

Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council
Wednesday 26 September 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, Councillor I Watt and Councillor A Watt.

Also Present:

County Councillors J Blakey, S Dunn and M McKeon.

44/18. Apologies for Absence:

Apologies of absence were received from Councillor A Watt.

45/18. Declarations of Interest:

Councillors Burton and Griffiths declared an interest in agenda item 11 (Cemetery Maintenance Tender / Contract).

46/18. Policing:

The next PACT Meeting is to take place on Friday 05 October, 7pm, Croxdale Community Centre.

Clerk informed Members the complainant regarding Croxdale Group using and obstructing the bus lane to off-load vehicles has contacted the Parish further, indicating that the haulage company are still using the bus lane to off-load vehicles. Clerk confirmed the PCSO Officer agreed to make contact again, and to speak to the company that transport the vehicles. It was also noted that there are no other complaints from the bus services or motorists.

County Councillor Dunn suggested to look at the associated planning documents to determine if any planning condition(s) were agreed when the approval was made.

Resolved: For Members' Information. Clerk to look at the associated planning documents accordingly.

47/18. Public Participation

Linda Burton was in attendance.

48/18. Minutes

The Minutes of the meeting held on the 26 September 2018 were agreed as a true record and signed by the Chairman.

49/18. Matters Arising

i. Fencing at Hett Lane:

Clerk has followed this up further with Croxdale Estate on 25 September 2018, however no response has been forthcoming.

Resolved: For Members' information.

ii. Traffic Issues – Sunderland Bridge / Croxdale / Hett:

A response from DCC was received on 23 August 2018, regarding the request for additional kerbing in Hett (at the south end of the village) to help prevent vehicles from parking on the verges. DCC has classed this as a “like to do” rather than a necessity, therefore it has been added to their database for a potential future small works order. The other request for verge protection works to the gable end of 1 South Green isn’t a viable request in the current climate and would not be considered. Clerk has asked for further updates on other outstanding matters and currently awaiting a response.

Resolved: For Members’ Information.

iii. GDPR – Email Accounts:

Members have now activated their new email accounts, to ensure the Parish Council is compliant under GDPR, with the exception of Councillors Garner and Summerson.

Resolved: Councillors Garner and Summerson to set up their email accounts accordingly.

iv. Salvin Street Paths:

County Councillor McKeon confirmed the paths have now been cut and the overgrown bramble bushes have been reported. Clerk obtained a copy of the Parish Council’s public rights of way for future reference.

Resolved: For Members’ Information.

v. Fly-Tipping Signage:

DCC confirmed the litter pick had been carried out on 10 August 2018.

Resolved: For Members’ Information.

vi. Playground – Croxdale:

County Councillor McKeon confirmed this has now being actioned.

Resolved: For Members’ Information.

vii. Allotments – Overhanging Trees:

Clerk established via Michael Graveling that the previous tenant at the Poultry Centre no longer wanted the allotment; and has therefore been re-allocated to a resident at Hett on 13 August 2018.

A letter was sent to all allotment holders on 31 August 2018, reminding tenants of allotment regulations. Following the letter, a further tenant no longer wanted to keep the tenancy at the rear of Rogerson Terrace. Clerk is in the process of re-allocating the allotment to the next person on the waiting list. It was also noted the allotment holder at the Poultry Centre confirmed his intentions on keeping his allotment, despite a change in circumstances recently.

Linda Burton made reference to progress on her allotment with regard to fencing, although this is currently on hold due to the over-hanging of trees with another allotment. Works will commence once trees have been cut.

Resolved: For Members’ Information.

viii. Headstone Inspections:

DCC confirmed they have a large number of headstones to test with their own cemeteries and at this time they do not have the capacity to take on additional work until the authorities' headstone testing is complete.

Resolved: For Members' Information.

ix. Hett Village Greens:

Seed mix has now been purchased and delivered on 15 August 2018 which have now been seeded and will be re-sown in spring.

Resolved: For Members' Information.

x. Funding from DCC – Dog Stencils:

Clerk informed Members the associated monies have now been received.

Resolved: For Members' Information.

50/18. Parish Clerk Update / Correspondence:

i. CDALC AGM – 20 October 2018:

Clerk informed Members of the forthcoming AGM for County Durham Association of Local Councils, which is due to be held on 20 October 2018. Each Parish/Town Council can send up to 2 representatives.

Resolved: Members to inform Clerk if interested in attending.

ii. Christmas Tree Application at Hett:

County Councillor Dunn provided an update with regard to the funding application to source a Christmas Tree at Hett. Application to be determined in the next week.

Resolved: For Members' Information.

iii. Tommies Installation:

County Councillor Dunn provided an update with regard to the funding application to commemorate a number of 'Tommies' which are to be installed at Croxdale, Sunderland Bridge and Hett. A licence fee of £150.00 was agreed which is payable by the Parish Council. Councillor Ord to work with County Councillor Dunn on the artwork, names and photos for the interpretation panel.

