

POTTO PARISH



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10 YEAR PLAN 2008-2017

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Section One

Section One is a descriptive summary of the consensus of peoples input and follows the main headings as used within the 2007 Questionnaire.

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Section Two

Section Two shows the actual Actions to be completed under the auspices of the Plan. These Actions were carefully considered to reflect changes that people would actually use or benefit from, rather than potential 'white elephant' changes that would likely receive little use or be unsustainable. All Actions are directly derived from the comments and data in the Questionnaires.

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Members of the Potto Parish Plan Steering Group



Gerry Woodhouse, Lol Bailey
Mike Whitlock, Roger Longbotham



Colin Moore, Oliver Cornforth
Poppy, Emily and Barnaby Cornforth

Dear Potto Parishioner,

Thank you for reading your personal copy of our Parish Plan – it is yours to keep.

This booklet is our first ever community Parish Plan and is intended to co-ordinate and focus parish activities over the next 10 years or so.

All of the data in this plan has been taken from the Questionnaires and has been used to develop Actions that represent the wishes of the majority.

I would like to say a big Thank You to a number of people, without whom our Plan would never have been completed.

To Jo Buffey and the Yorkshire Rural Community Council. Her coaching, guidance and enthusiasm was crucial to the successful completion of this not inconsiderable task.

To the Yorkshire Rural Community Council and Hambleton District Council for providing our funding.

To the Village Hall Management Committee for their help during the Open Day and for allowing us to use the Village Hall for our regular meetings.

To all members of the Potto Parish Plan Steering Group who gave their time willingly, remained positive at all times and should be proud of their efforts.

Lastly, to every parishioner who spent the time to complete and return their Questionnaire, often with many additional comments and ideas. Without this excellent level of support, our Plan would never have been completed.

A big Thank You to you all.

Gerry Woodhouse, on behalf of the Potto Parish Plan Steering Group.



Residents of Potto
Millennium Photograph

Executive Summary

Potto is a rural parish situated between the ancient market towns of Stokesley and Northallerton and abuts the North Yorkshire Moors National Park.

