

Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council
Wednesday 17 May 2018, 7.00 pm
Croxdale Community Centre

Parish Council Members Present:

Councillor L Griffiths (Chair), Councillor R Burton, Councillor P Kerrison, Councillor M Ord and Councillor I Watt.

Also Present:

County Councillors S Dunn and M McKeon.

01/18. Chairman's Update

Councillor Griffiths having taken over as Chairman, a year now, reported the past 12 months of office has been productive. There are a number of items that are currently being worked on and also looking ahead for future areas of work such as youth provision for Croxdale and Hett.

Resolved: For Members' Information.

02/18. 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 ensuring municipal year.

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

03/18. 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.

04/18. To Appoint a Vice-Chairman

Nominations were sought for the position of Vice Chair of the Parish Council. However, due to the number of apologies, it was agreed this item would be deferred to the next meeting for selection of Vice-Chairman.

Resolved: Appointment of Vice-Chairman be discussed at the next meeting in June.

05/18. Apologies for Absence:

Apologies of absence was received from Councillors J Garner, K Summerson, A Watt, W Watt and County Councillor J Blakey.

06/18. Declarations of Interest:

There were no declarations of interest.

07/18. Policing:

Fly-tipping offences were reported in Hett, whereby 31 bags of household items were collected promptly by Durham County Council. Fly-tipping is also an issue at Hett Lane, items such as tyres and mattresses being dumped. The Clerk gave an update in relation to Mrs Billingham's complaint

regarding the Croxdale Group garage using and obstructing the bus lane to off load vehicles. This has now being escalated to the PCSO officer for action.

The next PACT meeting is scheduled to take place on Thursday 07 June 2018, 7.00 pm, Croxdale Community Centre.

Resolved: For Members' Information.

08/18. Public Participation

Mr and Mrs Valente were in attendance.

09/18. Minutes

The Minutes of the meeting held on the 11 April 2018 were agreed as a true record and signed by the Chairman.

10/18. Matters Arising

i. Fencing at Hett Lane:

Clerk has now followed this up with Salvin on 25 April and 16 May 2018, however no response has been forthcoming.

Resolved: For Members' information.

ii. Croxdale Beck:

County Councillor McKeon confirmed she had spoken to Highway Operations who confirmed that works to reseat the footbridge back on its supports will be completed by the end of w/c 17 April 2018. Regarding concerns at Chair Lane Bridge - an Engineer undertook an inspection and whilst it was noted the existence of a large crack in the parapet and some vertical movement due to a large tree root, (which has now been cut down), growing in the bedding joints, the wall is stable. Following the inspection, DCC has recommended that repairs are to be carried out but these are not considered to be urgent at this time and as such will be added to the future works programme. In the meantime this bridge, along with all others in the County, is subject to routine inspections and as such if it is noted that its condition has deteriorated then the need for more urgent works will be re-evaluated.

Resolved: For Members' information.

iii. Litter Pick at Leeman's Lane:

The litter pick had now being carried out.

Resolved: For Members' information.

iv. Croxdale Inn Car Park Rent:

Clerk informed Members the rent monies were still outstanding. Two further emails and a telephone call had taken place, following which, the owner apologised for the delay and confirmed rent monies would be paid immediately.

Resolved: For Members' Information. Clerk to inform Members once monies have been received.

v. Costa Coffee Sign at Thinford:

County Councillor McKeon confirmed DCC are going to inspect the area and will follow this up. It was reported that vehicles are using this location as a rat run through Costa Coffee outlet. Councillor Ord had thought speed humps were going to be put in place; County Councillor McKeon agreed to check the original planning application.

Resolved: County Councillor McKeon to action.

vi. Dog Fouling Sunderland Bridge:

County Councillor McKeon confirmed this is currently being looked into by DCC who are looking at a suitable location.

Resolved: For Members' Information.

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

Clerk circulated an update from David Battensby of 19 April 2018 following his attendance at the Parish Council Meeting 14 February 2018, for information. The following issues were discussed:

Criteria for Change of Speed Limit:

Councillor Burton had previously requested the specific criteria used in order to change a speed limit from 40MPH to 30MPH, to which David Battensby had not responded.

