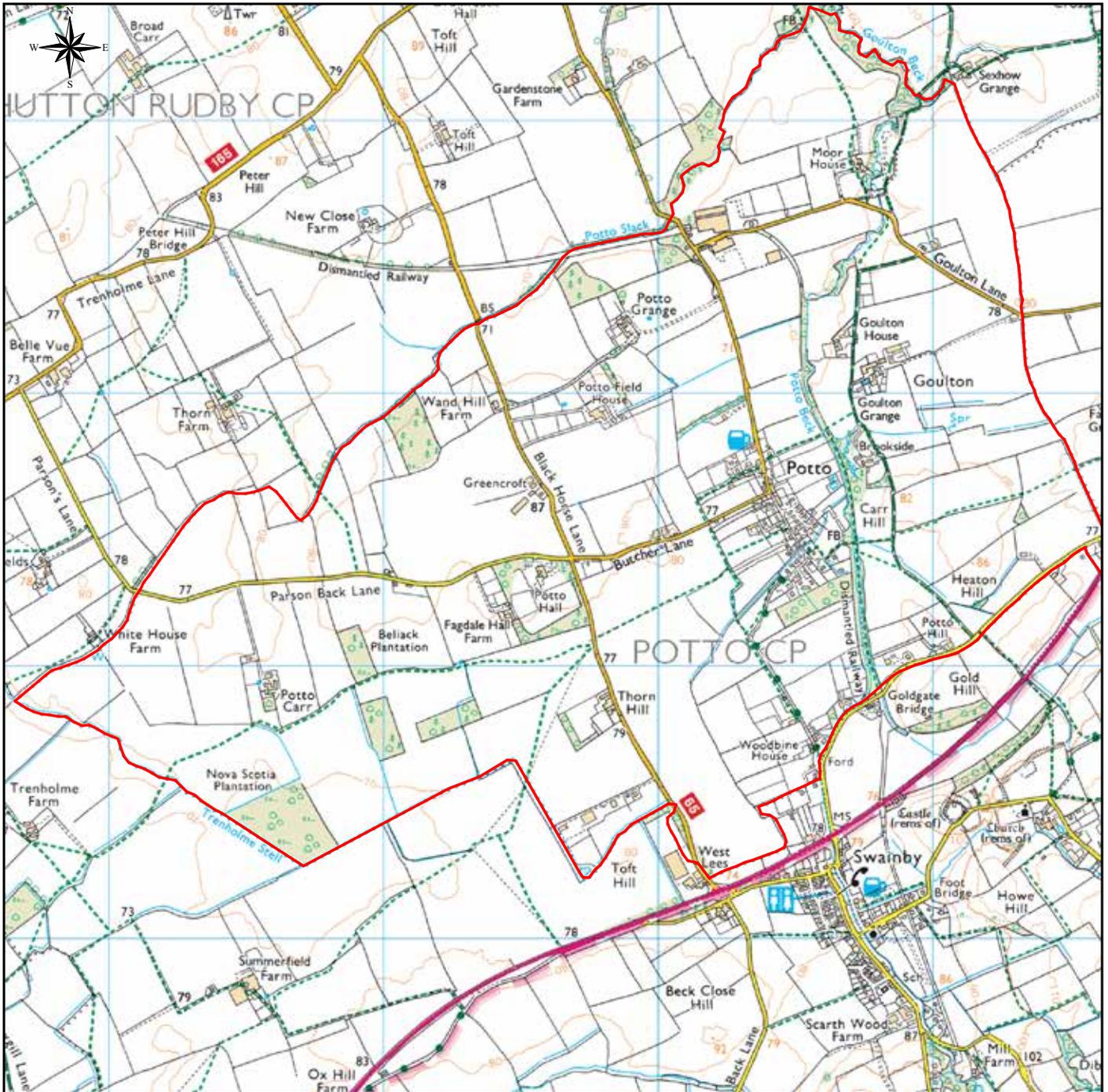


POTTO PARISH PLAN

2018 - 2028

Potto Parish 10 Year Plan (2018 - 2028)



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Potto Parish 10 Year Plan (2018 - 2028)



Contents

The Parish Plan is divided into two sections:

Section one

Section one is a descriptive summary of the responses obtained from the questionnaire results returned in 2018 and generally follows the main headings used in the questionnaire.