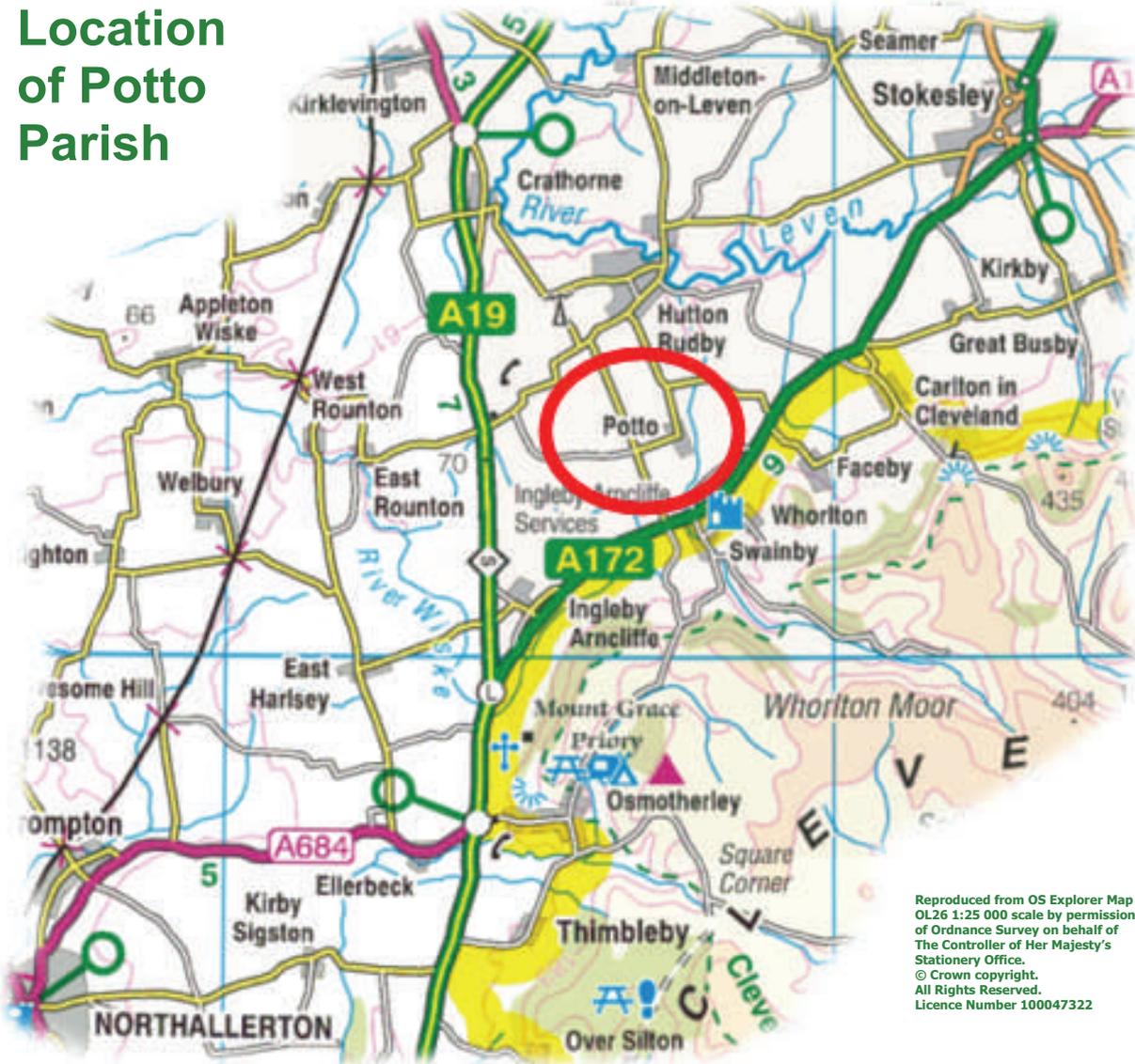
The parish comprises the rural village of Potto, which has around 75 dwellings, with outlying small clusters of houses and scattered farms. The principle employer is 'Prestons of Potto', a well established haulier based in the former railway station area and there are several other small 'family run' businesses.

Communal facilities include a pub,

Village Hall and church – there are no schools, shops or other urban facilities.

This Plan was conceived and developed as a means of providing some guidance to bodies such as the Parish Council and Village Hall Committee. It provides a demonstrable record of the wishes of the (often silent) majority of residents and will influence and focus the future of our parish. There are 112 households within the parish and the excellent response of 139 completed Questionnaires were used to produce this Plan.

Location of Potto Parish



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A document showing the Questionnaire results, including all of the added comments, is available on the Potto parish website.

www.potto.org.uk

A simple children's Questionnaire was circulated for the under 11's.

The whole Plan has been adopted by the Parish Council, who will be closely involved with implementing many of the Actions.

Our Plan is also a building block that will help to generate a greater sense of community, belonging and ownership in the parish by the



community as a whole.

It should greatly assist bodies, such as the Parish Council, when making applications for financial grants or influencing other bodies. Grant applications are much more likely to be successful and secure funding for projects within the parish when they are supported by evidence from the Parish Plan.

Some of the Actions shown in Section Two have already started and they will appear on the Parish Council or Village Hall Committee agendas as appropriate.

There is to be a full review of this Plan in 2013 and a repeat of the whole consultation exercise in 2018.



Jo Buffey of the Yorkshire Rural Community Council with residents at the Parish Plan Open Day August 2007

Development Control

The area of **development control**, or 'planning' as it is often known, was of major importance to most parishioners. The greatest response from parishioners during the Open Day in the Village Hall (a small queue formed several times) was about the areas of land within the parish that had been put forward for potential development.

