

**Great Ayton Parish Council**  
**Minutes of the Annual Meeting of the Parish Council**  
**Held on Thursday 14 May 2014 at 7.00 pm**

**Present**

Cllrs: J Fletcher, R Kirk, Mrs F Greenwell, G Readman, S Jackson and R Hudson.  
 Mrs Julie McLuckie (Parish Clerk), Mrs Dumphy (D&S Reporter), P.C. Kyle and 2 residents.

**1. Election of Chairman and Declaration of Acceptance of Office**

Mrs McLuckie called for nominations of Chairman; Cllr Fletcher proposed Cllr Hudson, Cllr Kirk seconded the proposal. No other nominations were received; Cllr Hudson was unanimously appointed and signed the declaration of acceptance of office.

**2. Apologies for Absence**

Apologies for absence were received from Cllrs Mrs Brown and Mrs Moorhouse.

**3. Election of Vice Chairman and Declaration of Acceptance of Office**

Cllr Hudson called for nominations for Vice Chairman; Cllr Kirk proposed Cllr Fletcher, seconded by Cllr Readman. No further nominations were received, Cllr Fletcher was unanimously appointed and signed the declaration of acceptance of office.

Cllr Mrs Brown was formally thanked for her service to the Parish in her role as Chairman over the previous year.

**4. Police Report**

15 incidents had been reported between 9 April and 14 May 2015. Outbuilding burglaries were a particular problem and one that the police are addressing with various operations and additional patrols.

**5. Co-option of One Additional Parish Councillor**

Three applications for the position of Parish Councillor were considered. It was agreed to appoint Mrs Angela Taylor.

**5. Appointment of Responsibilities**

The following responsibilities were nominated to Councillors and agreed:

- 3.1 Allotments – Cllr Hudson
- 3.2 Captain Cook Museum Trust – Cllrs Readman and Fletcher
- 3.3 Cemetery – Cllr Mrs Greenwell
- 3.4 NYMNPA, Northern Area Parish Forum – Cllr Fletcher
- 3.5 Planning – Cllr Mrs Greenwell
- 3.6 Parks and Open Spaces, inc. River and Flooding – Cllr Fletcher
- 3.7 Play Area – Cllrs Mrs Brown
- 3.8 Public Conveniences – Cllr Mrs Brown.
- 3.9 Village Hall – Cllrs Kirk, Fletcher and Mrs Brown
- 3.10 Great Ayton Discovery Centre – deferred to the next meeting.
- 3.11 Marwood School - Cllr Mrs Greenwell

**6. Adoption of Policies**

- 4.1 Standing Orders – It was resolved to adopt the existing Regulations.
- 4.2 Financial Regulations – It was resolved to adopt the existing Regulations.
- 4.3 Code of Conduct – It was resolved to adopt the existing Regulations.
- 4.4 Complaints Policy – It was resolved to adopt the existing Regulations.
- 4.5 Press Policy – It was resolved to adopt the existing Policy.
- 4.6 Risk Assessment (revised) – The revisions to the Assessment were reviewed and accepted.

- 4.7 Archive and Retention Policy – It was resolved to adopt the existing Regulations.  
 4.8 Management Control Guidelines – the Clerk would update this document and recirculate for approval.

## 5. Planning Report

*Cllr Kirk declared an interest in planning applications 15/00597/FUL and 15/00685/FUL and left the room while they were considered.*

**15/00944/CAT** - The Co-operative, 117 High Street - Conservation area consent for the removal of a tree.

**No objections.**

**15/00557/TPO** - 7 California Grove - Works to trees subject to Tree Preservation Order No. 1997/06. **No objections.**

**15/00800/LBC** - Marwood Church of England School - Listed building consent for extension to rear of the building to provide additional classroom space. **No objections.**

**15/00690/FUL** - 54 Marwood Drive - Replacement of existing flat window with bow window to front elevation of dwelling house. **No objections.**