Resolved: For Members' Information. Clerk to confirm agreement of licence fee to DCC.

iv. Grass Cutting – Sunderland Bridge:

Clerk informed Members of complaints from residents at Sunderland Bridge with regard to the grass cutting on the village green, which the County Council had agreed to take onboard.

Resolved: Clerk to raise with DCC accordingly.

v. Dog Waste in the Playing Field - Foundation of Light:

Councillor Ord raised concerns with the amount of dog waste on the cricket field when the Foundation of Light football sessions were held and subsequently picked up a number of bags of waste. It was suggested to place a dog waste bin in the cricket field to see if this will help with the issue. Councillor Summerson agreed to place further markings via the dog stencils.

Resolved: County Councillor McKeon to arrange for the dog bin accordingly (which was originally provided at Sunderland Bridge but no longer required).

vi. Croxdale Cemetery:

Clerk informed Members a resident approached Cllr Ord with regard to the litter bin in the cemetery which is fastened to her Memorial Seat. The litter bin has now been removed and placed more appropriately.

The Clerk also informed Members of feedback from a resident who was visiting a grave at Croxdale regarding the cemetery maintenance which will be noted when appointing a new contractor.

Resolved: For Members' Information.

51/18. Financial Matters:

(i) Financial Report for the Period 1 April – 31 August 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 31 August 2018. The current net bank balances totalled £12,747.64.

The following cheque payments were approved:

Cheque Number – 400383 – The Signman - £180.00
Cheque Number – 400384 – DCC – £2,240.27
Cheque Number – 400385 – JW Smith - £160.00
Cheque Number – 400386 – Zurich Insurance - £351.23

Resolved: For Members' Information.

52/18. Youth Provision

County Councillor McKeon and Councillor Burton provided an update with regard to youth provision possibilities within the Parish. Possible venues were sought for holding a youth service for 8-12-year olds and became apparent that the Community Centre is unable to accommodate the youth service due to a clause in their lease. Whilst clarification is being sought, an alternative venue proposal came forward from Croxdale Inn; it was agreed to proceed with the taster session in the first instance.

Resolved: Clerk to write to the Chair of Croxdale Community Association regarding the lease terms.

53/18. Zurich Insurance Renewal 2018/19

The Council's insurance policy is due to be renewed effective from 27 October 2018 at a cost of £351.23 (Inc. VAT). It was noted, this was an increase of £2.75 compared to 2017/18. The x3 memorial benches, x4 Tommies and interpretation panel are automatically covered under the Council's public liability; the Clerk has confirmed the replacement value with the insurers for damage cover.

Resolved: Clerk to arrange payment of £351.23 to Zurich Municipal for 2018/19 Council insurance.

54/18. Cemetery Maintenance Tender / Contract

Clerk advised that 3 tenders had been received for the cemetery maintenance contract with annual charges being:

Tender A) £3,348.00

Tender B) £2,160.00

Tender C) £2,460.00

Following review of the documentation provided and discussion, it was resolved to accept Tender B) in view of costings. Clerk to draft contract for agreement with both parties.

Councillors Burton and Griffiths declared an interest and did not take part in the voting process.

Resolved: Clerk to inform outcome of the tendering process to individuals accordingly.

55/18. Planning Issues:

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

No Ordinary Estates (Thinford Ltd) – drive-through restaurant, gym, hotel, pub and car parking.

Resolved: For Member's Information. Members were concerned of the additional rubbish generation of the drive through as well as other fast food outlets.

56/18. County Councillor Reports

County Councillor Dunn gave an update in relation to: fly-tipping problems at Hett and Sunderland Bridge (under the viaduct). A Christmas tree at Croxdale will not be pursued in view of the costings for the electricity supply, which was in the region of £10,000.

County Councillor McKeon gave an update in relation to: ongoing MTFP budget consultation, deadline for responses is 19 October 2018. Would like to commemorate the 'Suffragists March' in Croxdale by way of some form. A suggestion was to include an article in 'Hett Happenings'. Clerk to arrange for County Councillors to be added to the mailing list for the quarterly newsletters.

Resolved: For Members' Information. Clerk to arrange County Councillors to be added to the circulation list of 'Hett Happenings'.

57/18. AOB:

County Durham Housing Group:

Councillor Summerson raised complaints from households following renovation works within Croxdale. However, the responsibility of this sits with County Durham Housing Group and not the County Council.

Resolved: For Members' Information.

Johnson Terrace:

Councillor Garner raised the issues of pot holes at Johnson Terrace. As previously discussed, tarmac was not an option due to transportation and road plainings was offered to residents (via the County Council).

Resolved: Councillor Garner to relay information back to residents.

Apologies for the Next Meeting:

Councillor Burton informed the Clerk of apologies for the next meeting due to half-term.

Resolved: Clerk to note.

58/18. Date and Time of Next Meeting:

It was agreed that the next meeting would be held on Wednesday 24 October 2018 at 7.00 pm, Croxdale Community Centre.