

Minutes of the Meeting of Shincliffe Parish Council held in St. Mary's Church Hall, Shincliffe Village, Durham on Tuesday 21st July 2015 at 7.00 pm.
Present: Councillor G. Lee (in the Chair) and Councillors Duell, Hudson, A Lee, Lightley, Lovell and Olechnowicz. There was 1 member of the public present.
41. Apologies for Absence
There were no apologies for absence.
42. Declarations of Interest
There were no declarations of interest.
43. Issues Raised by Members of the Public
(1) Planning Application (Laxey Cottage) – An issue was raised in relation to the size and structure of the proposed timber garage and workshop and the resultant impact on neighbouring properties. The scale of this building had not been realised upon initial consultation. A copy of the revised plan was circulated which proposed moving the building back 2-3 meters however it was felt that the most feasible compromise would be for the building to be in line with the neighbouring garage. As a result it was resolved that: an objection be submitted to the revised proposals of moving the building 2/3 meters, the height and position of the building and also uncertainties around the use of the building.
44. Minutes
It was resolved that: the minutes of the meeting held on 16 th June 2015, be approved as a true record.
45. Matters Arising
(1) Presentation of certificates and prizes to Front Garden Competition Winners – It was noted that the preparation for the awards presentation was not satisfactory and therefore the presentation itself did not run as smoothly as intended. This would be addressed for future presentations. (2) Gas Leak – Councillor Duell reported that the gas leak was being fixed. (3) Litter Pick – Councillor Lovell was thanked for agreeing to co-ordinate future Litter Picks. (4) Chevron Sign – Councillor Duell reported that this had now been replaced.
46. Police Report
In the absence of the Police, there was no Police report. With regards to the on-going issues around Police presence at school times it was resolved that: the Clerk to the Council write a letter highlighting the issues, and request a plan for regular police presence including appropriate action in the form of penalty fines to drivers, where relevant, as concerns were raised that disturbances of the peace, were inevitable, without this action. Police presence would be specifically requested for the first week of term. The Clerk to the Council would also contact PC Johnson (Co-ordinator of the Mini Police) to ascertain when the Mini Police would be present during the forthcoming school year.
47. County Councillor's Update
County Councillor Stoker provided the following update: <ul style="list-style-type: none"> • <u>High Shincliffe Play Park</u> – the 'All-Weather Surface' was to be laid in September; • <u>A177</u> – Councillor Stoker had requested that a 24 hour speed check be undertaken at the southern entrance to High Shincliffe to determine whether the traffic calming measures which

had been implemented, had slowed traffic. In response to a question from Councillor G. Lee, Councillor Stoker confirmed that if this was not the case, consideration would be given to assembling planters at the roadside, which would give the illusion of a narrowing road.

- Rat Run (Shincliffe Village) – DCC had confirmed that it wasn't possible to put a 'Sleeping Police Man' on the slip road off the A177 as there was insufficient warning for motorists. A series of 5 'Sleeping Policemen' was feasible beginning near the Seven Stars and finishing at the junction with Shincliffe Lane.
- Church Hall – Councillor Stoker had agreed to meet with the Church Wardens to discuss how the buildings fabric could be modernised to provide improved facilities for users. Suggestions were made to replace the windows, improve the heating and lower the ceilings.
- Superfast Broadband – Councillor Stoker reported that the Broadband speed at Shincliffe was very poor and that plans to use a 'Superfast Broadband' Cabinet at the end of Hallgarth Street was unlikely to provide a better service. As a result, it was proposed to install a cabinet near the Rosetree Inn, which was deemed to be more appropriate, with the aim of Superfast Broadband being available by the end of 2015.

48. Correspondence

(a) Matters arising from last month's correspondence

- (1) Councillor Lovell commented that he welcomed the Neighbourhood Protection Team Update.
- (2) Councillor Lightley queried whether a copy of the 'Rights of Way Improvement Plan' had been obtained.

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

- (1) Durham County Council – Contaminated Land Inspection Strategy Consultation
- (2) Spaldings
- (3) The Clerk Magazine (Vol. 46. No.4)
- (4) Broxap Street Furniture (Summer 2015)
- (5) Clerks & Councils Direct (July 2015 Issue 100)
- (6) NECA Devolution – Letter to Stakeholders
- (7) Civic Pride Newsletter
- (8) Durham Association News (July 2015. Newsletter 53)

(c) Current Correspondence

- (1) A letter had been received from a resident in relation to the use of weedkiller by the County Council. It was acknowledged that contact had been made on several occasions with the County Council to prohibit the use of weedkiller and that instead, areas (trees/street signs) would be maintained by the Parish Gardener. The Clerk agreed to raise this issue again, with the County Council.

49. Planning Applications

The Clerk reminded Councillors that the following application had been electronically circulated prior to the meeting, for consideration.