1. Demographic information
2. Planning & development
3. Highways, street lighting and road safety
4. Rights of way, footpaths and bridleways
5. Environment and infrastructure
6. Potto Parish Council
7. Village Hall
8. Neighbourhood Watch
9. Communications
10. Community
11. Businesses
12. Under 18's

Section two

Section two is the action plan which also follows the general headings as above.

Potto Parish 10 Year Plan (2018 - 2028)

Dear Potto Parishioner,

This is your copy of the new 10 year *Potto Parish Plan* which follows on from the work of the 2008 Parish Plan and the subsequent mid-term review; both of these documents remain available on the potto.org.uk website.

This new Parish Plan reflects the views of Potto residents obtained from the Parish Plan Questionnaire; it provides a democratic guide for Potto Parish Council and other public bodies in order to influence how our community manages change and develops over the next five to ten years.

Information provided by Potto parishioners has been used to develop an *Action Plan* within this document, which sets out our community objectives, how they will be achieved, and over what timescale.

The Parish Council has agreed to adopt the Parish Plan and they will monitor and help implement the Action Plan with the assistance of other bodies and volunteer parishioners.

To continue the process, there should be a repeat of the whole exercise in 2028, with a mid-term review in 2023.

Special thanks to a number of people who helped with this project: District Councillor David Hugill; Frances Bainbridge and Peter Cole of Hambleton Community Engagement Team; Phil Harper, Chairman of Potto Village Hall; the members of the Potto Plan Steering Group for their time and commitment, and finally to Potto parishioners for participating and kindly providing their comments and ideas.

Cathy Young

Chair of the Potto Plan Steering Group 2018

Executive Summary



The small rural parish of Potto lies between the market towns of Stokesley and Northallerton in the Hambleton District of North Yorkshire, bordering the North Yorkshire Moors National Park.

The village has a pub, church, and village hall. It is poorly served by public transport but there are good road links to the A19. There is an extensive footpath network around the village and it is linked to the National Cycle Network on Black Horse Lane to the west of the village.

Local employment is limited to agriculture, a large haulage company and a number of small businesses.

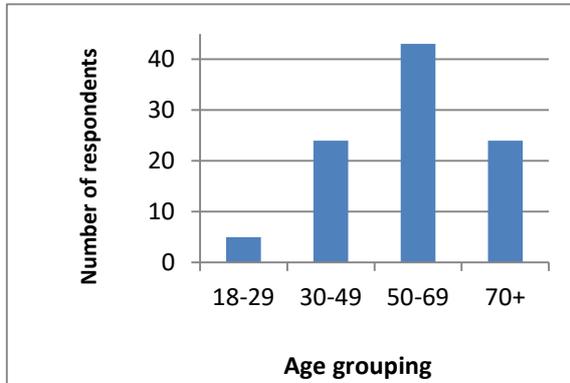
Potto has 118 dwellings and 99 parishioners responded to the questionnaire. In addition, the under 18 age group provided 7 responses and local businesses provided 4 responses. A document containing all the questionnaire results with anonymous comments is available on the www.potto.org.uk website.



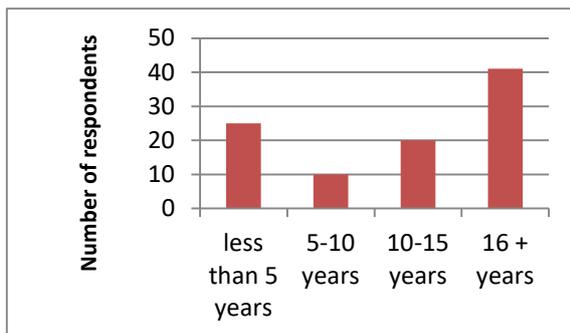
Potto Parish 10 Year Plan (2018 - 2028)

1. DEMOGRAPHIC INFORMATION

Age group of respondents



Number of years lived in the parish



2. PLANNING & DEVELOPMENT



All developments requiring planning permission are determined by Hambleton District Council (HDC). The planning policies to which HDC refer when determining applications are set out in the **Local**

Development Framework (LDF). This framework is currently under review and will be superseded by the new Local Plan which is due to be published in June 2019 for adoption by 2020.