This information is available from Hambleton District Council and has also been highlighted on the map below. These areas were put forward by interested parties for consideration as potential development sites. Since the formal adoption of the Core Strategy in April 2007, the sites identified on the map are no longer of any importance or relevance. As far as the planning process is concerned the sites are all considered to be

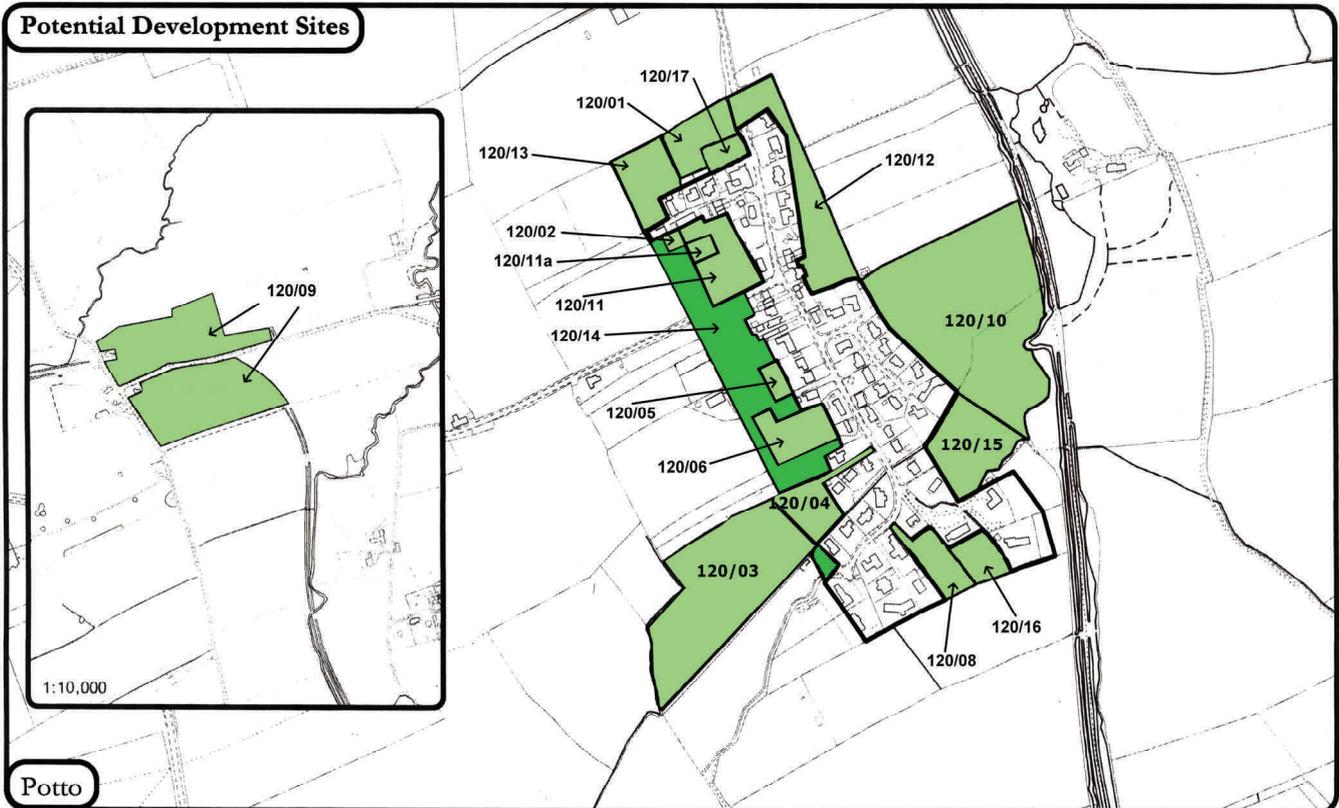


The Dog and Gun pub undergoing major refurbishment in 2008

unsustainable locations (i.e. have limited facilities and infrastructure) in which to allocate development (see Policy CP4 or the Core Strategy - page 25 & 26). Further information at:

www.hambleton.gov.uk/planning

The general consensus of replies to the Questionnaire was very clear. 93% of replies agreed with the



Map showing the areas of land put forward for potential development (Potto is Parish no. 120 — there is no area 120/07)

statement 'all future development in Potto will be strictly controlled under the auspices of the Local Development Framework'.



