

THE MINUTES OF THE MEETING OF THE WHEATLEY HILL PARISH COUNCIL

HELD ON MONDAY 11 SEPTEMBER 2017

Present: Councillor Mrs E Carr (Chair)
Councillors E Goyns, Mrs M Goyns, B Miller,
J Miller, Mrs L Stewart and Mrs C Stogdale

Apologies: Councillor Mrs M Nicholls

Also Present: Mrs J Grant and Mr G Tempest

Prior to the commencement of business the Chair asked Members to observe a minutes silence as a mark of respect following the recent death of the Chair of the Parish Council, Councillor Morris Nicholls

1 ELECTION OF CHAIR

RESOLVED that Councillor J Miller be elected Chair of Wheatley Hill Parish Council.

2 THE MINUTES OF THE LAST MEETING held on 12 June 2017 a copy of which had been circulated to each Member, were approved and signed by the Chair.

3 POLICE

The Clerk reported that PCSO K Hyde had been transferred and the new PCSO for Wheatley Hill was S Kinghorn.

The Clerk advised that since the June meeting there had been 218 incidents which included the following:-

Anti-Social Behaviour – 20
Theft and Handling – 4
Theft from Motor Vehicle – 5
Arson - 3

RESOLVED that the information given, be noted.

4 CORRESPONDENCE

(1) Request for Financial Assistance – All Saints Church

The Clerk reported the receipt of a request for financial assistance from All Saints Church, Wheatley Hill.

RESOLVED that a donation of £300.00 be made from the Section 137 Budget.

(2) Letter of Thanks

The Clerk reported the receipt of a letter of thanks from Wheatley Hill Workmen's Social Club and Institute.

RESOLVED that the information given, be noted.

(3) Removal of Shrub Beds – Dodds Close

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The Clerk reported that Durham County Council proposed to remove a number of shrub beds from Dodds Close and had requested the views of the Parish Council.

RESOLVED that Durham County Council be advised the Parish Council had no objection to the removal of the shrub beds at Dodds Close.

(4) County Durham Association of Local Councils - Annual General Meeting

The Clerk reported that the County Durham Association of Local Councils Annual General Meeting would be held on 21 October 2017.

RESOLVED that the information given, be noted.

(5) East Durham Association of Parish and Town Councils

The Clerk reported that the next meeting of the East Durham Association of Parish and Town Councils would be held on 12 September 2017.

RESOLVED that the information given, be noted.

(6) Standards Training

The Clerk reported the receipt of an invitation from Durham County Council to attend a free standards information training session on 3 October 2017.

RESOLVED that the information given, be noted.

5 PLANNING

(1) Applications

DM/17/02201/FPA – Residential development comprising 2 no semi-detached dwellings and a terraced block of 4 no dwellings, 1 no ground floor flat and 1 no maisonette at land to the north of Gable Terrace, Wheatley Hill DH6 3JT for Mr K Hall

DM/17/02253/FPA – Change of use and refurbishment of former cricket club pavilion and changing room building to provide holiday letting accommodation with vehicular access from the B1279 classified road at land to the south of 27 Weardale Park, Wheatley Hill DH6 3QQ for Mr L Thompson

(2) Approvals

DM/17/02085/FPA – Single storey rear extension at 65 Luke Terrace, Wheatley Hill DH6 3RY for Mr K Coils

DM/17/01965/FPA – Extension to existing canopy at Wheatley Service Station, Durham Road, Wheatley Hill DH6 3LJ for Kenworth Ltd

DM/17/01966/FPA – Advertisement consent for the display of 1 no fascia sign at Wheatley Service Station, Durham Road, Wheatley Hill DH6 3LJ for Kenworth Ltd

RESOLVED that the information given, be noted.

6 DELEGATES REPORTS

There was nothing to report.

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 waiting list for allotments and stable blocks.

RESOLVED that the information given, be noted.

(ii) Request for an Allotment

The Clerk reported the receipt of a request for an allotment from the following;

R Moore, 4 Alexandra Terrace, Wheatley Hill
C Williams, 34 South View, Wheatley Hill

Members were advised that neither applicant was registered at the address provided. The new electoral register would be published in December and it was suggested that both applicants be accepted onto the waiting list on the proviso that they were on the new register.

RESOLVED that R Moore and C Williams be accepted onto the waiting list for an allotment.

(iii) Annual Rents

The Clerk reported that the annual rent letters would be issued at the end of September 2017.

Members discussed the fees for allotments and stable blocks and suggested they remain at their current level.

RESOLVED that the annual fee for allotments and stable blocks remain at their current level.

(2) Village Artwork – The Last Shift

The Clerk reported that at the last meeting Members were advised that, due to the costs involved, The Last Shift intended to erect the statue on a base at ground level.