All planning applications within Potto Parish are sent to the Parish Council for comment as a statutory consultee.

This **Parish Plan** can be used as a guide to the community's aspirations in terms of development. It is not a "statutory instrument" insofar as it has no legislative power; however, it could be referred to in the planning process.

Possibly more useful in this regard is a "**village character assessment**" (VCA). The aims of a VCA are to help inform decision-making when it comes to assessing development proposals and to give residents, developers and designers a better understanding of the distinctive character of the village. The VCA will provide a summary of the key characteristics of the village including built form, open space and landscape as well as identifying areas of historic sensitivity and community value. It is intended therefore to embark on the production of a village character assessment following the publication of this Parish Plan.

Village Planning Status

Within the LDF Settlement Hierarchy Potto is defined as an "other settlement" but recent planning guidance (and decisions) suggested it could be regarded a "cluster village" and, as such, there may be limited development potential.

A small majority of respondents (51%) thought that the village should not be regarded as a "cluster village" under the terms of the Local Plan.

Potto Parish 10 Year Plan (2018 - 2028)

Affordable Housing

The midterm (2013) review put forward a suggestion that affordable housing may be considered within the village.

A majority of respondents (56% for and 30% against) agreed that affordable housing would be a way for our young people to remain living and working locally and (49% for and 31% against) would help first time buyers and those on low income. However, a small majority (40% for and 37% against) felt there was no need for affordable housing in the village.

There was also concern expressed that the recent trend towards enlarging smaller existing properties in the village was putting them out of reach for younger buyers.



Housing generally

Opinions were split (55% for v 40% against) in favour of housing development in Potto as long as it was not large scale. However, there was also concern expressed that the infrastructure (especially roads and sewers) was already stretched and could not support further development.

Housing for the Elderly

Opinions were divided on this subject with the majority in favour of housing development for the elderly providing it was not large scale.

However, there was also a significant strength of feeling in favour of maintaining a balanced mix of housing in the village and resist the current trend of enlarging existing bungalows by adding extensions and additional storeys.

There was also a feeling that the village facilities and services were not adequate for an ageing population, ie., bus services, access to shops, doctors surgery and Post Office etc.

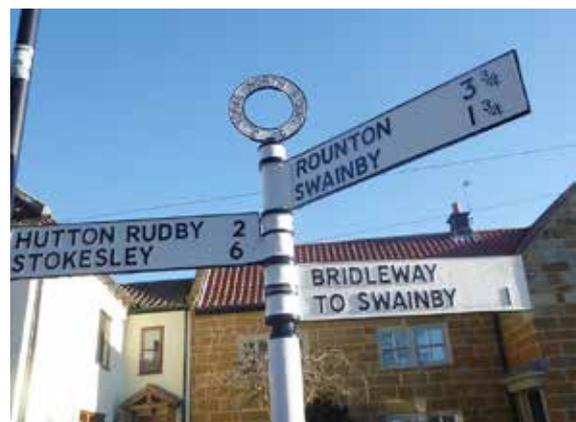
Communication of Planning Matters

The majority of respondents (72%) considered the publication of planning applications within the Parish to be satisfactory and (56%) that the method of obtaining parishioners views on applications to be satisfactory.

However, it would seem from responses that simpler, clearer access to information could help this process, including;

- Inclusion of planning application references and descriptions on PPC meeting agenda
- Providing advice to parishioners on accessing planning applications on Hambleton's website
- Timely publication of PPC recommendations (as a statutory consultee)

These suggestions are incorporated in the action plan.



