mullins to walk the footpath to review what work can be done. Ongoing.</p> <p>Elections – would take place on 7 May 2015. Noted.</p>
11	<p><u>Accounts Report</u> The total payments made were £11200.82 The total receipts received were £3395.18</p> <p>Cemetery Fees - it was unanimously agreed to increase the Cemetery Fees by 2%.</p> <p>Internal Audit - it was unanimously agreed to appoint Mr Beeforth to carry out the Parish Council Internal Audit again this year.</p>
12	<p><u>Councillors Reports</u></p> <p>Cllr Reaman - First Responders are looking for volunteers and they have asked if they could host an event on the High Green which was agreed. It was also recommended that they look to place an article in the D&S and the Evening Gazette. Agreed.</p> <p>Cllr Reaman - Captain Cook Memorial Garden - could this be updated and re-vamped. It was agreed to look into any grants that may be available. Agreed.</p> <p>Cllr Jackson sought agreement to contact Shirley Hetherington to obtain costs for producing 50 ceramic poppies to be placed around the Wicker Memorial on the High Green in 2018. Agreed.</p> <p>Cllr Kirk raised a concer about the ice cream van that is parking on the Low Green and the impact this will be having on local traders. It was agreed that Cllr Kirk would speak with the owner to advise him that t is private property and therefore he can not trade from their. Agreed.</p> <p><i>It was noted that Cllr Jackson had decided not to stand for re-election - Members thanked him for all of his hard work and wished him well for the future.</i></p>

GREAT AYTON PARISH COUNCIL – MEETING 7 APRIL 2015

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Play Area	The Play Park Group of Volunteers are looking to fund raise for the refurbishment or replacement of the toddlers equipment.	Two new benches are due to be installed.	Open.
Seat at Gribdale	Cllr Fletcher had obtained agreement from NYMNPA that a bench can be purchased from them for installation in an agreed area.	The Clerk had contacted NYMNPA and requested that a bench be purchased and installed. The Clerk had requested an update, awaiting response.	Open
Cemetery	The Clerk had advertised for an Assistant to the Cemetery Superintendent based on a zero hours contract	Cllrs Fletcher, Kirk and Hudson would consider the applications and put forward a proposal.	Ongoing.
Allotments	An advert had appeared in the Darlington & Stockton Times informing that we currently have some vacant allotments,		Ongoing.
High Green and Low Green By-laws	The Clerk had requested our Solicitors to obtain a price for providing advice in relation to the enforcement of by-laws.	Awaiting responses. Cllr Hudson had circulated a new Home Office document titled 'Dealing with illegal and unauthorised encampments.	Ongoing.
Grasscutting	It was noted that the Cemetery Superintendent could no longer undertake all the grasscutting within the Village following the departure of his Assistant.	The Clerk had advertised for expressions of interest in tendering for the grasscutting contract within the Village. The Clerk had circulated a document received from NYCC which asked the Parish Council to confirm if it intended to undertake urban grass cutting ourselves or hand it back to Highways. As the response date was 31 March the correspondence had been circulated and it was re-affirmed that this work should be carried out by Highways.	Ongoing.
High Green and Shop Front parking	The Clerk was asked to obtain quotes to carry our resurfacing work to the parking area in front of the shops and around the High Green.	The Clerk would contact three contractors with a view to obtaining quotes for the work. A request had been received from the Co-op to have a mobile store in front of the shops between 25 May and 4 June 2015 whilst the main shop is closed for refurbishment. They had agreed to make a £500 donation to the Parish Council to assist with the resurfacing work.	Ongoing.

GREAT AYTON PARISH COUNCIL – MEETING 7 APRIL 2015

PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
14/01389/FUL – Treebridge Hotel	Siting of 3 log cabins as plans received on 20 February 2015.
15/00339/TPO – 4 Old Mill Wynd	Proposed work to trees subject to Tree Preservations Order No: 1998/01.
15/00500/FUL – 27 Newton Road	Proposed single storey extension.
15/00443/FUL – 28 Roseberry Road	Proposed first floor extension.
15/00481/CAT – Ayton House, Easby Lane	Works to conifer, sycamore and beech tree.
15/0505/CAT – 71 High Street	Works to trees in a Conservation Area.
14/02601/FUL – 51 Marwood Drive	Extension to dwelling house and alteration to the roof space as per amended plans received by Hambleton District Council on 19 march 2015.
15/00254/FUL – 38 Guisborough Road	Demolition of existing attached garage / store and construction of two storey and single storey extension to dwelling house.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
15/00122/FUL – 13 Bridge Street	Revised application for a single storey rear extension with new entrance canopy and recladding of building. Demolition of garage and rebuilding of double garage.
14/02603/FUL – Jeffrey Building Products Ltd, 21 High Green	Alterations to form portico and construction of entrance gate with piers as amended by letter received by Hambleton District Council of 6 February 2015.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS
14/02601/FUL – 51 Marwood Drive	Notification of Planning Committee meeting to consider this proposed extension.	
Licensing Application	Licensing application received and circulated for Woodhouse Farm, Little Ayton.	

