

**Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council**  
**Wednesday 25 July 2018, 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, and Councillor I Watt.

**Also Present:**

County Councillors J Blakey and M McKeon.

**31/18. Apologies for Absence:**

Apologies of absence were received from Councillors A and W Watt and County Councillor S Dunn.

**32/18. Declarations of Interest:**

There were no declarations of interest.

**33/18. Policing:**

The next PACT Meeting is to take place on Friday 10 August, 7pm, Croxdale Community Centre. The Clerk has received the following updates from PCSO Officer, Shaun Banks:

Future Community Speed Watch - the speed watch volunteer is due to start in the next few weeks, and will bring this to their attention. Training is nearing completion and will be ready for deployment in the near future.

Police Vehicle Driver Training – PCSO Officer queried if the routes can be staggered, which will hopefully reduce demand on the roads through and around Croxdale. However, the Inspector in charge of the planning of the driving courses, confirmed the route is used for the initial pursuit phase of training and are reviewed every few years. All routes are risk assessed and they cannot be changed at any given time. It has been recorded the Parish has brought it to their attention when the Police plan future routes.

**Resolved: For Members' Information. Councillor Griffiths to consider further response on the police vehicle driver training.**

**34/18. Public Participation**

Linda Burton and James Taylor, Integra 61, were in attendance. A representative from Litchfield's Agent gave an overview of the planning application at Tursdale. The site will be operational in 2020, creating over 1,000 jobs. There has been more activity in the last week on ground works and are now on with phase 2. Councillor Ord queried the impact on parking for staff with the creation of 1,000 – 2,000 jobs.

Members concern of using Hett as a short cut was taken on board, and agreed to feed into plans to avoid Hett as an alternative route whilst works are ongoing during construction.

Councillor Garner queried what would happen if the A1 is out of operation and a divert was in place through the A167, which would impact the increase in traffic in Croxdale? The agent confirmed this has been considered by Highways England Authority.

**Resolved: For Members' Information.**

### **35/18. Minutes**

The Minutes of the meeting held on the 27 June 2018 were agreed as a true record and signed by the Chairman.

### **36/18. Matters Arising**

**i. Fencing at Hett Lane:**

Clerk has followed this up further with Croxdale Estate on 28 June 2018, however no response has been forthcoming.

**Resolved: For Members' information.**

**ii. Costa Coffee Sign at Thinford:**

Timescales for phase 2 are before 18 November. Planning application to be submitted in October then 2 years to implement.

**Resolved: For Members' Information.**

**iii. Dog Fouling Sunderland Bridge:**

Dog fouling in Sunderland Bridge has being monitored and seems to have been resolved. If this becomes an issue in the future, and a bin is required, residents will inform the Parish Council.

**Resolved: For Members' Information.**

**iv. Traffic Issues – Sunderland Bridge / Croxdale / Hett:**

Clerk has flagged ongoing issues with Michelle Shearer, however, David Battensby is still technically the Parish Council's highways rep, and is still dealing with these on our behalf.

**Resolved: For Members' Information.**

**v. Croxdale Estate (Salvin):**

A response from Croxdale Estate was received on 16 July 2018, regarding the responsibility of the maintenance of roads at Front Street East, Croxdale, confirming 'the responsibility for the cost of maintenance of a private or unadopted road rests with the frontagers; that is, the owners of properties with frontages on such roads'. This was referenced in a House of Commons briefing paper (Section 3.1).

**Resolved: For Members' Information.**

**vi. Re-Surfacing – Hett:**

County Councillor McKeon looked into the road resurfacing issues in Hett and confirmed via DCC that this is natural in the early days of micro-asphalt and it will settle soon, which will be much more resistant to potholes.

**Resolved: For Members' Information.**

**vii. Windsor Court Grass Cutting:**

Clerk reported to DCC and the online case has been 'closed' without providing a response, however it was confirmed this is no longer an issue.

**Resolved: For Members' Information.**

**viii. GDPR – Email Accounts:**

Clerk confirmed the cost of each email account is £2 per month. All mailboxes come with a 10GB mailbox size. The setup fee to add the email accounts would be a one-off fee of £50. The domain names can be set up ourselves, for example: [les.griffiths@croxdaleandhettpc.com](mailto:les.griffiths@croxdaleandhettpc.com). Members agreed to the domain name and monthly cost going forward.

**Resolved: Clerk to arrange for new email addresses.**

**ix. Foundation of Light:**

The football sessions have been provisionally booked between 2-23 August at Croxdale playing field at 10-12pm. The Parish Council agreed to part-fund this (£200) with County Councillor McKeon.

**Resolved: For Members' Information.**

**x. Salvin Street Paths:**

County Councillor McKeon confirmed via DCC on 9 July 2018, that DCC have visited the bridleway path beyond the sewage works, and will cut back the vegetation and repair the broken gate so it can be fully used again.

Members confirmed the works had not yet taken place. Clerk to obtain a copy of the Parish Council's public rights of way for future reference. County Councillor to report overgrown bramble bushes next to Durham City Homes leading to Wayside.

**Resolved: For Members' Information. County Councillor McKeon to action.**

**xi. Fly-Tipping Signage:**

County Councillor Blakey requested for signage on Hett Lane and is currently awaiting a response. Councillor Watt reported the litter pick at Hett Lane / Leaman's Lane has not been carried out.

