

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD
ON MONDAY, 19 APRIL 2010 IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman) Councillors Mesdames D Hardy and E Griffin, Messrs N Walters and G Woodhouse.

County Councillor Mr T Swales
District Councillor Mrs B Fortune

Meeting open to the Public. None present.

1. There were no apologies for absence.
2. The minutes of last month's meeting had been circulated late and were signed provisionally by the Chairman. They will be issued as draft minutes. In the February minutes of the Council under Meeting Open to the Public it was said the Environment Agency is responsible for Potto Beck but not for the stoll. County Councillor Mr Swales said land owners are responsible for the banks and the stoll is the responsibility of the riparian owners.
3. **Police Report and Neighbourhood Watch.** PC Henderson had given a report at the Annual Assembly. The March statistics were received from NY Police and forwarded to Councillors. There is a Neighbourhood Watch meeting tomorrow of Hambleton North Neighbourhood Watch at Stokesley Town Hall. Councillor Woodhouse will report back next month.
4. **Planning Decisions of Hambleton District Council**
 - a. Construction of a replacement dwelling at 43 Cooper Lane for Mr S Crosbie. 09/04147/FUL. Refused.
 - b. Proposed removal of 586 m of hedgerow at Thornhill Farm, Black Horse Lane for Dawson Farms Ltd. 10/00222/HNA. Hedgerow Retention Notice issued. E mail from Mr S Dawson.
 - c. Single storey extension to Brook House, Potto for Mr E Dumphy. 10/00223/FUL. Withdrawn
 - d. Construction of new two storey extension and replacement windows at Lane House, Butcher Lane for Mr A Thompson. 10/00252/FUL. Approved, subject to conditions. Listed Building Consent 10/00251/LBC Approved, subject to conditions.
5. **Planning Applications**
 - a. Installation of 2 windows and porch extension to Glen Lyon, Swainby Ellers. Change of use of land from agricultural to domestic. Construction of domestic garage, stable and store for Mr T Foley. 10/00523/FUL. The Council recommended approval.
 - b. Installation of 2 windows and porch extension to Glen Lyon, Swainby Ellers. Change of use of land from agricultural to domestic. Construction of domestic garage, stable and store for Mr T Foley. As amended by plan received by HDC on 15 March 2010. 10/00523/FUL. The Council recommended approval as it believes previous concerns have been addressed; no adverse affect on neighbours was observed and it is a sympathetic development to the site and location.
 - c. Proposed extension to existing double garage at 45 Cooper Lane for Mr I K Macpherson. The Council recommended approval but asked that consideration should be given to the impact of taking away an area of soakaway and replacing it with hard standing in view of flooding episodes in this area.
 - d. Planning Appeal by Mr S Crosbie against the refusal for the construction of a replacement dwelling at 43 Cooper Lane. Councillor Hardy proposed refusal on the grounds of its bulk and massing. It is out of scale with neighbouring properties and would result in loss of amenity for neighbours. Councillor

Councillor Woodhouse seconded and all agreed

County Councillor Swales left the meeting.

6. Matters Arising

- a. Footpaths and Green Lane. Nothing to report.
- b. Planning Applications. Defer to next meeting.
- c. Flooding in Potto. The Chairman will contact Northumbrian Water to ask for explanation why they did not attend the meeting. District Councillor Mrs Fortune will contact Mr Thornton tomorrow and ask him to come along to a Parish Council meeting at the same time as Mr Cole.
- d. Supply of Salt. In view of what County Councillor Swales had said it was agreed to hold off on the purchase of salt until the meeting with Highways had been held.
- e. Trees. Councillor Walters will find out if Hills will replace, free of charge, the trees which have died.
- f. Grass Cutting. Mr Hutchinson will do two cuts, one in May and one in September.
- g. Speeding Traffic. A form from Hambleton Community Safety Partnership was filled in at the meeting to report a speeding concern along Black Horse Lane at the junction with Butcher Lane.
- h. Village Design Statement. Copies of Hutton Rudby Village Design Statement were given to Councillors. District Councillor Mrs Fortune said she had attended a ladies coffee morning in Potto and the VDS was mentioned and the ladies were very keen to do something about it. There is no budget and no grants. It is down to the willingness and co-operation of everyone in the village. Councillor Woodhouse asked if there was a point for guidance. District Councillor Mrs Fortune said there are officers who deal with communities. Councillor Hardy agreed to be the Parish Council representative and Councillor Woodhouse said he would help.
- i. No Cold Calling Zones. There are now two in place in Potto. Councillor Woodhouse had spoken to the residents at Potto Hall and they do not get cold callers. Goulton Loop Road would be interested in having a cold calling zone and the Clerk will contact Trading Standards.