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3. HIGHWAYS, STREET LIGHTING & ROAD SAFETY

People were asked for their opinion on the **condition and maintenance of the roads** throughout the parish to which 53% of people said they were happy, with 41% saying no, including comments that the proximal half of Parsons Back Lane has not been resurfaced and generally potholes and road verges are not repaired in a timely manner.

76% of respondents think that **street lighting** is sufficient but with mixed views that there should be more lights for reasons of safety and crime prevention, as opposed to the issue of light pollution and the desire to maintain the rural feel of the village. Some street lights are said to be obscured by garden hedges and trees in places. Most sections of parish roads have no pavements for pedestrians and this is exacerbated by vehicles parking on pavements due to the narrowness of the roads. The question arose as to whether the district council's policy to turn off street lights at midnight is appropriate in villages with few or no pavements.



The majority of respondents (55%) thought that **speeding** was an issue throughout the parish, noting that residents as well as visitors were guilty of speeding with several comments that there should be more speed restrictions. Some respondents commented that they had no desire for "urbanization" of the village with speed humps and others said

that the police need to concentrate on tackling rural crime rather than speed.

Over 70% thought **road markings and road signs** are sufficient. There were several comments on the inherent problems associated with narrow stretches of road in the parish and whether these sections should be signed. The importance of maintaining white lining was also mentioned.

60% of people stated that there are sufficient **grit bins** but a number of people commented that they need to be filled more often and that the contents sometimes freeze. A few people felt more bins are needed, specifically at both ends of Cooper Lane and Cooper Close and on the double bend near The Old Station House. The Cooper Close bin was also said to be too small for purpose.



Almost 60% of residents said **parking** is an issue; 23 complained about parking at the junction of Cooper Lane and Butcher Lane and 16 complained about the pub as the car park is too small, forcing patrons to park on the narrow stretch of lane outside resulting in verge damage and the potential that emergency vehicles may not be able to get through.

To the question "**How do you normally travel in and Out of the Village?**" 88 of the 93 respondents travel by car, with a few stating that they also walked and /or cycled. Only five

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respondents mentioned the bus service with no one listing it as their main form of transport.

Of the **Cooper Lane/Butcher Lane junction safety suggestions** put forward, the installation of a mirror coupled with parking restrictions were the two which the majority of respondents supported with 29% and 25% respectively. Additional comments received included a number suggesting that cutting back trees and hedges near to the junction could help drivers visibility.



In **additional comments to this section** reference was made to the safety issues concerning the use of narrow lanes in the Parish by pedestrians, cyclists and horse riders, also that the Black Horse Lane/Butcher Lane intersection is hazardous for all users. Most other comments reiterated the points raised in earlier questions regarding parking issues and hedge trimming.

4. RIGHTS OF WAY, FOOTPATHS & BRIDLEWAYS

Villagers were asked for their opinion on rights of way, bridges, gates, stiles, and way markers.

The majority thought **rights of way** were clearly signposted but not adequately maintained. Comments were made about obstructions being placed on footpaths and action needs to be taken to ensure that all rights of way are kept clear at all times.



Note – the ‘bridleway’ to Swainby (above) running between the southern end of Cooper Lane and Goldgate Lane is referred to in this document as the ‘green lane’.

Bridges and gates – were mostly said to be easy to negotiate despite a number of comments about poor accessibility due to overgrown hedges. Some gates were difficult to use because the mechanisms were misaligned and needed attention. There were several comments about the width of the bridge at the Swainby end of the green lane and the difficulty of using this and other paths with a pushchair.



Stiles and way markers attracted most criticism. The replacement of stiles by gates is welcomed but there are several stiles in need of attention or replacement. Many stiles are not dog friendly. A small number of way markers are missing or not visible because of overgrown hedges.

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The footpath system is not particularly **accessible to the disabled**, walkers with pushchairs and those with walking limitations such as the frail and elderly. The whole system should be inspected on a regular basis to identify where improvements can be made to allow better usage by all.



5. ENVIRONMENT & INFRASTRUCTURE

Environment

Residents were asked for an opinion as to roadside verges, tree and hedge cutting and provision and maintenance of parish assets such as seats, signs & waste bins etc.

