

THE MINUTES OF THE MEETING OF THE WHEATLEY HILL PARISH COUNCIL

HELD ON MONDAY 11 APRIL 2016

Present: Councillor M Nicholls (Chair)
Councillors Mrs E Carr, B Maddison, J Miller,
Mrs M Nicholls and Mrs C Stogdale

Apologies: Councillors E Goyns, Mrs M Goyns and Mrs L Stewart

1 THE MINUTES OF THE LAST MEETING held on 14 March 2016 a copy of which had been circulated to each Member, were approved and signed by the Chair.

2 PUBLIC QUESTIONS

There was no public present at the meeting.

3 COMMUNITY POLICING/STREET WARDENS

The Chair welcomed PCSO K Hyde to the meeting.

Members were advised that since the last meeting there had been 1 burglary, 6 reports of criminal damage and 21 reports of anti-social behaviour. Crime overall was down 16% year to date.

The Officer advised that due to a lack of resources discussions were being held in relation to the various meetings the Police attended, particularly the PACT meetings. Attendance at PACT meetings was low and it had been suggested that this may improve if meetings were held on the same date as the Parish Council meetings.

The Chair made reference to the continuing problems associated with youths congregating on the Front Street and causing a nuisance. The Officer advised that the Police were aware of the situation.

The Chair queried if any progress had been made in relation to the number of vehicles parked up throughout the village. The Officer advised that the Police were working closely with the DVLA and Durham County Council to resolve the situation.

RESOLVED that the information given, be noted.

4 CORRESPONDENCE

(1) Requests for Financial Assistance

(i) Citizens Advice County Durham

The Clerk reported that following the last meeting further information had been received from the Citizens Advice County Durham, details of which were outlined to Members.

RESOLVED that a donation of £100 be made from the Section 137 Budget.

(ii) County of Durham School Benevolent Fund

The Clerk reported the receipt of a request for financial assistance from the County of Durham School Benevolent Fund.

RESOLVED that a donation of £50 be made from the Section 137 Budget.

(2) Village Artwork – The Last Shift

The Chair welcomed M Hedley and D Peacock to the meeting.

Members were advised that the purpose of their attendance at the meeting was to discuss proposals to mark the 50th anniversary of the closure of Wheatley Hill pit by commissioning a piece of public artwork for the village.

M Hedley provided an update on the project and explained that to date £7,500 had been raised. Their aim was to raise £10,000 by June 2016.

With regard to the location of the artwork there were four possible sites under consideration;

- Vicinity of the Pit Wheel
- Community Centre
- Cemetery
- Vicinity of the Fire Station

Discussion ensued in relation to the proposed locations and it was suggested that the two most suitable sites were the Pit Wheel and the Cemetery.

D Peacock pointed out that approval would be required from the landowner of the preferred location. The Clerk explained that the Parish Council could grant permission for it to be located in the Cemetery. If the Pit Wheel was the site chosen then approval would be required from Durham County Council as landowners.

It was suggested that moving forward the project group would make a decision on the preferred location before approaching the landowner for approval.

Members were advised that the next meeting would be held on 25 April 2016 at 6pm in Wheatley House.

RESOLVED that the information given, be noted and further developments be awaited.

(3) Heritage Centre – Key holders

The Clerk reported that following the last meeting CDS Security and Fire were advised of the contact details for all key holders of the Heritage Centre.

Since then it had come to light that a further set of keys was held by a volunteer.

RESOLVED that the Clerk investigate.

(4) Wheatley Hill Community Association – Representative on the Board

The Clerk reported that as the Parish Council provided an annual financial donation towards the costs associated with the Meals on Wheels service it would be appropriate for a Member of the Parish Council to sit on the Board of the Community Association,

RESOLVED that Wheatley Hill Community Association be asked to allocate the Parish Council a place on the Board.

(5) East Durham AAP – Annual General Meeting and Board Meeting

The Clerk reported that the East Durham AAP Annual General Meeting and Board Meeting would be held on 13 April 2016.

RESOLVED that the information given, be noted.

5 PLANNING

(i) APPLICATIONS

DM/16/00736/FPA – Conversion of commercial premises to two flats at 13 Front Street, Wheatley Hill, Durham DH6 3NJ for Mr J Carr

DM/16/00578/FPA – Conversion of existing garage into habitable room and single storey extension to rear of 50 Woodlands Avenue, Wheatley Hill, Durham DH6 3LG for Ms T Carr

DM/16/00858/FPA – 12 residential apartments at 3–6 Front Street, Wheatley Hill, Durham DH6 3NJ for Mr W Adams

(ii) APPROVALS

DM/15/03930/FPA – Bungalow at land to the east of Weardale Park, Patton Walk, Wheatley Hill DH6 3QQ for Mr L Thompson

RESOLVED that the information given, be noted.

