

Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council
Wednesday 29 May 2019, 7.00 pm
Hett Village Hall

Parish Council Members Present:

Councillor L Griffiths (Chair), Councillor R Burton, Councillor J Garner, Councillor P Kerrison, Councillor M Ord, Councillor K Summerson, Councillor A Watt and Councillor I Watt.

Also Present:

County Councillor J Blakey, S Dunn and M McKeon.

01/19. Chairman's Update:

Councillor Griffiths reported the Parish Council's direction of travel continues to improve with good initiatives progressed over the past 12-18 months.

Resolved: For Members' Information.

02/19. To Appoint a Chairman of the Council for the Following Municipal Year

Nominations were sought for the position of Chair of the Parish Council. One nomination was proposed and seconded: Councillor Griffiths. Members unanimously voted Councillor Griffiths be elected as Chairman for the ensuing municipal year.

Resolved: Councillor L Griffiths is elected as Chair of Parish Council for the ensuing municipal year.

03/19. To Complete the Signing of the Declaration of Acceptance of Office by the Chairman

Councillor L Griffiths duly signed the Declaration of Acceptance of Office as the Chair of the Council.

04/19. To Appoint a Vice-Chairman

Nominations were sought for the position of Vice Chair of the Parish Council. Councillor K Summerson was proposed, seconded and agreed.

Resolved: Councillor K Summerson is elected as Vice Chair of Parish Council for the ensuing municipal year.

05/19. Apologies for Absence:

Apologies of absence was received from Councillor W Watt.

06/19. Declarations of Interest:

Councillor Burton declared an interest in item 09 (Croxdale / Hett Cemetery Works).

07/19. Policing:

The next PACT Meeting is to take place on Wednesday 19 June 2019, 7pm, Croxdale Community Centre.

Resolved: For Members' Information.

08/19. Public Participation

One member of the public was in attendance.

09/19. Minutes

The Minutes of the meeting held on the 24 April 2019 were agreed as a true record and signed by the Chairman.

10/19. Matters Arising

i. Highways Issues:

Members are to confirm the exact location on the A167 for 'keep clear' markings to be installed if required. A query was raised by the member of the public who was in attendance questioning if traffic lights or a pelican crossing could be installed? County Councillor Dunn responded that the area will not meet the criteria of Highways England.

Resolved: Members to confirm location, if required.

ii. Youth Provision:

Clerk confirmed the WMC have yet to provide a copy of their insurance policy. It was brought to the Parish Council's attention, that the venue was not opened by the steward for the youth club session on 23 May 2019. A letter is to be sent to the Chairman in the first instance with a proposal for the youth workers to be issued with a key to avoid this happening again.

Resolved: Clerk to issue letter to Croxdale WMC.

iii. Re-location of Memorial Bench:

DCC has now confirmed their approval (with thanks to County Councillor Dunn) regarding the two benches in Croxdale. The restoration works and bench swap will now proceed.

Resolved: For Members' Information.

iv. Allotments:

Clerk gave an update regarding the allotment at the Poultry Centre - trees have all been cut back, the whole garden has been weed sprayed and will be ready to be cultivated in a few weeks. There is also a new fence been erected at the moment.

A letter has been issued to all allotment holders informing tenants of the rent increase and reminder of allotment rules and regulations.

Resolved: For Members' Information.

v. Hett War Memorial:

Clerk confirmed she had contacted the Records Office and Spennymoor History Association for assistance on locating the names of residents of Hett who served and sacrificed their lives in WW1. It was agreed for an article to be included in the next edition of Hett Happenings requesting if residents can confirm family members and for volunteers in sourcing the names. Thereafter, if no response was forthcoming, it was agreed to source the names via the Records Office research service at a required fee.

Discussion also took place regarding a new war memorial for Croxdale / Sunderland Bridge. It was agreed for Councillor Garner to approach Croxdale Church in the first instance to see

if it would be possible for the new memorial to be sited there. Thereafter, consultation with residents (via a leaflet drop) would take place. County Councillor McKeon commented that Pelton Parish Council has recently received funding for a new memorial, and will therefore contact the Council for information purposes.

Resolved: Clerk to contact Mike Simpson regarding Hett Happenings and Councillor Garner to approach the Church in the first instance.

vi. Croxdale Inn Car Park Rent:

Croxdale Inn is yet to agree to the 2019/20 rent fee with respect to the car park. Following discussion, it was agreed to retain the fee of £750.00 (2018/19 fee), which will continue to be reviewed on an annual basis.

Resolved: Clerk to contact the Croxdale Inn accordingly.

vii. Hett Litter Pick:

DCC confirmed this month's litter pick will take place w/c 28 May 2019.

Resolved: For Members' Information.

viii. Hett Road Plainings:

Road plainings has now been delivered to Hett.

Resolved: For Members' Information.

ix. Hett Flooding:

County Councillor McKeon confirmed the edging will take place in the Autumn.

Resolved: For Members' Information.

x. Hett Subsidence:

A response from Northumbrian Water was received on 20 May 2019 which confirmed a technician attended the site and stated that the green has slight areas which are at different levels but nothing to suggest any subsidence.

Resolved: For Members' Information.

xi. Hett / Croxdale Weed Spraying:

County Councillor McKeon confirmed the areas will be re-seeded as a result of the poor weed spraying in Croxdale and Hett.

Resolved: For Members' Information.

xii. Hett Village Hall:

Councillor Griffiths gave an update in relation to the Village Hall at Hett. A further meeting will take place on 3 June 2019.