Potto Village Hall foundation stone

The desire to produce a **Village Design Statement** (which is a document recording the actual architectural detail and layout of buildings / land etc) was well supported and indeed has been briefly discussed during some Parish Council meetings in 2007.

An overwhelming majority of parishioners wish to retain the existing **rural character** of our parish and avoid any major changes. The addition of 'urban' characteristics is to be avoided and would erode the cherished rural feel of our parish.

Many people commented that they felt that the **infrastructure**, including the roads, drains and sewerage facilities etc were already operating at peak capacity.



'Welcome to Potto'

The role of Potto Parish Council regarding planning applications appeared unclear to many people, but is important and perhaps worth clarifying. Hambleton District Council's Development Control Committee make a judgement regarding each planning application and ask Parish Councils for their recommendations and observations (if any). These observations are primarily around seeking local knowledge that perhaps may not be readily available to the District Council. Potto Parish Council are seeking to increase credibility, whereby observations and recommendations made to Hambleton are more robust, respected and reflected in the actual judgement.



Signs in Potto Village

Many comments were that the current status quo should be maintained, without any major changes or development within the parish. It may therefore be prudent to seek permission to share some of the **facilities** of our larger neighbouring parishes, rather than having our own within Potto. This may also be more cost effective.

Roads and Footpaths

The high level of concern re **dog fouling** on footpaths was a most notable part of the Open Day, with many visitors raising this point and asking how the matter should be addressed. The Parish Council have attempted to reduce this nuisance in recent years by providing dog waste bins, increasing publicity and displaying appropriate signage. However, it is clear that still more needs to be done to appease the concerns of many people.



30mph limit through Potto village

Speeding concerns generated a high level of comment. Most roads within the parish were considered to be vulnerable to speeding traffic and there was some support for 'traffic calming' measures. However, many replies state that 'speed humps' were to be avoided, although no particular consensus is apparent for specific measures to be considered to reduce speeding. This provides quite a challenge for the Parish Council who are likely to be involved in addressing this matter.

The idea of a new **tree planting** programme was broadly welcomed, with a majority of added comments supporting the concept. Indeed initial investigations by the Parish Council found that funding was available if an application was made and approved before the end of December 2007.



Tree planting on Butcher Lane, Spring 2008

In the event grant funding has been sought and confirmed, landowner permission has been received and 44 quality trees (Maple, Lime, Hornbeam, Oak and Silver Birch) have been planted during the Spring of 2008.



Footpath from Goulton Lane to Hutton Rudby



Black Horse Lane looking South at Potto Hall crossroads

Further planting for other areas of the parish should follow in subsequent years. Thanks to Councillor Nick Walters for leading this project.



Cooper Lane looking towards Hutton Rudby

The condition of the **road surfaces** within the parish was considered by many to be worthy of improvement. 98 people wanted surface drainage / ponding and potholes properly repaired with only 8 considering that no action was necessary.

The desire to improve the surface of the **green lane** (between Cooper Lane and Goldgate Lane) and **footpaths** are noted and included in the Action Plan.

The need for further **bench seating, street-lighting, roadside pavements, cycleways** and the location of **Potto signs / flowerboxes** received a mixed response with a consensus being that the current status is about right. However small changes or additions could be made to resolve local areas of concern.

