

Minutes of the Meeting of Shincliffe Parish Council held at Shincliffe Primary School, High Shincliffe, Durham , on Tuesday 18th October 2016 at 7.00 pm.	Action By:
Present: Councillor G. Lee (in the Chair) and Councillors N. Cook, D. Duell, P. Ferries, A. Lee, J. Lovell and A. Olechnowicz. County Councillor Stoker was also in attendance.	
80. Presentation of Certificates and Prizes – Summer Front Garden Competition	
The Chairman presented the following residents with a certificate and prize for the Summer Front Garden Competition:- 1 st Prize (18 The Green) - £40 Voucher Highly Commended – (1 Foxton Way) - £20 Voucher Highly Commended - (12 Heathways) - £20 Voucher	
81. Apologies for Absence	
There were no apologies for absence.	
82. Declarations of Interest	
There were no declarations of interest.	
83. Issues Raised by Members of the Public	
No issues were raised.	
84. Minutes	
It was resolved that: the minutes of the meeting held on 20 th September, 2016, be approved as a true record.	
85. Matters Arising	
72 - (Finance Committee Update) – The Clerk reported that the new Parish Council laptop had been purchased at a cost of £433.99 (including Microsoft Office and a full set up and data transfer). This also included a £75.00 reduction from Currys PC World for the old laptop.	
86. Police Report	
No Police report had been received.	
87. County Councillor’s Update	
County Councillor Stoker provided the following update: <ul style="list-style-type: none"> • Pot holes continued to cause problems within the Parish. This reiterated the need for the land ownership map which highlighted the areas owned by the Parish Council, DCC and the Dean and Chapter. This would in turn inform responsibility for all pieces of land. This piece of work was of paramount importance and was progressing well. • Grit Bins – the Winter Co-Ordinator (DCC) was currently identifying areas where there were difficulties in driving and a Grit Bin should be 	CIlr Stoker

<p>located/replaced. This would be discussed at the next meeting of the Parish Council.</p> <ul style="list-style-type: none"> • Shincliffe Village Park – Councillor Stoker had received confirmation that the play equipment had been maintained this year. An informal meeting would take place on Tuesday 13th December, 2016, to discuss future proposals. • Overgrown Hedges (Low Road) – DCC were not required to maintain these as each property was responsible for the area outside their home. Parish Councillors commented that whilst it was not the responsibility of the Parish Council, help could be provided via a Community Gardening Day and this would be discussed at the next Horticulture Committee meeting. • Parking Issues (Heathways) – The Highways Department had visited and yellow lines were a possibility, even for certain periods of the day. This required further discussion at a future meeting of the Parish Council. 				
<p>88. Correspondence</p>				
<p>(a) <u>Matters arising from last month's correspondence</u> (1) No issues were raised.</p>				
<p>(a) <u>Correspondence held on reference file</u> (1) None.</p>				
<p><u>Current Correspondence</u></p> <p>(1) An email had been received from a resident in Shincliffe Village regarding issues outside their home. These related to poor surfacing and cars using the strip of land as access. Parish Councillors acknowledged the email and agreed that ownership/responsibility status was required prior to any decision being made, and that this should include right of access. If this was not the responsibility of the Parish Council, a suggestion was made that residents may be able to consider a joint maintenance initiative.</p> <p>(2) A letter was circulated from Mackenzie Home Improvements Limited which stated that they were called to a property in Shincliffe Village on 5th January 2016, following heavy rainfall (copies available on request). The letter stated that after inspecting the drains the problems were not uncommon and had been found in the past, but the recent weather conditions had been a factor in this. As this was currently in the hands of the Parish Council Insurance Company (and a full copy of the survey report was still awaited) it was agreed that any further discussions be deferred pending receipt of the relevant information; and</p> <p>(3) An email had been received from a resident regarding two areas of path adjacent to the village green in Shincliffe Village being covered with excessive quantities of gravel, which was making walking and using the path, extremely problematic. The Parish Council acknowledged these concerns and agreed that land ownership needed to be ascertained in order help make an informed decision as to future action.</p>				
<p>89. Planning Applications</p>				
<p>The Clerk reported that the following planning application had been circulated on 3rd October 2016. No objections had been received.</p> <table border="0" data-bbox="145 1872 1190 2074"> <tr> <td style="vertical-align: top;">DM/16/03088/FPA</td> <td style="vertical-align: top;">19 Hill Meadows High Shincliffe Durham DH1 2PE</td> <td style="vertical-align: top;">Conversion of integral garage into habitable room, removal of balustrade and replace with pitched roof above existing single storey extension and erection of single storey extension to rear of property</td> </tr> </table>	DM/16/03088/FPA	19 Hill Meadows High Shincliffe Durham DH1 2PE	Conversion of integral garage into habitable room, removal of balustrade and replace with pitched roof above existing single storey extension and erection of single storey extension to rear of property	
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<p>The Parish Council considered the following planning application:</p> <p>DM/16/03062/ FPA Bracken Cottage Modifications to approved Bank Foot double garage and construction Shincliffe of two-storey link extension to Durham provide additional two bedrooms DH1 2PD at first floor level, integral garage, gym and car port at ground level with conservatory link.</p> <p>Upon detailed discussion the Parish Council resolved: to object to the above planning application on the following grounds:</p> <ol style="list-style-type: none"> 1) The size of the proposals were inappropriate and disproportionate in size. 2) The Parish Council also believe that this is another example of incremental and over development on this site and deceitful behaviour; and 3) In addition, the double garage does not exist therefore permission is being sought to join two buildings yet one building has not in fact been built. 	<p>Clerk</p>
<p>90. Horticulture Committee Update</p>	
<p>Councillor A. Lee advised of the following:</p> <ul style="list-style-type: none"> • Beautiful Durham Awards – High Shincliffe had won the Best Village Award, Shincliffe Village had won Best Small Village and Sherburn Hospital had received a merit, at the award ceremony on Wednesday 5th October, 2016. Certificates would be displayed in notice boards. • Claire Pragnell had kindly done some planting around benches and also planted a Red Barked Cherry Blossom Tree. The Parish Council extended their thanks to Claire, and agreed to consider some form of recognition for Claire’s dedication at a future meeting. • Orchard Garden (Hill Meadows) – The Parish Gardner had agreed to cut back the two bushes and plant the Semi Dwarf Fruit Tress. John Lightley had confirmed that he would like to attend. • Autumn Bedding plants were due to arrive on 19th October, 2016. • The claim to DCC for the damage to the apple tree and wild flowers in Love Lane had been successful and a refund of £380.64 had been received; and • Interpretation Board – Whilst the Parish Council firmly believed that DCC’s grass cutters had damaged the Interpretation Board at Hill Meadows, DCC had no recollection of this and had asked for an independent witness. The County Council’s Insurance company were investigating this, however in the meantime Councillor Duell had agreed to repair it. 	<p>All Cllr’s</p> <p>Cllr Duell</p>
<p>91. Finance Committee Update</p>	
<p>The Chairman advised that the next Finance Committee meeting was scheduled to take place on Tuesday 8th November, 2016.</p>	
<p>92. Website</p>	
<p>The Clerk and Councillor Cook reported that works to the new website were progressing well and it was anticipated that the site would be live in November, 2016.</p>	
<p>93. Speeding Cyclists – Hill Crest to A177</p>	
<p>Councillor Duell reported that two parents had contacted him regarding cyclists speeding down the path from Hill Crest to the A177 and proposed that a barrier should be placed at the top. Parish Councillors acknowledged a barrier half way down the bank could potentially be troublesome therefore options needed to be</p>	

