

Shincliffe Parish Council

Minutes of the Meeting of Shincliffe Parish Council held in Shincliffe Primary School, High Shincliffe, Durham at 6.00pm on Thursday 17th January, 2019.

Present: County Councillor Stoker (Chairman), Councillors Duell, Ferries, Fradgeley, Olechnowicz and Wright.

In Attendance: There were no members of the public present.

Item		Action By
1.	Apologies for Absence An apology for absence was submitted to the meeting on behalf of Councillor Lee.	
2.	Declarations of Interest There were no declarations of interest.	
3.	Issues Raised by Members of the Public No issues were raised.	
4.	Minutes RESOLVED that: the minutes of the meeting held on Thursday 20 th December, 2018 be approved as a correct record.	
5.	Matters Arising Replacement Handrail outside St. Mary's Church Hall – The Clerk reminded Councillors that 3 quotes had been received and circulated for consideration. Due to differences between the 3, in relation to materials to be used and the finish, the Clerk had requested further information from 2 of the contractors. Once received, this would be forwarded to Councillors for decision.	Clerk
6.	Crime Update The Clerk reported a theft from a business premise near Hill Meadows whereby a customer left without paying.	
7.	Parish Council Incident Log There were no incidents to report.	

8.	<p>County Councillor's Update</p> <ul style="list-style-type: none"> • Street Lighting (Hall Lane) – The County Councils policy of reducing the number of street lights throughout the County is going to include the removal of lights from 'Sparks Cottage' up towards Shincliffe Hall. These lights are due for replacing, however the Council have decided to remove them. The cost of replacing and running costs of the lights, are beyond what a Parish Council could support. 	
9.	<p>Written Correspondence</p> <p>No correspondence had been received which had not been circulated electronically to all Councillors.</p>	
10.	<p>Planning Applications</p> <p>No planning applications had been received.</p>	
11.	<p>Horticulture Committee Update</p> <p>Councillor Wright provided the following update:</p> <ul style="list-style-type: none"> • Cllr Wright had arranged to meet the Parish Gardener the following Monday to discuss summer planting which would be undertaken in June; • A planned project for the 2019-2020 budget was a replacement raised bed opposite the Avenue Inn; • A summer bedding planting order had been made with DBC; and • A Community Gardening Event would take place in the summer to tackle the spread of Himalayan Balsam which was causing significant issues. 	
12.	<p>Finance Committee Update</p> <p>The Finance Committee had met on 10th January, 2019 to discuss the 2018-2019 spend to date, the projected spend to the end of the current financial year and also the proposed 2019-2020 budget. The following points were raised:</p> <ul style="list-style-type: none"> • The horticulture costs in FY 18/19 included costs from FY 17/18 due to late submission of invoices. This had distorted figures and suggested spend was higher than it actually was; • A freeze to the horticulture budget for the fourth year was proposed after reaping the benefits of the sustainable 	

	<p>planting project from previous years, and, careful financial management;</p> <ul style="list-style-type: none"> • A recommendation was made to allocate £1,000 in total, to cover the costs of a Christmas initiative, and a Remembrance Day initiative; • Forecasted 'free reserves' were estimated to be 35% of the budget which was at the lower end of the scale to that suggested by Mazars (External Auditors) of between 25% and 115% of the precept value; • As a result of this the Finance Committee proposed an increase in the precept reflecting the increase in Parish Council costs for FY 19/20, the two initiatives noted above, and, an increase of free reserves to 50%; and • Upon detailed discussion, the Finance Committee recommended to the Parish Council an 18% increase in the precept (which represented a c£4.50 increase per household per annum). <p>Members of the Finance Committee provided further information in relation to the Christmas Tree initiative explaining that if possible two trees would be sourced (for High Shincliffe and Shincliffe Village) and that consideration would be given as to whether these should be a living or cut trees.</p> <p>With regards to the Remembrance Event, Councillor Duell agreed to contact Shincliffe PCC for a discussion on an event this year.</p>	Cllr Duell
13.	<p>Precept 2019-2020</p> <p>The Clerk referred Parish Councillors to the budget information which had been circulated which included the budget analysis 2018/19, the reserves position 2018/2019 and also the proposed budget for 2019/2020.</p> <p>The Parish Council discussed the 2019/2020 precept and the recommendation of the Finance Committee to increase the precept by 17.99% which equated to a marginal increase of approximately £4.50 per household, per annum.</p> <p>Upon discussion, it was RESOLVED that: the Precept for 2019/2020 be set at £22,300.00 representing an increase of approximately 17.99%. The Clerk agreed to complete the necessary paperwork and submit the precept request to the billing authority (DCC).</p>	Clerk
14.	<p>Defibrillator Training</p> <p>The Clerk to the Parish Council referred to the 3 training courses to be delivered by NEAS (North East Ambulance Service). Each</p>	