Environment



Parsons Back Lane looking East near Potto Hall

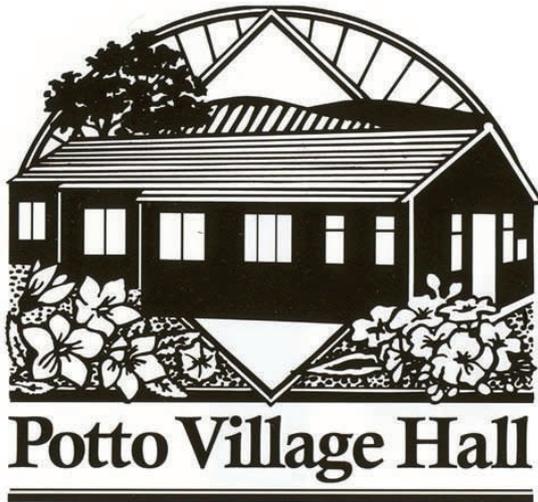
Recycling generated a significant amount of comments. However, Hambleton District Council have recently added to the range of waste materials that they collect from our doorsteps so this matter has already been partially addressed. Further discussion is likely, as the desire by many to optimise resources and reduce landfill waste is ongoing.

The idea of appointing a **parish caretaker** was broadly welcomed. The role will require significant effort to co-ordinate, define the actual work to be done and provide a proper level of supervision. If a suitable volunteer could be found it may be possible to take advice from other parishes where a caretaker role operates successfully and then have a trial period to determine if it would be suitable for Potto.

The '**Pride in Potto**' concept (whereby parishioners are encouraged to take good care of their own properties and surroundings) also received broad support, but the actual detail would need to be carefully considered, especially if a competition or similar were to be involved.

The majority of comments suggested that the need for more **waste / dog bins** was not an urgent topic, just better use made of the existing bins. Keeping the **rural feel** of the parish was a key concern with a majority of people and any potential changes must take account of this valued characteristic. Any changes that would detract from the rural characteristics or promote a more urban feel should be resisted.

Village Hall



Our Village Hall is currently managed by a dedicated and perhaps slightly overworked team of volunteers who form the management committee. The Questionnaire identified 32 parishioners who said that they would be interested in finding out about becoming a '*friend of the Village Hall*', which is encouraging. The idea of using the *Village Hall car park* for parking during events, e.g. the Open Gardens weekend or private functions, received broad

support with 102 supporting the idea and only 7 against. This is something that could be considered by the management committee and



Potto Village Hall

should lead to increased road safety. The car park was considered adequate for most Village Hall users but surface improvements received overall support and could be funded by a one-off increase in the council precept. However, much greater support was shown to improve the *surface of the access lane*, which was noted in many comments as being unsafe. Ongoing efforts to resolve this complicated matter should therefore be considered as a priority.



L - R Nick Walters, Phil Harper, Pam Fanthorpe, Steve Agar, Cath Young, Arthur Smart
Members of Potto Village Hall Management Committee

Communications

An overwhelming majority of people (96% of replies) wanted to improve the effectiveness of communications regarding *planning applications*.



Noticeboard on Cooper Lane

Hambleton District Council are obliged to either attach a notice to a post adjacent to the application site or write to immediate neighbours. In the event Hambleton District Council actually do both and thereby exceed their statutory requirements. However, it is very clear that this is considered inadequate by many parishioners and efforts should be made to more effectively publicise these important matters.

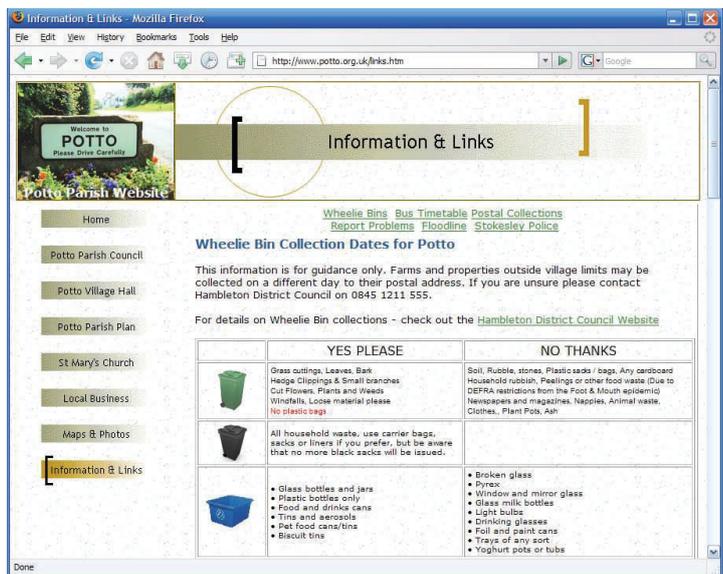
Some people asked for more openness from the parish council, councillors should be more visible and try to remove the 'closed door' feel.