Generally respondents were satisfied with the present position but many pointed to a need for hedges alongside highways in particular to be cut shorter and more frequently. Particular reference was made to the verges between Goulton Lane end and the Parish boundary at Potto Slack towards Hutton Rudby which were stated to be never cut, as this is considered to be a dangerous corner.

Also verges on narrow village road sections where there is little room for two cars to pass should be cut more often.



Reference was made for the need to control the undergrowth along the green lane where in the summertime plant growth can greatly reduce the width of the Lane.

There was mention of increased traffic travelling into the 'Village Only' section of Cooper Lane in search of the pub and with the comment that better signage would be helpful.

Litter bins and dog waste bins.



This produced a number of comments from residents who took the view that whilst there was no excuse for dog owners allowing their dogs to foul, nevertheless more dog waste bins are needed in strategic locations. There was a clear strength of feeling about this matter which it is noted had also been highlighted as a problem in the 2008 Plan.

'Pride in Potto'

The volunteer group "Pride in Potto" (PIP) looks after a number of flower tubs in the parish. There was general appreciation of the existing tubs and those who look after them. Suggestions for extending PIP included along verges, hanging baskets on lamp posts and wild flower planting.

Respondents were asked if they would consider supporting the work of PIP by either helping out or by contributing financially. A number of residents responded positively.

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Pam & Carolyn – Pride in Potto

Watercourses and drainage

Surface water drainage was noted to be a problem at the junction of Cooper Lane and Butcher Lane and in particular the lower part of Cooper Lane. Several respondents state that more needs to be done to ensure that village stells are kept clear and in good order. It is the responsibility of the landowner through whose land the stells pass to do this but not all landowners fulfil their obligation. Parishioners noted the need for more inspections by both the Parish Council and Environment Agency with the use of enforcement orders as needed.

Further points that were noted are: firstly a concern that sewage from the pub has been known to block the drain in Cooper Lane between the pub and the church.



Secondly that the village's combined sewer (i.e. a single four inch pipe which deals with both surface water and sewage to the southern section of Cooper Lane) was installed when the village population was much smaller and a continued increase in the size of existing houses and the possibility of further development are a cause for concern in this respect.

Phones and broadband

Respondents were asked if they were happy with the services.

Just over 90% of respondents said they are satisfied with landline services and just over 60% are satisfied with broadband provision, nevertheless several commented that broadband speed is slow and sometimes 'drops out'. As the village now benefits from "superfast broadband", the quality of connection to individual households is the owners' responsibility.

Mobile phone coverage is by far the worst service, with 63% dissatisfaction. Coverage varies from patchy or poor to non-existent. 'South of Butcher Lane' and the 'bottom of Cooper Lane' were mentioned as having 'no mobile phone coverage'.

It is interesting to note that in the 2008 Parish Plan, poor mobile phone reception was commented upon by many respondents. It is clear that this is something that the Parish still needs to address as a priority.

6. POTTO PARISH COUNCIL

Potto Parish Council (PPC) is made up of volunteer councillors and a salaried clerk; see the Parish website at www.potto.org.uk for further details. The Council meets monthly and acts primarily as a representative body for the parishioners of Potto, particularly in its relationship with the Local Authority,

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Hambleton District Council and the issues affecting the Parish.

One of the Parish Council's primary functions is to consider planning applications within the Parish, obtaining parishioners views and making representations to the Planning Authority, Hambleton District Council. (Planning & development issues are discussed elsewhere).

The PPC also acts as a catalyst for carrying out maintenance and improvement projects within the Parish, as guided by the views of the parishioners and helps to raise funds and coordinate working parties to carry out these projects.



The PPC makes reference to the action plan embodied in the Parish Plan and much has been achieved since the 2007 Plan and this is reflected in the 2018 Plan, including;

- Improving bridleways, footpaths and stiles
- Surveying and maintenance of drainage stells and Parish assets
- Tree planting
- Further development of the website
- Accessing funds for projects
- Improving road safety

Response to the questionnaire indicates a general appreciation of the work done by the PPC (72% regard the PPC as good or satisfactory and only 6% unsatisfactory).