Resolved: For Members' Information.

xiii. Refuse Bins / Recycling – Hett:

A further response was received from DCC on 25 April 2019; however, this was not satisfactory. The Clerk is to contact DCC further with regard to this issue.

Resolved: Clerk to contact DCC further with regard to this issue.

11/19. Parish Clerk Update / Correspondence:

i. Clerk's Salary:

It was noted the Clerk's salary for 2019/20 would increase to spinal column point: 23.

Resolved: For Members' Information.

ii. Councillors Training Course:

Clerk informed Members of a training course being arranged for Councillors on 19 June 2019, 10.00am – 4.00 pm at Stockton at a cost of £27.00 per delegate.

Resolved: Members to inform the Parish Clerk accordingly if of interest.

iii. Streets Review Consultation:

Durham County Council is looking at introducing a single permit scheme for street works on our roads and footpaths. The scheme will be statutory and will mean that companies carrying out works on roads and footpaths must have a permit before the works commence.

DCC is requesting for feedback to determine if their current list of sensitive streets is accurate, and if any streets should be added or removed. Deadline for feedback is 31 May 2019. Following review of the current list of sensitive streets for Croxdale (3) and Hett (1), no further streets were identified based on the criteria specified.

Resolved: For Members' Information.

12/19. Financial Matters:

(i) Financial Report for the Period 1 April 2019 – 30 April 2019:

A financial update prepared by the Clerk was circulated to Members which included a detailed schedule of receipts and payments for the financial year to date and bank reconciliation to 30 April 2019. The current net bank balances totalled £22,068.23.

The following cheque payments were approved:

Cheque Number – 400409 – G Fletcher - £100.00

Cheque Number - 400410 – CDALC- £121.14

Resolved: For Members' Information.

(ii) Internal Audit Report – 2018/19:

The Clerk reported that the Parish Council's Internal Auditor, Mr G Fletcher, has examined the Council's 2018/19 accounts and records and certified the annual internal audit section of the Council's Annual Return accordingly. A copy of the auditor's report was circulated to Members for information which confirmed the Parish Council's internal controls are satisfactory for the size of the Council and no recommendations were made.

Resolved: For Members' Information.

(iii) Parish Council's 2018/19 Annual Return

The Clerk had read to Members sections of the Council's Annual Governance Statement with respect to accounting statements 1-9 and was agreed by Members as prepared by the Clerk.

The Parish Council's Accounting Statements 2018/19 was approved and duly signed by the Chairman and Parish Clerk.

It was noted the period for the exercise of public rights will commence on 3 June 2019 until 12 July 2019 inclusive.

Resolved: The Parish Council's Annual Return be duly signed and agreed.

13/19: Croxdale / Hett Cemetery Works:

(i) Painting of Cemetery Gates – Croxdale and Hett:

Three quotations had been sought in respect of the above works at Croxdale and Hett cemeteries. Two of the quotations received were not as detailed which required clarification on some parts. It was therefore agreed to ask for clarification on the areas specified for agreement at the next meeting, with a view for the works to be carried out in the summer months.

Resolved: Clerk to contact the two contractors accordingly.

(ii) Path Maintenance – Croxdale:

An indicative illustration of costs was sought in the first instance in respect of path maintenance works at Croxdale cemetery. Initial costs were in the region of £5,500.00 for the pathway and £1,500.00 for either side of the entrance. Further clarification is required on the description where it states 'to overlay existing tarmac'. It was also preferred to have some sort of edging on either side of the pathway, which may result in increased costs. The works will therefore need to be undertaken on a phased approach (if agreed).

Resolved: Clerk to contact the contractor accordingly.

(iii) Re-Pointing Works – Croxdale & Hett:

One quotation was received to date in relation to the above works at Croxdale and Hett cemeteries. It was agreed for further quotations to be received in due course for pointing works.

Resolved: Clerk to obtain further quotations in due course.

14/19: Planning Issues:

The Clerk reported the Parish Council has received the following planning application for comment / objection:

Single Storey Rear Extension – 12 The Green, Hett

Resolved: For Member's Information – no specific comments / objections were made with regard to the above planning application.

15/19. County Councillor Reports:

County Councillor Dunn gave an update in relation to: A167 bus lane – escalated concerns to the Strategic Highways Manager who accepts the bus lane has a knock-on effect which causes the rat running. Junctions are to be assessed, with a report to follow. Integra 61 – phasing of works will take place between now and Christmas, detailed plans are located within Hett Village Hall for review. Hett Village Hall – Planning Department now on board, with Building Control raising no objections. AAP funding will hopefully be sourced for this project.

County Councillor Blakey gave an update in relation to: attendance at a recent coffee morning where issues were raised regarding parking at Rogerson Terrace.

County Councillor McKeon gave an update in relation to: Veterans outreach support and Kingship Carers – a team of support workers working with Kevin Jones, MP.

Resolved: For Member's Information.

16/19. AOB:

Believe Housing Association:

Councillor Garner raised concerns from residents of Croxdale with regard to the lack of consultation following the agreement to an extension of a garden at number 34 Windsor Court, Croxdale, which has resulted in reducing the number of available parking spaces for residents nearby at Rogerson Terrace.

Resolved: Clerk to contact Believe Housing Association accordingly.

17/19. Date and Time of Next Meeting:

It was agreed that the next meeting would be held on Wednesday 26 June 2019 at 7.00 pm, Croxdale Community Centre.