Members expressed concerned and felt the visual impact of the statue would be compromised if it was sited at ground level. It was suggested that the Parish Council approach The Last Shift and offer financial assistance to have the statue erected on a plinth.

Following the meeting the Clerk discussed the proposals with The Last Shift and was advised that the additional cost to erect the statue on a plinth would be in the region of £1,000.00 and would include an additional structural survey. Following a lengthy discussion on the costs involved it was suggested that the Parish Council provide financial assistance to erect the statue on a plinth including the cost of a further structural survey.

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The Chair welcomed Mr Tempest, a representative from The Last Shift to the meeting to discuss the following issues related to the statue.

- Height of Plinth

Mr Tempest advised that he and Councillor B Miller had viewed a similar statue at Horden which was mounted on a plinth. Photographs, drawings and dimensions of the statue at Horden were provided for Members consideration.

Members discussed the height of the plinth and suggested that an appropriate height would be 450mm.

- Surround/Setting

Mr Tempest advised that the statue would be set in grassed lawns and a boundary would be required to facilitate grass cutting. It was suggested that an enclosed surround, similar to the setting of the Thomas Kenny stone could be created. A decision on the exact surround and size could be decided after the structural engineer had specified the size of the foundation required.

- Construction

Mr Tempest advised that the construction of the surround and foundation would need to be undertaken by a professional contractor. Members were advised that Mr M Hall, a local groundwork specialist could be requested to provide a quotation for the work inclusive of all materials.

RESOLVED that;

- (i) approval be granted for the Parish Council to fund the additional costs required to erect the statue on a plinth including the cost of a further structural survey
- (ii) the height of Platform be 450mm high
- (ii) the surround follow the style used for the Thomas Kenny surround and the size be agreed after the structural engineer confirmed the size of the foundation
- (iii) approval be granted for Mr Tempest to seek a quotation for the groundworks.

(3) ROSPA Inspection 2017

The Clerk reported the receipt of the annual ROSPA inspection carried out at the football pitch at Quilstyle Road.

The Clerk took Members through the report and advised that the cost of the inspection was £79.80.

RESOLVED that the information given, be noted.

(4) Annual Insurance Premium 2017/2018

The Clerk reported that the annual insurance premium for 2017/2018 had been received from Zurich Municipal in the sum of £6,412.98.

Members were advised that last year's premium was £5,770.04, an increase of £642.94.

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RESOLVED that the quotation for £6,412.98 be accepted.

(5) Winter Maintenance

The Clerk reported that Durham County Council had requested confirmation from the Parish Council that it would continue to assist the County Council with winter maintenance.

Councillor B Miller queried the number and location of salt bins in Wheatley Hill and stated that over time the number of bins had reduced and the County Council was unaware of this.

RESOLVED that;

- (i) the Parish Council continue to work in partnership with Durham County Council with regard to winter maintenance
- (ii) the Clerk request Durham County Council to provide a list of the salt bins in Wheatley Hill.

(6) Cemetery Fees

Members discussed Cemetery fees and suggested that they remain at their current level for 2018/2019.

RESOLVED that Cemetery fees remain at their current level for 2018/2019.

(7) Website - Service Level Agreement

The Clerk reported that Members had previously been advised that Durham County Council were introducing an annual charge and Service Level Agreement (SLA) for the Parish Councils website.

Full details of the SLA had been received and the annual charge for 2017/18 was £578.36 plus VAT. The SLA covered the cost of hosting the website and full support for the year of the SLA.

RESOLVED that approval be granted for the Parish Council to enter into a SLA with Durham County Council for the support and hosting of the website at a cost of £578.36 plus VAT.

(8) Annual Audit for the Year Ending 31 March 2017

The Clerk reported that BDO LLP had completed the Annual Audit for the year ended 31 March 2017 and there were no issues that required attention.

In accordance with the Accounts and Audit (England) Regulations 2011, the Notice of Conclusion of Audit would be displayed for a minimum of 14 days. The cost of the Annual Audit was £480.00.

RESOLVED that the information given, be noted.

(9) Budget Setting 2018/2019

The Clerk reported the receipt of correspondence from Durham County Council advising of the indicative forecast of reductions in Local Council Tax Support Scheme Grant for the period 2018/2019 to 2019/2020.

The forecasts provided could be used for budget planning purposes but the current position was not final, as this would be based on the tax base forecasts undertaken in October 2017.

Using the updated tax base and the forecast grant reductions the Parish Council would see an increase in its Tax Base of 12.8 and a reduction in grant of £162.00.

RESOLVED that the information given, be noted.

(10) Community Action Team (CAT)

The Clerk provided a summary of the work undertaken by the Community Action Team (CAT) who had spent eight weeks working in Wheatley Hill tackling environmental, housing and health issues.