6 DELEGATES REPORTS

The Chair provided an update on the problems associated with youths congregating on the Front Street and causing a nuisance and the number of vehicles parked up throughout the village.

RESOLVED that the information given, be noted.

7 HEAD GROUNDPERSONS REPORT

The Clerk reported that routine work had been undertaken in the Cemetery and around the village since the last meeting, details of which were outlined to Members.

RESOLVED that the information given, be noted.

8 CLERK'S REPORT

(1) Allotments/Stable Blocks

(i) Waiting List

The Clerk provided Members with details of the current waiting list for allotments and stable blocks.

RESOLVED that the information given, be noted.

(ii) Stable Block 19

The Clerk reported that following the last meeting stable block 19 was allocated to Mr Tyers of 20 Burns Street, Wheatley Hill. Mr Tyers declined the tenancy.

Following discussion it was agreed that the plot be offered to Mr A Townley of 25 Granville Terrace, Wheatley Hill. As there was a lot of fly tipped rubbish on the plot it was suggested that the Parish Council assist with clearing the site and charge no rent for the remainder of the year to October 2016.

RESOLVED that stable block 19 be offered to Mr A Townley of 25 Granville Terrace, Wheatley Hill.

(iii) Allotment 6

The Clerk reported that Mr Broughton had given up the tenancy of allotment number 6.

Following discussion with the Chair the plot was offered to Mr Tyers who declined the plot.

RESOLVED that allotment number 6 be offered to Mr T W Carney of 48 Peter Lee Cottages, Wheatley Hill.

(2) Annual Audit for the Year Ending 31 March 2016

The Clerk reported that the Annual Audit date had been set for 13 June 2016.

The Internal Audit would be undertaken by Mr G Fletcher at the end of the month.

The Clerk proceeded to take Members through Section 1, Annual Governance Statement and Section 2, Statement of Accounts.

RESOLVED that Sections 1 and 2 of the Annual Return for the year ended 31 March 2016, be approved and signed by the Chair.

(3) Policies and Procedures

The Clerk reported that a review had been undertaken of the Councils Risk Management Policy and Risk Management Strategy. A review had also been undertaken of the following policies and where necessary minor amendments made.

- Internal Audit
- FOI Publication Scheme
- Data Protection
- Equal Opportunities
- Public Filming, Recording and Reporting at Council Meetings
- Health and Safety
- Grants and Donations
- Complaints
- Fraud and Corruption
- Child Protection
- Standing Orders
- Financial Regulations
- Code of Conduct

RESOLVED that the information given, be noted.

(4) Dog Poop Bags

The Clerk reported that following consultation with the Chair the Parish Council had purchased 10,000 economy dog poop bags at a cost of £136.68 including VAT and delivery.

RESOLVED that the purchase of 10,000 dog poop bags at a cost of £136.68 be endorsed.

9 PAYMENTS

RESOLVED that the payments listed be endorsed.

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
105148	Horns	Cemetery Supplies	75.84	15.16	91.00
105149	Durham County Council	Council Tax - Cemetery Bungalow	1607.83		1607.83
105150	J Davies	Reimbursements	399.29	75.88	475.17
105151	J Thompson	Telephone Allowance	25.00		25.00
105152	East Durham Funeral Service Ltd	Gravedigging Fees	80.00		80.00
105153	J Thompson	Reimbursements	21.08		21.08

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105154	J Davies		Heating Allowance - 1st Instalment		100.00		100.00
105155	Wheatley Hill Community Association		Section 137 Donation		7500.00		7500.00
105156	Citizens Advice County Durham		Section 137 Donation		100.00		100.00
105157	County of Durham School Benevolent Fund		Section 137 Donation		50.00		50.00
105158	Durham County Council		Trade Waste		594.00		594.00
105159	JRB Enterprise Ltd		Dog Poop Bags		113.90	22.78	136.68
105160	JAC's Accountancy Ltd		Payroll Services - April 2016		26.50	5.30	31.80
105161	British Gas		Heritage Centre - Gas		606.06	30.30	636.36
105162	Tower Mint Ltd		Queens 90th Birthday Medal		107.00	21.40	128.40
Internet Banking	Payroll		Wages - April 2016		3967.62		3967.62
Internet Banking	HMRC/DCC		PAYE/Pension - April 2016		2399.83		2399.83
Direct Debit	British Telecom		Telephone/Internet		35.13	7.03	42.16
				TOTAL	17809.08	177.85	17986.93

10 RISK MANAGEMENT

Refer to Minute number 8 (3).

11 ANY OTHER BUSINESS

(i) Street Light

Councillor Carr reported that the street light near 12 Woodlands Avenue was out.

(ii) Venue of Parish Council Meetings

RESOLVED that all meetings of the Parish Council to be held at Wheatley House.

..... Signed

..... Dated