

Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council
Wednesday 13 July 2016, 7.00 pm

Parish Council Members Present:

Councillor J Anderson (Chair), Councillor J Shaw (Vice-Chair), Councillor R Burton, Councillor J Garner, Councillor Arthur Watt and Councillor Ian Watt.

79/16. Apologies for Absence:

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

80/16. Declaration of Acceptance of Office – Rebecca Burton

In accordance with the Local Government Act 1972, Rebecca Burton read and signed the Declaration of Acceptance of Office for Parish Councillor before the Clerk. The Chair welcomed Rebecca to the Parish Council.

Resolved: That Rebecca Burton is now a Member of the Parish Council.

81/16. Declarations of Interest:

Councillor R Burton declared an interest in item 13 (Cemetery Update: Fencing Quotations).

82/16. Policing:

There was no Police attendance at the Meeting and no policing update was provided to the Clerk.

83/16. Public Participation

Michael Graveling and Gavin Bestford were in attendance.

84/16. Minutes

The Minutes of the meeting held on the 08 June 2016 were agreed as a true record and signed by the Chairman.

85/16. Matters Arising:

There were no matters arising.

86/16. Parish Clerk Update / Correspondence

i. Donation:

Clerk confirmed donation to St Cuthbert's Hospice in the sum of £30.00 had been made.

ii. Allotments:

Confirmation from M Graveling that Mr Holmes is in the process of keeping his allotment maintained and general up keep following Members request at the meeting on 13 April 2016 and Clerk's letter of 05 May 2016.

iii. Planning:

- a) **East Street, Hett** – Clerk confirmed this application is still with the Planning Inspectorate and awaiting decision of the outcome. Clerk to notify Members when decision has been made.
- b) **Application received iro High Grange Farm, Hett** – application to change lawful use of land and buildings to horse livery – Clerk confirmed she had already spoken to Councillor Ian Watt and confirmed the Parish Council does not wish to comment / object on this application.

iv. CDALC Update:

The Clerk provided an update to Members from the County Durham Association of Local Councils including topics on Queen’s Garden Party, Commonwealth Day 2017 and the Local Council Award Scheme.

Resolved: For Members’ Information.

v. County Durham Plan:

The Clerk provided an update to Members in relation to the County Durham Plan. The County Durham Plan will set out how much new development is needed for job creation, housing and shopping and the infrastructure required to support these up to the year 2033. Consultation events are being held throughout the County in July.

Resolved: For Members’ Information.

87/16. Financial Matters

i. Financial Report for the Period 1 April 2016 – 13 July 2016

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 13 July 2016. The current net bank balances totalled £24,847.11.

The following cheque payments were approved:

Cheque Number – 400241 – Miss C Maddison – Clerk’s Wages June - £255.37
Cheque Number – 400242 – HMRC – Tax & NI Contributions – £63.80
Cheque Number – 400243 – Miss C Maddison – Broadband Subscription - £30.49
Cheque Number – 400244 – Dave Dove – Website Training for Clerk - £100.00
Cheque Number – 400245 – Croxdale PCC – Donation to Church - £500.00

Resolved: For Members’ Information.

ii. Transparency Funding

The Clerk confirmed the Parish Council has secured transparency funding in the sum of £2,156.95. Parish website is now live (www.croxdaleandhettpc.com) and training for the Clerk is to take place on 22 July 2016.

Resolved: For Members’ Information.

88/16. Council Owned Land Adjacent to the Croxdale Inn

The Clerk confirmed she had received no response to her letters of 26 May and 20 June 2016 from the owner of the Croxdale Inn. Councillor Shaw confirmed he had been informed that the owner does not want to continue with the use of the land in question. The land therefore will be fenced off in due course and a decision on what to use the land for is yet to be agreed by Members.

Resolved: Members to agree re-use of the land in due course and to fence off car park with former cemetery fencing when complete over the coming weeks.

89/16. Pest Control Treatment for Allotments

The Clerk had received pest management contract from DCC for rat treatment at Rogerson Terrace Allotments, Croxdale, in the sum of £285.87 (Inc. VAT). Following discussion, Members agreed to continue to monitor this situation (across all allotment sites) and consider carrying out the treatment of works in the future if deemed necessary or requested by allotment holders. It was noted, if these works are to go ahead, costs would be recovered from allotment holders in their annual charge. The fees and charges for allotments / garages are to be reviewed later in the year in any event.

Resolved: For Members' Information.

90/16. Quotations for Road Plainings

The Clerk had obtained quotations for road plainings to carry out repairs at Hett Lane as follows:

Todds Highways = £12 per tonne
DCC = free of charge

Councillor A Watts confirmed DCC had already provided road plainings free of charge; therefore, the road plainings are no longer required.

