

Minutes of the Meeting of Shincliffe Parish Council held in St. Mary's Church Hall, Shincliffe Village, Durham, on Tuesday 21st February 2017 at 7.00 pm.	Action By:
Present: Councillor G. Lee (in the Chair) and Councillors N. Cook, Duell, Ferries, A. Lee, and Olechnowicz. County Councillor Stoker was also in attendance. 1 Member of the public was present.	
152. Apologies for Absence	
An apology for absence was submitted to the meeting on behalf of Councillor Lovell.	
153. Declarations of Interest	
Councillor Cook declared an interest in relation to Item 17 (Shincliffe Show) as a member of Shincliffe Show Committee.	
154. Issues Raised by Members of the Public	
Shincliffe Village Play Park – A suggestion was made to have boot scrapers for football players. The Parish Council commented that this was an excellent idea. Durham Miners' Gala – was set to host a music festival alongside its traditional meeting in July. The Marras festival would include camping and music on Friday 7 th July and Saturday 8 th July. The festival was being held at Houghall College with approximately 5,000 people being expected to attend. The resident was thanked for raising this as it would have implications for the area.	
155. Minutes	
It was resolved that: the minutes of the meeting held on 17 th January, 2017, be approved as a true record subject to the following amendment: 158 – County Councillor Update (Grit Bins) to read 'These bins would be a different colour and would be the responsibility of the Parish Council'.	
156. Matters Arising	
Notice Board (Sherburn House) – Councillor A Lee reported that the notice board had been delivered and erected.	
157. Governor Vacancy – Shincliffe CE Primary School	
The Clerk advised that an Authority Governor Vacancy had become available at Shincliffe CE Primary School. Councillors Duell and A. Lee expressed an interest. The Clerk agreed to forward nominations to Toni Devine (School and Governor Support – Durham County Council).	Clerk
158. Police Report	
The Clerk reported the following incidences (mid-January to mid-February) to the Parish Council: 24 incidents reported in total, the majority of these were road related. Burglary – 1 incident reported in Foxton Way whereby items were taken from a garage. Theft – 1 incident reported from Poplar Tree Garden Centre	

<p>Criminal Damage – No incidents Anti-social behaviour – No incidents.</p> <p>The Parish Council welcomed the police report and commented that it would be useful if the PCSO could attend the Annual Parish Meeting. The Clerk agreed to make this request.</p>	Clerk
159. County Councillor’s Update	
<p>Councillor Stoker provided the following update:</p> <ul style="list-style-type: none"> • Sherburn Hospital – a major refurbishment including a revised layout was planned (costing approximately £5m). Proposals were currently out to tender. • Sherburn House – Following a meeting with the Highways Department, Councillor Stoker confirmed that there was insufficient space for ‘street furniture’ in the middle of the road. This, together with the possibility of a ‘no right turn’ sign at the junction from Shincliffe Lane onto the A181 which officers were very reluctant to erect given the distance required to travel before turning left, had resulted in this proposal being ‘parked’. <p>Sherburn Hospital had formally made a request to erect a sign to advise drivers of the speed at which they were travelling. This had however been declined as it could encourage some drivers to drive faster.</p> <p>The third option was a speed advisory sign situated between the two junctions and also the removal of some of the warning signs currently in place as too many signs reduced impact. This was currently being considered.</p> <ul style="list-style-type: none"> • Broadband – the Green Box in High Shincliffe had been extended to include 60 new lines. • Neighbourhood Budget – Councillor Stoker advised that his Neighbourhood Budget must be spent by the end of the municipal year. Some initiatives which would receive funding included:- speed restrictions (A177), defibrillators, refurbishment of the Church Hall including a hearing loop, WI Hut improvement including a hearing loop and grit for four bins. • Grit Bins – Quotations had been received at a cost of £149.00 + VAT each. Bins would be located outside Poplar Tree Garden Centre, at the bottom of Avenue Street, Apperley Avenue and Ancroft Garth. Marc Platts had agreed to lay 2 flagstones at each location, for the bins to sit on. • Speed Restrictions A177 – Councillor Stoker had paid for two barred gates to be erected at the roadside to create the impression of a narrowing road. <p>Councillor Stoker was thanked for his update.</p>	
160. Correspondence	
<p>(a) <u>Matters arising from last month’s correspondence</u> No issues were raised.</p>	

<p>(b) <u>Correspondence held on reference file</u> (1) Broxap (Litter & Recycling Spring 2017) (2) Campaign to Protect Rural England North East Newsletter (Spring 2017)</p>	
<p>(c) <u>Current Correspondence</u> A letter had been received from a resident in response to the letter sent by the Parish Council regarding the vehicle parked at the entrance to Bromley Close. The Parish Council acknowledged the response and noted that the resident appeared to be taking a sensible approach to the parking issue, including moving the vehicle on bin collection days. The Chairman agreed to visit the resident to discuss the communications. This would then be followed up with a formal response from the Parish Council, as requested by the resident.</p>	
<p>161. Planning Applications</p>	
<p>The Parish Council considered the following planning application:</p> <p>DM/17/00222/FPA Mr & Mrs Alan Whitley Bracken Cottage Bank Foot Shincliffe Durham DH1 2PD</p> <p>Alterations and extension of building at first floor with car port under, and construction of two-storey extension. Re sub of DM/16/03062/FPA.</p>	
<p>It was resolved that: an objection be submitted to the above planning application on the following grounds:</p> <p>The size of the proposals are inappropriate and disproportionate in size, and the application is excessive in terms of scale.</p> <p>The Parish Council also believe that this is another example of incremental and over development on this site.</p> <p>A trench had already been dug prior to planning consent, which was duly reported to enforcement officers, as the Parish Council believe that this is deceitful behaviour; and</p> <p>The appearance of the proposals are unsightly and not in keeping with a highly sought-after Conservation area.</p>	<p>Clerk</p>
<p>162. Horticulture Committee Update</p>	
<p>Councillor A. Lee provided the following update:</p> <ul style="list-style-type: none"> • 3 apple, 2 plum and 2 cherry trees had been purchased for the mini orchards at Heathways and Meldon Way. One resident had kindly donated a garden centre voucher which had been used and in total, 3 mini orchards would be planted. • Contact would be made with the Primary School for some children to attend the planting ceremony. 	

