

Minutes of the Annual Meeting of **Shincliffe Parish Council** held in **Shincliffe Primary School, High Shincliffe, Durham** on **Tuesday 20 May 2014** at 7.00 pm.

Present: Councillor Lightley (in the Chair) and Councillors Duell, Hudson, A Lee, G Lee, and Lovell. County Councillor Stoker was also in attendance.
There were no members of the public present.

1. **Declarations of Interest**

There were no declarations of interest.

2. **Apologies for Absence**

An apology for absence was submitted to the meeting on behalf of Councillor Olechnowicz.

3. **Appointment of Chairman**

Councillor Duell had notified the Parish Council of his intention to stand down as Chairman. Nominations were therefore sought.

It was **resolved** that: in the absence of no nominations for Chair of the Parish Council that Councillor Lightley, in his role as Vice Chairman to the Parish Council, would act as interim Chairman until a point in which a Chairman was appointed. **This item of business would be discussed again at the next meeting.**

Councillor Duell was thanked on behalf of both the Parish Council and the Clerk, for all his invaluable work and support over the last year.

4. **Appointment of Vice Chairman**

Nominations were sought for the position of Vice-Chair of the Parish Council.

Resolved: that **this item of business would be discussed again at the next meeting of the Parish Council after the election of Chairman.**

5. **Membership of Horticultural Committee**

Nominations were sought for the membership of the Horticultural Committee and it was suggested that three members be appointed.

It was **Resolved:** to appoint Councillors A Lee, G Lee, and Olechnowicz to the Horticultural Committee. Councillor A Lee to remain as Chair of the Committee for the ensuing municipal year.

6. **Minutes**

Resolved: that the Minutes of the Parish Council meeting held on Tuesday 20 May 2014 (copies previously circulated and publicised) be confirmed as a correct record.

7. **Matters Arising**

(a) High Shincliffe Playing Field – At a previous meeting a donation from the Parish Council was considered.

It was **resolved** that: £1,000 be donated from the Parish Council to the Community Association for ongoing project work to renovate High Shincliffe Playing Field.

(b) St Mary's Close – As the Dean and Chapter were prepared to take ownership of the path to the Lower Green and the Church, the County Council has submitted proposed costings to bring these up

to standard.

(c) High Shincliffe Park 3rd Party Cheque – The Clerk advised that confirmation had been received from the Internal Auditor that a 3rd Party cheque could be issued to Impetus, from the Parish Council, once the funds from the Community Association had cleared the bank account.

It was: **resolved** that a cheque for £5000 be forwarded to Impetus on receipt of confirmation that the £5000 cheque from the Community Association had cleared the Parish Council bank account.

(d) Councillor G Lee reported that the litter pick had gone extremely well with a huge amount of litter being collected. Most litter primarily being found on the Hartlepool Road. The Chairman, on behalf of the Parish Council, expressed his thanks to all volunteers who had been involved.

(e) P3 Grant – Councillor A Lee reminded the Parish Council of previous discussions to use the P3 Grant for the village Interpretation Boards. Information was still to be received from Elaine Crow therefore **this item of business would be discussed again at the next meeting of the Parish Council.**

Councillor Stoker suggested that a waterproof wallet enclosing the Shincliffe Walks leaflet and attached to the Interpretation Boards may also be useful and commented that he would consider funding this. The Parish Council welcomed this proposal and agreed to consider it throughout further discussions in relation to the Interpretation Boards, including would who maintain the supplies of leaflets.

(f) Earmarked Reserves – Councillor Stoker offered to do an open session on criteria and prioritising suggested spend. It was **resolved** that: the Clerk would arrange a session for January 2015.

8. Police Report

The Parish Council welcomed PC Cockburn to the meeting and expressed their gratitude for his attendance.

PC Cockburn responded accordingly and provided the Parish Council with the following update:

5/4/14 – Beaumont – Kitchen goods including a Fridge Freezer had been removed whilst under renovation. Stolen goods had been recovered and two suspects had been targeted and interviewed.

3/5/14 – Burglary at a house under renovation on High Street where a boiler had been removed.

12/5/14 – Poplar Trees Garden Centre – Shop Lifters had left with goods without paying. These people had been arrested, interviewed and dealt with.

PC Cockburn reported that there had been an increase in both the theft of animals and also incidents at houses under renovation.

Councillor Stoker added that complaints were being received about vans cruising the streets to collect scrap metal and explained that these people should now be licensed to do so. The Parish Council acknowledged that often residents left items outside for collection and therefore suggested that it may be of benefit to inform the public of the current situation.

9. County Councillor's Update

Councillor Stoker updated the Parish Council on the following:

(1) Love Lane

Issues relating to land ownership needed to be brought to a conclusion and future responsibility established. Councillor Stoker had requested written confirmation from the County Council however a response was still awaited.

The Horticultural Committee had discussed the possibility of Love Lane being planted with some

wild flowers.

(2) Speeding on A177 at High Shincliffe

The second speed check was undertaken for a period of one week. The average speed in this 40mph zone was 50mph however It was felt that this would be the average speed even if it was changed to a 30mph zone.

Results were distorted with cars turning right into the village therefore although cars were slowing down this could be as a result of cars entering the village as opposed to the speed visor sign.

A third survey would therefore be undertaken which was visually counting the number of cars turning into the estate and deducting it from the average speed.

A proposed solution to slow the traffic could be to create something to encourage a narrowing impression of the road for example a pedestrian protected area.

It was **resolved** that: approval be given to a safer crossing.

