

THE MINUTES OF THE MEETING OF THE WHEATLEY HILL PARISH COUNCIL

HELD ON MONDAY 9 APRIL 2018

Present: Councillor B Miller (Chair)
Councillors Mrs L Stewart and Mrs C Stogdale

Apologies: Councillors Mrs E Carr, E Goyns, Mrs M Goyns
and J Miller

Also Present: County Councillors P Brookes and J Grant

**Due to the absence of the Chair and Vice Chair the Clerk requested nominations.
Councillor B Miller took the chair**

1 THE MINUTES OF THE LAST MEETING held on 5 March 2018 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 POLICE

Members were advised that since the last meeting there had been 8 thefts, 7 vehicle crimes, 1 report of criminal damage and 4 reports of anti-social behaviour. Crime overall was down 3% and anti-social behaviour was down 23% year to date.

Members were advised that the Police together with the County Council and the Fire Brigade had attended Wheatley Hill primary school to highlight the consequences of anti-social behaviour and arson.

RESOLVED that the information given, be noted.

4 COUNTY COUNCILLORS REPORT

The Chair welcomed County Councillors P Brookes and J Grant to the meeting.

Members were provided with an update on the following:-

- Medical Centre – The centre was now the central base for the CCG. Issues related to parking at the centre and the overflow car park at St Godric's was outlined. Additional signage to ease the problems related to parking would be erected.
- Wordsworth Avenue – Following demolition new fencing had been erected and the area would be landscaped.
- Quad bikes – Police were aware of the on-going problems related to quad bikes in the village.
- Front Street – A schedule of proposed improvement works to the Front Street together with costings had been prepared. Please refer to minute number 8(2).
- Financial contributions made by the County Councillors to local groups and organisations.

RESOLVED that the information given, be noted.

5 CORRESPONDENCE

(1) Requests for Financial Assistance

(i) Wheatley House Senior Citizens Club

The Clerk reported the receipt of a request for financial assistance from the Wheatley House Senior Citizens Club.

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

(ii) Wheatley Hill Disabled Club

The Clerk reported the receipt of a request for financial assistance from the Wheatley Hill Disabled Club.

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

(iii) Durham Women's Gala

The Clerk reported the receipt of a request for financial assistance from the organisers of the Durham Women's Gala to be held on 30 June 2018.

RESOLVED that no donation be made.

(iv) Women's Banner Group

The Clerk reported the receipt of a request for financial assistance from the Women's Banner Group.

RESOLVED that no donation be made.

(2) 20mph Speed Limit – Marley Fields

The Clerk reported the receipt of correspondence from Durham County Council advising of their intention to make an Order under the Road Traffic Regulation Act to introduce a 20mph speed limit on Marley Fields from its junction with the C65 Wingate Lane for its entire length.

RESOLVED that the information given, be noted.

(3) Wheatley Hill Steering Group

The Clerk reported that the next meeting of the Steering Group would be held on 17 May 2018.

RESOLVED that the information given, be noted.

(4) Durham Road

The Clerk reported the receipt of correspondence from a resident in relation to the increase in litter in Durham Road to the rear of the service station.

Members were advised that much of the litter was generated by sales at the service station and by people throwing their rubbish out of their car as they left.

The resident had advised that Durham County Council regularly picked up the litter but this was a short-term response to a long-term and worsening problem. The Lengthsman regularly attended to the area but once cleaned it didn't stay that way for long. There was also an increasing problem of fly tipping in the area and residents were concerned the area was developing a reputation as a dumping ground.

Durham County Council had previously been asked to erect a camera to the rear exit of the service station in an attempt to deter people littering and fly tipping.

The Clerk advised that the concerns raised had been passed to Durham County Council with a request that they consider erecting a camera at this location and undertake a clean-up of the area.

RESOLVED that the information given, be noted.