The *parish website* is accessible to most people and has been visited by a majority of respondents. Thanks

are due here to Mike Whitlock of Station Software who had the foresight to register the www.potto.org.uk domain name some years ago. He continues to develop the site for the benefit of the whole community and his time and expertise is much appreciated.

The need to increase circulation of urgent **Neighbourhood Watch Scheme** data was agreed by 98% of respondents. Currently the police email our two co-ordinators who then publicise these 'ringmaster' messages on the notice board. Consideration is being given to developing a more direct circulation system based on email. Hopefully the messages that apply to Potto should only amount to a few each year. 25 people expressed an interest in finding out about becoming a 'warden' to enhance the effectiveness of our neighbourhood watch scheme.

Poor mobile phone reception was noted by many respondents and most areas of the parish appear to be affected. Consultation will be necessary with mobile phone companies to determine the best way forward.



Sample page from Potto Parish Website

Development Control					
No	Task	Action	Partners/ Finance	Target Timescale	Success Criteria
1	Improve quality of feedback to HDC re planning applications	Further and ongoing training for Parish Councillors	PPC Include cost of training (if any) in PPC annual budget	Review at each year end by PPC	Increased mirroring of HDC from PPC recommendations - check %
2	Increase Influence of Parishioners views to HDC re planning and development control	Ensure consultation opportunities are fully utilised by PPC & wider community. Produce a VDS to be adopted as SPD. Attend Stokesley & Area Forum	PPC HDC	Start Spring 2009 Complete Winter 2010	Potto SPD document adopted by HDC
3	Investigate capacity of sewerage system and drains	Working Group to investigate adequate capacity to cope with abnormal conditions	PPC Yorkshire Water Northumbrian Water Rivers Authority Environment Agency	Start Summer 2010 Complete Summer 2012	Report or feedback from authorities showing capacity / status
4	Produce document establishing current character and development within Parish (see No. 2 above)	Produce a Village or Parish Design Statement	PPC / Sub Group HDC	Start Spring 2009 Complete Winter 2010	Village / Parish Design Statement completed and adopted by PPC and HDC
5	Investigate access to facilities, e.g. shops, sports, swimming etc. not available in Potto	Set up Working Group to investigate transport opportunities e.g. Tesco Bus, Club mini-buses etc. Seek permission & resources to use Hutton Rudby and Swainby playing fields	Tesco Local clubs or groups PPC	Start Autumn 2010 Complete Winter 2012	Parishioners regularly use new transport to shops Permission received from adjacent Parish Councils to use their playing fields

Glossary

PPC - Potto Parish Council
HDC - Hambleton District Council
SPD - Supplementary Planning Document
VDS - Village Design Statement
NYCC - North Yorkshire County Council
PIP - 'Pride in Potto'
PPPSG - Potto Parish Plan Steering Group
YRCC - Yorkshire Rural Community Council