(3) St Mary's Close

The County Council had agreed to repair the damaged hedge at a cost of £2,000.

An estimate was being sent to the Chapter for the footpaths and the Council path was to be completed in two phases (July 2014 and July 2015).

(4) Major issues in the City

Preventative measures were being considered as a result of the recent drownings by way of metal safety railings.

The bus station proposals were now at a consultation stage.

With regards to student housing, Councillor Stoker explained that the University accounted for approximately 40% of accommodation and that six major schemes were underway by student landlords. These however had not been strategically considered within the recently approved County Plan.

(5) Consistency in Signposting

Complaints had been received from the Seven Stars and Rosetree Inn regarding the Aura signs. Councillor Stoker had agreed to speak to senior planners in relation to this as Poplar Tree Garden Centre had been refused permission to erect a sign within a shrub area which they maintain.

10. Correspondence

(a) Matters arising from last month's correspondence

There were no matters arising

(b) Correspondence to circulate for discussion/decision at next parish council meeting

- (1) Clerk Magazine (May 2014 Vol.45 No.3)
- (2) Proludic (The new Tema range)
- (3) Clerks and Councils Direct (May 2014 Issue 93)
- (4) Eibe (Complete Inspiration)
- (5) Spaldings (May 2014)
- (6) Neighbourhood Protection Team Update (March 2014)
- (7) Community News (April 2014 addition)
- (8) PCC Newsletter (May 2014)

(9) Neighbourhood Protection Team Update (April 2014)			
<u>Current Correspondence</u>			
There was no current correspondence.			
11. Planning Applications			
DM/14/01066/FPA	Mr A McAuley	11 Heathways High Shincliffe Durham DH1 2PG	Erection of single storey extension to rear and pitched roof above integral garage
DM/14/00951/FPA	Mr And Mrs Martin Clerk	9 Hillcrest High Shincliffe Durham DH1 2PQ	Erection of porch and dormer windows to front and cat-slide dormer to rear
DM/14/01007/FPA	Mr and Mrs P and C MacLaurin	2 - 3 Poplar Terrace Shincliffe Durham DH1 2NP	Two second floor windows in the side elevation to illuminate a bedroom.
It was resolved that: The Parish Council did not have any objections to the above planning applications.			
12. Horticultural Committee Update			
Councillor A Lee reported that good progress was being made with horticultural plans for the forthcoming year.			
Summer flowering bulbs had just been purchased with the £40.00 voucher for the Beautiful Durham Award.			
Applications for Beautiful Durham 2014 were being made for Shincliffe Village, High Shincliffe and Sherburn Hospital. Judges would visits these three areas on 9 th and 10 th July.			
As contact could not be made with the previous years judge of the Garden Competition, Mr and Mrs Guy kindly agreed to do this on behalf of the Parish Council. Details of the three winners would be forwarded to the Clerk and a presentation of certificates and vouchers given at the next meeting.			
13. AAP Update			
Councillor Knight had been elected in place of Councillor J Lightley.			
14. Standing Orders			
Consideration had been given to revised Standing Orders for the Parish Council.			
It was resolved : that the revised Standing Orders be approved.			
Thanks were extended to the Clerk for her work in relation to these.			
15. Proposed Traffic Regulation Order – Shincliffe Village			
Councillor Stoker reminded the Parish Council of previous discussions in relation traffic issues through Shincliffe Village, especially during peak hours.			

In attempt to alleviate this problem, there were several options for consideration including:- a TRO, Sleeping Policemen (Low Road), a Referendum, 'do nothing' or a version of a TRO but with active support from the Police.

Residents had also offered local action however the Parish Council were unable to condone this.

Detailed consideration was given to each of the proposals in particular a TRO during peak times and it was acknowledged that this could not operate in one direction only. Temporary restriction signage was also suggested.

Signs would need to be erected at both entrances to the village and approximately 5 policemen would be required for any enforcement and situated within an appropriate line of sight. Some reluctance has been seen from the Police in relation to this.

Both advantages of disadvantages of Sleeping Policemen were also discussed and the potential views of residents discussed against each of the above proposals.

After a detailed discussion it was **resolved** that: Councillor Stoker write to residents to ascertain their views.

16. Approval of Accounts

The Clerk circulated the accounts ending 31 March 2014.

It was **resolved** that: the accounts be approved and submitted to the Internal Auditor.

17. Accounts

K Cuthbert (May Salary)	£249.91	
HMRC Income Tax	£61.40	
Durham Cathedral ½ Yearly Rent	£70.00	
Shincliffe PCC (Hire of Church Hall)	£22.00	
AON Insurance	£667.55	

Resolved: that the above accounts be paid.

18. Date and Time of Next Meeting

The June Parish Council Meeting will be held on Tuesday 17th June 2014, 7.00 p.m. at Shincliffe Primary School, High Shincliffe, Durham.

19. Any Other Business – Councillors

(a) Councillor Duell raised the issue of Shincliffe Village Recreation Park Wall and referred to the fact that the Builder had still not commenced work on site.

It was **resolved** that: Councillor Duell would check to see if works had started the following day and if not, the Clerk was authorised to receive two further quotes from alternative builders for consideration at the next meeting.

(b) Councillor Lightley suggested some Parish Council training. Councillors welcomed this and it was **resolved** that: contact be made with Steve Ragg to ascertain what areas of discussion could be used as training for the Parish Council

20. Any Other Business – Members of the Public

There were no members of the public present.

The meeting terminated at 8.55 pm