(5) **Anonymous Letter**

The Clerk reported the receipt of an anonymous letter which raised various issues including parking, dog fouling, litter, alcohol and drug related issues on and around Sandwick Terrace and South View, details of which were outlined to Members.

Members were advised that the letter had also been sent to the Neighbourhood Wardens and the Clerk had contacted them to ascertain what action had been taken.

As the letter was anonymous the Clerk was unable to discuss the issues with the complainant or respond. Where sufficient detail had been provided related to specific incidents the Clerk had reported them to Durham County Council.

RESOLVED that the information given, be noted.

6 PLANNING

There were no planning matters.

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) **Allotment Number 14**

The Clerk provided an update on allotment 14 and advised that quotations were still awaited for the removal of the fly tipped rubbish on the plot.

A site visit to the allotments was held with a representative from the Fire Brigade and they confirmed they would be able to work around any barriers erected to prevent fly tipping.

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

(iii) Erection of Barrier - Stable Block 23

The Clerk reported that following the advice from the Fire Brigade it was suggested that the tenant of stable block 23 be granted approval to erect a gate at the entrance to the track to prevent fly tipping outside stable blocks 22 and 23.

The tenant would be advised to provide keys for the gate to the Parish Council and the Fire Brigade.

RESOLVED that the tenant of stable block 23 be granted approval to erect a gate at the entrance to the track to prevent fly tipping outside stable blocks 22 and 23.

(iv) Allotment Number 13

The Clerk reported that following the last meeting a letter was sent to the tenant of allotment 13 requesting that the boundary fence on the plot be re-instated.

Members were advised that the tenant had failed to contact the Parish Council and it was suggested that the tenancy be terminated with immediate effect.

RESOLVED that a letter of termination be sent to the tenant of allotment number 13.

(v) Allotment Number 15

The Clerk reported the receipt of a request from Mr A Telford to add Mr S English of 2 Harper Bungalows, Wheatley Hill onto the tenancy for allotment 15.

RESOLVED that Mr S English be added to the tenancy of allotment 15.

(2) Front Street Improvement Works

The Clerk reported that Members had previously been advised that the 3 County Councillors were contributing £5,000.000 each to fund a scheme of improvement works to the Front Street.

Several meetings, including a walkabout had been held to identify the scale of the problem and determine the extent of works required. Durham County Council would be undertaking the work and a full schedule of the proposed works together with costings was circulated to Members.

The work included the painting of roller shutters and shop fronts, minor building repairs, photographic decorative doors and windows and new gas box covers. All street furniture would be painted black and a colour scheme of heritage green and cream was discussed and agreed.

Councillor Stewart referred to the decorative door and window vinyls and suggested that if, in the future a boarded up property was let, the landlord be requested to retain the vinyl so it could be re-used if the property had to be boarded up again.

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Durham County Council was in the process of contacting owners and landlords to obtain their permission for the works and it was hoped work would commence early May 2018.

The Parish Council was keen to work in partnership with the County Councillors and it was suggested that the Parish Council agree a contribution of £5,000.00 towards the improvements to the Front Street.

RESOLVED that approval be granted for the Parish Council to contribute £5,000.00 towards the improvements to the Front Street.

(3) The Last Shift

(a) Unveiling Ceremony

The Clerk reported the receipt of correspondence from The Last Shift formally requesting permission to hold the unveiling of the sculpture in the Cemetery on 3 May 2018.

The Clerk advised that she had met with Mr Tempest to discuss the final arrangements for the ceremony details of which were outlined to Members.

RESOLVED that approval be granted for the Last Shift to hold the unveiling ceremony in the Cemetery on 3 May 2018.

(b) Invitation to Unveiling Ceremony

The Clerk reported the receipt of correspondence from The Last Shift formally inviting the Parish Council to attend the unveiling of the sculpture in the Cemetery on 3 May 2018.

RESOLVED that the information given, be noted.

