

Minutes of the June Meeting of **Shincliffe Parish Council** held in **Shincliffe Primary School, High Shincliffe Durham** on **Tuesday 18 June 2013** at 7.00 pm.

Present: Councillor Duell (in the Chair) and Councillors Hudson, A Lee, G Lee and Olechnowicz. County Councillor Stoker was also in attendance. There were also 3 members of the public present.

18. Declarations of Interest

There were no declarations of interest

19. Apologies for Absence

Apologies for absence were received from Councillors Lightley and Lovell.

20. Minutes

Resolved: that the Minutes of the parish council meeting held on Tuesday 21 May 2013 (copies previously circulated and publicised) be confirmed as a correct record and signed by the Chair.

21. Matters Arising

- (a) Flooding issues with gullies – due to austerity measures it has been necessary for DCC to reduce the service and maintenance of gullies; however they have serviced the 2 problematic gullies and some others around that area. Hill Meadows will now be done annually rather than bi-annually. There are also drainage issues in Avenue Street due to builders' rubble/cement having been put down the drain 2 years ago. **Resolved:** Councillor Stoker to deal.
- (b) Love Lane – It is not who owns this land; Councillor Stoker had inspected the area and confirms that the electricity board have done a poor job or reinstating the land. Photos have been taken showing the state of the land. Unfortunately it has been further exacerbated due to the parish council no longer having the finances to maintain this area. **Resolved:** Councillor Stoker to pass to DCC officers to deal.
Councillor A Lee says there are also issues with trees in Love Lane the overgrown branches are resting on residents sheds and they are concerned that damage is going to be caused. DCC are unable to help as the land is not registered. **Resolved:** that Councillor Duell will contact the resident and Marc will inspect the area and report back to the next meeting.
- (c) Land ownership – Councillor Stoker has had discussions with the Chapter Office regarding land at St Mary's Close and the recreation ground in Shincliffe Village. With regard to St Mary's Close, they are to search archived files to check on ownership and responsibilities, if it is their land, the Chapter Office will take responsibility. The recreation ground, a resident had seen the car which caused the damage, however it was stolen and therefore not insured. The police caught and have since convicted and imprisoned the driver. The Chapter Office has accepted that it is their land and they will sort out the area, although they are in a position of not knowing if they can reclaim any monies, they are to check with their own insurers on this.
- (d) Sparks Cottage – Councillor Stoker had met with the planner and the enforcement officer regarding this issue, the case is not yet closed, he will update the resident and will send information to parish council once sorted.
- (e) Shincliffe Walks Boards - Councillor Duell contacted Elaine Crowe regarding the replacement of the boards. Elaine has confirmed that the people who originally produced the boards are to provide a quote for replacing the boards.
- (f) Bell Ward Boundary Change - Councillor Hudson mentioned that Councillor Lightley felt that at present we do not know the full views of the residents of Bell Ward with regard to boundary changes, and we need to wait to receive the consultation results from DCC.

22. Police Report

No police report was received.

23. Correspondence

- (a) Matters arising from last month's correspondence
There were no matters arising
- (b) Correspondence to circulate for discussion/decision at next parish council meeting
1. Durham City Homes update
 2. LCR magazine
 3. Parish and Community News – HAGS SMP Ltd
 4. Public Rights of Way – riverbanks footpaths
 5. Local Councils Working Group information
 6. Environment Awards 2013
 7. Neighbourhood Protection Team Update May 2013
 8. Sustainable Communities Act 2007
- (c) Current Correspondence
1. DCC Community Governance Review Letter. **Resolved:** to agenda for July meeting
 2. DCC letter Sherburn House Conservation Area consultation event 26.6.13
 3. Email from resident regarding overgrown trees outside his property saying he is prepared to help financially with cutting back the trees. Councillor A Lee mentioned that Houghall College are always after trees for students to do practical work. **Resolved:** that Councillor G Lee inspect the tree and report back.

24. Planning Applications

No planning applications were received

25. Horticultural Committee Update

- (a) Councillor A Lee is to send a copy of the Horticultural Committee notes to all councillors and the clerk
- (b) The second delivery of the summer plants is to take place next week.
- (c) The committee are preparing for the forthcoming judging of the Northumbria in Bloom in Durham in Bloom competitions
- (d) Discussions have taken place on budgets, and it has been decided that overall they will aim to make sure there is no compromise on quality provided if possible.
- (e) It has been decided not to replant the tubs in the winter
- (f) Delivery costs of plants – contacted Darlington and asked for breakdown of cost of plants and delivery. Deliveries are £150 a time, and there are 2 deliveries in summer and in the autumn, reviewing this as part of efficiency savings.
- (g) If the Horticultural Committee makes savings in the budget this year, can the remaining budget be rolled forward to next year? Clerk suggested that we review this when budgets are looked at in December.
- (h) Shincliffe Parish Council Summer Front Garden Competition – all councillors to be given an allocation of streets to review and check for gardens as possible winners of the garden competition, select 2-3 gardens for the judge to then select the winner and runners-up for the presentation at the October meeting.
- (i) Community engagement – trying to involve the community and the school involved in any horticultural projects
- (j) Langton lea – wildflower meadow, DCC cut it down as part of their grass cutting, rang DCC and officer came out and apologise as a different grass cutting operative cut the grass and was not aware of the meadow.