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information
NYCC	Changes to the Highway Grass Cutting Service dated 17 March 2015.
NYMNPA	Parish Member Appointment to the National Park Authority.
HDC	District and Parish Council Election Notices.
Mr & Mrs Swabey	NYCC land between A173 and Skottowe Drive.
Friends of Moorsbus	E-mail received requesting funds.

INFORMATION

Sender	Information
Rural Services Network	Weekly Email Digests (previously circulated).
Editor	North Yorkshire Now Newsletters (previously circulated).
BT	Adopt a kiosk.
Campaign to Protect Rural England	North East Newsletter Spring 2015.
SLCC	Clerks & Councils Direct March 2015 Issue 98.

GREAT AYTON PARISH COUNCIL – MEETING 7 APRIL 2015

CLERK'S REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Footpath Easby Lane to Suggitt's Field	Footpath completed. Underground leak reported to both PROW and NWB. Northumbrian Water had confirmed that the water was not from one of their sources. Mr Mullins would continue to try and establish the source of the leak	The Clerk had received a response from Northumbrian Water who had confirmed that they had not carried out any water sampling. Mr Mullins was to contact them again to request them to do so.	Open.
Flooding on Easby Lane	Further reports of flooding during recent adverse weather. The drains have now been cleaned, monitoring of flooding would continue to take place to see if this has resolved the problem. As requested the Clerk had wrote to Area 2 thanking them for the work they had proposed to carry out to rectify the problems identified and requesting that they confirm when the work was complete.	Reports of flooding continue to be received.	Open.
Footpath behind Cliffe Terrace	PROW cannot provide a date for the resurfacing. Moved to FY12/13, depending on priorities.	Following the meeting between Mr Mullins and Cllr Fletcher, Mr Mullins would look into resurfacing utilising planings.	Open.
Hall Fields Footpath	The Clerk had reported that it was extremely muddy and dangerous.	As requested the Clerk had circulated the previous documents in relation to the proposed Hall Fields Project to the History Society, unfortunately they had confirmed that the project would not include the footpaths.	Open.
Elections	Elections are due to take place on 7 May 2015.		Open.

GREAT AYTON PARISH COUNCIL – MEETING 7 APRIL

ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
HDC	Rates demand notice for the Public Conveniences	Public Conv	155.29
Sam Turner & Sons Ltd	Rat Bait and Smart Straw – Allotments	62.87	182.74
	Ear Muffs, Specs and Rat Bait – POS	50.01	
	Starline – POS	69.86	
Paul Suggitt	Assisting Cemetery Superintendent 7 x £12.50	Cemetery	87.50
Bilsdale Tree Services	Supply and planting of 6ft Beech Treel along riverside	POS	30.00
HDC	Rates demand notice for the Cemetery	Cemetery	0.00
Howard Atkinson	Mobile Phone Top Up	Cemetery	10.00
Richard Collins	2 x Grave Preperation	Cemetery	200.00
Northumbrian Water	01/01/2015 to 31/03/15 Water for Public Conveniences	Public Conv	DD 97.37
Northumbrian Water	01/01/15 to 31/03/15 Water for Cemetery	Cemetery	DD 9.08
Northumbrian Water	01/01/15 to 31/03/15 Water for Allotments	Allotments	DD 353.99
Yorwaste Ltd	Waste Disposal charges for 1/04/15 to 30/06/15	Cemetery	126.36
Royal Oak Hotel	Xmas dinner for two guests	Chairmans Allowance	60.00
Julie McLuckie	Postage – General Admin	5.83	21.58
	Mileage to Election Training 35 miles x 0.45p per mile	15.75	
Thompsons Hardware Ltd	Toilet Rolls and Holders – Public Conveniences	60.63	86.27
	Polish, Kitchen Towels etc – General Admin	5.80	
	Grass Seed and Padlock – POS	19.84	
W. Eves & Co Ltd	Fuel	POS	DD 94.76
HDC	Salary Recharge for 1 January to 31 March 2015	Salaries	9210.88
Peter Greenwell	Village Christmas Events Services	S145 Village Events	200.00
Paul Suggitt	River Warden	River Warden	275.00
	Cemetery Assistant 7 hours	Cemetery	
TOTAL			11200.82

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent for 1 March 2015 and 1 April 2015	Miscellaneous	50.00
Carters	Interment of Ashes	Cemetery	63.00
Ayton Funeral Services	Plaque on Memorial Wall	Cemetery	38.00
Ayton Funeral Services	Plaque on Memorial Wall	Cemetery	38.00
Ayton Funeral Services	Plaque on Memorial Wall	Cemetery	38.00
Ayton Funeral Services	Scattering of Ashes	Cemetery	38.00
Ayton Funeral Servces	Interment of Ashes	Cemetery	66.00
Carters	Burial Fee	Cemetery	660.00
Ayton Funeral Services	Interment of Ashes	Cemetery	66.00
Ayton Funeral Services	Additional Inscription	Cemetery	51.00
Ayton Funeral Services	Interment of Ashes	Cemetery	66.00
Carters	Interment of Ashes	Cemetery	66.00
Carters	Burial Fee	Cemetery	660.00
Allotment	Allotment Deposit	Allotments	17.00
HMRC	VAT Return	VAT	1461.18
TOTAL			3378.18