

**AGENDA FOR THE MONTHLY MEETING OF POTTO PARISH COUNCIL**  
**TO BE HELD ON MONDAY, 19 JANUARY 2009 AT 7.15 PM IN THE**  
**VILLAGE HALL**

**Meeting open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch
4. Planning Decisions of Hambleton District Council
  - a. Outline application for the construction of a replacement dwelling at 43 Cooper Lane for Mr S Crosbie. 08/04323/OUT. Withdrawn
5. Planning Applications
  - a. Site Visit held on 5 January to Potto Fields Farm, Black Horse Lane.
  - b. Two storey extension to Brook House to form a garage/study for Mr E Dumphy. 08/04737/FUL
  - c. Revised application for a two storey extension to Goulton Cottage for Mr N Robinson 08/04985/FUL
6. Matters arising from last month's meeting
  - a. Footpaths
  - b. Traffic in Back Parsons Lane. Acknowledgement letter from NYCC
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Dog Fouling
  - f. Telephone Kiosk
  - g. Potto Stell
  - h. Seat
7. Finance
8. Reports from County and District Councillors
9. Village Hall. Access Lane
10. Village Design Statement – Parish Plan Action 2 & 4
11. Increase general care & upkeep of Parish appearances Parish Plan Action 14
12. Improve mobile phone reception Parish Plan Action 30
13. Correspondence
  - a. Hambleton District Council – Sandbags
  - b. NYCC – NY Minerals and Waste Development Framework Minerals and Waste Core Strategies

- c. NYCC – Community Waste Warriors
- d. YLCA – Branch meetings schedule
- e. NYCC – County Committee for Hambleton meeting 19 January 2pm County Hall
- f. NYCC – Funding Newsletter
- g. Putting People First – Newsletter
- h. CPRE – e Bulletin
- i. Clerks & Councils Direct Magazine

**AGENDA FOR THE MONTHLY MEETING OF POTTO PARISH COUNCIL**  
**TO BE HELD ON MONDAY, 16 FEBRUARY 2009 AT 7.15 PM IN THE**  
**VILLAGE HALL**

**Meeting open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. Crime statistics from NY Police
4. Planning Decisions of Hambleton District Council
  - a. Revised application for alterations and extensions to stables and former agricultural buildings to form an office, 3 holiday units and a club room at existing equestrian centre, as amended by e mail received by HDC on 6 January 2009, at Potto Fields Farm, Black Horse Lane for Mr K Mungham 08/03395/FUL
5. Planning Applications
  - a. Two storey extension to Brook House to form a garage/study for Mr E Dumphy. 08/04737/FUL. Amended plan or further information
6. Matters Arising from last month's meeting
  - a. Footpaths
  - b. Traffic in Parsons Back Lane. Letter from NYCC Highways
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Dog Fouling
  - f. Telephone Kiosk. Letter from William Hague MP
  - g. Seat
  - h. Parish Caretaker e mail from County Councillor Swales
  - i. Sandbags
  - j. NY Minerals & Waste Development Framework
7. Finance. Clerk – Petty Cash - £25.00
8. Reports from County and District Councillors
9. Village Hall
10. Correspondence
  - a. Hambleton District Council – Local Development Framework : Proposed Submission Allocations DPD
  - b. Rural Action Yorkshire – Calor Village of the Year. Country Air magazine
  - c. York & North Yorkshire Playing Fields Association – Newsletter and subscription request
  - d. Hambleton District Council – Update
  - e. Rural Services Community – Newsletter and Rural New Digest (e mail)

- f. NYCC – Social Inclusion Strategy (e mail)
- g. CPRE – News from CPRE North Yorkshire (e mail)
- h. NYCC – Funding Newsletter (e mail)
- i. NYCC – A Guide to help people through the economic downturn (e mail)

