

**Minutes of the Monthly Meeting of Great Ayton Parish Council
held on Tuesday 2 June 2015 at 7.00 pm**

Present:- Cllrs: R Hudson, J Fletcher, Mrs J Brown, G Readman, Mrs F Greenwell, Mrs A Taylor and R Kirk.
Mrs J McLuckie (Parish Clerk). Others Present: Mr H Atkinson (Cemetery Superintendent), Mrs Dumphy (D&S Reporter) and 1 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> Mr Pearce provided a financial update in relation to the Great Ayton Discovery Centre. It was agreed that an up to date financial position would be submitted in December to assist the Parish Council with additional information prior to agreeing the precept. The Parish Council thanked Mr Pearce and the team for their continued work in running this excellent facility.
4	<u>Minutes of the Parish Council Meeting held on Tuesday 7 April 2015 and Thursday 14 May 2015</u> The minutes of the Parish Council Meeting held on Tuesday 7 April and Thursday 14 May 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 are now installed. It was agreed to remove this item from the Agenda at this current time until further updates were received. 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. Cllr Fletcher was due to attend a meeting at NYMNPA and he would make further enquiries then. Noted. Allotments The Cemetery Superintendent reported that all the allotments are now taken. Closed. Cemetery Nothing to report. Closed. Grass Cutting Following the withdrawal of funding from NYCC and the subsequent number of complaints received from residents the Parish Council employed a contractor to carry out a cut around the Village. This work was now complete but consideration was given as to the ongoing upkeep of our grassed areas. It was agreed to request the contractor to carry out another cut in one week's time, then two weeks after that. The Clerk was asked to place this on the Agenda for the next meeting for review. Agreed.

	<p>High Green and Low Green By-Laws Following the Clerks request this item was now included for discussion at the Parish Liaison Meeting scheduled to take place on 4 June 2015. Noted.</p> <p>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. The Clerk had contacted the Co-op in relation to their mobile shop and they have agreed to pay an additional £200. A request has also been received in relation to an additional bollard to be placed outside the shop front, this was agreed but the Clerk was asked to request that they ensure that it is centred in between the two bollards. Agreed.</p> <p>Flower Tubs - it was noted that since the departure of the Cemetery Assistant the Cemetery Superintendent would not have sufficient time to carry out the watering and upkeep of all the flower tubs around the Village. It was agreed to move all the flower tubs to the High Green. The Clerk was asked to write to all those who kindly sponsor a flower tub advising them of the move and informing them that next year there will be a price increase to £17.50 per annum. Agreed.</p>
7	<p><u>Planning Report</u> 15/00929/FUL - 90A Marwood Drive - Proposed rear single storey extension. No objections. 15/01008/FUL - 28 Angrove Close - Proposed loft conversion and construction of a front porch. Concerns were raised in relation to the proposed roof height and the over development of this site in relation to the adjoining property it was also not in keeping with the others in the Estate and the porch would be outside the current building line.</p> <p><u>Applications Approved.</u> 15/00500/FUL - 27 Newton Road - Proposed single storey extension. 15/00500/FUL - 22 Angrove Close - First floor extension to dwelling house and alterations to the roof to form dormer windows to front and rear. 15/00652/CAT - Riverside, Low Green - Proposed work to remove 1 no Birch Tree.</p> <p><u>Other Planning Information</u> None received.</p>
8	<p><u>Correspondence and Information Report</u> Mr & Mrs Swabey - ReL Tree and Shrub Removal, Guisborough Road. Noted. Mr Prosser-Higdon - E-mail Re: Library Service - forwarded to Mr Pearce to respond. HDC - Guidance Notes - Registration of Interests. Noted. NYCC - Notification of temporary road closure - Romany Road. Noted. NYCC - Notification of temporary road closure - Linden Grove. Noted. Department for Environment Food and Rural Affairs - Re: Secretary of State Appointments to National Park Authorities and the Broads Authority 2016. Noted. HDC - Parish Liaison Meeting - 4 June 2015. Noted. Cllrs R Kirk and Mrs A Taylor declared an interest in the e-mail received from Mr Collinson. Mr Collinson - Re: Graves of Donald Petch and John Petch - requested to liaise with the Cemetery Superintendent. Passenger Transport - Bus Subsidy Reductions. Noted. HDC - Street Naming and Numbering Legislation - The Field, Tunstall Lane, Nunthorpe, Middlesbrough, TS7</p>