**15/00682/ADV** - Stamps Coffee Shop, 107 High Street - Advertisement consent for awnings above two shop front windows. **No objections but wanted reassurance that the height was in accordance with health and safety.**

**15/00685/FUL** - Crossways, 116 Newton Road - Construction of dwelling house. **No objections.**

**15/00652/CAT** - Riverside, Low Green - Proposed work to remove 1 no Birch Tree. **No objections.**

**15/00597/FUL** - 11 Bridge Street - Demolition of former fruit, vegetable and potato merchants store and construction of new 4 bedroom dwelling. **No objections as long as there is sufficient off street parking.**

**15/00526/FUL** - 22 Angrove Close - First floor extension to dwelling house and alteration to the roof to form dormer windows to front and rear. **No objections.**

**15/00609/FUL** - 138 Newton Road - Proposed single storey side extension. **No objections.**

### APPLICATIONS APPROVED

**15/00254/FUL** - 38 Guisborough Road - Demolition of existing attached garage / store and construction of two single storey and single storey extension to dwelling house.

**11/02321/FUL - Chapel View Pony Stud, Newby** - Application for the retention of a caravan to be used as an equestrian workers dwelling.

**14/02601/FUL - 51 Marwood Drive** - Extensions to dwelling house and alterations to the roof space as per amended plans received by HDC on 19 March 2015.

**15/00200/ADV - The Co-operative, 117 High Street** - Advertisement consent for externally illuminated exterior signs and non-illuminated panel.

**15/00230/FUL** - Greenhow Hill Farm, Pannierman Lane - Construction of store.

**15/00339/TPO** - 4 Old Mill Wynd - Proposed work to trees subject to Tree Preservation Order No. 1998/01.

**15/00443/FUL** - 28 Roseberry Road - Proposed first floor extension.

**15/00271/TPO** - 69 High Street - Fell covered by Tree Preservation Order No. 1992/02.

### OTHER PLANNING INFORMATION

**15/00271/TPO** - 69 High Street - Notification of Planning Committee site visit to consider the proposed felling of tree covered by Tree Preservation Order No. 1992/02.

## 8. ACCOUNTS

8.1 Total Payments - £16,495.61

8.2 Total Receipts - £39,743.25

## 9. Parish Council Meeting Dates 2014/15

It was agreed to continue to hold Parish Council Meetings on the first Tuesday of each month therefore the next meeting of the Parish Council would take place on 7 July 2015 commencing at 7.00 pm.

## 10. Any Other Business

- 10.1 Co-operative Mobile Shop – the Clerk was asked to request an additional payment as they had increased from two weeks to four weeks and to ask them not to park their works vehicle outside the front of the shop. **Agreed.**
- 10.2 Shop signage – the Clerk had contacted the Enforcement Office again in relation to the shop signage on the convenience store on the bridge and to advise them that it was reported that it was under new management and to check if it had the appropriate license to sell alcohol. Awaiting a response.
- 10.3 Grass Cutting – The Clerk and all members confirmed that they had received numerous complaints in relation to the lack of grass cutting. Cllr Kirk read out a statement which confirmed his disappointment that once again NYCC were letting us down in removing the funding for this service as they did with the library and continue to do with the state of our roads and potholes and the lack of winter maintenance in particular salting our school routes. The Parish Council would have to address the situation but this may inevitably lead to a precept increase in the future. Residents were asked to continue to raise their complaints with NYCC. It was agreed that the Parish Council would appoint the services of a contractor to carry out an initial cut on their behalf and that it would be the subject of review at the next meeting. **Agreed.**
- 10.4 Cllr Hudson advised that he had received a number of complaints from wheelchair users who were finding that vehicles were parking on the footpaths making them impassable to wheelchairs, disabled scooters and pushchairs. Mrs Dumphy was asked to place an article in the D&S requesting drivers to be considerate when parking. **Agreed.**