**AGENDA FOR THE MONTHLY MEETING OF POTTO PARISH COUNCIL  
TO BE HELD ON MONDAY, 16 MARCH 2009 AT 7.15 PM IN THE  
VILLAGE HALL**

**Meeting Open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. February Statistics from NY Police (e mail)
4. Planning Decisions of Hambleton District Council
  - a. Revised application for a two storey extension to Goulton Cottage for Mr N Robinson. Approved, subject to conditions. 08/04985/FUL
  - b. Two storey extension to Brook House to form a garage/study, as amended by plans received by HDC on 28 January 2009, for Mr E Dumphy. Approved, subject to conditions. 08/04737/FUL
5. Planning Applications
  - a. Conservatory extension to The Old Orchard, Cooper Lane for Mr N Micklethwaite-Howe 09/00549/FUL
6. Matters Arising from last month's meeting
  - a. Footpaths
  - b. Traffic in Parsons Back Lane. Letter from NYCC
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Seat
  - f. Sandbags
  - g. Water leak – Butcher Lane
  - h. Mobile Phone Coverage. E mail from O2. T Mobile
  - i. YLCA Branch Meeting to be held on 25 March at Stone Cross, Northallerton
7. Finance
8. Reports from County and District Councillors
9. Grass Cutting
10. Village Hall
11. Correspondence
  - a. Rural Services Community – Weekly News Digest (e mail)
  - b. Hambleton District Council – Stokesley Area Forum 23 March, Stokesley Town Hall
  - c. Hambleton Strategic Partnership – Developing Rural Youth Activities 24 March  
Appleton Wiske Village Hall
  - d. NYCC – Flooding Questionnaire (e mail)
  - e. Rural Affairs Forum – Rural Matters (e mail)

- f. Via YLCA – The Policing Pledge
- g. National Probation Service – Community Payback
- h. Standards Board for England – Town and Parish Standard
- i. Clerks & Councils Direct magazine

**AGENDA FOR MONTHLY MEETING OF POTTO PARISH COUNCIL**  
**TO BE HELD IN THE VILLAGE HALL ON MONDAY, 20 APRIL 2009**  
**FOLLOWING THE ANNUAL MEETING FOR ELECTORS**

**Meeting open to the public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch
4. Planning Decisions of Hambleton District Council
5. Planning Applications
  - a. Single storey extension to The Bungalow, 12 Cooper Lane 09/00788/FUL
  - b. First floor extension and installation of a roof light and a window at 20 Cooper Lane for Mr L Bailey. 09/00798/FUL
  - c. Installation of 2 windows and porch extension. Change of use of land from agricultural to domestic. Construction of domestic garage, stable and store for Mr T Foley 09/00663/FUL
6. Matters Arising from last month's meeting
  - a. Footpaths
  - b. Traffic in Parsons Back Lane
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Seat
  - f. Sandbags
  - g. YLCA Branch Meeting held 25 March
  - h. Grass Cutting
  - i. Hambleton District Council – Gifts & Hospitality
  - j. Spinal Injuries Association
7. Finance

Notice of audit of accounts for year ended 31 March 2009 from Mazars.  
YLCA – Membership Invoice    £99.00
8. Reports from County and District Councillors
9. Matters Arising from Annual Meeting
10. Village Hall
11. Access Lane to Village Hall
12. Village Design Statement Parish Plan Action 2 and 4
13. Encourage broader use of Village Hall Car Park Parish Plan Action 19

#### 14. Correspondence

- a. YLCA – Weekly Information Bulletin (e mail)
- b. CPRE – News from North Yorkshire (e mail). Countryside Voice magazine
- c. CPRE – Fieldwork magazine (e mail)
- d. NYCC – Putting People First in North Yorkshire (e mail)
- e. YLCA – Training & Development Programme. White Rose Update (e mail)
- f. Notification of Meeting of County Committee for Hambleton held on 6 April (e mail)
- g. Rural Services Community – Rural Focus Digest (e mail)
- h. Stokesley & Villages Community Regeneration Group meeting held on 8 April (e mail)
- i. O2 Mobile Phone Coverage (e mail)
- j. YLCA – Funding Newsletter
- k. Information Commissioner’s Office – Freedom of Information Act
- l. York & N Yorkshire Waste Partnership – Performance Matters magazine



