

**Minutes of the Monthly Meeting of Great Ayton Parish Council held on Tuesday 2 July 2013 at
7.00 pm**

Present:- Cllrs: Mrs F Greenwell (Chairman), J Fletcher, R Hudson and S Jackson, Mrs J Leng (Parish Clerk). Others Present: Cllr Mrs H Moorhouse, Mr M Hamer (Cemetery Assistant), Mrs B Dumphy (D&S Reporter), PCSO Scott and 3 Members of the Public.

Min No.	Business
1	<u>Apologies for Absence</u> Apologies for absence were received from Cllr Kirk, Cllr Readman and Cllr Mrs Brown.
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 Members with an annual update in relation to the Great Ayton Discovery Centre along with the annual accounts. He reported that the Discovery Centre had seen a 27% increase in footfall compared with the previous year and that the survey conducted earlier in the year had resulted in positive feedback. The financial position was running in accordance with the business plan and the additional £10k shortfall had been raised through fundraising etc. They were currently trying to establish reserves to deal with future maintenance issues. They continue to have a good team of volunteers and support and they thanked the Parish Council for their continued support. Mr Simpson who had recently purchased the property at 36 Romany Road sought permission to place gates on the path that runs down the side of his property to Frankfield Mews. The Clerk to establish who this pathway belongs to and report to the next meeting. Great Ayton Play Park continued to bid for funding streams and were hopeful that they may obtain some funding through the lottery grants subject to securing a 20 year lease. Members confirmed that they had agreed to provide a 20 year lease and that the Clerk was in the process of sorting out the legal paperwork required.
4	<u>Minutes of the Parish Council Meeting held on Tuesday 4 June 2013</u> The minutes of the Parish Council Meeting held on Tuesday 4 June 2013 were approved and signed.
5	<u>Police Report</u> PCSO Scott provided an update on activity over the previous weeks. He advised members that there had been an issue with two male cold callers who were known to the Police, one is 16 years of age and the other is in his 40's, the Police were currently investigating the link between these two and a number of incidents. Thefts from sheds, oil, bikes and catalytic converters continues to be a problem and there was also an increase in the number of thefts of landrovers / freelanders vehicles. The summer drink drive campaign was currently underway.
6	<u>Council Services Report</u> Cemetery Employee amenities facility – the facility was now in place. Thanks were passed to Cllr Jackson for his work on this project. Closed. Allotments Nothing to Report.

	<p>Play Area Following further information in relation to the application for a lottery grant members agreed to provide a 20 year lease to the Great Ayton Play Park. Clerk to contact the Solicitors to request that they draw up the 20 year lease agreement. Ongoing. The Clerk had obtained some prices for replacing the 5 a side goal posts in the Play Park and there was a vast variation. Clerk to contact Dave Goodwin at HDC to ascertain what is recommended.</p> <p>Grass Cutting Highways had confirmed that the cutting of the verges on Guisborough Road was their responsibility, however, there was discussions ongoing as to how much of the verges should be cut and that some should be left to grow to encourage the growth of wild flowers. Cllr Moorhouse was due to meet with the team and would ask the questions around what is and is not be cut in the future and would report back to the next meeting. Ongoing. Yuill's had confirmed that the grass on the corner of Farm Garth was their responsibility and they would arrange for it to be cut. Closed.</p> <p>Street Lighting Members had reviewed the proposed reduction in street lighting between the hours of midnight at 5.00 am and made the following observations:- Lights to remain on outside the Royal Oak and along the High Street where there are anti social behaviour problem, they would propose that one of the lights that is down to remain switched on around the High Green could be turned off. Dump Corner light should remain on (Way finder) but alternate lights on along Newton Road. The middle light on Linden Road could be switched off. Cleveland Street – to swap the middle light which is currently down to remain on with the end junction lights which are down to be switched off. Corner of Central Way to be left on. Chapel Steps should have a light on at the top and middle as this is steep (hand rail had to be fitted and would be a way finder). Hollygarth leading to Bridge Street need to be lit as this is OAP residence. Library and Workingmens Club Car Park to remain lit due to reported anti social behaviour.</p> <p>Great Ayton Discovery Centre Annual Accounts. Noted.</p>
7	<p><u>Matters Arising from the minutes (for information only)</u> Village Hall – The railings were painted and awaiting the installation of the new notice board. Open. Low Green Parking - Cllr Mrs Moorhouse advised Members that Highways had confirmed that they would be painting the yellow lines in the Summer once the school was closed. Open.</p>
8	<p><u>Planning Report</u> <i>Cllr Mrs Greenwell declared an interest and vacated the room whilst 13/01038/FUL was considered.</i> <i>Cllr Mrs Greenwell declared an interest in 13/00926/FUL and 13/01197/FUL.</i> <i>Cllr Fletcher declared an interest in 13/01194/LBC.</i> 13/0111/FUL – The Co-operative Food, 117 High Street – Alteration to existing shop front. No observations.</p>