However there were concerns expressed including;

- The amount of time and money expended on investigating complaints made by a member of the public (and the resulting increase in the Council precept).
- The speed of publishing Council minutes
- The currency and usefulness of the website.

Regarding the most common or preferred method of communication, the majority of parishioners seem to access the village notice board as well as the website and emails.

7. VILLAGE HALL

The village hall continues to be managed by a dedicated committee of volunteers but more members are always needed. A number of residents are 'friends of the village hall' who are willing to be contacted to help with running events as required. That said, there is no reason why village hall events can't be run by an interest group, e.g. coffee mornings or games evenings.

Over 80% of villagers said the village hall is important to them and 96% said it's important to the community, with 67% of respondents having attended events in the last 12 months.



About how villagers prefer to receive information on events, the majority prefer

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email. Other methods included flyers, the notice board, Potto Patter Facebook page.

A continuous programme of refurbishment has seen many improvements to the village hall both outside and in. There were suggestions for further improvements to the toilets especially for disabled users, also the need for Wi-Fi availability and for completing the private access lane improvements.

The subject of Wi-Fi has been previously investigated by the PPC and the village hall and deemed to be unsustainable.

8. NEIGHBOURHOOD WATCH

Residents were asked which **sources of information** on Neighbourhood Watch (NHW) issues were most useful.

Of the 75 comments about Neighbourhood Watch, only 2 said they were not aware of NHW activity. In order of preference, 25 people found Potto Patter the most useful source of information, 20 preferred email, 18 used the village notice board and 10 used the North Yorkshire Community Message alert service.

<https://www.northyorkshirecommunitymessage.org/>

On whether **information sharing** could be improved, it was acknowledged that residents themselves need to be proactive in utilising the available sources of information and accept there is a need to share information with other villagers or the police where relevant.

Several parishioners indicated they would like to be more involved in NHW and this could be done though a relaunch of the scheme, particularly since 25% of respondents have lived in the village for less than 5 years.

On **safety and community**, 93.9% of respondents agreed they feel safe in Potto

and 79.8% feel there is a sense of community where people look out for each other.



9. COMMUNICATIONS

In answer to the question *“Do we need more publicity about events, incidents and activities in Potto?”*, there was a split response. Some 38.4% of residents said yes and 38.4% said no!

The 38.4% of yes residents suggested that publicity should be, in order of preference; email (25%), notice board (18%), Potto Patter Facebook (16%) and flyers (13%).

It was noticeable that comments by residents included the statement that the present providers of communication in Potto were “doing a good job”.

10. COMMUNITY



Parishioners were asked what was important about living in Potto

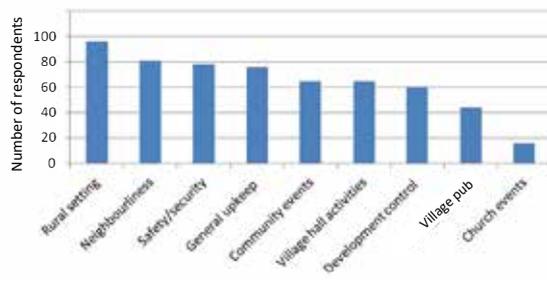
A majority of people placed the rural setting as most important, followed by, in order of preference: neighbourliness, safety and

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security, general upkeep of the village, the village hall and community activities, development control, village pub and church events.

COMMUNITY-

what's important to you about living in Potto?



How could the relationship between the village and traveller community be enhanced?

The majority of responses were about planning conditions; there was a general perception that the planning process is not being upheld equally and that Hambleton District Council should ensure traveller sites comply with planning conditions. Other comments ranged from that we should try to “communicate and understand each other” to the idea that travellers themselves do not wish to be involved in the community.

11. BUSINESSES

There are several and various local businesses in Potto, including agricultural, building engineering, highways consultation, IT services, haulage, hospitality, livery, holiday letting, stabling and other small enterprises run from home.