**THE ANNUAL ASSEMBLY FOR THE ELECTORS OF POTTO  
WILL BE HELD ON MONDAY, 20 APRIL AT 7.15 PM IN THE  
VILLAGE HALL**

1. Apologies for absence
2. Minutes of last year's meeting
3. Matters Arising from the Minutes
4. Police and Neighbourhood Watch Report
5. Financial Statement
6. Chairman's Annual Report
7. Annual Reports by County and District Councillors
8. Village Hall
9. Views and comments of Parishioners

**AGENDA FOR THE ANNUAL MEETING OF  
POTTO PARISH COUNCIL TO BE HELD ON MONDAY,  
18 MAY 2009 AT 7.15 PM IN THE VILLAGE HALL**

Election of Officers: Chairman  
Vice-Chairman  
Responsible Financial Officer

Representatives on Village Hall Management Committee  
Representatives to Hambleton Branch meetings of YLCA

Meeting open to the Public

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. Statistics from NY Police (e mail)
4. Planning Decisions of Hambleton District Council
5. Planning Applications
  - a. Amended plan for the installation of 2 windows and porch extension to Glen Lyon, Goldgate Lane. Change of use of land from agricultural to domestic. Construction of domestic garage, stable and store as amended by plans received by HDC on 1 May for Mr T Foley 09/00663/FUL
6. Matters Arising from last month's meeting
  - a. Footpaths and Green Lane
  - b. Traffic in Parsons Back Lane
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Sandbags
7. Finance. Annual Return for year ended 31 March 2009. Report from Internal Auditor. Re-appointment of Internal Auditor. Hambleton District Council – 1<sup>st</sup> half of precept £1,250.00
8. Reports from County and District Councillors
9. Village Hall
10. Unclassified Road leading to Village Hall
11. Correspondence
  - a. Hambleton District Council – Statement as to persons nominated. NYCC and European Elections
  - b. O2 – Network coverage (e mail)
  - c. CPRE – Annual Report and invitation to AGM to be held on 15 May at 7.00 pm at Golden Fleece, Thirsk.
  - d. Clerks & Councils Direct magazine

- e. Country Air magazine. Invitation to membership of Rural Action Yorkshire
- f. Steve Hague – Internet connection (e mail)

**AGENDA FOR THE MONTHLY MEETING OF  
POTTO PARISH COUNCIL TO BE HELD ON MONDAY,  
15 JUNE AT 7.15 PM IN THE VILLAGE HALL**

**Meeting open to the public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. Statistics from NY Police (e mail). Ringmaster messages (e mail)
4. Planning Decisions of Hambleton District Council
5. Planning Applications
  - a. Alterations and extensions to part of roof at 5 Cooper Close for Mr Cartwright 09/01258/FUL
6. Matters Arising from last month's meeting
  - a. Footpaths and Green Lane e mail from NYCC Highways
  - b. Traffic in Parsons Back Lane
  - c. No Cold Calling Zone
  - d. Pride in Potto
  - e. Water Trough
  - f. Sandbags
  - g. Internet Connection
  - h. Green Wheelie Bins
7. Finance – Risk Assessment. Clerk – ¼ salary + ¼ travel - £133.75
8. Reports from County and District Councillors
9. Village Hall
10. Unclassified Road leading to Village Hall
11. Correspondence
  - a. Mr A E Thoms, Churchwarden Whorlton PCC – Whorlton Burial Ground Maintenance
  - b. Mr P Cole – Stokesley & Villages Community Regeneration Group Meeting 10 June (e mail)
  - c. Hambleton District Council – Posters for Flavours of Hambleton Awards 2009; Stokesley Area Forum to be held in Town Hall on Monday, 20 July 7.00 pm. Update.
  - d. CE Electric UK – Priority Treatment during power cut
  - e. Amanda Madden, Rural House Enabler – Village SOS
  - f. CPRE – Fieldwork magazine and News from CPRE North Yorkshire (e mail)
  - g. Rural Services Community – Weekly Rural News Focus (e mail)