[DM/15/01851/FPA](#)

Mrs T Peart

Erection of single storey pitched

2 Beal Walk

roof extensions to side and rear

High Shincliffe

of existing dwelling

Durham

DH1 2PL

It was: **resolved** that there were no objections in relation to the above planning application.

[DM/15/01989/FPA](#)

Mr S Bissell

West Grange Farm

Conversion of pig sty to greenhouse

Strawberry Lane

Shincliffe

Durham

DH1 2TB

It was: **resolved** that there were no objections in relation to the above planning application.

50. Horticulture Committee Update

Councillor A. Lee provided the following update:-

- Bromley Bed – A leaflet had been circulated to residents of Bromley Close, to seek views in relation to converting this into a sustainable herb garden. 6 comments had been received and it had been suggested by the Horticulture Committee that a compromise be reached, whereby it be planted with a mixture of sustainable plants and herbs.
- Love Lane – Mr and Mrs Chaytor had donated their Garden Centre voucher back to the Parish Council for further works to be carried out at Love Lane. It had been agreed by the Horticulture Committee that this would be used to buy a fruit tree to be planted at the Ancroft Garth end to Love Lane. As a resident currently stored a recycling bin at this space, the Clerk to the Parish Council agreed to contact the resident and ask if this could be removed.
- Summer Front Garden Competition – Councillor A Lee explained that this would take place within the first week of August and circulated maps which allocated streets for judging, to Councillors. An additional category to include ‘tubs/containers/other’ had also been proposed to recognise special horticulture initiatives in the community.
- Minutes of the Horticulture Committee meetings would be circulated to all Councillors, for information.
- Entrance Beds had now been planted and were looking fantastic.
- The potential for additional beds were discussed at committee in particular at the junction to Sherburn House. A suggestion was made to contact the Chief Executive of Sherburn House to discuss the potential of matched funding.

51. Finance Committee Update

Councillor G. Lee provided the following update:-

- At the first meeting of the Finance Committee, Councillor G. Lee had been appointed as Chairman and Councillor A. Lee had been appointed Vice-Chairman.
- Work had commenced on a new budget spreadsheet which would provide the same level of detail, or more, but require less time to administer, adding more value to the Parish Council.
- A financial calendar would be produced highlighting key dates within the financial year.
- Authority limits for cheques were proposed whereby payments up to £500 required only the signature of the Chairman (and in his absence, one of the other authorised signatories) and for payments over £500, the signature of two authorised signatories. It was **resolved** that: the authority limits be approved.
- The Clerk to the Parish Council had agreed to investigate whether 2 HSBC bank accounts were necessary and also pursue the use of Internet Banking.
- A 3 year budget plan was required for achievement of the Quality Gold Award and this would be considered at future meetings of the committee.

52. Local Council Award Scheme – Quality Gold Award (QGA- Standing Item)

A discussion ensued in relation to the QGA and the importance of community engagement in achieving many of the criteria. The Parish Council acknowledged that they had already, or planned to, engage in the following:-

TRO Consultation

½ Yearly Litter Picks

Involvement with School Children planting bulbs and flowers at Love Lane and the Old Mine Site

High Shincliffe Park

Shincliffe Village Park

Mini Police

Bromley Flower Bed

SCAN and St. Mary's Newsletters

Community agreement to plant and maintain bulbs and plants around street signs

Spring and Summer Garden Competition

Support with Shincliffe Show

The Clerk suggested that a questionnaire/parish survey be undertaken to ascertain views and priorities of residents which would help inform many of the future decisions/plans to be made by the Parish Council. It was **resolved** that: the Clerk would draft a survey for consideration.

The Chairman reminded Councillors of the requirement to produce a Councillor Profile, including a photograph, for one of the criteria for the QGA. The deadline date for submissions was extended to Friday, 24th July, 2015 and it was agreed that these would be submitted in 3rd person tense.

53. Accounts for Approval

Shincliffe Show	£150.00
Shincliffe Junior Football Club	£100.00
High Shincliffe Avenue Inn Football Club	£75.00
Darlington Borough Council	£811.15
Paddock Farm	£424.27
K Cuthbert (July Salary)	£264.86
HMRC (Income Tax – July)	£66.20
K Cuthbert (August Salary)	£264.86
HMRC Income Tax – August)	£66.20
DCC Hire of School Library	£30.36

Resolved: that the above accounts be paid.

54. Date and Time of Next Meeting

The next Parish Council Meeting will be held on **Tuesday 15th September, 2015, 7.00pm at Shincliffe Primary School, High Shincliffe, Durham.**

55. Any Other Business – Councillors

- (1) Councillor Olechnowicz was thanked for providing residents with a summary in relation to the findings of the Traffic Regulation Order.
- (2) The Clerk agreed to contact Claire Ketley to ascertain an appropriate point of contact to arrange a consultation with members of the community regarding proposals for Shincliffe Village Park.

The meeting terminated at 8.55pm