

Minutes of the Meeting of <b>Shincliffe Parish Council</b> held at <b>St. Mary's Church Hall, Shincliffe Village, Durham, on Tuesday 19<sup>th</sup> April 2016</b> at 7.00 pm.	<b>Action By:</b>
<b>Present:</b> Councillor G. Lee (in the Chair) and Councillors Duell, A. Lee, Lovell and Olechnowicz.  There were no members of the public present.	
<b>173. Apologies for Absence</b>	
Apologies for absence were submitted to the meeting on behalf of County Councillor Stoker and PC Cockburn.	
<b>174. Declarations of Interest</b>	
There were no declarations of interest.	
<b>175. Issues Raised by Members of the Public</b>	
No issues were raised.	
<b>176. Minutes</b>	
It was <b>resolved</b> that: the minutes of the meeting held on 15 <sup>th</sup> March, 2016, be approved as a true record.	
<b>177. Matters Arising</b>	
Superfast Broadband – Whilst this was now available in Shincliffe Village, some problems were still being experienced in High Shincliffe. As discussed at previous meetings, residents may need to register for a 'super-fast' connection with their current providers, and this may incur a charge.  Litter Pick – Councillor Lovell advised that the Litter Pick had taken place on Saturday 9 <sup>th</sup> April with over 20 volunteers attending. This had been a huge success with around 33 bags of litter being collected from and around the Parish. The Parish Council extended their thanks to all those involved.	
<b>178. Police Report</b>	
In the absence of PC Cockburn, the Clerk advised that the following crimes had been reported since the last meeting:  17/03/2016 - Theft of a wooden sign from the garden of Shincliffe Hall.  14/04/2016 - Theft of two metal items from the rear of The Avenue Inn.  It was <b>resolved</b> that: the update be noted.	
<b>179. County Councillor's Update</b>	
County Councillor Stoker had provided the following written update: <ul style="list-style-type: none"> <li>• A177 speed check - The data from the speed check to measure the impact of the 'Go Slow' signs was not available at the last PC meeting because the data had been lost. This has now been recovered and would be available for the May meeting.</li> <li>• Right Royal Garden Party – An approach had been made to both County Councillor Stoker and the Parish Council by FOSS (Friends of Shincliffe School) to contribute to the costs of The Right Royal Birthday Party. Councillor Stoker had advised that in principal, he was willing to contribute</li> </ul>	<b>Cllr Stoker</b>

