

Shincliffe Parish Council

Minutes of the Meeting of Shincliffe Parish Council held in St Mary's Church Hall, Shincliffe Village, Durham at 6.00pm on Thursday 19th September, 2019.

Present: County Councillor Stoker (Chair), Councillors Armstrong, Duell, Ferries, Fradgley, Olechnowicz and Wright.

In Attendance: Maxine Robinson (Locum Clerk)

The Chairman, on behalf of the Parish Council, welcomed Councillor Armstrong to his first meeting.

Item		Action By
1.	<p>Apologies for Absence</p> <p>There were no apologies for absence.</p>	
2.	<p>Issues Raised by Members of the Public</p> <p>No Issues were raised.</p>	
3.	<p>Minutes</p> <p>RESOLVED that: the minutes of the meeting held on Thursday 25th July, 2019 be approved as a correct record.</p>	
4.	<p>Matters Arising</p> <p>Councillor Olechnowicz advised that contact had been made with both DCC and the Environmental Agency regarding the overgrown vegetation along the river (just passed the Rosetree). This had now been cleared away.</p>	
5.	<p>Crime Update (Including Stolen Memorial Bench)</p> <p>The Clerk advised that there had been 1 incident of a burglary reported on Low Road (Shincliffe Village).</p> <p>The Parish Council, acknowledged, and were very disappointed to receive the report regarding the memorial bench, which had been stolen from the Church Yard.</p> <p>Contact would be made with the PCC to ascertain whether this could be replaced via their insurance policy and also suggested that if the memorial element of the play park was to proceed, a</p>	

	<p>plaque in memory of the resident could be situated within the park.</p> <p>A discussion then ensued in relation to the benches around the Parish, currently owned by the Parish Council, and It was acknowledged that some of these benches were not anchored in. The Horticulture Committee had therefore asked that the Parish Gardener provide costings for securing these benches, with the view that these works would be undertaken in the near future.</p> <p>Councillor Duell advised that a request had been made for the PCSO to visit the area during school drop off times due to the ongoing concerns around parking and driver behaviour. A response was still awaited.</p> <p>The Chair explained that an officer was DCC was currently looking into this issue, with a view to get lines painted on the road at Heathways which would not cause disruption to homeowners and their visitors. A further update would be given in due course.</p>										
6.	<p>Written Correspondence</p> <p>The Clerk reported that a letter requesting a charitable donation had been received from the Great North Air Ambulance Service.</p> <p>This would be considered at the December meeting of the Parish Council, in line with other requests for financial assistance.</p>	Clerk									
7.	<p>Planning Applications</p> <table border="0" data-bbox="328 1424 1246 2029"> <tr> <td data-bbox="328 1424 671 1603">DM/19/02401/FPA</td> <td data-bbox="679 1424 1086 1603">Allean House 1 Hillcrest High Shincliffe Durham DH1 2PQ</td> <td data-bbox="1094 1424 1246 1603">Dormer window to west roofslope</td> </tr> <tr> <td data-bbox="328 1671 671 1850">DM/19/02272/FPA</td> <td data-bbox="679 1671 1086 1850">3 Beaumont Court Bank Foot Shincliffe Durham DH1 2PD</td> <td data-bbox="1094 1671 1246 1850">Erection of single-storey extension to rear.</td> </tr> <tr> <td data-bbox="328 1917 671 2029">DM/19/02580/FPA</td> <td data-bbox="679 1917 1086 2029">Wayside Cottage Stockton Road High Shincliffe</td> <td data-bbox="1094 1917 1246 2029">Replacement of front door</td> </tr> </table>	DM/19/02401/FPA	Allean House 1 Hillcrest High Shincliffe Durham DH1 2PQ	Dormer window to west roofslope	DM/19/02272/FPA	3 Beaumont Court Bank Foot Shincliffe Durham DH1 2PD	Erection of single-storey extension to rear.	DM/19/02580/FPA	Wayside Cottage Stockton Road High Shincliffe	Replacement of front door	
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	Durham DH1 2PB	and windows to Victorian style single pane sliding sash.	
	RESOLVED that: no objections be made in relation to the above planning applications.		
8.	<p>Appointment of Chairman – Finance Committee</p> <p>Due to the resignation of Councillor G. Lee, there was a resultant vacancy of Chairman of the Finance Committee.</p> <p>Expressions of interest were therefore welcomed and it was RESOLVED that: Councillor Armstrong be appointed as Chairman of the Finance Committee for the remainder of the municipal year.</p>		
9.	<p>Financial Position as at End of Quarter 2 (September 2019)</p> <p>The Clerk referred Councillors to the Quarter 2 budget position as circulated.</p> <p>Councillors were advised that the current balances amounted to £38,823.72. Members were asked to note that £10,000 was held for Shincliffe Play Park following a contribution of £10,000 being made from Councillor Stokers’ Neighbourhood Budget.</p> <p>The Clerk referred to the detailed spreadsheet which stated cost against each budget heading and explained these in detail, in addition to the budget for each budget heading and the forecast spend for the remainder of the year.</p> <p>It was RESOLVED that: the budget position as at the end of Quarter 2 be approved.</p>		
10.	<p>Horticulture Committee Update</p> <p>Councillor Wright provided the following update:</p> <ul style="list-style-type: none"> • Angela Lee (Community Representative) had served not only the Parish Council, but also the Horticulture Committee for numerous years and had decided it was now time to step down. The Committee placed on record 		