	<p>ONT. Noted.</p> <p>HDC - Parish Liaison Meeting Agenda for 4 June 2015. Noted.</p> <p>NYMNPA - Northern Area Parish Forum Meeting - 7 July 2015. Noted.</p> <p>Ms Readman - Letter Re: Commemorative Bench on the Riverside. The Clerk was asked to write to Ms Readman to confirm that she could have a plaque placed on the memorial bench on the Low Green and provide her with the cost of doing this as a first option.</p> <p>The following items for information were all noted:-</p> <p>Rural Services Network Weekly Email Digests (previously circulated).</p> <p>Editor - North Yorkshire Now Newsletters (previously circulated).</p> <p>Came & Company - Council Matters.</p> <p>Royal Air Force Press Release Re: Increased Air Activity between 18 and 22 May 2015.</p> <p>SLCC - Clerks & Councils Direct May 2015 Issue 99..</p>
9	<p><u>Clerk's Report</u></p> <p>Footpath Easby Lane to Suggitts Field – Underground Leak</p> <p>Mr Mullins has contacted Northumbrian Water Board again and asked that they take samples of the water and advise him of their findings. The Clerk was asked to contact HDC to see if they could carry out the tests and bill Northumbrian Water for this work. Ongoing.</p> <p>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</p> <p>The Clerk was asked to contact Highways to see if they could utilise the planings that are been taken from the current resurfacing work that is taking place in the Village. Agreed.</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>Defibrillator – the Clerk had now collected the defibrillator and it was due to be installed. It was agreed that Cllr Kirk would see if it was possible to install it on the external wall of the Discovery Centre rather than as originally planned on the Village Hall as it was agreed that this would be a more central location. Agreed.</p>
11	<p><u>Accounts Report</u></p> <p>The total payments made were £1403.09</p> <p>The total receipts received were £135.00</p> <p>Cllr Hudson was concerned that the electricity bill seemed high for the public conveniences. The Clerk would ensure that a meter reading was submitted. It was agreed to look into installing LED lights to see if this would assist with reducing the costs. Agreed.</p>
12	<p><u>Councillors Reports</u></p> <p><i>Cllr Mrs Greenwell declared an interest in the next Agenda item and left the room.</i></p> <p>Cllr Fletcher - Put forward a proposal for a Great Ayton recognition scheme. Following discussion it was agreed that when the Parish Council is made aware of outstanding achievements they would acknowledge appropriately but they did not want to introduce a formal scheme. Agreed.</p> <p>Common Land - following a recent issues on the Pinfold Land the Clerk was asked to obtain costings to refresh the white lines on this land. Agreed.</p> <p>Little Ayton Lane - there are a number of potholes in need of attention as well as the edge of the road.</p>

Water is still leaking following recent works between the Waltons and Beck Hall Corner. The utility access has given away and is extremely dangerous at White Gate Cottage, also, the Iron Bridge at Woodhouse Farm is in need of repair. The Clerk to report all these issues. **Agreed.**

Easby Lane - the recent contract resurfacing work is all breaking away - the Clerk would report the issue. **Agreed.**

Station Road - the gully on the right hand side is blocked - the Clerk would report the issue. **Agreed.**

Cllr Mrs Brown declared and interest in the following item.

Tree in the football field - there is a dead tree in the football field which would need to come down. The Clerk was asked to contact the Great Ayton Cricket and Football Club to see if they would contribute towards its removal. **Agreed.**

Cllr Mrs Brown reported that the gullies opposite Suggitts need cleaning. A concern had also been raised in relation to vehicles parking on the grass verge outside the allotments. The Clerk would ask the Cemetery Superintendent to speak to those parking there and ask them to refrain from doing so.

