

**Minutes of the Monthly Meeting of Great Ayton Parish Council
held on Tuesday 1 March 2016 at 7.00 pm**

Present:- Cllrs: R. Hudson, J Fletcher, G. Readman, Mrs F Greenwell, Mrs A Taylor, Mrs J Brown and R Kirk. Mrs J McLuckie (Parish Clerk), Cllr Mrs Moorhouse (County Councillor), Mr Atkinson (Cemetery Superintendent), PC Anderson and 8 Members of the Public.

Min No.	Business
1	<p><u>Apologies for Absence</u> There were no apologies for absence.</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> A number of local business representatives were in attendance requesting an update on the Tour de Yorkshire. Cllr Fletcher provided advised them of the current proposals but encouraged businesses to get involved and it was agreed that a Business Forum would be set up and the first meeting would take place on Tuesday 8 March 2016 at 7 pm in Stamps Coffee Shop. The businesses owners also raised there concerns about the state of the McColls shop, the Clerk was asked to write to the owners to ask them to tidy the shop front up. The Clerk was also asked to write to the owner of the shop on the Bridge to request that the signs be removed. Agreed.</p> <p>103 - 105 High Street - Cllr Kirk reported that it had been agreed to formulate a Property Management company between the owners of 103 High Street and the Parish Council and then each would get a lease for 999 years. 103 would be the ground floor and 105 the first floor which would then be sub-leased to the Discovery Centre which will enable them to pursue charitable grant applications to extend the Discovery Centre for community purposes. This is subject to agreement of HDC that this still met the covenant conditions attached to the building. Agreed.</p>
4	<p><u>Minutes of the Parish Council Meeting held on Tuesday 2 February 2016</u> The minutes of the Parish Council Meeting held on Tuesday 2 February 2016 were approved and signed.</p>
5	<p><u>Police Report</u> PC Anderson reported that the following incidents had been reported between 1 February and 29 February 2016. 9 incidents of Anti Social Behaviour, 3 Auto Crime, 2 Burglaries and 3 Criminal Damage.</p>
6	<p><u>Council Services Report</u> Cemetery It was agreed to increase the Cemetery charges by 2% rounded from 1 April 2016. Agreed. The Cemetery Superintendent would arrange for one of the plaques supplied by Lord's Stone Masons to be available for review by Cllr Mrs Greenwell and the Cemetery Superintendent following a number of residents stating that they were not happy to purchase a plastic plaque. Agreed.</p>

	<p>Public Conveniences - the improvement work to the toilets was now complete. The Clerk would arrange to meet with the Caretaker to review the cleaning procedures and to advise him that the toilets should remain open until 5 pm. Closed.</p> <p>Village Fete - Cllr Fletcher would contact Mr Sillars to see if he would be available and willing to carry out the commentating at the Fete. Mr Greenwell had confirmed that he would be happy to carry out the set up of the PA System and the tables etc. Noted.</p> <p>Tour de Yorkshire - Cllr Fletcher was leading on the organisation for the event. Improvement work to the bridges etc had commenced. The local businesses were encouraged to get involved and as agreed in the public session a business forum meeting would take place on Tuesday 8 March 2016 to discuss proposals. Agreed.</p> <p>Queens 90th Birthday - Mr and Mrs Sutcliffe had kindly granted their permission for a beacon to be lit on Captain Cooks in recognition of the Queen's 90th Birthday. The Clerk had received confirmation from Cleveland Search and Rescue that they would be happy to assist on the day. Cllr Fletcher would liaise with them to agree what was required. Agreed.</p> <p>Annual Parish Meeting - it was agreed to host the Annual Parish Meeting on Tuesday 19 April 2016. Agreed.</p> <p>Play Areas - it was agreed to look to refurbish the under 8s equipment area. The Clerk was to confirm the amount of S106 funds still available to spend. Agreed.</p>
7	<p><u>Planning Report</u></p> <p>16/00248/FUL - 7 Angrove Drive - Retrospective change of use of land to the rear from open space to domestic. Members opposed this application as this area should remain as Open Space and this particular issue had already been through an appeal process and overturned.</p> <p>15/02208/FUL - 39 Bridge Street - Removal of UPVC windows and door for the reinstatement of timber windows and doors. No objections.</p> <p>16/00309/FUL - 7 Wheatlands - Proposed two storey side extension, bedroom loft conversion and partial garage extension/conversion for kitchen extension. No objections.</p> <p>16/00307/FUL - 1 Rosehill - Proposed two storey side extension. The proposed development was too big and was an over development of the site.</p> <p>16/00257/FUL - 5 Park Rise - New dormer windows to front and rear elevations and new porch to front elevation. No objections.</p> <p><u>Applications Approved.</u></p> <p>16/000024/CAT - High Green - Works to trees in a conservation area.</p>
8	<p><u>Correspondence and Information Report</u></p> <p>Thompsons Hardware Ltd - Stall request at the Village Hall. To be discussed at the Business Forum meeting.</p> <p>Moorsbus - Donation request - Agreed to donate £100.</p> <p>Premier Collection - Tour de Yorkshire response. Noted</p> <p>HDC - Hambleton Parish Liaison Meeting - 31 March 2016. Cllr Fletcher would attend.</p>