**AGENDA FOR THE MEETING OF POTTO PARISH COUNCIL**  
**TO BE HELD ON MONDAY, 3 AUGUST 2009 AT 7.15 PM**  
**IN THE VILLAGE HALL**

**Meeting Open to the Public**

1. Apologies for absence
2. Minutes of meeting held on 15 June 2009
3. Police Report and Neighbourhood Watch. Crime statistics for May from NY Police
4. Planning Decisions of Hambleton District Council
  - a. Alterations and extensions to part of roof of 5 Cooper Close for Mr D Cartwright. 09/01258/FUL. Approved, subject to conditions.
5. Planning Applications
  - a. Single storey extension to The Old Orchard, Cooper Lane for Mr D Moore. 09/01906/FUL
  - b. Site visit on 22 June to Glen Lyon
6. Matters Arising
  - a. Footpaths and Green Lane
  - b. Traffic in Parsons Back Lane
  - c. No Cold Calling Zone
  - d. Water Trough
  - e. Sandbags
7. Finance. Renewal of subscription to Clerks & Councils Direct - £10.00
8. Reports from County and District Councillors
9. Village Hall
10. Unclassified Road leading to Village Hall. E mail from YLCA
11. Correspondence
  - a. Mr A E Thoms – Maintenance of Graveyard at Whorlton
  - b. The Rt Hon William Hague MP – Public Payphone in Potto
  - c. Yorkshire and the Humber Regional Training Partnership – Annual Joint Regional Training Conference, Scarborough 30 October – 1 November 2009
  - d. NYCC – Hambleton Area Committee Election of Parish Representatives
  - e. NYCC – Overview and Scrutiny Annual Report April 2008 – March 2009

- f. NALC – E bulletin (e mail)
- g. YLCA – Information from Northern Gas Networks on grants for environmental projects (e mail)
- h. YLCA – Training for Councillors on 4 August, Hutton Rudby
- i. YLCA – Flooding in England. Rights of Way Advice Notes. (e mail)
- j. CPRE – North Yorkshire Newsletter
- k. CPRE – News from North Yorkshire (e mail)
- l. Charity Commission – News (e mail)
- m. E mail from Rural Community Network
- n. Rural Services Community News (e mail)
- o. Rural Services Network - Newsletter
- p. Ms Amanda Madden, Rural Housing Enabler – Threat to Village pubs and shops (e mail)
- q. Clerks & Councils Direct magazine
- r. R. J Parker – Bulbs Catalogue

**AGENDA FOR THE MONTHLY MEETING OF  
POTTO PARISH COUNCIL TO BE HELD IN THE  
VILLAGE HALL ON MONDAY, 21 SEPTEMBER 2009 AT 7.15 PM**