	<p>13/01038/FUL – 27 John Street – Proposed single storey extension to rear of existing house. No observations.</p> <p>13/01194/LBC – 14 High Green – Alterations, replacement window to the rear elevation and installation of 2no roof lights to the rear elevation. No observations.</p> <p>13/00926/FUL – Whinstone View Bistro and Lodges – Construction of a function suite (to be used for weddings and private functions). No observations.</p> <p>13/00188/FUL – 13 Linden Road – Replacement of existing garage and formation of new driveway and access and single storey extension as amended by plan received by Hambleton District Council on 21 May 2013. Original comments remain in relation to access concerns.</p> <p>13/00847/FUL – Bridge Street Guest House, 5 – 9 Bridge Street – Alteration to existing dwelling and care to form 2 dwellings and an office (amended plans dated 20 and 21 June 2013). The Parish Council pointed out that there had never been 12 parking spaces allocated and there was still not five available and the plans only showed two allocated. Parking continues to be an issue on Bridge Street.</p> <p>13/01197/FUL – Whinstone View Bistro and Lodges – Construction of a toilet block and siting of a cesspit. No observations.</p> <p>13/01180/TPO – Great Ayton Tennis Club – Application for works to tree subject to Tree Preservation Order No 2004/09. No observations.</p> <p>Applications Approved.</p> <p>13/00814/CAT – Friends Meeting House – Proposed works to trees.</p> <p>13/00903/FUL – 19 Wheatlands – 2 Storey extension to side and rear single storey extension to existing house as amended by plans received by Hambleton District Council on 6 June 2013.</p> <p>13/00902/FUL – Cliffe Cottage – Alteration and extension to domestic store and garage to form an domestic annexe with garage.</p> <p>Other Planning Information</p> <p>Bank Flow Farm – Clerk had reported to Hambleton District Council 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> <p>12/01836/MRC – Strawberry Fields – Planning appeal relating to the removal of condition 2 commenced 18 June 2013 – date to be set for the appeal hearing.</p>
9	<p><u>Correspondence and Information Report</u></p> <p>Stokesley Young Farmers – Request for a duck race. Agreed subject to date not clashing with any other events.</p> <p>Hambleton District Council – Property name change – formerly Great Ayton Police Station now The Old Police House. Noted.</p> <p>Cllr Ron Kirk – Request from a lady in Beech Close requesting a formal crossing from the corner to Hollygarth. Clerk to request that Highways extend the dropped kerb on the Hollygarth side to make it safer.</p> <p>Thorp Parker LLP - The late Mrs K I Dale left to Great Ayton Parish Council in her will one per cent of her residuary estate to purchase a litter basket or any other purpose for the Parish Council to decide. Noted.</p> <p>NYMNPA – North Yorkshire Moors National Park Authority’s Community Grant. Noted.</p> <p>Rural Action Yorkshire – Winter Weather Agents Toolkit. To be brought back for discussion in September.</p> <p>Hambleton District Council – Property name change – formally 19 Mill Terrace now Floreal Cottage, 19 Mill Terrace. Noted.</p>

	<p>Middlesbrough Borough Council – Western Gateway (Cannon Park) Revised Masterplan Consultation. Noted.</p> <p>NYCC – Hambleton Area Committee – held on 17 June 2013. Noted.</p> <p>Northern Area Parish Forum – Agenda for the meeting to be held on 2 July 2013. Noted.</p> <p>Pinfold Land – Response to Amethyst. Cllr Mrs Greenwell to review prior to sending.</p> <p>Hambleton District Council – Local Framework meeting. Cllr Mrs Greenwell attending.</p> <p>E-mail Request - Additional litter bins on the High Green. Clerk to write to Ayton Fish and Chip Shop to thank them and ask them to continue to collect rubbish at busy times.</p> <p>Mr E Capes - Tree Management. Noted.</p> <p>Hambleton District Council – Street Recycling Bin. Agreed to request that a bin be placed on the area next to the Tourist Information Car Park.</p> <p>Romany Road – Request for dog waste bin to be moved. Agreed that this could not be moved but the Clerk asked to contact Dave Granger to ask that it be replaced or repaired and repainted.</p> <p>The following items for information were all noted:-</p> <p>NYMNPA – Art Exhibition.</p> <p>Rural Services Network – Weekly E-mail Digests.</p> <p>Action for Market Towns – Event Flyers.</p> <p>Editor – North Yorkshire Now June 2013.</p>
10	<p><u>Clerk's Report</u></p> <p>Footpath Easby Lane to Suggitts Field – Underground Leak</p> <p>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.</p> <p>Ongoing.</p> <p>Flooding on Easby Lane – Further flooding reported during the recent heavy rain. Cllr Mrs Moorhouse reported that a drain had collapsed at the end of a driveway on Easby Lane and it was due to be repaired by Northumbrian Water. This may have been the problem which has led to the continuous flooding issues. Ongoing.</p> <p>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. Clerk to write to home owners.</p> <p>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.</p> <p>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 – Cllr Hudson had still not received a response it was therefore agreed to close this item. Closed.</p>

