

Minutes of the Meeting of Shincliffe Parish Council held in Shincliffe Primary School, High Shincliffe, Durham , on Tuesday 20th June 2017 at 7.00 pm.	Action By:
Present: Councillor G. Lee (in the Chair) and Councillors Duell and A. Lee.	
<p>1. Local Council Award Scheme Presentation (Foundation Status)</p> <p>The Chairman of the Accreditation Panel duly presented the certificate for achieving the Foundation Level status to the Parish Council. During his presentation Dennis Coates commented that "there were no significant changes or queries which were made to the submission, which is very rare". Dennis then congratulated the Parish Council on this outstanding achievement, especially given the limited resources of the Parish Council, and wished the Council well in progressing towards the Quality and Quality Gold level status.</p>	
<p>2. Welcome and Introductions – Councillor John Wright (including appointment to Committees)</p> <p>As Councillor Wright had submitted his apologies for absence, it was agreed that this item of business be deferred to the next meeting of the Parish Council.</p>	Clerk
<p>3. Apologies for Absence</p>	
<p>Apologies for absence were submitted to the meeting on behalf of Councillors Cook, Olechnowicz, Stoker and Wright.</p>	
<p>4. Declarations of Interest</p>	
<p>There were no declarations of interest.</p>	
<p>5. Issues Raised by Members of the Public</p>	
<p>There were no issues raised by members of the public (which had not been considered elsewhere within the agenda).</p>	
<p>6. Parish Council Incident Log</p>	
<p>The Parish Clerk referred to the incident log previously circulated which had been well received. Parish Councillors commented that such incidences should continue to be logged with the document including both reference numbers and also, closure information (if applicable).</p>	Clerk
<p>7. Minutes</p>	
<p>It was resolved that: the minutes of the meeting held on 16th May, 2017, be approved as a true record subject to the following amendment to read:</p> <ul style="list-style-type: none"> • The Horticulture Committee intended to submit a 3-year business/action plan. It was anticipated that this would also support future work for the Quality/Quality Gold submission of the Local Council Award Scheme, in due course. 	
<p>8. Matters Arising</p>	

<p>25 (Cordylines Blocking Line of Sight) – Councillor A. Lee reported that the Cordylines had been inspected and were not currently posing a problem in relation to blocking a line of sight as the lower leaves were currently “dying off” and drivers needed to approach the junction past the planting, to safely exit the junction.</p> <p>198 (Love Lane) – the Parish Clerk reported that a letter had been sent to the resident regarding the garden waste bin being situated in Love Lane which was both unsightly and did not serve a purpose in its current location. As the bin had not been re-located to the curtilage of their own property (on request from the Parish Council) it was suggested that it may be beneficial for the bin to be re-located to its original position (i.e. at the end of Love Lane) and that fencing/screening be placed around the bin, complimented by planting to disguise its presence and make it more ascetically pleasing for the community.</p> <p>In addition to this, it was disappointing for the Parish Council to note that once again, trees had been pruned and the debris left in Love Lane, which had taken a considerable amount of time for volunteers to clear and adequately dispose of. It was therefore resolved that: a request be published within the next addition of SCAN asking for residents to be mindful about leaving debris in Love Lane and to dispose of garden waste in an appropriate manner, in order to support the Parish Council initiative, of keeping the Lane as well maintained as possible.</p>	
<p>9. Police Report</p>	
<p>No police report had been received.</p>	
<p>10. County Councillor’s Update</p>	
<p>In the absence of County Councillor Stoker, the Clerk provided the following update:</p> <ul style="list-style-type: none"> • The Marras concert on Gala Day at Houghall had been cancelled as not enough tickets had been sold; • As Councillor Stoker was already working with Highways about speeding past Sherburn Hospital on A181, a small group to merge that with the B1198 speeding issues on Shincliffe Lane was suggested (Councillors Stoker, Duell and Wright); • Cycling down footpath adjacent to Shincliffe Bank - A further discussion needed to take place. Councillor Stoker suggested that if offset barriers were to be installed it may be necessary to have more than one and that a discussion could take place for 50% funding from his Neighbourhood Budget; and • Councillor Stoker had contacted the Manager of Poplar Tree Garden Centre to let her know the lorries that were using Low Road illegally and that night time lorries were required to use designated sites (Bowburn Services). 	
<p>11. Correspondence</p>	
<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) LCR (Summer 2017)</p>	
<p>(c) <u>Current Correspondence</u></p>	