	<ul style="list-style-type: none"> • Discussions were underway with the relevant utility suppliers for any necessary permissions and to ensure that there would be no disruptions or damage to services during installation of the tree; • As the tree was a cut and temporary tree, this limited the requirement for underground digging; • The tree would now be secured by a civic metal stand; • Following discussions, it had been decided that a 14ft tree was too ambitious and also more difficult to handle. As a result a 10-12 ft tree would now be erected which would still have a good impact but not be too intrusive; and • A letter would be sent to those residents directly in the light of sight of the trees inviting comments and suggestions. 	Clerk
12.	<p>Recent Parish Councillor Co-Option Process</p> <p>Parish Councillors noted that an interview as part of the co-option process had been undertaken on Tuesday 17th September.</p> <p>It was RESOLVED that: Chris Armstrong be formally appointed to the role of Parish Councillor.</p>	
13.	<p>Appointment of Locum Clerk</p> <p>The Chair advised that an expression of interest had been received from Maxine Robinson to undertake the role of Interim Parish Clerk, for a period of maternity leave.</p> <p>It was RESOLVED that: Maxine Robinson be appointed to the role of Interim Parish Clerk, with effect from 1st October, 2019.</p> <p>Maxine was welcomed to the Parish Council.</p>	
14.	<p>Sherburn House Planting Initiative</p> <p>Councillor Fradgley proposed the idea of a planting initiative at Sherburn House and circulated plans of suitable areas.</p> <p>Parish Councillors welcomed this proposal especially given that there was no Parish Council planting currently around this area.</p> <p>It was also proposed that contact be made with Sherburn Hospital regarding a joint venture and also DCC for any potential funding. In addition to this, it was suggested the planting initiative</p>	

	<p>could be used as a traffic calming measure and indicate to drivers that it was a residential area.</p> <p>It was RESOLVED that: a small working party be established to discuss initial proposals.</p> <p>Once proposals had been discussed, a consultation process would take place with residents.</p>	Cllr Fradgley										
15.	<p>Shincliffe Play Park (Standing Item)</p> <p>Councillor Ferries provided the following update:</p> <ul style="list-style-type: none"> • Funding of £600 would be received as half of the proceeds from the Summer Garden Party; • Sadly, an application had been declined from County Durham Community Foundation; • Funding had now been completed with approximately £65,000 being generated; • Proposals were now in the final stages of planning, with approval in principal already being received; and • Procurement and tender exercises would therefore commence over the forthcoming weeks. 											
16.	<p>Current Accounts for Approval</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>K Kirton (July Salary)</td> <td>£364.13</td> </tr> <tr> <td>HMRC Income Tax (July)</td> <td>£91.00</td> </tr> <tr> <td>ITC Web Design</td> <td>£150.00</td> </tr> <tr> <td>M Platts (Horticulture)</td> <td>£552.81</td> </tr> </tbody> </table> <p>RESOLVED that: the above accounts be paid.</p>	Payee	Amount	K Kirton (July Salary)	£364.13	HMRC Income Tax (July)	£91.00	ITC Web Design	£150.00	M Platts (Horticulture)	£552.81	
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17.	<p>Date of Next Meeting</p> <p>Thursday 17th October, 2019 at 6.00pm (St. Mary's Church Hall)</p>											
18.	<p>Any Other Business – Councillors</p> <ul style="list-style-type: none"> • A discussion ensued in relation to overhanging trees at Beal Walk from the school grounds. Whilst a contract for works had been accepted by the School, these works were yet to be undertaken by DCC; and • Changes were being proposed to the X12 bus service. Hopefully this would have a positive impact, as previous complaints had been received. 											

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Meeting Terminated at 19.20pm