Resolved: Clerk to chase progress with David Battensby accordingly.

Tarmac Quantity for Hett:

County Councillor Dunn is in discussions with Tarmac and need to ascertain how many tonnes of tarmac Hett requires and what mode of transport will be used? An aluminium truck would need to be sourced; Councillor I Watt to discuss with Councillor A Watt. Alternatively, Councillor Burton may also have a contact. In the meantime, 20 tonnes of road plainings is to be arranged via DCC.

Resolved: Clerk to arrange road plainings accordingly and Councillor I Watt to confirm transport arrangements.

Community Speed Watch:

Councillor Burton requested for a community speed watch to take place at Front Street East, Croxdale. Councillors Burton and Ord volunteered to assist with this, along with the PCSO Officer and Clerk.

Resolved: Clerk to arrange accordingly.

viii. Croxdale Cemetery:

Clerk met with Alison Taylor on 15 May 2018 regarding grave plots in Croxdale Cemetery and additional plots have now being purchased following the mix up of graves.

Councillor I Watt commented that the cemetery fencing requires painting at Hett Cemetery and for it to be discussed at the next meeting. It was also suggested and agreed a review be undertaken on the schedule of works for the cemetery maintenance contractor due to this not being reviewed in a number of years and to ascertain if this is still value for money for the Parish Council.

Resolved: For Members' Information. Clerk to action accordingly.

- ix. War Commission Signage:**
Clerk confirmed the signage is now in place at Croxdale Cemetery.

Resolved: For Members' Information.

- x. Facilities for Older Children:**
Clerk contacted Spennymoor TC as requested on whether there has been an increase in ASB following the installation of the Skate Park. Their feedback confirmed following the opening of the skate park, there was a large increase in ASB, including fights, drug and alcohol abuse.

County Councillors have carried out a survey for residents on youth provision within the Parish and will look to arrange for a full public consultation on the possibility of a play area at Hett and a youth club facility.

Resolved: For Members' Information.

- xi. Sunderland Bridge Village Green:**
Residents have now confirmed they wish for DCC to carry out the grass cutting going forward for Sunderland Bridge Village Green. Clerk has contacted DCC, to which they have asked for confirmation on the exact area in question.

Resolved: For Members' Information. Clerk to confirm location to DCC.

On a separate issue relating to grass cutting, Councillor Ord reported of a complaint he had received from residents at Windsor Court, Croxdale, with regard to the quality of grass cutting i.e. parts being missed completely, cuttings not being collected.

Resolved: Clerk to contact DCC accordingly.

- xii. Hett Village Greens:**
A site visit took place on 13 April 2018 and agreed to carry out the project on one village green (nearest to the village hall) and will look to do the other green in the future, if successful. The green in question is going to be left to grow over the summer and will liaise with Mrs Hutton on the grass seeds to be used in the coming weeks. Councillor Griffiths to speak to the farmer on the ground preparation works etc., following advice from DCC, Ecology Department.

Resolved: For Members' Information.

- xiii. Allotments:**
Special Branch Trees Services have now been added to the waiting list for a small holding. Councillor Kerrison suggested to write to a specific allotment holder to ascertain if they still require the allotment following change in circumstances.

Resolved: Clerk to write to allotment holder accordingly.

- xiv. Defibrillator Funding:**
Clerk informed Members the Defibrillator has been delivered, however, there has been a delay with the Cabinet. The company could not confirm delivery timescales, so the Parish has been refunded and purchased an alternative Cabinet (which is an upgraded model) and currently awaiting delivery.

Resolved: For Members' Information.

11/18. Parish Clerk Update / Correspondence:

i. GDPR:

Clerk circulated a presentation following a training session that took place on 26 April 2018 regarding GDPR. Clerk to amend Council policies etc accordingly (and also Parish Website) and to arrange for the Parish to be ICO registered as a data controller. The use of Councillors personal email addresses was discussed and was agreed for the Clerk to look into arranging gov.uk email addresses for all Members to ensure the Parish Council is compliant under new regulations.