An advantage of being situated in Potto was cited as good access to the A19. A disadvantage was said to be “appalling” and “iffy” broadband, especially during certain peak periods and during “bad weather.” “Working over the internet requires really good connectivity.” No-one thought that a Potto business directory would be useful.

12. UNDER 18's

Seven questionnaire responses were received, with the age group varying from 2 to 17 years. In reply to *What Do You like About Living In Potto?*, the answers were: the countryside; the quiet; everyone knows who I am; peacefulness; the village and views.

In reply to *Is There Anything You Do Not Like Living In Potto?*: there should be a shop; no; I love it; no play area; there isn't much to do; there are a few pot holes in the roads.

In reply to *Where Do You Usually Play In Potto?*: at our houses, in the garden, our neighbours, Swainby, Hutton Rudby or Stokesley; there isn't anywhere to meet in Potto.

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ACTION PLAN POTTO PARISH PLAN 2018					
No.	Task	Action	Responsibility	Timescale	Success criteria
PLANNING & DEVELOPMENT					
1	Improvement of feedback to HDC on planning applications.	Ensure the timely response to statutory consultation process & ongoing training of Parish Councillors.	PPC	Ongoing with annual review	Planning decisions better reflect PPC recommendations
2	Increasing the influence of parishioners views on planning applications.	Improve prior notification of applications and publish advice on access to HDC website.	PPC	Ongoing with annual review	Planning decisions better reflect parishioners views
3	Reflection of parishioners views on housing development.	Take account of parishioners views on housing in relation to applications for new housing, conversions and extensions.	PPC	Ongoing with annual review	Planning decisions better reflect parishioners views
4	Production of a Village Character Assessment	Establish working group and set about producing Village Character Assessment (VCA) in collaboration with HDC	PPC / HDC / Steering Group	Commence 2019 and complete by 2020	VCA will record village character and influence planning decisions.
HIGHWAYS, STREET LIGHTING & ROAD SAFETY					
5	Reduction of speeding in the Parish	Investigate speed reduction strategies through consultation with authorities including NYCC, HDC, Highways Authority and Community Police Team.	PPC / NYCC with support	Ongoing but initial action within 12 months	Road safety improved
6	Reduction of problems associated with parking	In conjunction with Highways Authority, consider workable measures which may include leafleting householders to encourage considerate parking.	PPC with support	Ongoing but initial action within 12 months	Evidence of more considerate parking
7	Improvement of safety at Cooper Lane / Butcher Lane junction	Investigate options with Highways Authority to improve safety at junction and agree implementation and timescale	PPC / NYCC with support	Initial action within 12 months	Safety improved at junction
8	Improvement of road safety on northern approach to village where road narrows.	Discuss concerns with Highways Authority and consider improvements which may include signage /priority system	PPC / NYCC with support	Ongoing but initial action within 12 months	Road safety improved
9	Completion of re-surfacing of Parsons Back Lane	Keep up pressure on highways to ensure this is completed as soon as possible.	PPC	Ongoing	Parsons Back Lane re surfacing completed
RIGHTS OF WAY, FOOTPATHS & BRIDLEWAYS					
10	Review and improvement of information on Parish website relating to rights of way and footpaths.	Review and improve information on Parish website relating to rights of way and footpaths.	PPC	Ongoing with initial action 2019	Information will be up to date.
11	Maintenance and improvement of rights of way and footpaths.	Follow up extensive survey with regular inspections, produce action plan and monitor progress on actions.	PPC	Initially summer 2019, then annually	Rights of way and footpaths will be kept clear and well maintained.
12	Upgrading of footbridge to Goldgate Lane to enable better access for disabled, bicycles and buggies.	PPC to pursue options for the upgrading of this bridge with NYCC and explore possible funding options.	PPC	Initial action ongoing, with result 2021 / 22	Improved access for all on this well-used route.
13	Upgrading of rights of way and footpaths to provide better access.	Identify rights of way capable of being upgraded for improved access and draw up action plan for any works necessary.	PPC	2020	Improved access for all on more rights of way.

