

Minutes of the Meeting of Shincliffe Parish Council held in Shincliffe Primary School, High Shincliffe, Durham, on Tuesday 21st November 2017 at 7.00 pm.	Action By:
Present: Councillor G. Lee (in the Chair) and Councillors Cook, Duell, Olechowicz, Stoker, A. Lee and Wright.	
84. Apologies for Absence There were no apologies for absence.	
85. Declarations of Interest There were no declarations of interest.	
86. Issues Raised by Members of the Public No Issues were raised.	
87. Parish Council Incident Log The Parish Council considered and noted the incident log from the last meeting (as included as an appendix to these minutes).	
88. Minutes It was resolved that: the minutes of the meeting held on 17 th October, 2017, be approved as a true record.	
89. Matters Arising 83 (Dementia Friendly Information Session) – Councillor Cook reported that she had been offered the opportunity of being re-trained or joining a ‘Webinar’. A response from the organiser was awaited. 83 (SCA Website) – As Shincliffe Community Association (SCA) no longer had a website, the Parish Council were keen to consider options to support the SCA including adding a SCA section in the new Parish Council website. Areas of consideration included the practicality of multiple parties updating one website, and, the technical and training considerations.	
90. Police Report (PACT Meeting) Councillor Duell reported that himself, Councillor A. Lee and 3 members of the public had attended the PACT Meeting on Thursday 9 th November, 2017 which was held with the local PCSO and her Sergeant. During the meeting, the development proposals for Maiden Castle were discussed and a member of the public shared their concerns. The day after the meeting the Police did visit the site. Councillors commented that as the parking facilities at the University were being reduced, this was likely to have a resultant impact on Shincliffe Village and exacerbate parking pressures from the Maiden Castle development. In addition, another member of the public expressed concerns about the speed of traffic through Shincliffe Village.	

<p>Unfortunately the email address to the Neighbourhood Police Team had not been working and emails were not being received. This issue was acknowledged and would be rectified as soon as possible.</p> <p>The next PACT meeting would be held on Thursday 9th January, 2018 @ 7.00pm. The Clerk agreed to book the venue.</p>	Clerk				
<p>91. County Councillor's Update</p> <ul style="list-style-type: none"> • Soil Heap (Shincliffe Village) – Councillor Stoker had requested the Planning/Enforcement Officers at DCC to look at a soil heap left on the village green. This had now been removed. • Dog Signs (Shincliffe Park) – advice had been received that dogs were no longer allowed in play parks and that correct signage must be erected at all entrances or points in which a dog could gain access (which should have a gate or be fenced off). Councillor Cook agreed to discuss this issue with DCC as the Park did not belong to the Parish Council, yet this was likely to have huge cost implications. Further information needed to be sought in relation to signs/costs/liability. • Correspondence from DCC (Over hanging branches from residential gardens) – advice was still awaited from DCC regarding whether a letter could be sent from the principal authority about paths being blocked by overhanging branches. Councillor Stoker agreed to chase this issue. 	Cllr Cook Cllr Stoker				
<p>92. 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></p> <p>(1) Glasdon (Autumn 2017) (2) The Clerk Magazine (November 2017 – Vol.48, No.6) (3) Campaign to Protect Rural England (Autumn 2017) (4) War Memorials Trust Bulletin (5) Clerks & Councils Direct (November 2017 Issue 114)</p>					
<p>(c) <u>Current Correspondence</u></p> <p>(1) St. Mary's Church Hire Rates 2018 (2) Durham Cathedral – Property Investment Portfolio (3) Savills – Durham Cathedral Property Portfolio Management</p> <p>The Parish Council acknowledged Savills would require a piece of work to be undertaken to show land ownership around the Parish. David Stoker had agreed to do this which would be extremely useful for the Parish Council.</p>	Cllr Stoker				
<p>93. Planning Applications</p>					
<table border="0" style="width: 100%;"> <tr> <td style="width: 20%;">DM/17/03311/F PA</td> <td style="width: 20%;">Mr Michael Corner</td> <td style="width: 15%;">5 Heathways High Shincliffe Durham DH1 2PG</td> <td style="width: 45%;">Two-Storey Side Extension and Lean-To, Mono-Pitched Roofs to Existing Single- Storey Front and Rear Offshoots</td> </tr> </table>	DM/17/03311/F PA	Mr Michael Corner	5 Heathways High Shincliffe Durham DH1 2PG	Two-Storey Side Extension and Lean-To, Mono-Pitched Roofs to Existing Single- Storey Front and Rear Offshoots	
DM/17/03311/F PA	Mr Michael Corner	5 Heathways High Shincliffe Durham DH1 2PG	Two-Storey Side Extension and Lean-To, Mono-Pitched Roofs to Existing Single- Storey Front and Rear Offshoots		