(c) Information Lectern

The Clerk reported the receipt of the information that would be displayed in the information Lectern located adjacent to the sculpture.

RESOLVED that the information given, be noted.

(c) Musical Event

The Clerk reported details of a musical event to be held on 2 May 2018 at Wheatley Hill Workingmen's Club.

RESOLVED that the information given, be noted.

(4) Internal Audit for the Year Ending 31 March 2018

The Clerk reported that the internal audit would be undertaken by Mr G Fletcher.

RESOLVED that the information given, be noted.

(5) Cemetery Wall

The Clerk reported that Zurich had settled the claim for the damage to the Cemetery wall in the amount of £4,500.00.

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The Clerk took Members through the quotations received and following discussion it was **RESOLVED** that the quotation from B Noble (Builder) in the sum of £4,500.00 be accepted.

(6) Wheatley Hill Community Association - Meals on Wheels

The Clerk reported that in December 2017 the Parish Council agreed to provide financial assistance towards the Meals on Wheels service provided by Wheatley Hill Community Association for the 2018/2019 financial year.

RESOLVED that the donation of £8,500.00 be paid to Wheatley Hill Community Association.

(7) Resignation

The Clerk reported that Councillor Mrs M Nicholls had resigned from the Parish Council.

RESOLVED the Durham County Council be advised of the vacancy and a bouquet of flowers be sent to Mrs Nicholls.

9 PAYMENTS

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
105421	Durham County Council	Council Tax - Cemetery Bungalow	1,728.99		1,728.99
105422	Co-op Funeralcare	Gravedigging Fees	80.00		80.00
105423	MKM	Cemetery Fencing Supplies	31.62	6.32	37.94
105424	NWG Business	Water Rates - Cemetery and Bungalow	1,368.70		1,368.70
105425	J Miller	Telephone Allowance	25.00		25.00
105426	J Thompson	Telephone Allowance	25.00		25.00
105427	J Thompson	Reimbursements	41.93	5.50	47.43
105428	J Davies	Heating Allowance - 1st Instalment 2018 & September 2017 Instalment	200.00		200.00
105429	Wheatley Hill Disabled Club	Section 137 Donation	300.00		300.00
105430	Wheatley House Senior Citizens Club	Section 137 Donation	300.00		300.00
105431	Wheatley Hill Community Association	Section 137 Donation - Meals on Wheels	8,500.00		8,500.00
105432	British Gas	Gas - Heritage Centre	588.47	29.42	617.89
105433	Durham County Council	Trade Waste - Cemetery	630.00		630.00
105434	CDS Security & Fire	Heritage Centre Alarm - Parts	45.00	9.00	54.00
105435	DESTROYED				
105436	JAC's Accountancy Limited	Payroll Services - April 2018, P60's and Pension Report	53.00	10.60	63.60
105437	Zurich Municipal	Insurance - Miner Sculpture	57.76		57.76

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Internet Banking	Payroll		Wages - April 2018			3131.90		3131.90
Internet Banking	HMRC/DCC		PAYE/Pension - April 2018			2118.88		2118.88
Direct Debit	British Telecom		Telephone/Internet			43.58	8.72	52.30
Invoice 11	Co-Op Bank		Service and Commission Charges			9.50		9.50
						TOTAL	19,279.33	69.56 19,348.89

RESOLVED that the payments listed be endorsed.

10 RISK MANAGEMENT

There was nothing to report.

11 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting for the following item of business on the grounds that personal and confidential information would be disclosed.

12 VACANT POSITION – GROUNDSPERSON

The Clerk reported that of the 24 packs requested for the vacant post of Groundsperson 8 applications were received.

Members gave consideration to the applications received and **RESOLVED** that;

- (i) 4 of the applicants be invited to attend for interview on 24 April 2018
- (ii) the appointment be delegated to the Clerk in consultation with the Chair and Vice Chair of the Parish Council together and the Head Groundsperson.

..... Signed

..... Dated