7. Finance

The Chairman will e mail a copy of the Risk Assessment document and discussion was deferred until next month. Councillors will all review the Financial Regulations and bring comments to the next meeting. The Annual Return from Mazars was discussed at the meeting and the figures for Section 1 were filled in and signed by the Chairman and Clerk. The Council then went through Section 2 the Annual Governance Statement and answered all questions. Section 2 was then signed by the Chairman and Clerk. The papers will now be sent to the Internal Auditor, Mrs M Roberts. The balances in the Council's accounts are as follows:

Community Account	£974.64 (9 April 2010)
Business Saver Account	£1,699.18 (9 March 2010)

The following accounts were agreed for payment:

Village Hall Management Committee – Use of Village Hall April 2008-2009 - £168.00	
And April 2009 – March 2010 - £168.00	£336.00
Station Software – Provision of webmaster services	£25.00

8. Report from District Councillor Mrs Fortune

District Councillor Mrs Fortune urged Councillors to be vigilant. Councillor Mrs Hardy said she had spoken to the District Council Planners about trees that had been lopped in the hedgerow and was told that trees were not hedgerow and the Forestry Commission should be contacted. The Retention Notice is going

to be lifted because the number of species could not be confirmed as they are not in leaf. Each length of hedge is taken separately when looking at species. Three trees have gone leaving more gaps in the hedge.

9. Village Hall

A questionnaire was received from Compact Voice and this will be passed to the Management Committee. The Minutes of the Management Committee meeting held on 31 March had been received and forwarded to Councillors by e mail. An e mail was received from Mr Harper re the car park.

10. Unclassified Road leading to Village Hall.

A letter was received from YLCA suggesting that the Deeds of the Village Hall should be inspected to see whether they clarify the responsibility for maintaining the access road. Councillor Woodhouse said he was disappointed in the letter. District Councillor Mrs Fortune had spoken to Planning to see if she could find out who owned the land. Councillor Woodhouse said his enquiry to the Land Registry was to try and acquire ownership. A search has not been done. The Chairman said the first stage is to ask the Land Registry to do a search. We have to clearly identify the strip of land and a map would cost £25.00 The Clerk will check the files to see if there is any correspondence about ownership. Councillor Hardy will ask Mr Harper if the Management Committee has done a search. Councillor Walters will also look at the papers he has.

11. Parish Plan – Action 17 Tree Preservation Orders

Councillor Griffin suggested the trees in the village should be looked at to see if they need a TPO. The Clerk had a Guide to Tree Preservation Procedures which she would e mail to Councillors.

12. Matters Arising from Annual Meeting for Electors

The Chairman will contact Northumbrian Water about their attendance at a meeting. District Councillor Mrs Fortune will contact Mr Thornton and Mr Cole.

13. Correspondence

- a. Letter from NYCC offering traffic management training for event organizers. This will be passed to the Village Hall Committee.
- b. Circular from Hambleton District Council on Affordable Warmth and Fuel Poverty. Received.
- c. Review of Passenger Transport Services and Home to School Transport Services in Hambleton and the surrounding area from NYCC. The Chairman will look at this.
- d. Draft Integrated Risk Management Plan Consultation Summary from North Yorkshire Fire & Rescue Authority. Councillor Walters will look at this.
- e. Community News from Stokesley and District Community Care Association. Circulate to Councillors.
- f. Website Update from CE Electric UK had been e mailed to Councillors.
- g. E mail from Steve Shaw on Saving the Sustainable Communities Act. Received.
- h. Weekly Rural Focus for 21 & 28 March and 6 & 12 April from Rural Services Community e mailed to Councillors.
- i. Parish News from Rural Services Network e mailed to Councillors.
- j. Poster from Hambleton District Council on Stokesley EngAGE into Sport. This will be displayed.
- k. Posters from Hambleton District Council – Dog Fouling. These will be displayed.
- l. Fieldwork magazine from CPRE. Circulate to Councillors.
- m. First Consultation from NYCC on Minerals and Core Strategy. Circulated to Councillors.

The Chairman declared the meeting closed at 9.45 pm.