	<p>The following items for information were all noted:- Rural Services Network Weekly Email Digests (previously circulated). HDC - Update February 2016. CPRE - Campaign to Protect Rural England North East Newsletter Spring 2016..</p>
9	<p><u>Clerk's Report</u> Footpath Easby Lane to Suggitts Field – Underground Leak Cllr Moorhouse had advised members of the new working structure and reassured members that Mr Mullins had handed over reports on this and other issues within Great Ayton for action. Ongoing.</p> <p>Hall Fields Footpath - Cllr Moorhouse and Cllr Kirk had met with Mr Brown the newly appointed officer who had agreed that the footpath was in need of clearing. He was going to contact the landowners to see if they would allow access to enable the mud removal and relaying where required to improve the footpath condition. Noted..</p> <p>Defibrillator – Cllr Fletcher was arranging for the installation of the defibrillator outside the Great Ayton Discovery Centre. Ongoing.</p>
10	<p><u>Accounts Report</u> The total payments made were £11328.53. The total receipts received were £3276.00. It was agreed to appoint Mr Beeforth to conduct the Internal Audit on behalf of the Council. Agreed.</p>
11	<p><u>Councillors Reports</u> Cllr Fletcher reported that there were potholes on Newton Road and that the one on Baldocks Bank had reappeared. The Clerk would report. Agreed.</p>

GREAT AYTON PARISH COUNCIL – MEETING 1 MARCH 2016

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	To review the current Cemetery Charges and decide if there should be an increase.		Open.
Public Conveniences	The Toilets have now been re-decorated and thoroughly cleaned.	The Clerk would meet with the Caretaker to ensure that he has all the necessary cleaning equipment to ensure they are maintained	Ongoing,
Village Fete	11 June 2016 - Theme 'Royalty through the Age's'. The Clerk had wrote to all the local businesses advising them of the dates for the Village Fete as well as other groups encouraging them to enter a float.	To identify someone to carry out the commentating on the day. The Clerk had receive a response from Rt Hon Rishi Sunak MP who unfortunately had another commitment that day.	Ongoing
Tour de Yorkshire	1 May 2016 - to consider events to take place within the Village	The Clerk had wrote to al the businesses and a number of them had responded including some donations towards the bunting.	Ongoing.
Queen's 90 th Birthday	21 April 2016 - the Clerk had contacted Mr and Mrs Sutcliffe who had confirmed their support to lighting a beacon on Captain Cooks Monument.	The Clerk had wrote to Cleveland Search and Rescue to request their support on the day and was awaiting a response.	Ongoing.
Annual Parish Meeting	Proposal to hold the Annual Parish Meeting on Tuesday 19 April 2016.		Open.

PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
16/00248/FUL - 7 Angrove Drive	Retrospective change of use of land to the rear from open space to domestic.
15/02208/FUL - 39 Bridge Street	Removal of upvc windows and door for the reinstatement of timber windows and doors.
16/00309/FUL - 7 Wheatlands	Proposed two storey side extension, bedroom loft conversion and partial garage extension/conversion for kitchen extension.
16/00307/FUL - 1 Rosehill	Proposed two storey side extension.
16/00257/FUL - 5 Park Rise	New dormer windows to front and rear elevations and new porch to front elevation.