	<p>Highways Issues</p> <p>White Lines at the Low Green – advised that the work was carried out last year – Open – Clerk to ask Highways to look at them again as the parking bays do not appear to have been repainted.</p> <p>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></p> <p>The total payments made were £5173.54</p> <p>The total receipts received were £912.00</p> <p>The confirmation letter from the Auditor that the internal control and record keeping continued to be of a high standard and that he had completed the appropriate section on the Annual Return was noted.</p>
12	<p><u>Councillors Reports</u></p> <p>Cllr Jackson said that the pansies in the village name sign tubs were in poor condition. It was confirmed that they were due to be replaced this week.</p>

GREAT AYTON PARISH COUNCIL – MEETING 2 JULY 2013

COUNCIL SERVICES REPORT

ITEM	INFORMATION	ACTION/COMMENTS	STATUS
Cemetery	Employees Amenities Facility.	The unit is now in place.	Closed.
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.	To enable the Great Ayton Play Park Group to apply for grant funding they required a 20 year lease – this has been agreed by Members in principal and require formal ratification.	Open.
	Goal posts – reported that they needed to be replaced.	Clerk had obtained prices for replacement goal posts for members consideration.	Open.
Grass Cutting	Grass Cutting of verges leading out of Great Ayton towards Guisborough.	Clerk had contacted Highways who had sent across detailed grass cutting maps which clearly showed that it is the responsibility of Highways.	Closed.
	Farm Garth – entrance – reported to be extremely overgrown. Clerk to ascertain who was responsible for this piece of land as it was not on our grass cutting schedule.	Resident contacted Yuill's who confirmed that it was their responsibility and that they would arrange for it to be cut.	Closed.
Street Lighting	Proposal to switch some lights between the hours of midnight and 5.00 am.	For discussion and agreement.	Open.
GADC	Annual Accounts	For noting.	Open.

GREAT AYTON PARISH COUNCIL – MEETING 2 JULY 2013

PLANNING REPORT

PLANNING APPLICATIONS

PLANNING REF/ADDRESS	DESCRIPTION OF WORK	COUNCIL RESPONSE
13/01111/FUL – The Co-operative Food, 117 High Street	Alterations to existing shop front	
13/01038/FUL – 27 John Street	Proposed single storey extension to rear of existing house	
13/01194/LBC – 14 High Green	Alterations, replacement window to the rear elevation and installation of 2no roof lights to the rear elevation	
13/00926/FUL – Whinstone View Bistro and Lodges	Construction of a function suite (to be used for weddings and private functions)	
13/00903/FUL – 19 Wheatlands	2 Storey extension to side and rear single storey extension to existing house as amended by plans received by Hambleton District Council on 6 June 2013.	
13/00188/FUL – 13 Linden Road	Replacement of existing garage and formation of new driveway and access and single storey extension as amended by plan received by Hambleton District Council on 21 May 2013	
13/00870/FUL – Bridge Guest House, 5 - 9 Bridge Street	Alterations to existing dwelling and cafe to form 2 dwellings and an office (amended plans dated 20 and 21 June 2013)	
13/01197/FUL – Whinstone View Bistro and Lodges	Construction of a toilet block and siting of a cesspit.	
13/01180/TPO – Great Ayton Tennis Club	Application for works to tree subject to Tree Preservation Order No 2004/09.	

APPLICATIONS APPROVED

PLANNING REF/ADDRESS	DESCRIPTION OF WORK
13/00814/CAT – Friends Meeting House	Proposed works to trees
13/00903/FUL – 19 Wheatlands	2 Storey extension to side and rear single storey extension to existing house as amended by plans received by Hambleton District Council on 6 June 2013.
13/00902/FUL – Cliffe Cottage	Alteration and extension to domestic store and garage to form a domestic annexe with garage.

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.	
12/01836/MRC – Strawberry Fields	Planning Appeal relating to the removal of condition 2 – commenced 18 June 2013 – date to be set for the appeal hearing.	