DM/17/03419/F PA	Mr Frank Curry	Poplar Tree Garden Centre Hall Lane Shincliffe Durham DH1 2NG	Proposed extension to brambles coffee shop	
DM/17/03325/F PA	Mr Lee Smirthwaite	3 The Old Sawmill Shincliffe Durham DH1 2TQ	Conversion of garage to habitable Accommodation.	Cllr Stoker
<p>Parish Councillors discussed potential implications of the proposed extension to Brambles coffee shop and commented that further information was required before reaching a decision, particularly in relation to traffic and levels of noise. Councillor Stoker agreed to find out further information.</p> <p>No objections were raised in relation to the other planning applications.</p>				
94. Horticulture Committee Update				
<p>Councillor A. Lee provided the following update:</p> <ul style="list-style-type: none"> • DCC had made an excellent job of reclaiming the overgrown path between the two entrances to High Shincliffe, although the path extended only to farm entrance. Councillor Cook would thank Mark Turnbull at DCC for this work and the Chairman would include a reference to this in the next addition of SCAN. • Paths in the Old Mine Site woodland had been cleared of brambles and other overgrown vegetation. All winter bedding and tubs were now planted. The barred gates had been planted with divided perennials from the sustainable beds and other purchased bulbs and shrubs. • At the Parish Community Gardening day on 11 November, a number of residents worked with councillors and the parish gardener to plant drifts of spring bulbs in three locations. Our thanks to The Avenue pub for providing bacon butties and hot drinks at the end of the planting session. • The wildflower meadow beside the barred gates, would be installed early spring; and • Two more mini orchards were being planned for the Parish, including one in the grounds of our local School. 				Cllr Cook
95. Finance Committee Update				
The Chairman advised that the Finance Committee had met on Tuesday 12 th September to discuss the 2017/18 budget to date.				

<p>The proposed budget for the next financial year would be considered at the January Finance Committee and subsequently submitted to the January Parish Council when the precept for 2018-19 would be set.</p>	
<p>The Chairman requested all Parish Councillors to consider the activities in the upcoming financial year and in line with the Parish Council plan.</p>	ALL
<p>96. Cyclists – Black Path – Update</p>	
<p>Councillor Duell reported that three chicanes with appropriate signage would be erected by DCC before Christmas.</p>	
<p>Councillor Duell was thanked for his hard work in relation to this.</p>	
<p>97. Maiden Castle</p>	
<p>This had been discussed earlier on the agenda.</p>	
<p>98. Defibrillators – Installation and Training Update</p>	
<p>A discussion ensued in relation to the installation of the 3 defibrillators and the School had agreed to one being erected on the fence/gate, the Landlord of the Avenue Inn had agreed in principal for one to be erected to the outside of the pub and Michael Stewart had agreed to take the request for one to be stored outside St. Mary’s Church Hall, to the PCC.</p>	
<p>Councillors acknowledged that the defibrillators should be stored in appropriate casing to prevent theft however this in itself, caused problems as a certain temperature must be maintained in the cases at all times. Members were advised that according to NEAS a number of defibrillators were stolen each year.</p>	
<p>The Parish Council commented that whilst access would be 24/7 an interim arrangement could be in place while casing was researched and ordered whereby they were in the 3 locations for access whilst the building was open. The Clerk agreed to speak to the insurance company in relation to potential implications.</p>	
<p>As a result, it was resolved that: research would be undertaken in relation to appropriate casing and in addition, the Clerk would speak to the Parish Council insurance company.</p>	Cllr G. Lee/ Stoker/ Clerk
<p>99. Grit Bins - Update</p>	
<p>Councillor Stoker met with the Chairman on Friday 17th November and the following locations had been agreed:</p>	
<p>Ancroft Garth</p>	
<p>Outside Shincliffe Village Park</p>	
<p>Apperley Avenue; and</p>	
<p>Avenue Street</p>	
<p>Councillor Stoker had sought permission from DCC following a site visit with Andrew Blackley and all bins would be situated on a suitable base, most likely paving flags.</p>	
<p>Councillor Cook agreed to speak to Andrew Blackley to discuss the appropriate specification of the bins with a view of them being ordered as soon as possible.</p>	Cllr Cook
<p>100. Bus Service</p>	

Councillors discussed the reduced bus service and the several complaints which had been received by residents. Whilst the replacement bus stopped at Shincliffe Station, both stops in Shincliffe Village had been removed from the route. Parish Councillors commented that this was extremely disappointing.		
101. Current Accounts for Approval		
The following accounts were submitted for approval:		
K Cuthbert (November Salary)	£290.45	
HMRC Income Tax (November Salary)	£72.40	
K Cuthbert (Reimbursement Printer Cartridges)	£59.97	
Bowburn Community Association (PACT Meeting)	£17.00	
DCC (Hire of Library – November)	£30.36	
Darlington Borough Council (Autumn Bedding Plants)	£550.01	
CDALC (Councillor Training)	£27.00	
M Platts (OMS)	£44.33	
M Platts (Sustainable)	£546.00	
M Platts (Horticulture)	£955.34	
Cllr A Lee (Reimbursement Boston Seeds)	£145.99	
Cllr A Lee (Reimbursement Crocus Bulbs)	£517.97	
Cllr A Lee (Reimbursement Crocus Mixed)	£98.34	
ITC (Annual Web Hosting)	£78.00	
Resolved: that the above accounts be approved and paid.		
102. Date and Time of Next Meeting		
The next Meeting will take place on Tuesday 16th January 2018, 7.00pm at Shincliffe Primary School, High Shincliffe, Durham.		
103. Any Other Business – Councillors		
Shrub at the north end of Avenue Street – Councillors acknowledged that this had become hugely overgrown to the point whereby it was restricting access to the road at the side of the property and would make it particularly difficult for refuse vehicles to pass. This issue would be raised with DCC.		Cllr Stoker

The meeting terminated at 8.55 pm