Roads and Footpaths					
No	Task	Action	Partners/ Finance	Timescale	Success Criteria
6	Determine if speeding is a real problem	Measure speed of vehicles using a matrix or similar at several locations	Police PPC Fire Service	Winter 2008 Assess and collect more traffic data Complete Autumn 2009	Sufficient data is received to allow a specific task to be planned
7	Increase safety of all road users	Establish the specific areas vulnerable to speeding vehicles and produce options to reduce the problem	PPC Police Highways Authority - Thirsk Depot Cost dependant upon specific task	Start Spring 2010 Execute one action per year until problem reasonably resolved	One road safety task completed each year Repeat question in 2017 Parish Plan Questionnaire to determine parishioners views about improvements
8	Increase number of trees on roadside verges or footpaths	Consult with landowners Obtain grants Buy and plant trees	PPC Landowners Tree nursery Scouts etc. to plant Grants available HDC	Start Spring 2008 Aim to plant a number of trees for next 6 years (or more) Complete 2013	A number of trees planted each year 2008 - 2013
9	Establish streetlight locations	Identify all existing lights on map and upload to website	PPC	Start Winter 2008 Complete Spring 2009	Data is on the website
10	Change type and effectiveness of street lighting	Change all to more efficient down lighter type – less light pollution. Only one new light required – next to 24 Cooper Lane	PPC HDC?	Start Winter 2009 Complete Winter 2011	New type of lights are fitted One new light added
11	Monitor the 'Rat-Run' traffic on Parson Back Lane	Investigate solutions e.g. narrowing road 50 yards at both ends New A19 bridge may increase traffic	PPC Police Highways department A19 bridge contractors?	Start Summer 2008 to consult Complete action during / as part of bridge project in 2008	Users and residents on lane are subject to less traffic

Note

'Footpath' is an unsurfaced public right-of-way across fields etc
'Pavement' is a hard-surfaced road side walkway

Roads and Footpaths Continued					
No	Task	Action	Partners/Finance	Timescale	Success Criteria
12	Improve the surface of the green lane between South end of Cooper Lane and Goldgate Lane	Excavate a slot about 2-3' wide and 6" deep. Fill with crushed rock or road planings to provide a sound walking / cycling surface	PPC, NYCC, Highways dept, HDC Footpaths officer Contractor to supply infill material e.g. road planings Use volunteer labour Infill material could be free Hire of digger	Start to plan during Autumn 2009 Execute and complete Summer 2011	Lane has a narrow central all-weather surface of crushed rock
13	Increase the use and maintenance of footpaths	Walk footpaths in parish Identify opportunities/problems Check signage Produce map/leaflets	PPC sub-group? 'Potto Ramblers' Webmaster	Start Summer 2008 A summer weekend Repeat walk every year	PPC Minutes record that footpaths are walked each year Map available to download on website

Environment					
No	Task	Action	Partners/Finance	Timescale	Success Criteria
14	Increase the general care and upkeep of Parish appearances	Establish a role for a Parish caretaker Determine and publicise workload Contact other parishes	PPC to appoint someone for trial period of 1 year PPC to monitor and provide funding	Start Spring 2009 Agree fine details and appoint someone in Winter 2009 Trial working period during all of 2010	Caretaker appointed by PPC Minutes show that parish is receiving value for money
15	Encourage 'Pride in Potto'	Consider an event e.g. YRCC have a 'Village of the Year' competition Explore how other parishes conduct similar activities	Webmaster PPC to co-ordinate and provide direction Pam Fanthorpe to lead volunteer group PPC to provide some small funding for rewards / prize? Sponsorship?	Start Autumn 2008 Conduct feasibility study during 2009 Maybe hold event during 2010	PIP team added to website, together with role and activities Good support for the team from parishioners
16	Decrease incidence of dog fouling	Produce list of dog owners and fouling problem areas Dog Warden to visit Potto and advise	HDC Dog Warden PPC	Start Autumn 2008 Complete Autumn 2010	All dog owners 'pick-up' and use waste bins provided
17	Investigate Tree Preservation Orders	Assess trees for inclusion in scheme	HDC PPC	Start Spring 2012 Complete Winter 2012	More trees protected by Tree Preservation Orders