**Resolved: Clerk to report to DCC.**

**xii. Playground – Croxdale:**

County Councillor McKeon reported the fence at the play area is to be repaired. Broken glass is present within the grounds; County Councillor McKeon to action.

**Resolved: For Members' Information. County Councillor McKeon to action the broken glass.**

**xiii. Allotments – Overhanging trees:**

Clerk has now issued a third letter to the tenant and has received no response. A member of the public notified the Parish on 19 July 2018, that the tenant was intending on giving up the small holding, however, the Parish has not been told officially. Clerk to raise with Allotment Attendant to ascertain if he is aware. Once the position is confirmed, Clerk can allocate allotment to those on the waiting list, however, the allotment must be taken over in its current condition.

It was agreed to write to all allotment holders and remind tenants of the new regulations and request if they no longer want to keep the tenancy, to inform the Clerk immediately. A tenant had reported the hedgerow at the Poultry Centre was overgrown and needed looking into – Clerk to action.

**Resolved: For Members' Information. Clerk to speak to Allotment Attendant accordingly, write to all allotment holders and look into the hedgerow.**

**xiv. Cemetery Gates:**

Clerk contacted Brambledown for a quotation, the company is also carrying out similar works at Trimdon PC. The Cemetery Attendant and contact from County Councillor Blakey were also approached but are unable to carry out further work at the present time.

**Resolved: For Members' Information.**

**xv. Hett Grave:**

The Clerk confirmed the grave at Hett Cemetery was to be levelled over by the Parish Council's, Grave Attendant, following ground shift.

**Resolved: For Members' Information.**

**xvi. Headstone Inspections:**

Clerk awaiting response from DCC to confirm a quotation for headstone inspections. Cassop-cum-Quarrington PC who carried out inspections last September using William Allison & Sons of Bishop Auckland, has also been contacted for comparison. The actual inspections were not charged for, the company only charged (the bereaved family) when the headstone was actually repaired.

**Resolved: For Members' Information.**

**xvii. Hett Village Greens:**

The green is to be cut and bailed in mid-August and will be seeded with a seed drill. The Parish is currently determining which seed mix to use without foxglove in it. The Parish has been informed it is poisonous to animals (and humans) and dog owners have raised concerns. There has also been a request to maintain a grass path across the green and will be 1m wide and would allow residents to walk across and enjoy the meadow without damaging it.

**Resolved: For Members' Information.**

**37/18. Parish Clerk Update / Correspondence:**

**i. Funding from DCC – Dog Stencils:**

Clerk informed Members the Parish has not yet received funding of £414.60 from DCC in relation to the dog stencil project, which was paid by BACS on 29 May 2018. Clerk is currently liaising with DCC & Co-op Bank to resolve.

**Resolved: For Members' Information.**

**ii. Request for Donation – CAB:**

Clerk informed Members of a request for financial assistance from Citizens Advice County Durham. It was agreed all financial requests would be considered at the end of the financial year.

**Resolved: Clerk to note and inform CAB donation request will be considered later in the year.**

### **38/18. Financial Matters:**

#### **(i) Financial Report for the Period 1 April – 30 June 2018:**

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 June 2018. The current net bank balances totalled £14,733.82.

The following cheque payments were approved:

Cheque Number – 400377 – ICO - £40.00  
Cheque Number – 400378 – The Signman – £40.00  
Cheque Number – 400379 – JW Smith - £160.00  
Cheque Number – 400380 – Fabrication RWT - £1,560.00  
Cheque Number - 400381 – CDALC - £27.00  
Cheque Number – 400382 – Parish Clerk - £33.85

**Resolved: For Members' Information.**

### **39/18. Cemetery Maintenance**

Clerk had prepared a schedule of list of duties carried out by the current post-holder for Members consideration, along with a proposed scheme of works going forward. Minor amendments were to be made, following which the advert would be advertised accordingly.

**Resolved: Clerk to arrange for tender pack to be issued to interested parties.**

### **40/18. Planning Issues:**

Planning matters were previously discussed under public participation.

**Resolved: For Members' Information.**

### **41/18. County Councillor Reports**

County Councillor Blakey gave an update in relation to: memorial benches have now been installed in Hett, Croxdale and Sunderland Bridge. In view of the weather forecasts predicted, County Councillor Blakey has requested DCC to look at the railway bridge to prevent flooding.

County Councillor McKeon gave an update in relation to: youth provision – a meeting took place on 24 July 2018, with Michael Wilkes (AAP), Wayne Gibson, Councillor Burton and County Councillor McKeon to look at setting up a youth service in Croxdale and Hett. It is proposed a youth club could be held at Croxdale Community Centre. A small consultation w/c 20 August 2018 will be taking place with residents and hope to speak to children on the proposals. The proposal would be – the youth club would run for 39 weeks of the year, for 8-12 year olds on a Friday evening. The cost of the youth worker is £70.00 per session, totalling £2,730.00 for the year with other associated costs. There would be various funding available to the Parish to help fund this on an annual basis. If the outreach consultation is successful, a starter session would be looking to take place on 19 October 2018.

**Resolved: For Members' Information.**

**42/18. AOB:**

There was no AOB.

**43/18. Date and Time of Next Meeting:**

It was agreed that the next meeting would be held on Wednesday 26 September 2018 at 7.00 pm, Hett Village Hall.