Resolved: For Members' Information.

91/16. Cemetery Update

i. Grave Plans

The Clerk confirmed approximate costs for conservation, digitisation, printing of new plans are as follows:

Croxdale = £1,100
Hett = £300

However, with regard to Croxdale's plan which was referred to Bowes Museum for specialist works; the Museum has now advised the works cannot be carried out this year (January 2017 as the earliest start date). The Parish therefore has two options: either wait until next year for Bowes Museum to undertake the works or alternatively seek new quotations from other conservator's (one based in Leeds). It was noted that the quotes may differ as charges per hour vary from company to company.

Resolved: Members agreed for DCC to obtain new quotations for Croxdale cemetery plan and for DCC to commence works on Hett's cemetery plan.

Councillor Rebecca Burton left the meeting when the following item was discussed.

ii. Fencing Quotations

Further fencing quotations have been obtained from interested companies as follows:

Durham County Council - Croxdale Cemetery = **£12,083.67** Hett Cemetery = **£6,445.06** **Total = £18,528.73**

Deerness Fencing & Landscaping – Croxdale Cemetery = **£10,225.37** Hett Cemetery = **£5,312.98** **Total = £15,538.35**

Special Tree Branch Services = **£14,344.50** (for both)

Ryan Fencing Services Ltd = **£14,159,000** (for both)

Charlton Fencing – no response

Following discussion, it was agreed to appoint RA Fencing Services Ltd to carry out the works as the lowest quotation received.

Resolved: Clerk to contact all companies and inform them of the decision accordingly. Clerk is to also contact funeral directors as a courtesy to inform them works will be carried out at both cemeteries in due course.

92/16. Notice of Vacancy in the Office of Parish Councillor

The Clerk confirmed a notice is currently being displayed throughout the Parish from the period of 30 June – 20 July 2016 following the disqualification of Damian Wilson as Parish Councillor. If by 20 July 2016, no requests from 10 electors are received for an election, then the Parish may co-opt via the Council's Co-option Procedures.

It was agreed if the Parish can co-opt, to display the vacancy of Parish Councillor throughout July / August to enable co-option at the next meeting in September, instead of waiting until September to display the notice then co-opt in October.

Resolved: DCC to inform the Parish Council after 20 July 2016 if the casual vacancy can be filled via co-option. If this is so, Members agreed for the vacancy to be displayed immediately thereafter.

93/16. County Councillor Reports

There were no County Councillors in attendance; therefore there was no update provided to Members.

94/16. Former Parish Clerk

That under Section 100(a)(4) of the Local Government Act 1972, the public be excluded from the meeting for the above item of business on the grounds that it involves the likely discussion of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A of the Act.

95/16. AOB:

i. John Willet's Fireplaces and Stoves:

Councillor A Watts confirmed he had received complaints from residents regarding the owner of John Willets Fire Places, Spennymoor, is burning truckloads of rubbish on own land located at Slashpool Farm, Hett Village.

Resolved: Clerk is to write to Mrs Willets, report the issue to DCC and report back at the next meeting.

ii. Cemetery Complaint:

The Chair reported he had received a complaint from the sister of the late Harold Dufferweil in respect of rabbits at Croxdale cemetery eating flowers on graves. This was noted by Members.

iii. Bus Stop Repairs:

Councillor Garner reported that the bus stop located on Johnson Terrace, Croxdale, is damaged – Perspex is sticking out and causing an obstruction.

Resolved: Clerk to report to DCC for repairs and report back at the next meeting.

iv. Rogerson Terrace - Parking on Pavement:

Councillor Garner reported that the owner of 13 Rogerson Terrace, Croxdale, is parking their car on a dropped kerb and parking on the pavement causing an obstruction to walk on the road.

Resolved: Clerk is to report to the Police to enforce parking restrictions and report back at the next meeting.

v. Green at Windsor Court, Croxdale:

Councillor Garner reported the Green at Windsor Court, Croxdale, is being used by children playing ball games (even though 'No Ball Game' signs are visible), being cheeky/swearing at residents.

Resolved: Clerk is to report to DCC for a Neighbourhood Warden to assess the area for ASB and report back at the next meeting.

vi. Allotment / Garage Rent:

Discussion took place regarding collecting future allotment / garage monies when required - the Chair suggested for the Clerk to carry out this task.

Resolved: The Clerk agreed to this, by way of writing to allotment holders requesting payment by cheque and issuing a receipt accordingly to ensure an audit trail is kept and to minimise the handling of cash by the Clerk/Members/M Graveling. Clerk to obtain details from M Graveling in due course.

96/16. Date and Time of Next Meeting:

It was agreed that the next meeting would be held on Wednesday 14 September 2016 at 7.00 pm.