Resolved: For Members' Information. Clerk to note for next meeting agenda.

ii. Parish Council Meetings:

County Councillor Dunn questioned if the Parish Meeting dates could be re-arranged to the 4th Wednesday of every month (except August) as opposed to the 2nd Wednesday; due to our meetings clashing with Coxhoe and Kelloe. Members initially agreed to this request, if the meeting venues at Croxdale and Hett were available on the proposed dates.

Resolved: Clerk to arrange revised meeting schedule for 2018/19.

iii. DCC – Grass Cutting Maintenance 2018/19:

The contract of works for grass cutting of Croxdale and Hett Cemeteries was received for 2018/19 in the sum of £2,240.27 (inc VAT). It was noted the charge for 2017/18 was £2,207.17. Councillor Griffiths queried how many cuts does this include?

It was agreed the grass cutting arrangements will also be looked at when reviewing the cemetery maintenance scheme of works.

Resolved: Clerk to action accordingly.

iv. Dog Stencils:

To assist with residents' concerns over dog fouling, County Councillor Dunn is awarding Parish Councils the necessary equipment of dog stencils that can be used around the Parish, for problem areas, via Members Neighbourhood Budget funding. It was noted however, if the area in question is on DCC land, then we need to seek permission before using the stencils.

Resolved: The Parish Council to receive the use of dog stencils for use within the Parish.

12/18. Financial Matters:

(i) Financial Report for the Period 1 April – 30 April 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 April 2018. The current net bank balances totalled £14,954.26.

The following cheque payments were approved:

Cheque Number – 400370 - Miss C Maddison – Clerk's Wages - £285.67

Cheque Number – 400371 – HMRC – Tax & NI Contributions – £71.40

Cheque Number – 400372 – Miss C Maddison – Broadband Subscription - £40.49

Cheque Number – 400373 – JW Smith – Cemetery Maintenance - £220.00

Cheque Number – 400374 - CDALC – 2018/19 Subscription - £118.53

Councillor Griffiths requested for the financial report to be amended for future reporting, to indicate the ring-fenced amount of £1,500 in relation to the Hett Village Green Project, which was funded by DCC.

Resolved: For Members' Information. Clerk to amend financial reports going forward.

(ii) Clerk's Salary Payment:

Clerk requested Members approval for payments of Clerk's salary and HMRC (Tax and NI contributions) to be paid via BACS rather than cheque. It was also noted, the Clerk's salary for 2018/19 would increase in spinal column point: 22 plus 2% inflation increase.

Resolved: Members agreed to this request and noted the change in Clerk's salary.

13/18. Planning Issues:

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

Anaerobic Digestion Plant – Mount Huley Farm

The deadline for comments had passed and should have been brought to Members attention sooner, to which the Clerk had apologised for this omission.

County Councillors Dunn and McKeon and Councillor Ord attended the Planning Committee meeting on 02 May 2018 and voiced the Parish Council's objections. The planning application was subsequently approved with 3 conditions, being: screening/turning of HGVs/HGVs not to go through Hett. DCC gave assurance to work with the developers to comply with the application and conditions.

Resolved: For Members' Information.

14/18. County Councillor Reports

County Councillor Dunn gave an update in relation to: Christmas Trees – works ongoing looking at an outsource power point then to look at arrangements for Christmas Trees to be located in Croxdale and Hett. Cabinet approved on 16 May 2018, closure of Sherburn Hill Primary School due to Government changing schools funding formulas. Roadworks will be starting in the summer between Bowburn and Tursdale, resulting in delays which may affect traffic flow/delays in Croxdale and Hett (A167/A688), in relation to new warehouse units being constructed bringing 2,000 jobs to the county.

County Councillor McKeon had covered updates in other agenda items.

Resolved: For Members' Information.

15/18. AOB:

There was no any other business.

16/18. Date and Time of Next Meeting:

It was agreed that the next meeting would be held on Wednesday 27 June 2018 at 7.00 pm, Croxdale Community Centre.