<p>50% of the costs (i.e. £300.00) subject to the Parish Council funding the remaining 50%, for the cost of the hired obstacle course. Upon discussion the Parish Council acknowledged that this was an event to be enjoyed by the local community and made reference to the Grants Donation Policy currently in place. As this stated that requests would normally be considered in June and December of each year, it was <b>resolved</b> that: the Clerk would contact FOSS to ask that they submit the relevant grant application form for consideration at the June meeting, and determine whether this timescale would have any detrimental impact on the funding of the event.</p> <ul style="list-style-type: none"> <li>Councillor Stoker had asked the Highways Department at DCC to give an informal quote for a pedestrian guard rail that prevented cyclists speeding down the path from Hill Crest to the A177, but allowed pedestrian access. It would cost approximately £250. The Parish Council discussed the options available in particular barriers at the top and the bottom of the bank and also signage to act as a warning/deterrent. It was <b>resolved</b> that: prices be obtained for both barriers and signage and that this be discussed at the next meeting of the Parish Council.</li> </ul>	<p><b>Clerk</b></p> <p><b>Cllr Stoker</b></p>								
<p><b>180. Correspondence</b></p>									
<p>(a) <u>Matters arising from last month's correspondence</u> (1) No issues were raised.</p>									
<p>(b) <u>Correspondence to circulate for discussion/decision at next parish council meeting</u> The Clerk advised that as most correspondence was now circulated electronically a reference file was available on request for Parish Councillors to review throughout the month if they wished to do so. The following documents were held on file: (1) Neighbourhood Protection Team Update (Monthly Performance Report February 2016) (2) LCR (Spring 2016)</p>									
<p>(c) <u>Current Correspondence</u> (1) Land Quality Inspection Survey – Letter received (29<sup>th</sup> March 2016) which advised that the report concluded that there were no concerns with the results, and also that no further sampling was necessary. (2) Email received from a resident about the footpath along Prospect Terrace and Robson Terrace (being very muddy and slippery). The Clerk was requested to ascertain ownership and report back to the next meeting of the Parish Council. (3) Email received from resident about driveway between the village road and Manor Close showing signs of minor subsistence possibly related to previous utility company work. Councillor Olechnowicz agreed to discuss this with the resident. (4) Email received from a resident in Manor Close regarding pruning the tree outside of his property. It was agreed that the Clerk would check the Tree Survey Report to confirm that pruning was recommended and undertaken when the survey was carried out in Autumn 2013. Councillor Olechnowicz agreed to discuss this with the resident.</p>	<p><b>Clerk</b></p> <p><b>Cllr Olechnowicz.</b></p> <p><b>Clerk &amp; Cllr Olechnowicz.</b></p>								
<p><b>181. Planning Applications</b></p>									
<table border="0"> <tr> <td data-bbox="134 1872 284 1939"><a href="#">DM/16/008/67/FPA</a></td> <td data-bbox="316 1872 485 1973">Mrs Kelly Richardson</td> <td data-bbox="512 1872 740 2040">Wayside Cottage Stockton Road High Shincliffe Durham DH1 2PB</td> <td data-bbox="831 1872 1193 2007">Demolition of existing conservatory and erection of traditional extension with orangery roof windows</td> </tr> <tr> <td data-bbox="134 2040 284 2103"><a href="#">DM/16/010/46/FPA</a></td> <td data-bbox="316 2040 485 2103">Mr Robert Lunan</td> <td data-bbox="512 2040 740 2103">12 Bromley Close High Shincliffe</td> <td data-bbox="831 2040 1034 2103">Erection of replacement</td> </tr> </table>	<a href="#">DM/16/008/67/FPA</a>	Mrs Kelly Richardson	Wayside Cottage Stockton Road High Shincliffe Durham DH1 2PB	Demolition of existing conservatory and erection of traditional extension with orangery roof windows	<a href="#">DM/16/010/46/FPA</a>	Mr Robert Lunan	12 Bromley Close High Shincliffe	Erection of replacement	
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<a href="#">DM/16/009</a> <a href="#">50/FPA</a>	Mrs J King	Durham DH1 2TZ The Sycamores Grange Farm High Shincliffe Durham DH1 2FB	conservatory at rear of dwelling. Erection of two storey and single storey extensions to rear (resubmission).	
<b>Resolved:</b> that there were no objections in relation to the above planning applications.				
<b>182. Horticulture Committee Update</b>				
Councillor A. Lee advised that:				
<ul style="list-style-type: none"> <li>• Nominations for the Spring Front Garden Competition had been received. The Clerk agreed to contact the winner of last year's competition to ask if they would be willing to judge this year's competition.</li> <li>• At the last Horticulture Committee meeting a suggestion was made to change the competition result to 3 overall 'Best Kept Gardens'. This would be discussed again at the next meeting.</li> <li>• A mini Orchard Garden had now been planted at Meldon Way. Further consideration would be given to additional Orchard Gardens in the future.</li> <li>• An Apple Tree had been planted at the end of Love Lane.</li> <li>• A leaflet holder had been attached to the Interpretation Board in High Shincliffe. An additional holder had been purchased for the board in Shincliffe Village and this would be installed as soon as possible.</li> <li>• Wild flower seeds had kindly been donated by a resident for a patch of land on Low Road.</li> <li>• A resident had kindly made and donated a bird box. The Parish Council expressed their thanks for this lovely gesture.</li> </ul>				<b>Clerk</b>
<b>183. Finance Committee Update</b>				
Councillor G. Lee reported that he had met with the Clerk to further develop the new budget control spreadsheet for accounting purposes for the 2016/17 financial year.				
<b>184. Co-option Process</b>				
Parish Councillors referred to the four expressions of interest forms previously circulated. One candidate was not eligible according to the criteria however consideration being given to the remaining three candidates, it was <b>resolved</b> that: the three candidates be invited to attend an Extraordinary Meeting of the Parish Council for an informal discussion. The Clerk agreed to determine a date for the Extraordinary Meeting, with both the candidates and Parish Councillors.				<b>Clerk</b>
<b>185. Website</b>				
The Clerk referred to the report previously circulated which detailed the three tender quotes for the development of a new website. The Parish Council asked that the Clerk obtain some background information in relation to each of the companies for further consideration at the next meeting.				<b>Clerk</b>
<b>186. Notice Boards</b>				
As two of the notice boards were in a state of disrepair the Parish Council agreed that they needed replacing. The Parish Council asked the Clerk to obtain prices and options for two new notice boards at High Shincliffe and Shincliffe Village.				<b>Clerk</b>
<b>187. Local Council Award Scheme – Quality Gold (Standing Item)</b>				
Parish Councillors agreed that a working group meeting should take place to discuss the allocation of tasks. It was agreed that this would take place at the Extraordinary Meeting of the Parish Council immediately after the consideration of				

the co-option of councillors. Date to be arranged.	<b>Clerk</b>
<b>188. Accounts for Approval</b>	
The following accounts were submitted for approval:	
Shincliffe PCC (Hire of Church Hall)	£22.00
Cllr A Lee (Reimbursement - External Leaflet Dispenser)	£55.32
Cllr A Lee (Reimbursement – Family Apple Tree)	£40.90
Cllr A Lee (Reimbursement – 3 Apple & 2 Plum Trees plus fixings)	£211.00
Cllr A Lee (Reimbursement – Aquilegia Collections)	£18.00
M Platts (Sustainable)	£162.00
M Platts (Horticulture)	£346.00
M Platts (Interpretation Boards – installation of leaflet holder)	£22.23
M Platts (OMS)	£99.00
M Platts (Love Lane)	£45.96
K Cuthbert (April Salary)	£274.60
HMRC Income Tax (April Salary)	£68.60
<b>Resolved:</b> that the above accounts be paid.	
<b>189. Date and Time of Next Meeting</b>	
The next Parish Council Meeting will be held on <b>Tuesday 17<sup>th</sup> May, 2016, 7.00pm</b> at <b>Shincliffe Primary School, High Shincliffe, Durham.</b>	
<b>190. Any Other Business – Councillors</b>	
(1) The Parish Council discussed the outstanding work undertaken by former Councillors Hudson and Lightley and how this should be best recognised. A suggestion was made to plant a mini orchard garden on the green at Hill Meadows. Councillor A Lee agreed to speak with both Councillor Hudson and Lightley in relation to this and Councillor Duell agreed to engage with the residents of Hill Meadows in due course, to ascertain whether they would be happy for the orchard garden to be planted.	<b>Cllrs A Lee &amp; Duell</b>

*The meeting terminated at 8.20 pm*