

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

**PRESENT:**

Ken Tomlinson (Chair), John Harrison, Charles Morrish, Stephen Thomason, David Leyland, Gamini Wijesinghe, Jo Turner.

**IN ATTENDANCE:**

Angela Livingstone (NPC Clerk), Ward Cllr. Lesley McGloin.

**1.0 APOLOGIES FOR ABSENCE:**

Apologies were submitted from Frank Robinson (holidays), Lesley Tomlinson (Nunthorpe Community Council), Ward Cllr. Rathmell.

**2.0 CLERKS REPORT ON CORRESPONDENCE:**

2.1 The Clerk presented the correspondence/communication sent and received since the previous meeting:

- 1.6.16 Email & response Silverwood Band
- 7.6.16 Email from Nunthorpe Park Steering group re mtg with Charlton Gibben
- 7.6.16 Finance training 8<sup>th</sup> September in Peterlee
- 10.6.16 Invoice from Staples for ink/paper
- 10.6.16 Email to MC re War Memorial grass reinstatement
- 13.6.16 Email re CLCA meeting date change
- 20.6.16 Email from MC re members reg. of interest form
- 21.6.16 Email to & response from Appletons re Polo field hedge
- 21.6.16 Email from MC re planning application 188 Guisborough Road
- 27.6.16 Grant request from Nunthorpe Methodist Church
- 27.6.16 Email from R&C draft Local Plan consultation dates
- 30.6.16 Email to T Blenkinsop re 80 Cookgate asking his opinion
- 1.7.16 Email to L Chambers re War Memorial fence
- 2.7.16 Email from B Mullen re MC search & track offline for 2 weeks
- 4.7.16 Invoice from Ebuyer for computer
- 6.7.16 Letter from MC mayor re his vision

June Emails from Hardwick in Partnership & Middlesbrough Council Planning list  
Inc Legal topic note LTN 60

**Report**

2.2 Letter from MC, Mayor Budd regarding his vision - The letter calls for a meeting to discuss. Cllr Tomlinson asked that members contact the Clerk with their availability to enable a meeting to be organised. Cllr Wijesinghe responded to a query regarding One Planet and informed that the initiative was to make Middlesbrough more sustainable. The One Planet initiative covered 10 principals including reducing carbon emissions and producing zero waste. He offered to forward the document to other Councillors.

**ACTION: Cllrs/Clerk/Cllr Wijesinghe**

2.3 Noticeboard – Cllr Leyland asked that a note be put in the Noticeboard stating that local residents can send items to the Clerk for display in the Noticeboard. **ACTION: Clerk**

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

2.4 Register of Interest forms - The Clerk asked for all forms to be returned either to herself or Susan Lightwing at MC. **ACTION: Clerk**

**3.0 APPROVAL AND MATTERS ARISING - JUNE MEETINGS:**

3.1 Cllr. Thomason proposed that the Minutes of the Council meetings held on 1<sup>st</sup> June 2016 including the Parish meeting, the AGM and the monthly meeting were a true and correct record seconded by Cllr. Harrison.

Members voted and agreed. Chairman signed the minutes. Clerk to forward to Middlesbrough Council and Mynunthorpe website. **ACTION: Clerk**

3.2 Cllr Tomlinson asked the Clerk for information from a recent meeting where a resident had pointed out the lack of footpaths around Poole roundabout. The Clerk informed that the action had been to await funding becoming available from MC. This was to be progressed through the Ward Cllrs. Ward Cllr McGloin informed there was no update but that the Highways Dept. were looking at the whole area and she would progress. Cllr Leyland asked if the Ward Cllr could give a report on the highway department looking at the area. Members agreed that a letter be sent to the Highways Department asking for a report on work in the area and specific information on Poole roundabout footpaths.

**ACTION: Clerk/Ward Cllr McGloin**

**4.0 FINANCIAL REPORT:**

The Clerk presented the monthly financial report, which all members agreed as correct.

**4.1 Expenditure since last meeting:**

		Cheque no
Friends of Chandlers Ridge Grant	200.00	001074
Room Hire June	13.00	001075
Parish Clerk June Wages	296.00	001076
Staples – Ink/Paper	36.05	debit card
Ebuyer – Computer/Office/memory card	483.56	debit card

4.2 Councillors all agreed that the Parish Council currently held too large a surplus balance and that further consideration of a way forward was required before any grants were awarded. Consultation with residents was necessary and could be completed when the website was in operation. Cllr Wijesinghe commented that there was an opportunity to raise the profile of the Parish Council by offering grants. Councillors discussed the idea of groups applying for larger grants of over £500 and a decision being made when an application date was reached. The Clerk informed that other Councils do this and a decision is made at the annual Parish meeting.

4.3 Ward Cllr McGloin enquired if the Nunthorpe in Bloom group had sent an application for a grant, to which the Clerk informed that nothing had been received.