<p>(1) A letter had been forwarded to the Chairman relating to parking issue in Quality Street (a particular piece of grassed area of land), High Shincliffe, which had affected by a resident of 'The Green', whereby access had become problematic (and distressing) and land ownership had once again, been called into question with the resident. The Parish Council agreed to acknowledge this letter of correspondence and ask that the residents provide an update in due course.</p>				
<p>12. Planning Applications</p>				
DM/17/017 34/FPA	Dr Emily Thomas	5 The Old Sawmill Shincliffe Durham DH1 2TQ	Conversion of existing garage to form habitable accommodation	
DM/17/012 35/FPA	Dr Emily Thomas	5 The Old Sawmill Shincliffe Durham DH1 2TQ	Erection of two and single storey extensions to existing dwelling	
DM/17/014 86/FPA	SPENCE & DOWER LLP	Shincliffe Hall Hall Lane Shincliffe Durham DH1 2SY	Glasshouse and timber wood store, repairs to heated wall, re-siting of gateway and landscape alterations including tool store and pergola	
DM/17/0189 3/FPA	Ms Patrizia Meuti	54 Ancroft Garth High Shincliffe Durham DH1 2UD	Alterations to roofline to front and erection of timber pergola to rear	
<p>It was resolved that: any objections in relation to the above planning applications would be submitted by Tuesday 28th June, 2017.</p>				
<p>13. Horticulture Committee Update</p>				
<p>Councillor A. Lee provided the following update:</p> <ul style="list-style-type: none"> • The Community Gardening Day had been re-scheduled to take place on the morning of Tuesday 13th June due to a lack of volunteers (due to poor weather conditions on the scheduled date of Saturday 10th June), however thanks were extended to Claire Pragnell, Yvonne Willis, Chris Lee and Members of the Horticulture Committee who still spent a few hours of their time from 5.30pm on the Saturday clearing areas around the Parish; • Approximately 180 wild flowers (6 different types) would be planted around Love Lane the following week, children from the primary school would be involved in this initiative; 				

<ul style="list-style-type: none"> • A delivery of approximately 800 bedding plants was expected the next day. The Parish Gardener had agreed to plant these; • Planting around the 'Barred Gates' on the A177 from Bowburn to High Shincliffe was anticipated to take place within the next few weeks; • A copy of the Councillor's allocated to each of the areas of the Summer Front Garden Competition judging was circulated and nominations were requested by Monday 10th July; and • A submission had been made for the Beautiful Durham Awards (Shincliffe Village, High Shincliffe and Sherburn Village). An Awards Ceremony was anticipated in October 2017. 	
14. Finance Committee Update	
<p>The Chairman reported that the next meeting of the Finance Committee would take place on Tuesday 12th September, 2017, at 7.00pm (Avenue Inn).</p>	
15. Requests for Financial Assistance	
<p>It was resolved that: this item of business be deferred to the next meeting of the Parish Council.</p>	Clerk
16. Insurance Policy Renewal	
<p>The Clerk reported that a renewal price had been received from the existing provider (AON) which amounted to £768.96 per annum.</p> <p>As the Parish Council had experienced problems with the existing provider, the Parish Clerk felt it necessary to network with Parish Council's and seek advice in relation to recommended insurance companies. Having undertaken this exercise, Came and Company had been highly recommended both in terms of financial savings (with a like for like policy) and given the fact that the company was sponsored by the Society of Local Councils and Clerks (SLCC). A quotation was duly obtained, which totalled £442.11</p> <p>Parish Councillors commended the Parish Clerk on realising a saving of £326.85 per annum and acknowledged that this prudent approach was undertaken in every aspect of public money expenditure.</p> <p>Given the information detailed above and what was most economically advantageous to the Parish Council, it was resolved that: a Parish Council Insurance Policy be undertaken with Came and Company at a cost of £442.11 for the 2017/2018 financial year.</p>	
17. Cyclists - Black Path	
<p>Councillors referred to the incident log discussed under the previous item of the agenda and also referred to the numerous discussions which had taken place historically in relation to this issue. It was agreed that options in relation to; additional signage, a framed or 'A Gate' and barriers needed further consideration. It was agreed that the Clerk would contact Councillor Stoker to progress information in relation to these options, with DCC.</p> <p>Councillors also commented that information in relation to liability and litigation should also be obtained and also whether there were existing regulations in place for cyclists using footpaths.</p>	Clerk & Cllr Stoker

Upon detailed discussion, it was resolved that: the above options be explored and reported to the next meeting of the Parish Council.																	
18. Current Accounts for Approval																	
The following accounts were submitted for approval:																	
<table border="1"> <tr> <td>K Cuthbert (June Salary)</td> <td>£290.45</td> <td></td> </tr> <tr> <td>HMRC Income Tax (June)</td> <td>£72.60</td> <td></td> </tr> <tr> <td>K Cuthbert (1/2 Yearly Electricity Allowance)</td> <td>£50.00</td> <td></td> </tr> <tr> <td>Came & Company (Insurance)</td> <td>£442.11</td> <td></td> </tr> <tr> <td>DCC (Hire of Hall – June Meeting)</td> <td>£30.36</td> <td></td> </tr> </table>		K Cuthbert (June Salary)	£290.45		HMRC Income Tax (June)	£72.60		K Cuthbert (1/2 Yearly Electricity Allowance)	£50.00		Came & Company (Insurance)	£442.11		DCC (Hire of Hall – June Meeting)	£30.36		
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Resolved: that the above accounts be approved and paid.																	
19. Date and Time of Next Meeting																	
The next Meeting will take place on Tuesday 18th July 2017, 7.00pm at St. Mary's Church Hall, Shincliffe Village, Durham.																	

The meeting terminated at 7.55 pm