GREAT AYTON PARISH COUNCIL – MEETING 2 JULY 2013

CORRESPONDENCE AND INFORMATION REPORT

CORRESPONDENCE

Sender	Information	Action
Stokesley Young Farmers	Request for a duck race (previously circulated).	
Hambleton District Council	Property name change – formally Great Ayton Police Station now The Old Police House (previously circulated).	
Cllr Ron Kirk	Request from a lady in Beech Close requesting a formal crossing from that corner to Hollygarth?	
Thorp Parker LLP	The late Mrs K I Dale – left to Great Ayton Parish Council in her will one per cent of her residuary Estate to purchase a litter basked or any other purpose for the PC to decide.	
NYMNPA	North Yorkshire Moors National Park Authority's Community Grant.	
NYCC	Highways Capital Programme 2013/14 and 2014/15.	
Rural Action Yorkshire	Winter Weather Agents Toolkit.	
Hambleton District Council	Property name change – formally 19 Mill Terrace now Floreal Cottage, 19 Mill Terrace.	
Middlesbrough Borough Council	Western Gateway (Cannon Park) Revised Masterplan Consultation.	
NYCC	Hambleton Area Committee – held on 17 June 2013.	
Northern Area Parish Forum	Agenda for meeting to be held on 2 July 2013.	
Pinfold Land	Response to Amethyst.	
Hambleton District Council	Local Framework Meeting (previously circulated)	
E-mail Request	Additional litter bins.	
Mr E Capes	Tree Management (previously circulated).	
Hambleton District Council	Street Recycling Bin (previously circulated).	

INFORMATION

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

GREAT AYTON PARISH COUNCIL – MEETING 2 JULY 2013

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	Cllr Moorhouse had spoken with Northumbrian Water Board who were in attendance at a recent flooding incident. They had confirmed that they were looking at the problem. The Clerk had then received contact from them stating that they would provide further updates.	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 had contacted Hazel Robson and was awaiting a response.	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.	Clerk had contacted Highways again seeking a date for re-painting – awaiting response.	Open.

	<p>Parking issue at the Low Green opposite Marwood School and the Conservative Club. Correspondence received was 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.</p>	<p>Clerk had contacted NYCC with a request for the lines to be painted by the summer term as this is when parking becomes an increased problem.</p>	<p>Open.</p>
<p>Gates</p>	<p>Report received that two gates in Suggitts Fields were requiring repair work.</p>	<p>Reported and added to works programme for repair. One gate had been temporarily repaired.</p>	<p>Open.</p>

GREAT AYTON PARISH COUNCIL – MEETING 2 JULY 2013

ACCOUNTS REPORT

1.1 Payments

<u>Supplier</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Sam Turner & Sons Ltd	Repair to damaged control cable – POS	120.82	211.01
	5 Litre Oil for Grass Cutter – POS	18.84	
	Tarmac Instant Lay -	22.61	
	Barrow – Cemetery	48.74	
Richard Collins	1 x Grave Dug	Cemetery	80.00
Simon Jackson	Reimbursement for payment to Ryedale Building Control	Employee Amenity	165.00
G A Marwood	Allotment Rent from October 2012	Allotments	250.00
W Eves & Co Ltd	Fuel	POS	DD 91.17
Yorwaste Ltd	Waste Collection from 1/7/13 to 30/9/13	Cemetery	111.07
Julie Leng	BT Phone Bill – General Admin	25.10	40.70
	Postage – General Admin	5.60	
	Ink Cartridge – General Admin	10.00	
Proludic	Falling Star Springer for the Play Park	POS	834.00
James C Pearson	Dig out and concrete base	Employee Amenity	2445.60
M A Beeforth	Parish Council Audit	General Admin	150.00
Came & Company	Additional Insurance Premium for including new amenity	General Admin	25.00
Mrs Sonley	Agreed donation to football kit	Chairman Allowance	150.00
Bilsdale Tree Services	Supply of Silver Birch Tree and planting.	POS	182.00
Northumbrian Water	Public Conveniences 1/4/13 to 30/6/13	Public Conveniences	DD 68.17
Northumbrian Water	Allotments 1/4/13 to 30/6/13	Allotments	DD 197.64
Northumbrian Water	Cemetery 1/4/13 to 30/6/2013	Cemetery	DD 6.62
Mrs Fletcher	Flowers for baskets at the Village Hall	POS	6.50
Thompsons Hardware	Toilet Rolls – Public Conveniences	40.50	159.06
	Stone Cleaner, Sweeping brush, paint, turps etc- POS	118.56	
TOTAL			5173.54

1.2 Receipts

<u>Customer</u>	<u>Reason</u>	<u>Other data</u>	<u>Value £</u>
Mrs Bailey	Garage Rent for 1 July 2013	Garage Rent	25.00
Mrs Webster	Scattering of Ashes	Cemetery	37.00
Weatherills	Erection of Headstone	Cemetery	100.00
Ayton Funeral Services	Plaque on Wall	Cemetery	37.00
Ayton Funeral Services	Burial	Cemetery	645.00
Ayton Funeral Services	Grave Reservation	Cemetery	68.00
TOTAL			912.00

1.3 Confirmation letter from the Auditor that the internal control and record keeping continues to be of a high standard and that he had completed the appropriate section on the Annual Return.