	<p>course could accommodate 12 delegates and 1 had been assigned to staff of Shincliffe Primary School, as a defibrillator was located there.</p> <p>The Parish Council discussed the other 2 courses available and requested that these be held before the end of March 2019. The Clerk agreed to contact NEAS and make the necessary arrangements.</p>	Clerk						
15.	<p>Review of Standing Orders and Financial Regulations</p> <p>The Clerk advised that she had made some proposed changes to the Standing Orders and Financial Regulations. These would be circulated to Parish Councillors for consideration.</p>	Clerk						
16.	<p>Enforcing Speed Limit – Perimeter Road</p> <p>The Clerk advised that she had made a request for police to be deployed to the perimeter road to undertake a speed of traffic survey. It was anticipated that this would take place on Tuesday 22nd January. The result of this survey, would be forwarded to the Parish Council in due course.</p> <p>Councillor Stoker had also discussed the issue with Lee Mowbray (DCC) who had agreed to look into whether a 20mph speed restriction was possible and if so, the associated costs.</p>							
17.	<p>Requests for Financial Assistance</p> <p>The following two requests for financial assistance had been received:</p> <p>SCAN - £250.00 Great North Air Ambulance – no specific donation amount requested.</p> <p>Both donations were discussed and it was RESOLVED that: a donation of £250.00 be made to both organisations.</p> <p>Parish Councillors acknowledged the much valued contribution the edition of SCAN made to the local community and also the fact that the Great North Air Ambulance had provided assistance last year, at a road traffic accident in the Parish.</p>							
18.	<p>Current Accounts for Approval</p> <table border="1" data-bbox="316 1883 1246 1998"> <thead> <tr> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>K. Kirton (January Salary)</td> <td>£340.88</td> </tr> <tr> <td>K Kirton (December Salary)</td> <td>£340.88</td> </tr> </tbody> </table>	Payee	Amount	K. Kirton (January Salary)	£340.88	K Kirton (December Salary)	£340.88	
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	HMRC Income Tax (December)	£85.00	
	K Kirton (Reimbursement Printer Cartridges)	£56.99	
	Northern Landscapes	£350.00	
	Shincliffe PCC (Room Hire)	£75.00	
	HMRC Income Tax (January)	£85.00	
	K. Kirton ½ Yearly Electricity Allowance	£50.00	
	RESOLVED that: the above accounts be paid.		
19.	Date of Next Meeting		
	Thursday 21 st February, 2019 at 7.00pm (St. Mary's Church Hall)		
20.	Any Other Business – Councillors		
	Shincliffe Play Park – Councillor Ferries advised that he was currently working on a grant application to Pocket Parks Plus for funding of up to £25,000, with the support of Councillor Stoker and the Clerk. The timescales for both submission (28 th January) and delivery (31 st March) were extremely tight, however if successful, any funding received would be of great benefit to the play park re-development.		

Meeting Terminated at 19.20pm