

# Shincliffe Parish Council

**Minutes of the Remote Meeting of Shincliffe Parish Council held online on Thursday 30<sup>th</sup> April, 2020 at 6.00pm**

**Present:** County Councillor Stoker (Chair) Councillors Armstrong, Duell, Ferries, Fradgley and Wright.

**In Attendance:** There were no Members of the Public Present.

Item		Action By
1.	<p><b>Apologies for Absence</b></p> <p>An apology for absence was submitted to the meeting on behalf of Councillor Olechnowicz (who did attempt to access the meeting).</p>	
2.	<p><b>Declarations of Interest</b></p> <p>There were no declarations on interest.</p>	
3.	<p><b>Issues Raised by Members of the Public</b></p> <ul style="list-style-type: none"> <li>• Land Ownership</li> </ul> <p>Land ownership enquiries had been received in relation to all trees in Shincliffe Village and also land at the back of a property in Bromley Close (High Shincliffe).</p> <p>Upon discussion, the Chair agreed to speak to officers at DCC to access records in relation to the land at Bromley Close and Councillor Ferries agreed to ascertain what information could be sought in relation to ownership of trees in Shincliffe Village. A further update would be given at the next meeting.</p>	<b>Chair/Cllr Ferries</b>
4.	<p><b>Minutes</b></p> <p><b>RESOLVED that:</b> the minutes of the meeting held on 27<sup>th</sup> February, 2020 be approved as a correct record.</p>	
5.	<p><b>Matters Arising</b></p> <p>There were no matters arising.</p>	
6.	<p><b>Written Correspondence</b></p>	

	<ul style="list-style-type: none"> <li>• Council Suspends Park &amp; Ride Services in Durham City</li> <li>• Police Response to COVID-19</li> <li>• Briefing Note (31 March 2020) – Update on COVID-19 and the Council’s Response</li> <li>• Durham University – An Update on COVID-19</li> <li>• Durham Community News – Update on COVID-19 (2 April 2020)</li> <li>• Support for Homeless, Landlords and Tenants Continues During Outbreak</li> <li>• NALC Chief Executive’s Bulletin (Friday 3 April)</li> <li>• CDALC Coronavirus Information for Parish &amp; Town Councils (Tuesday 7 April)</li> <li>• Letter to Chief Executive’s – Regulations on Local Authority Meetings and Elections</li> <li>• Enabling Virtual Meetings – Practical and Technical Aspects</li> <li>• Storytelling Sessions Children Can Enjoy at Home</li> <li>• Proposed Parking Restrictions for High Shincliffe</li> <li>• CDALC – Remote Council Meetings</li> <li>• Delivery Programmes for Shield Residents Supported by Council’s Food Parcels</li> <li>• Helping More than 6,000 Households with their Council Tax</li> <li>• Saying it with Flowers</li> <li>• Early Years Funding to help Key Workers Keep Working</li> <li>• Neighbourhood Policing Team Update</li> <li>• Durham BRASS Festival Cancelled</li> <li>• Garden Waste Collections to Start after being Postponed due to Coronavirus</li> </ul> <p>The Clerk reported that the plan forwarded by DCC in relation to proposed parking restrictions for High Shincliffe was incorrect.</p> <p>In addition, whilst the garden waste collection was about to restart, the dates on the website were different to the correspondence received.</p>				
7.	<p><b>Planning Application</b></p> <table border="1" data-bbox="312 1742 1257 1890"> <tr> <td data-bbox="312 1742 632 1890">DM/20/00088/FPA</td> <td data-bbox="632 1742 932 1890">55 Ancroft Garth High Shincliffe Durham DH1 2UD</td> <td data-bbox="932 1742 1257 1890">Single storey front extension and extension to driveway</td> </tr> </table> <p><b>RESOLVED</b> that: no objection be made in relation to the above planning application.</p>	DM/20/00088/FPA	55 Ancroft Garth High Shincliffe Durham DH1 2UD	Single storey front extension and extension to driveway	
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8.	<p><b>Delegation of Powers (due to COVID-19)</b></p> <p>The Clerk reported that advice had been received from CDALC regarding the delegation of decision making to the Clerk (in consultation with the Chairman and Vice-Chairman) to ensure that the Parish Council remained functional during the next few months, in the case where a meeting cannot be held.</p> <p>The Clerk advised that this would only be used, where decisions needed to be made quickly, and that if possible, all Parish Councillors would be consulted with first.</p> <p><b>RESOLVED</b> that: approval be given to the Clerk (in consultation with the Chairman and Vice-Chairman to do anything expedient and necessary to ensure the continuous business of the Parish Council.</p>	
9.	<p><b>Horticulture Committee Update</b></p> <p>Councillor Wright provided the following update:</p> <ul style="list-style-type: none"> <li>• The last Horticulture Committee had been cancelled due to lockdown;</li> <li>• It was anticipated that the Parish Gardener would be resuming duties the following week;</li> <li>• The flower beds may need watering, however if the rain continued, this would be less of an issue;</li> <li>• A discussion had taken place with DCC regarding the summer planting, and at present, it was thought that they would still be available;</li> <li>• The bench at St. Mary's Close (which was slightly dangerous) had been repaired, however may require replacement in due course as the frame was old;</li> <li>• £3,000 'Shincliffe Walks' leaflets had been purchased; and</li> <li>• The Annual Garden Competition may still go ahead, however numbers of those who were able to judge may be more limited due to lockdown. A view would be taken on this in due course, as it was acknowledged that this was an excellent competition for the community and many residents would have spent much time in their gardens over the lockdown period.</li> </ul>	
10.	<p><b>Funding for Shincliffe Play Park</b></p>	