<p>explored as to the exact location of the barrier, whilst also considering signage that will be both effective and enforceable. This reassurance would be required from DCC.</p>	<p>Cllr Stoker</p>			
<p>94. Local Council Award Scheme</p>				
<p>The Parish Clerk was scheduled to attend a training course on Wednesday 26th October, 2016.</p> <p>It was anticipated that the Foundation Level of the Local Council Award Scheme would be submitted in November, 2016.</p>				
<p>95. Current Accounts for Approval</p>				
<p>The Clerk reported that the following cheques had been raised and authorised throughout September:</p>				
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	The following accounts were then submitted for approval:																				
				-----------------------------	---------		K Cuthbert (October Salary)	£274.60		-----------------------------	---------					---------		£274.60		---------	
				-----------------------------	--------		HMRC (Income Tax – October)	£68.60		-----------------------------	--------					--------		£68.60		--------	
				--------------------	---------		M Platts (Benches)	£499.99		--------------------	---------					---------		£499.99		---------	
				---	--------		K Cuthbert (Reimbursement Garden Centre Vouchers)	£80.00		---	--------					--------		£80.00		--------	
				------------------------------	--------		DCC (Hire of School Library)	£30.36		------------------------------	--------					--------		£30.36		--------	
	Resolved: that the above accounts be approved and paid.																				
96. Date and Time of Next Meeting																					
The next Parish Council Meeting will be held on **Tuesday 15th November, 2016, 7.00pm at Shincliffe Primary School, High Shincliffe, Durham.**																					
97. Any Other Business – Councillors																					
Councillor Lovell reported that the Litterpick which took place on Saturday 15th October, 2016 had once again, been a huge success with 14 volunteers collecting 25 bags of rubbish from around the Parish. A particular thanks was extended to the Avenue Inn for providing complimentary breakfast sandwiches for volunteers, on their return. Councillor Ferries raised the issue of overgrown branches potentially affecting telephone wires within Shincliffe Village. Councillors agreed that this needed to be taken into consideration when tree maintenance works were undertaken in December, 2016.																					

The meeting terminated at 8.50 pm