All other information was contained within the Horticulture Committee minutes which were published on the Parish Council website.	
163. Finance Committee Update	
<p>Councillor G. Lee provided the following update:</p> <p>Councillor Ferries had undertaken a 'mini audit' on Monday 13th February. This included an audit of all income and expenditure (including invoices, cheques raised and bank statements), the bank reconciliation, the postage record and the petty cash account.</p> <p>Councillor Ferries advised that the accounts were extremely well maintained and commended the Clerk for her work. There were no issues to report, arising from the audit.</p> <p>The Chairman advised that the Finance Committee had reviewed the financial analysis for the financial year to date. It was noted that the forthcoming precept would support an improved reserves position, but further consideration should be made to improving this position during the next financial year.</p> <p>The Committee also agreed to obtain two Parish Council Credit cards and discussed the authorisation limits to be applied. Councillor Cook suggested applying for a card with Tesco whereby Clubcard points could be used for Parish purchases. The Clerk agreed to contact the Internal Auditor to discuss any particular arrangements which needed to be in place.</p>	Clerk
164. Speeding Cyclists – Hill Crest A177	
<p>Councillor Stoker had attended a site visit with the Highways Department (Durham County Council) and it was concluded that it was a decision of the Parish Council as to whether offset railings should be erected half way down the bank. A barrier however would not be effective.</p> <p>Councillors commented that information in relation to incidences would be extremely useful to create a record and expressed extreme concerns that an incident which involved a motorcycle, had also recently been reported. Councillors acknowledged that all incidents of speeding cyclists were completely unacceptable, therefore a request had been included within SCAN urging residents to report all issues to the Parish Council.</p>	
165. Speed Calming Measures A177	
<p>Councillor Cook reported that Councillor A.Lee, Councillor Stoker and herself had met with the Highways department on several occasions to discuss barred gates, signage and planting at the side of the road as a speed calming measure. Initially two gates each 1.5m were discussed with a 'Please Drive Slowly' and/or a 'Welcome to High Shincliffe' sign. Highways officers however, declined the request for signage and commented that where the sign 'Welcome to High Shincliffe' was proposed to be located was not actually 'High Shincliffe' according to boundaries and that this would cause confusion.</p> <p>Following further negotiations it was agreed that two, 2m gates would be erected with a 'High Shincliffe turn right' on one of the gates (signs on either side of the road would be distracting) and also planting around the gates to make them aesthetically pleasing. The Parish Council would however be responsible for cutting back the branches to accommodate 2m gates and DCC had included an additional £550.00 to the costs, to remove a tree which was blocking part of the view.</p>	

The Chairman, on behalf of the Parish Council, thanked Councillors Cook, A.Lee and County Councillor Stoker for the significant amount of time spent on this initiative, and commented that the Parish Council were extremely grateful to Councillor Stoker for providing the funding.

166. Current Accounts for Approval

The following accounts were submitted for approval:

K Cuthbert (February Salary)	£274.60
HMRC (Income Tax – February)	£68.60
K Cuthbert (Petty Cash)	£100.00
Shincliffe Show S137 Financial Assistance	£150.00 (replacement cheque)
Cllr A. Lee	£168.40
Hire of Church Hall (February Meeting)	£22.00
Oliver's Tree Services	£492.00
Cllr A. Lee (Horticulture)	£25.00
M Platts (Horticulture)	£120.00

Resolved: that the above accounts be approved and paid.

167. Date and Time of Next Meeting

The next Parish Council Meeting will be held on **Tuesday 21st March, 2017, 7.00pm** at **Shincliffe Primary School, High Shincliffe, Durham.**

168. Any Other Business – Councillors

(1) Parking Heathways – Councillor Duell reported that he had met with Lee Mowbray (Durham County Council) to discuss the possibility of double yellow lines and that he had also written to all residents who would be affected. 5 responses had been received, all of which were supportive of double yellow lines to alleviate on-going parking issues.

DCC were now discussing the proposal with the Police to ascertain whether they had any objections.

(2) Shincliffe Show – Councillor Cook advised that Shincliffe Community Association would like to purchase a trophy as an award from the Parish Council, for Shincliffe Show. The Parish Council commented that this was an excellent idea and suggested that the Parish Council also purchase a trophy themselves, so that the Parish Council had two awards which would be presented by the Parish Council. Thanks were extended to the Community Association for their kind offer.

Councillor Cook would submit a request for a donation for Shincliffe Show which would be considered at the June meeting of the Parish Council

(3) Footpaths – A resident had commented that some footpaths around the Parish were muddy due to people cleaning their boots on paths following walks. It was agreed that a polite request be published in the next edition of SCAN asking people to leave footpaths clean and tidy.

Cllr Cook

Chairman

The meeting terminated at 8.35 pm