	<p>Councillor Ferries provided the following update:</p> <ul style="list-style-type: none"> <li>• All equipment had now been installed;</li> <li>• A ROSPA safety check had been undertaken, with only very minor tweaks and adjustments being suggested;</li> <li>• All ground works had been undertaken and grass seed sprayed before lockdown;</li> <li>• Brambledown were returning to work in a limited capacity in early May and had therefore agreed to undertake the fencing work; and</li> <li>• Security had been increased due to people continuing to use the park despite its current closure and this seemed to be working.</li> </ul> <p>Councillor Duell commented that DCC had put signage up at High Shincliffe Park preventing people using it, due to the current circumstances.</p> <p>A discussion then ensued in relation to funding and Councillor Ferries advised that plans to raise funding for the benches and bins from local businesses had been put on hold due to lockdown, which had resulted in a shortfall of c£5,000.</p> <p>The Chair had therefore agreed that he would contribute £2,500 from his neighbourhood budget and Parish Councillors discussed the remaining £2,500 shortfall, noting that they had previously agreed to provide a financial contribution of £1,000.</p> <p><b>RESOLVED</b> that: the Parish Council would increase it's contribution to £2,500 to match that of David Stoker's contribution and meet the £5,000 shortfall.</p>	
11.	<p><b>Funding for SCAN</b></p> <p>The Clerk reported that she had received notification that the July edition of SCAN would not be published due to the current circumstances.</p> <p>Given that advertisers were to be refunded for the April edition, at a cost of £228, a shortfall would be seen in the publication of the November edition. As a result, a request for financial support was being made.</p> <p>Upon discussion, it was:</p>	

	<b>RESOLVED</b> that: a contribution of £250.00 would be made from Councillor Stoker's Neighbourhood Budget together with a donation of £250.00 from the Parish Council.																							
12.	<p><b>Current Accounts for Approval</b></p> <table border="1"> <thead> <tr> <th>Payable to</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>K Kirton (March Salary)</td> <td>£364.13</td> </tr> <tr> <td>HMRC Income Tax (March)</td> <td>£91.00</td> </tr> <tr> <td>Broxap (Goals and Nets – Play Park)</td> <td>£688.80</td> </tr> <tr> <td>Brambledown (Play Park)</td> <td>£47,893.57</td> </tr> <tr> <td>CDALC Planning Applications Training</td> <td>£27.00</td> </tr> <tr> <td>Ian Bell (Bench Repair – St. Mary's Close)</td> <td>£52.00</td> </tr> <tr> <td>CDALC Subscription</td> <td>£244.38</td> </tr> <tr> <td>K Kirton (April Salary)</td> <td>£364.13</td> </tr> <tr> <td>HMRC Income Tax (April)</td> <td>£91.00</td> </tr> <tr> <td>Savills (1/2 Yearly Rent)</td> <td>£70.00</td> </tr> </tbody> </table> <p><b>RESOLVED that:</b> the above accounts be paid.</p>	Payable to	Amount	K Kirton (March Salary)	£364.13	HMRC Income Tax (March)	£91.00	Broxap (Goals and Nets – Play Park)	£688.80	Brambledown (Play Park)	£47,893.57	CDALC Planning Applications Training	£27.00	Ian Bell (Bench Repair – St. Mary's Close)	£52.00	CDALC Subscription	£244.38	K Kirton (April Salary)	£364.13	HMRC Income Tax (April)	£91.00	Savills (1/2 Yearly Rent)	£70.00	
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13.	<p><b>Date of Next Meeting</b></p> <p>Thursday 28<sup>th</sup> May, 2020 at 6.00pm.</p>																							
14.	<p><b>Any Other Business – Councillors</b></p> <ul style="list-style-type: none"> <li>• Councillor Armstrong reported that a 'camp' had been set up in the woods, which had reported to the police. These people had now been moved on. Parish Councillors expressed their concerns about these living conditions especially due to Covid-19;</li> <li>• Councillor Ferries advised that near to this location, a badger set had been disturbed. Parish Councillors commented that if badger baiting was suspected, that this should be reported to the Police. Councillor Ferries agreed to action this;</li> <li>• Councillor Armstrong referred to the report of fly tipping on the farm track which had been set on fire. This had been cleared away by the Farmer;</li> <li>• Councillor Duell reported that fly tipping had also taken place on the other side of the road and that this had been reported to DCC however as this was on private land, they were not legally required to remove it;</li> <li>• The Chair reported that some plants had been stolen from outside a property following a delivery from Poplar Tree Garden Centre; and</li> </ul>	<b>Cllr Ferries</b>																						

	<ul style="list-style-type: none"><li>• Councillors extended their Birthday wishes to former Councillor Lightley who was 90 on 25<sup>th</sup> April.</li></ul>	
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**Meeting Terminated at 7.00 pm**