4.4 Councillors asked the Clerk to enquire via NALC if some of the available monies could be used to offer a couple of large grants of £5,000. **ACTION: Clerk**

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

4.5 Cllr Turner declared an interest as she worked at Chandlers Ridge Academy and stated that the school was trying to increase the community aspect and was looking at community facilities like a library.

4.6 The Clerk informed that the internal audit had been completed and that Mr Wade would be retiring following the next audit.

**5.0 WEBSITE UPDATE**

5.1 Cllr Turner informed that following research she had emailed through ideas for the website. A specialist company named Town & Parish Councils put information on websites together and had a cost of £360 to build and £160 per year. Funding for the year had been received. Councillors discussed the website name and agreed this should be the full title of Nunthorpe Parish Council. It was agreed that the focus should be the Parish Council with links to other sites.

5.2 The package would give the ability to have up to twenty email addresses. Cllr Turner asked Councillors if they wished to have their Parish Council email addresses published or would like all correspondence to continue via the Clerk. It was agreed that enquiries should go via the Clerk to ensure all Councillors were kept informed of any matters. The idea of personal email addresses for Parish Councillors was queried. Cllr Turner informed that this would be a lot easier for members if a Freedom of Information request was made.

5.3 Cllr Turner advised that there were standard suggestions for the website content these include information, events calendar, contact form, weather and an area for a poll. Cllr Leyland suggested that other local websites were looked at and mentioned Great Ayton and Stokesley Parish Councils. Cllr Turner agreed to look at the sites. **ACTION: Cllr Turner**

5.4 Cllr Turner stated that it would be best not to have a static front page and to have a sliding image with news and constant updates, then static updates shown. The Clerk informed she would forward photographs from the competition entries.

5.5 Councillors were informed that the website would cover all items required to be compliant. This would include policies. A minimum draft version would be developed which could be looked at by all councillors prior to going live, further items could be added later. Cllr Turner informed that she would speak with the person who was developing the website and would progress this and eventually share a link for Councillors to comment on.

**ACTION: Cllr Turner/Clerk**

**6.0 PROGRESS REPORT ON PROJECTS:**

**6.1 Nunthorpe Park**

Members discussed a successful meeting with Charlton Gibben of MC, Ward Cllr McGloin felt that MC were listening to the residents views and Paul Clarke was keen to progress the Park. Cllr Leyland stated that he had been pleased with what was presented at the meeting and was happy to see that MC had listened to all concerns regarding only wanting one site not two. Cllr Tomlinson informed that Paul Clarke knew the Parish Council were anxious to proceed and he was to go back to MC for approval for the plans. Ward Cllr McGloin

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

informed that she had been advised this would be in September 2016. Cllr Leyland proposed a letter be sent asking to be kept informed. Agreed by Cllrs.

**ACTION:Cllr Leyland/Clerk**

6.2 War Memorial

6.2.1 The Parish Council awaited a response to a letter sent to Laura Chambers at MC. All agreed that the fence was unsightly. Cllr Harrison enquired if Ward Cllr McGloin had met with Council Officers regarding the fence. He was informed that meetings had taken place and that it was acceptable for the fence to be erected as a sound barrier even though the application had not shown this. The Clerk was asked to request an early response and all agreed that a meeting may be necessary to discuss further. Cllr Thomason stated that he believed that the Mayor's Vision was timely and could be discussed alongside the three issues that the Parish Council currently face, following the views of the Parish Council being dismissed. He felt this was a good opportunity to meet and agree to support one another and operate as two statutory bodies that have a view on these issues, and listen to each other. Cllr Tomlinson added his view that he would like the Ward Councillors to be involved. Clerk to send a letter requesting a response.

**ACTION:Clerk**

6.2.2 The Clerk informed that a response had been received from MC stating that they were looking into the matter of the grass reinstatement.

6.3 80 Cookgate

6.3.1 The Clerk confirmed that there had been no further response from Tom Blenkinsop and that she had sent an email asking for the MPs views on the letter his office had previously forwarded from MC. Cllr Leyland stated that the Parish Council should take decisive action and lodge a claim against first registration. Cllr Thomason informed that Ward Cllr Rathmell had set out the information at an earlier meeting. He informed that nothing would happen until someone tried to register the land. He felt that MC were in a better position to make the application as they had maintained the land. He reminded members that a decision on the Blacksmiths Yard was awaited and if MC had to backtrack on this the Parish Council could ask for the decision on 80 Cookgate to be reviewed. It was proposed that the Clerk ask Ward Cllr Rathmell and Bob Mullen for advice on the implications and work involved and ask them to make contributions on a plan for a way forward with an idea of a document being produced with Cllrs Leyland and Thomason.