**Meeting Open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. Crime statistics from NY Police for August
4. Planning Decisions of Hambleton District Council
  - a. Single storey extension to The Old Orchard, Cooper Lane for Mr D Moore 09/01906/FUL. Granted, subject to conditions.
5. Planning Applications. E mail from Councillor Woodhouse re planning training
6. Matters Arising
  - a. Footpaths and Green Lane. E mail from NYCC re stile. Letter from NYCC re road planings.
  - b. Traffic in Parsons Back Lane. Copy of letter from NYCC to Mr R Longbotham
  - c. No Cold Calling Zone
  - d. Water Trough. E mail from Councillor Woodhouse
  - e. Grass Cutting. E mail from Councillor Woodhouse
  - f. Sandbags – E mail from Gary Brown, HDC
  - g. Planning Applications
  - h. Quiet Lanes
  - i. Domestic Extensions Supplementary Planning Draft document
7. Finance. Letter from Hambleton District Council – Revenue Estimates. Letter from Barclays Bank – Relocation of Branch. Annual Return Report from Mazars.  
Mazars LLP – Audit Fee    £57.50
8. Reports from County and District Councillors
9. Village Hall. Library Theatre – Community Entertainment (e mail)
10. Unclassified Road leading to Village Hall. E mail from Allianz Insurance
11. Correspondence
  - a. Letter from Mr & Mrs Cartwright re Pavements, etc.
  - b. E mail from Councillor Woodhouse – Willow Tree
  - c. A Sutcliffe, Hambleton District Council – Shared Services (e mail)
  - d. S Shaw – More Powers to Parish and Town Councils (e mail)
  - e. CPRE – News. Coast to Coast Walk (e mail)
  - f. Rural Services Network – Help Shape your own Rural Manifesto
  - g. Rural Services Network – State of Rural Services in England (e mail)
  - h. Rural Services Network – Parish News (e mail)
  - i. Rural Services Network – Hinterland 28 August, 4 & 11 September (e mail)

- j. Rural Services Network – Rural News Focus 3 & 10 September (e mail)
- k. YLCA – Rural Matters from Yorkshire & Humber Rural Affairs Forum (e mail)
- l. CPRE – Fieldwork Magazine
- m. Clerks & Councils Direct magazine
- n. Newsletter from A Hill & Sons
- o. Brochure from Timberline Play Products



**AGENDA FOR THE MONTHLY MEETING OF POTTO PARISH COUNCIL  
TO BE HELD ON MONDAY, 19 OCTOBER 2009 AT 7.15 PM IN THE  
VILLAGE HALL**

**Meeting open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. **Police Report and Neighbourhood Watch.** Statistics from NY Police.  
Introductory letter from Inspector A Criddle. (e mail)
4. **Planning Decisions of Hambleton District Council**
5. **Planning Applications**
6. **Matters Arising**
  - a. Footpaths and Green Lane. Footpath Guide leaflets
  - b. No Cold Calling Zone. E mail from Mr D Titchener, Trading Standards, NYCC
  - c. Water Trough
  - d. Planning Applications
  - e. Planning Training
  - f. YLCA Hambleton Branch meeting held on 14 October.
7. **Finance.** 2<sup>nd</sup> half of precept received from Hambleton District Council -  
£1,250.00. Risk Assessment
8. **Reports from County and District Councillors**
9. **Village Hall**
10. **Unclassified Road leading to Village Hall**
11. **Correspondence**
  - a. Hambleton LDF – Proposed Submission Allocations DPD
  - b. P Cole, Hambleton District Council – From Ideas to Implementation (e mail)
  - c. Hambleton District Council – Meeting of Area Forum 19 October 7.00 pm  
Stokesley Town Hall
  - d. Hambleton District Council – Update. Working Together. Partnership News from  
Hambleton Strategic Partnership. New campaign on physical activity.
  - e. NYCC – Local Transport Plan Survey (e mail)
  - f. CPRE – News from North Yorkshire (e mail)
  - g. YLCA – Websites (e mail)
  - h. Rural Services Community – Weekly Rural Focus 5 and 12 October (e mail)
  - i. Rural Services Network – Parish News (e mail)
  - j. T Braun – Stokesley Play Area at North Road - Support

**AGENDA FOR THE MONTHLY MEETING OF  
POTTO PARISH COUNCIL TO BE HELD ON MONDAY,  
23 NOVEMBER 2009 AT 7.15 PM IN THE VILLAGE HALL**