GREAT AYTON PARISH COUNCIL – MEETING 2 JUNE 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 now 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	A contractor was now appointed to assist the Cemetery Superintendent on an as required basis and he would be paid through submission of invoices at the agreed hourly rate.		Closed.
Allotments	An advert had appeared in the Darlington & Stockton Times informing that we currently have some vacant allotments,	All allotments are now taken	Closed.
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. Cllr Hudson had circulated a new Home Office document titled 'Dealing with illegal and unauthorised encampments	The Clerk had contacted HDC requesting when their policy would be in place following to deal with the illegal and unauthorised encampments, this would also be discussed at the next Parish Liaison Meeting.	Ongoing.
Grass cutting	The Parish Council had handed the grass cutting service back to NYCC following the reduction in funding.	A number of complaints have been received in relation to areas that have not been cut. The Clerk continues to ask residents to submit their complaints to NYCC and has contacted NYCC direct in relation to this matter. The Parish Council have approached a contractor to undertake an initial cut.	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 Co-operative had donated £500 towards this work and had confirmed that the mobile store would be in place from 18 June to 15 July 2015. The Clerk was asked to seek an additional payment from the Co-operative as they have gone from two weeks to four weeks. The Clerk would arrange for the resurfacing work to take place once the shop was removed.	Ongoing.

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PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
15/00929/FUL - 90A Marwood Drive	Proposed rear single storey extension.
15/01008/FUL - 28 Angrove Close	Proposed loft conversion and construction of a front porch.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
15/00500/FUL - 27 Newton Road	Proposed single storey extension.
15/00500/FUL - 22 Angrove Close	First floor extension to dwelling house and alterations to the roof to form dormer windows to front and rear.
15/00652/CAT - Riverside, Low Green	Proposed work to remove 1 no Birch Tree.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information
Mr & Mrs Swabey	Re; Tree and Shrub Removal, Guisborough Road
Mr Prosser-Higdon	E-mail Re; Library Service - forwarded to Mr Pearce to respond.
HDC	Guidance Notes - Registration of Interests
NYCC	Notification of temporary road closure - Romany Road.
NYCC	Notificiaton of temporary road closure - Linden Grove
Department for Environment Food and Rural Affairs	Re: Secretary of State Appointments to National Park Authorities and the Broads Authority 2016.
HDC	Parish Liaison Meeting - 4 June 2015.
Mr Collinson	Re: Graves of Donald Petch and John Petch - requested to liaise with the Cemetery Superintendent.
Passenger Transport	Bus Subsidy Reductions.
HDC	Street Naming and Numbering Legislation - The Field, Tunstall Lane, Nunthorpe, Middlesbrough, TS7 0NT.
HDC	Parish Liaison Meeting Agenda for 4 June 2015.
NYMNPA	Northern Area Parish Forum Meeting - 7 July 2015.

INFORMATION

Sender	Information
Rural Services Network	Weekly Email Digests (previously circulated).
Editor	North Yorkshire Now Newsletters (previously circulated).
Came & Company	Council Matters
Royal Air Force	Press Release Re: Increased Air Activity between 18 and 22 May 2015.
SLCC	Clerks & Councils Direct May 2015 Issue 99.

GREAT AYTON PARISH COUNCIL – MEETING 2 JUNE 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	Mr Mullins was waiting for Northumbrian Water to undertake some water tests to try and ascertain the source of the leak..	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.	Northumbrian Water have completed their drainage work and we await to see if this has resolved the flooding issue.	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.	This was still seen as a priority on the grounds of health and safety as the footpaths remain in a dangerous condition.	Open.
Defibrillator	The Clerk had collected the defibrillator that would be installed outside the Village Hall.	Awaiting Installation	Ongoing.

GREAT AYTON PARISH COUNCIL – MEETING 2 JUNE 2015

ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Scottish Hydro	Electricity for Public Conveniences	Public Conv	DD 198.84
Julie McLuckie	Postage	16.20	38.00
	Envelopes	6.05	
	35 x 0.45 miles to collect defibrillator	15.75	
Mole	Roundup Biactive	POS	125.02
James C Pearson	Fix benches in the Play Park	POS	202.80
Richard Collins	1 x Grave Dug	Cemetery	100.00
Mr Atkinson	Mobile Phone top up	Cemetery	10.00
Mr Suggitt	Funeral Assistance	Cemetery	87.50
Sam Turner & Sons Ltd	Mower Repairs	Grasscutting	267.93
Gary Frankish Ground Maintenance	Grasscutting - 1 st cut around the Village	Grasscutting	400.00
TOTAL			1403.09

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent	Garage Rent	25.00
Flower Tubs	6 x Flower Tub Sponsorship	POS	110.00
TOTAL			135.00

1.3 Year End Accounts and Annual Governance Statement review and acceptance.

1.4 Signing of Audit Form.

1.5 Asset Register & Insurance.