6.3.2 Ward Cllr McGloin informed that details had been shown on the map she brought to the last meeting regarding other pockets of land throughout Nunthorpe which she had concerns regarding. Cllr Thomason stated that the Parish Council could not progress this without a copy of the map which the Ward Cllr stated she would try to get hold of for the Parish Council. Cllr Harrison asked if meetings had been held with the Ward Cllrs and MC, Ward Cllr McGloin stated that she had previously informed the Parish Council of meetings.

Cllr Leyland informed that he would put together a summary of the situation as stands now and pass to the Clerk.

APPROVED Cllrs agreed to the above actions, with 2 abstentions.

**ACTION: Clerk, Cllrs Leyland & Thomason**

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

6.3.3 Cllr Thomason added that a small group should look at the major elements of grassed land, some areas had a bigger impact and were more relevant. He stated the need to look at the plan and decide which areas were of relevance. All agreed that Cllr Thomason lead on this project. Cllrs Leyland and Tomlinson stated they would be happy to be involved.

**ACTION: Cllr Thomason, Leyland and Tomlinson.**

### **7.0 DEVELOPMENT COMMITTEE**

Cllr Tomlinson advised that in his annual report he had made a suggestion regarding the formation of a Highways Group to watch any matters on highways and traffic issues. He added an example being the stringent conditions applied on the site between the bypass and Guisborough Road. He believed that MC had a history of imposing conditions and not ensuring these were adhered. Councillors discussed the placement of a traffic counter outside of Red Cottage, all agreed that the Parish Council should be made aware of anything within the Parish. Ward Cllr McGloin informed that with Ward Cllr Rathmell she had met MC Officers on a number of site visits looking at areas on Guisborough and Stokesley Road, checking road surface and speeding.

Cllr Thomason informed of an increasing number of serious accidents on Guisborough Road. Ward Cllr McGloin stated this had been mentioned to the Highways Dept. She had been informed that if there were no persons taken to hospital and reported, the accident didn't get added to statistics. She agreed there had been approximately six serious accidents in Nunthorpe since May 2015.

Cllr Turner stated that a vision for Nunthorpe was needed and what the Parish Council wanted to achieve. Cllr Tomlinson suggested that together with Cllr Turner they would prepare something for presentation at the September meeting.

**ACTION: Cllrs Tomlinson & Turner**

### **8:0 REDCAR & CLEVELAND LOCAL PLAN:**

Cllr Leyland proposed that he speak with Bob Mullen and ask if he would give advice on how the local plan effects Nunthorpe. All agreed.

**ACTION: Cllr Leyland**

### **9.0 POLO FIELD HEDGE:**

Councillors agreed that a response be sent to Appletons in Stockton with reference to MC comments asking for evidence of previous dialogue. Cllr Morrish informed that the Parish Council had encountered problems with Appletons around ten years previous. Ward Cllr McGloin informed that she had asked the Nunthorpe & Marton Recreation Club to complete some work on the hedges and MC will be cutting the grass, this applied to both the Guisborough Road area and the walkway next to the field.

**ACTION:Clerk**

### **10.0 NEW HOUSING DEVELOPMENTS:**

Ward Cllr McGloin informed that following a site visit, the path at the Low Gill development will be moved to the left hand side towards the housing development. Cllrs discussed that any diversion to public footpaths should be informed by notices placed in the area. It was

**Nunthorpe Parish Council**  
**Minutes of Meeting Held Wednesday 6<sup>th</sup> July 2016**

---

---

advised that there was a notice stating that the current footpath was in place until properties where developed. It was agreed that the Highway Dept. should be asked for a full statement on the plans for the future. **ACTION:Clerk**

**9.0 PLANNING:**

Review of previous applications: Applications were brought to the attention of the full NPC requiring discussion/decision.

188 Guisborough Road – Cllr Turner declared her interest in this property which was located to the rear of her property. Cllr Tomlinson stated that he had believed that the issue was due to the height of the property differing to the plan. Cllrs discussed that the recent issue was regarding the height and type of windows at the rear of the property. Cllr Turner confirmed that MC had been to the site and taken measurements. She informed that her husband had asked why windows had been lowered and had been informed that due to windows being premanufactured they had been placed at a lower height rather than necessitate the cutting of a purlin. Cllr Turner informed her concerns that this may have allowed for a fully usable window instead of a ventilation window. The Clerk was requested to ask MC if the construction of the property followed the submitted plans and if the recent application was correct, an objection should be made if the windows were incorrect. It should be requested that if the objection fell outside of the timescale the plans should not be taken to the planning committee until issues were resolved. **ACTION: Clerk**

Ward Cllr McGloin informed that she had contacted the planning department to come to visit the site at 188 The Avenue to assess works taking place. She had also requested a site visit to a property on Guisborough Road where a large wall had recently been erected at the edge of the roadside.

**With no further business to discuss, the Chair closed the meeting at 9.05pm  
and thanked Members for their attendance.**