Village Hall					
No	Task	Action	Partners/Finance	Timescale	Success Criteria
18	Increase community involvement with Village Hall	Provide names of 32 potential 'Friends of Potto Village Hall' to Village Hall Committee	PPC to assist Website to publicise Village Hall Committee	Start Summer 2008 Complete Autumn 2008	Village Hall committee has a list of 'friends' who help with specific tasks
19	Encourage broader use of Village Hall car park	Encourage use of Village Hall car park (if available) by residents to minimise visitor parking on roads when hosting parties at home etc. Also during events like 'Open Gardens' day	Village Hall Committee PPC Organisers of events like Open Gardens etc. Could generate small income for Village Hall Committee	Start Winter 2008 Complete Winter 2009	Car park is used for events like 'Open Gardens' etc. and for private events Possibly some additional income for Village Hall Committee
20	Improve surface of Village Hall car park	Install a more suitable surface	Village Hall Committee and PPC to evaluate surface options, costs etc. Increase precept in Winter 2009 to provide part / all funding	Start Winter 2009 Plan project during 2009 and 2010 Complete and execute job by Autumn 2011	Car park is properly surfaced and fit for purpose
21	Increase use of Village Hall	Distil suggestions, identify people to help organise and determine 'needs' in terms of facilities or equipment	Village Hall Committee PPC to investigate potential funders / sponsors	Start Autumn 2008 Complete Winter 2009	Broader use of Hall, more regular bookings and regular use recorded in diary
22	Improve safety on Village Hall access lane	Establish legal ownership – if any Register with Land Registry for PPC Improve road surface	All 8 residents who have access rights PPC could consider a one-off increase in the precept if necessary Village Hall Committee 'Friends of Potto Village Hall'	Start Autumn 2008 Plan project during 2009 Complete and execute job in 2010	Lane is properly surfaced and safe to use
23	Improve Village Hall facilities	Village Hall Committee to develop a detailed action plan including costs etc to develop Disabled Access, better Toilets, Lighting, Storage, Energy Efficiency	Village Hall Committee PPC	Plan project during 2009 Execute one task each year from 2010 to 2014	One task is completed each year as per Village Hall Committee schedule

Communications					
No	Task	Action	Partners/ Finance	Timescale	Success Criteria
24	Increase awareness of neighbours to planning applications	Establish a robust procedure to make relevant / affected households aware Publicise – website? Decide best way forward, maybe e-mail or a standard note to each letterbox	HDC (already does more than legal minimum) PPC	Start Summer 2008 Consult with HDC Complete and implement way forward Spring 2009	No more complaints to PPC from parishioners
25	Development of community website	Consider including sections on topics noted in Questionnaires	PPC Webmaster Currently free	Start Winter 2008 Ongoing for future topics	Website 'hit count' increases each year
26	Increase publicity of PPC activities	Minutes and Agenda already on noticeboard (short term) and website (permanent) Print Newsletter Name / photo of councillors on noticeboard and Standing Orders to be added to website, especially how public can have input	PPC Webmaster Currently free	Start Winter 2008 Complete Spring 2009	PPC Newsletters to each household Parishioners feel that 'barriers' are being removed and PPC is more 'open' Maybe quantify at 5 year Plan review
27	Improve effectiveness of Neighbourhood Watch schemes and Police 'ringmaster' communications	Email all ringmaster / police messages direct to households who want to be included (i.e. the majority)	Neighbourhood Watch co-ordinators Webmaster PPC	Start Winter 2008 Complete Winter 2009	Police data is sent by email to all those who opt to receive it
28	Increase membership of Neighbourhood Watch Scheme	Appoint Wardens to assist (25 names provided)	Neighbourhood Watch co-ordinators PPC	Start Autumn 2008 Complete Spring 2010	Crime in Parish reduced on police statistics
29	Monitor crime levels	Introduce a "No cold calling" zone in part (or all!) of Parish	Neighbourhood Watch co-ordinators Police PPC Trading Standards	Start Consultations Winter 2008 Complete one zone in Winter 2009 Review / extend each year	A "No cold calling" zone is established or extended each year
30	Improve mobile phone reception	Investigate options and improvements (e.g. a mast)	PPC Mobile service providers	Start Spring 2009 PPC to consult with providers Complete Winter 2012	Mobile phone reception is much improved within the Parish

Timetable and Duration of Actions										
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
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