26. Requests for Financial Assistance

Requests for financial assistance were received from the organisations listed below (agreed donations shown).

- (a) Durham City Youth Centre Project - £50.00
- (b) Hartlepool and District Hospice – no donation as out of the parish area.
- (c) High Shincliffe Avenue Football Club, they are asking for a donation of £300, and have said that in return they will attend litter picks and cut grass for elderly residents. It was **resolved:** to donate £150 to the fund, Councillor Stoker said that he would donate the other £150 if the football team cleared Love Lane. Councillors A Lee and G Lee to speak to the footballers regarding this.

27. Village Green Erosion – Shincliffe Village

It was **resolved:** to agenda this at the July meeting when Councillor Lightley will be in attendance.

28. Shincliffe Village Rat Run

Councillor Stoker reported that the police are in favour of a Traffic Regulation Order (TRO), and between Councillor Williams and Councillor Stoker funding is now available. The process now will be to consult and see if there any objections; hopefully will be sorted within 6 months.

29. Walk to School Programme

Councillor Duell have reviewed the report provided by Nina Cara-Collins from Living Streets which includes an action plan of the way forward and highlighted the issues in the parish such as parked cars, overgrown branches on footpaths and speeding traffic. Nina finishes the project in July and from September it will become the responsibility of the school to implement the action plan. It was **resolved:** to wait and see how the school want to progress and be ready to support them with the action plan.

Councillor Hudson said this is an issue that the school has dealt with for a long time, but find it hard to get parents on board.

30. Parish Council Website

Councillor G Lee is to assist in getting the new website up and running and will help to maintain it once it goes live. It was **resolved:** that Councillor G Lee review the website information and report back.

31. Parish Clerk Vacancy

Councillor Duell reported that the clerk submitted her resignation and will leave on 31 August 2013. The process of appointing a new clerk will now commence with the advert having been prepared and agreed. To be advertised at DCC, CDALC and on the parish council website. Interviews as to be held on 15 July and to be attended by Councillors Duell, Hudson and A Lee. Clerk to prepare some questions for the candidates.

32. Accounts

H Simpson (June salary)	£282.96
HMRC income tax payment	£70.60
DCC – hire of hall	£30.36
H Simpson – half year electricity allowance	£50.00
M Platts – Old Mine Site	£100.00
M Platts – Horticultural	£492.98

Resolved: that the above accounts be paid.

Receipts

VAT refund	£1333.45
DCC Precept	£14040.00

33. Date of next Meeting

The July parish council meeting will be held on Tuesday 16 July 2013 in St Marys Church Hall, Shincliffe Village, Durham at 7.00 pm.

34. Any Other Business – Members of the Public

- (a) Marc Platts reporting an issue of dog fouling on the Old Mine Site, he had recently cleared footpaths and found 50 instances of dog fouling. It was **resolved:** that Councillor Duell will put an article in SCAN regarding this and Councillor Stoker will speak to DCC about appropriate signage.
- (b) Can it be recorded how many members of the public attend the meeting? It was **resolved:** to start making a note of the numbers of the members of the public attending parish meetings on the minutes.

35. Any Other Business – Councillors

Councillor G Lee

- (a) A child on a bike was riding along the path passed The Avenue Inn and didn't stop at the road. He mentioned this to the landlord of the pub, who said they had raised the issue previously and tried to get a barrier installed. Clerk reported that it was due to highways regulations that the barrier was not allowed. It was **resolved:** that the Clerk to check files to see for the previous correspondence on this matter

Councillor A Lee

- (b) There is an issue with Lees Coaches parking down near the entrance to High Shincliffe on the wrong side of the road, it is dangerous and could cause an accident. It was **resolved:** that Councillor Stoker will deal with this matter.

Councillor Duell

- (c) Following discussions with Councillor Stoker, should we have an Agenda item every month of County Councillors Update? It was **resolved:** to add this item to the agenda.

Councillor Stoker

- (d) When an issue with raised with councillors and they respond and deal with it, can they cc all others councillors, including Councillor Stoker into their email to ensure that the issue is only dealt with once. It was **resolved:** to ensure all councillors are copied into emailed regarding any action taken.

Councillor Hudson

- (e) Can AAP update be added back onto the Agenda? Councillor Stoker confirmed that due to purdah AAP had stopped and had only in the last week selected their new committee members. It was **resolved:** to add AAP update onto the Agenda.

The meeting terminated at 8.30 pm