Members were advised that the following issues were prioritised following information gained through surveys completed in Wheatley Hill, resident engagement and partner intelligence:

- Empty properties and associated disrepair
- Fly tipping, rubbish accumulations and dog fouling
- Improving health in the community

The surveys also highlighted that residents felt there was a problem with underage sales of alcohol and illicit tobacco in Wheatley Hill.

Details of the work undertaken by the CAT was outlined to Members.

At the end of the project the CAT had put in place an exit strategy with partners and provided feedback to the community through community groups and by letters to residents in the focus area. Residents had also been invited to provide feedback on the project.

RESOLVED that the information given, be noted.

(11) Casual Vacancy

The Clerk reported that the vacancy on the Parish Council had been advertised for a period of 14 days and the requisite number of signatories required to call an election was not received.

The Returning Officer had advised that the Parish Council was now able to co-opt.

Members discussed the vacancy and RESOLVED not to co-opt at this time.

9 PAYMENTS

RESOLVED that the payments listed be endorsed.

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
105325	Horns	Cemetery Supplies	179.85	35.97	215.82
105326	Zurich Municipal	Annual Insurance Premium	6412.98		6412.98
105327	Playsafety Limited	Annual ROSPA Inspection	66.50	13.30	79.80

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105328	British Gas	Gas - Heritage Centre	197.50	9.87	207.37
105329	npower	Electric - Heritage Centre	172.35	8.62	180.97
105330	Durham County Council	Machine Repairs	79.52	15.91	95.43
105331	J Thompson	Telephone Allowance	25.00		25.00
105332	JAC's Accountancy Limited	Payroll Services - July 2017	14.00	2.80	16.80
105333	East Durham Trust	Disclosure and Barring Check	49.00		49.00
105334	J Davies	Reimbursements	164.35	32.86	197.21
Internet Banking	Payroll	Wages - July 2017	4086.53		4086.53
Internet Banking	HMRC/DCC	PAYE/Pension - July 2017	2535.20		2535.20
Direct Debit	British Telecom	Telephone/Internet	39.36	7.87	47.23
Invoice 2	Co-Op Bank	Service and Commission Charges	9.40		9.40
105335	J Dent	Skip Hire	215.00	43.00	258.00
105336	D Rose	Plumbing Repairs - Cemetery Bungalow	343.00		343.00
105337	All Saints Church	Section 137 Donation	300.00		300.00
105338	J Thompson	Telephone Allowance	25.00		25.00
105339	JAC's Accountancy Limited	Payroll Services - August 2017	14.00	2.80	16.80
105340	Durham County Council	Machine Repairs	44.46	8.89	53.35
105341	J Thompson	Reimbursements	61.52	2.67	64.19
105342	NWG Business	Water - Allotments	126.22		126.22
Internet Banking	Payroll	Wages - August 2017	4086.53		4086.53
Internet Banking	HMRC/DCC	PAYE/Pension - August 2017	2535.20		2535.20
Direct Debit	British Telecom	Telephone/Internet	40.28	8.05	48.33
Invoice 3	Co-Op Bank	Service and Commission Charges	9.80		9.80
105343	Horns	Cemetery Supplies	23.30	4.66	27.96
105344	BDO LLP	Annual External Audit	400.00	80.00	480.00
105345	J Thompson	Telephone Allowance	25.00		25.00
105346	DESTROYED				
105347	J Thompson	Reimbursements	16.66		16.66
105348	CDS Security & Fire	Annual Service Charge	487.00	97.40	584.40
105349	Durham County Council	Website - Hosting and Support	578.36	115.67	694.03

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105350	Peterlee Fire Company Ltd	Annual Fire Extinguisher Service		33.41	6.68	40.09
105351	JAC's Accountancy Limited	Payroll Services - September 2017		14.00	2.80	16.80
Internet Banking	Payroll	Wages - September 2017		4086.73		4086.73
Internet Banking	HMRC/DCC	PAYE/Pension - September 2017		2535.00		2535.00
Direct Debit	British Telecom	Telephone/Internet		43.21	8.64	51.85
Invoice 4	Co-Op Bank	Service and Commission Charges		9.20		9.20

10 RISK MANAGEMENT

The Clerk advised there was nothing to report.

11 ANY OTHER BUSINESS

(1) Alexandra Terrace

Councillor L Stewart reported that residential properties, adjacent to the Post Office were open to the rear and needed to be secured.

RESOLVED that a request be made for the properties to be secured.

(2) Bitz and Pizzas

Members reported youths congregating and causing a nuisance outside the pizza shop.

RESOLVED that the matter be reported to the Police.

(3) Pit Wheel

Councillor B Miller reported that he had received a request that the Pit Wheel be re-painted.

RESOLVED that the Pit Wheel be inspected to ascertain if it needed re-painting.

..... Signed

..... Dated