**Meeting open to the Public**

1. Apologies for absence
2. Minutes of last month's meeting
3. **Police Report and Neighbourhood Watch** Letter re Neighbourhood Profile Guides. Crime Statistics from NY Police
4. **Planning Decisions of Hambleton District Council**
5. **Planning Applications**
  - a. Single storey extension to the front of 2 Ashfield House, Black Horse Lane for Mr T Leaf. 09/03685/FUL
6. **Matters Arising**
  - a. Footpaths and Green Lane. E mail from NYCC re hedges on Green Lane
  - b. No Cold Calling Zone
  - c. Water Trough. E mail from County Councillor Swales
  - d. Planning Applications
  - e. Planning Training
  - f. Salt Bins e mail from NYCC
7. **Finance.** Letter from Barclays Bank re Deposit Accounts. Budget for year 2010 - 2011
8. **Reports from County and District Councillors**
9. **Village Hall.** Charity Commission News (e mail)
10. **Unclassified Road leading to Village Hall**
11. **Correspondence**
  - a. Mr R Preston – Willow Tree
  - b. NYCC – Budget and Council Plan Consultation
  - c. YLCA – Survey by Plunkett Foundation (e mail)
  - d. Rural Services Network – Communities Survey – State of Rural Services in England
  - e. York & North Yorkshire Road Safety Partnership – Poster
  - f. Hambleton Citizens Advice Bureau – Donation
  - g. Rural Services Community – Weekly Rural Focus 27 October & 6 November (e mail)
  - h. YLCA – Report of Flooding in North Yorkshire (e mail)
  - i. North Yorkshire Waste Partnership – Performance Matters
  - j. Clerks & Councils Direct Magazine
  - k. County Committee for Hambleton Meeting on 23 November (e mail)
  - l. Rural Action Yorkshire – Country Air
  - m. CPRE – Countryside Voice

**AGENDA FOR THE MONTHLY MEETING OF  
POTTO PARISH COUNCIL TO BE HELD ON MONDAY,  
21 DECEMBER 2009 AT 7.15 PM IN THE VILLAGE HALL**

**Meeting open to the public**

1. Apologies for absence
2. Minutes of last month's meeting
3. Police Report and Neighbourhood Watch. Neighbourhood Profiles. NY Police – November statistics
4. Planning Decisions of Hambleton District Council
5. Planning Application
  - a. Application for Listed Building Consent for internal and external alterations to Lane House, Butcher Lane for Mr A Thompson 09/04088/LBC
6. Matters Arising
  - a. Footpaths and Green Lane
  - b. No Cold Calling Zone
  - c. Water Trough
  - d. Planning Applications
  - e. Planning Training
  - f. Salt Bins
  - g. NYCC Budget and Council Plan Consultation
7. Finance. Risk Assessment. Review of the effectiveness of internal audit.

Accounts – Mr D Kitching – Grass cutting	£100.00
Clerk – ¼ salary + ¼ travel allowance	£133.75
Petty Cash	£30.00
C Bainbridge & Sons – Repair to Green Lane	£200.00
8. Reports from County and District Councillors
9. Village Hall
10. Unclassified Road leading to Village Hall. E mail from Allianz Cornhill
11. Parish Plan Action 31
12. Correspondence
  - a. Hambleton District Council – Code of Member Conduct Complaint
  - b. Hambleton District Council – Sandbags
  - c. Mr C Moore – Flooding in Potto
  - d. P Cole, Hambleton District Council – Stokesley and Villages Cycleways Group – Consultation (e mail)
  - e. CE Electric UK – Preparing for Mother Nature – Information leaflets and posters

- f. North Yorkshire Fire & Rescue Authority – Summary of Accounts 2008/09 and Corporate Plan 2009-2012
- g. Steve Shaw – Empowering Parish and Town Councils (e mail)
- h. Rural Services Network – Communities Survey (e mail)
- i. Rural Services Network – Parish News (e mail)
- j. NYCC – Putting People First Newsletter (e mail)
- k. CPRE – Fieldwork magazine