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
16/00024/CAT - High Green	Works to trees in a conservation area.

OTHER PLANNING INFORMATION

PLANNING REF/ADDRESS	DESCRIPTION	STATUS

GREAT AYTON PARISH COUNCIL – MEETING 1 MARCH 2016

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information
Thompsons Hardware Ltd	Stall request at the Village Fete.
Moorsbus	Donation request.
Premier Collection	Tour de Yorkshire response
HDC	Hambleton Parish Liaison Meeting - 31 March 2016

INFORMATION

Sender	Information
Rural Services Network	Weekly Email Digests (previously circulated).
HDC	Update February 2016
CPRE	Campaign to Protect Rural England North East Newsletter Spring 2016

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.	Cllr Mrs Moorhouse had confirmed that this how now been passed to Mr Brown who has taken over from Mr Mullins.	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	Cllr Mrs Moorhouse had confirmed that this how now been passed to Mr Brown who has taken over from Mr Mullins.	Open.
Defibrillator	The Clerk had collected the defibrillator that would be installed outside the Great Ayton Discovery Centre.	Cllr Fletcher would oversee the installation of the unit.	Ongoing.
High Street Parking	The Clerk to request North Yorkshire County Council to try and arrange a meeting in advance of the November Parish Council meeting. Document circulated Re: Parking Policy in England. The Clerk had wrote to the local businesses requesting that there staff park away from the shop front and preferably walk if possible	This item would be deferred until May to allow a car park survey to take place in April.	Ongoing.

GREAT AYTON PARISH COUNCIL – MEETING 1 MARCH 2016

ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mr Atkinson	Mobile Phone top up	Cemetery	10.00
Bilsdale Tree Services	Works to the tree at Yatton House	POS	350.00
Mr Suggitt	Funeral Duties - Cemetery	87.50	1218.06
	Deep clean and decorating - Public Conv	850.00	
	Cleaning materials - Public Conveniences	193.06	
	Funeral Duties - Cemetery	87.50	
Sam Turner & Sons Ltd	Rat Bait and Gloves - Allotments	40.12	154.76
	Rotary Mower Repair - POS	114.64	
Mr Collins	Levelling and grading roads - allotments	200.00	480.00
	Levelling and filling ruts with top soil - POS	60.00	
	2 x Graves dug and shuttered - Cemetery	220.00	
HDC	Salaries - 1.10.15 to 31.12.15	Salaries	8090.22
Safechem	Cleaning Products	Public Conveniences	44.28
Royal Oak Hotel	2 x guests at Christmas Dinner	Chairman Allowance	58.00
Scottish Hydro	Electricity - 6.11.15 to 12.2.16	Public Conveniences	DD 45.66
Julie McLuckie	Postage	General Admin	30.24
Home Fix Computers	Printer Ink	General Admin	44.99
EON	Electricity Bill for 105 High Street	General Admin	14.72
Mr Holden	Website Hosting	General Admin	150.00
Mr Suggitt	Cemetery duties and bench installation	Cemetery	100.00
Wallgate	Service Contract	Public Conveniences	537.60
TOTAL			11328.53

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent	Misc	25.00
Co-Op	Donation towards Christmas Lights	S145 Village Events	60.00
Joplins Restaurant	Donation towards Tour de Yorkshire	Miscellaneous	50.00
Mr Munro	Grave Reservation	Cemetery	70.00
Co-Op	Funeral Fee	Cemetery	674.00
Mrs Carney	Interment of Ashes	Cemetery	67.00
Ayton Funeral Services	Interment of Ashes	Cemetery	67.00
Crake - Mallon Funerals	Funeral Fee for non resident	Cemetery	1348.00
Ayton Funeral Services	Interment of Ashes	Cemetery	67.00
Ayton Funeral Services	Funeral Fee	Cemetery	674.00
Ayton Funeral Services	Grave Reservation	Cemetery	70.00
Ayton Funeral Services	Erection of a headstone	Cemetery	104.00
TOTAL			3276.00

1.3 To agree to appoint Mr Beeforth to conduct the Internal Audit.