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ENVIRONMENT AND INFRASTRUCTURE					
No.	Task	Action	Responsibility	Timescale	Success criteria
14	Adequacy of combined foul and surface water drainage systems.	Combined drain considered (by Northumbrian Water) to be adequate for present purposes. PPC to seek written confirmation. Situation to continue to be monitored.	PPC / NW	Initial action within 6 months, ongoing monitoring	Risk of surcharging the drainage system is avoided.
15	Maintenance of Potto Beck and village stells system	Parish Council to continue to oversee regular inspections in collaboration with Environment Agency and landowners.	PPC / EA / Landowners	Twice yearly	Risk of flooding is reduced.
16	Maintenance of roadside verges trees and hedges	Ensure maintenance of verges (by PPC), hedges & trees (by landowners) is timely and adequate.	PPC & landowners	Ongoing	Verges, trees and hedges are tidy and road safety is not compromised.
17	Reduction of nuisance caused by dog fouling	Increase number of dog waste bins (and signage) in strategic locations.	PPC / HDC	2019	Dog fouling nuisance is much reduced or eliminated.
18	Support for "Pride in Potto"	Ensure PIP's work with village flower tubs etc is supported financially and by taking up offers of extra help.	PIP	Ongoing	PIP's work continues with support.
19	Improvement of mobile phone reception	Explore options for the improvement of mobile phone reception.	PPC / service providers	Within 12 months	Mobile phone reception is improved.
PARISH COUNCIL					
20	Improvement in publication of PPC information, including agenda, minutes, planning matters, etc.	Carry out review of information posted on website and noticeboard in terms of accuracy and timeliness. PPC to reference transparency code	PPC	Review in 3 - 6 months	Increased transparency and currency of PPC activities
21	Reduction of time & expenditure on dealing with complaints.	Investigate means of dealing with complaints without increasing cost to Parish.	PPC	Within 12 months	Reduction in unnecessary and non-productive use of limited PPC resources and increases in Parish precept.
22	Monitoring of progress on action plan.	Monitor actual progress against action plan on a monthly basis.	PPC	Regularly at monthly PPC meeting	Actions are being completed as per Plan
23	Mid-term review of Parish Plan	Review progress over 5 years and address any new issues arising from consultation process.	PPC / sub committee	2024	Actions are being completed as per Plan and new issues addressed.
24	Renewal of Parish Plan	Repeat the 10 year consultation process.	PPC / sub committee	2029	Updated Plan for next 10 years
25	Involvement of volunteers on PPC projects	PPC to take up offers of help as stated on questionnaire responses and establish an email group of volunteers.	PPC	ongoing	more people get involved in community projects and workload is shared.
VILLAGE HALL					
26	Maximise use of the Village Hall.	Continue broad programme of events for all age groups. Facilitate parishioner led activities and groups. Promote use of Village Hall for private hire.	Village Hall Committee	Continuous	Increase in bookings and diversity of users
27	Improvement in condition of private access lane to Village Hall.	Unsurfaced portion of access lane remains uneven. Liaise with owner to agree how to ensure its condition is suitable for public access.	Village Hall Trustees & Management Committee	Initial action within 12 months	Privately owned portion of lane is kept in reasonable condition for use by public.
28	Upgrading of toilet facilities.	Improve toilet facilities to include access for disabled.	Village Hall Committee	Begin Spring 2019 & Complete Winter 2020	Toilets improved with full accessibility.
NEIGHBOURHOOD WATCH					
29	Increase awareness and effectiveness of Neighbourhood Watch (NHW)	Initiate a relaunch of information about the scheme to every household in Potto. Identify NHW co-ordinators to all parishioners. Encourage parish-wide participation in information sharing and other measures to prevent and reduce crime.	NHW co-ordinators	Start Spring 2019 Complete Summer 2019 Ongoing	Broad awareness of the scheme amongst parishioners. Crime remains low. Evidence of information sharing through social media, emails, notice board, North Yorkshire Community Messaging Service. Reference to police reports in PPC Minutes.