**GREAT AYTON PARISH COUNCIL – MEETING 14 MAY 2015**

**PLANNING REPORT**

**PLANNING APPLICATIONS**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
15/00944/CAT - The Co-operative, 117 High Street	Conservation area consent for the removal of a tree.
15/00557/TPO - 7 California Grove	Works to trees subject to Tree Preservation Order No 1997/06.
15/00800/LBC - Marwood Church of England School	Listed Building consent for extension to rear of the building to provide additional classroom space.
15/00690/FUL - 54 Marwood Drive	Replacement of existing flat window with bow window to front elevation of dwelling house.
15/00682/ADV - Stamps Coffee Shop, 107 High Street	Advertisement consent for awnings above two shop front windows.
15/00685/FUL - Crossways, 116 Newton Road	Construction of dwelling house.
15/00652/CAT - Riverside, Low Green	Proposed work to remove 1 no Birch Tree.
15/00597/FUL - 11 Bridge Street	Demolition of former fruit, vegetable and potato merchants store and construction of new 4 bedroom dwelling.
15/00526/FUL - 22 Angrove Close	First floor extension to dwelling house and alterations to the roof to form dormer windows to front and rear.
15/0609/FUL - 138 Newton Road	Proposed single storey side extension.

**APPLICATIONS APPROVED**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION OF WORK</b>
15/00254/FUL - 38 Guisborough Road	Demolition of existing attached garage / store and construction of two storey and single storey extension to dwelling house.
11/02321/FUL - Chapel View Pony Stud, Newby	Application for the retention of a caravan to be used as an equestrian workers dwelling.
14/02601/FUL - 51 Marwod Drive	Extensions to dwelling house and alterations to the roof space as per amended plans received by HDC on 19 March 2015.
15/00200/ADV - The Co-operative, 117 High Street	Advertisement consent for externally illuminated exterior signs and non illuminated panel.
15/00230/FUL - Greenhow Hill Farm, Pannierman Lane	Construction of store.
15/00339/TPO - 4 Old Mill Wynd	Proposed work to trees subject to Tree Preservation Order No. 1998/01.
15/00443/FUL - 28 Roseberry Road	Proposed first floor extension.
15/00271/TPO - 69 High Street	Fell covered by Tree Preservation Order No. 1992/02.

**OTHER PLANNING INFORMATION**

<b>PLANNING REF/ADDRESS</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
15/00271/TPO 69 High Street	Notification of Planning Committee site visit to consider the proposed felling of tree covered by Tree Preservation Order No. 1992/02.	

**GREAT AYTON PARISH COUNCIL – MEETING 14 MAY 2015**

**ACCOUNTS REPORT**

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Friends Meeting House	Meeting room rent	General Admin	45.00
Sam Turner & Sons Ltd	Bulb - General Admin	7.20	78.12
	Rat Bait Sachets - Allotments	64.20	
	Refuse Sacks - POS	6.72	
Safechem	Urinal Blocks	Public Conv	11.47
Thompsons Hardware Ltd	Toilet Rolls - Public Conveniences	62.50	66.49
	Bone Meal - POS	3.99	
Julie McLuckie	SAGE Accounts package	General Admin	117.14
W. Eves & Co Ltd	Fuel	Grass cutting	92.56
Fencsecure	2 x new seats for the play park	POS	784.08
Erimus Insurance Brokers	Tractor Mower Insurance	General Admin	300.75
Great Ayton Discovery Centre	1 <sup>st</sup> payment from precept	GADC	15000.00
<b>TOTAL</b>			<b>16495.61</b>

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Lords Stone Mason	Erection of headstone	Cemetery	104.00
Flower tubs	2 x Flower tub donations	POS	30.00
Taylor	Grave Reservation	Cemetery	69.00
Featherstone	Grave Reservation	Cemetery	69.00
Co-operative	Donation towards resurfacing	Donations	500.00
Northern Powergrid	Wayleave	Wayleave	17.25
Allotment Deposits	Allotment Deposits	Allotments	204.00
Precepts	1 <sup>st</sup> instalment	Precept	38750.00
<b>TOTAL</b>			<b>39743.25</b>