

**THE MINUTES OF THE MEETING OF THE WHEATLEY HILL PARISH COUNCIL
HELD ON 14 MARCH 2022**

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

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Collingwood

2 DECLARATIONS OF INTEREST

Councillors L Stewart and L White declared an interest in item number 10(7) – Land opposite Wheatley Hill Primary School.

3 The Minutes of the last meeting held on 14 February 2022 a copy of which had been circulated to each Member, were approved and signed by the Chair.

4 PUBLIC QUESTIONS

There was no public present at the meeting.

5 POLICE

The Police reported that between 1 February and 1 March 2022 there had been 2 reports of anti-social behaviour (ASB), 3 reports of criminal damage and 1 residential burglary.

The Police advised that Alexandra Terrace was a hotspot for ASB, and a multi-agency approach was planned to reduce the number of issues in this area. The Greenhills Centre had been asked to establish a youth club at the centre and were advised of the youth work currently being provided in the village by the Parish Council.

The Police would be visiting the primary schools in Wheatley Hill to give a presentation on online safety and bullying. They would also be holding PACT meetings in person and were in the process of arranging a date, time, and venue.

RESOLVED that the information given, be noted.

6 COUNTY COUNCILLORS REPORT

Councillor J Miller provided an update on the following parish and county wide issues.

- An Anti-Social Behaviour Action Plan had been written by the Police and Crime Commissioner's Anti-Social Behaviour (ASB) Champion.
- A service was held in Wheatley Hill Cemetery on 13 March 2022 to show respect and support for the people of Ukraine. The Ukrainian flag was on display in the Cemetery and any resident wishing to pay their respects was welcome to lay flowers. J Davies and D Lamb were thanked for their work on the display of the Ukrainian flag,
- Over 5 tonnes of donations had been collected from the Greenhills Centre and Ludworth Community Centre for the people of Ukraine.
- Youths had broken into 1 Percy Street. Durham County Council were to secure the property and it was now boarded up.
- Believe Housing had been asked to remove a car from Dodds Close.

- Discussions related to off-road bikes had been held with the Police and there was a plan to deal with this.
- A meeting had been requested with the Police and Crime Commissioner, Joy Allen to discuss the next round of Safer Streets Funding.
- The TDP had been approved for Wheatley Hill. A meeting would be scheduled to discuss the details and funding for the plan.
- An interview was given to BBC Look North about various issues in Wheatley Hill and levelling-up.

RESOLVED that the information given, be noted.

7 CORRESPONDENCE

(1) Application for a Premises Licence – Warden Lodge

The Clerk reported that at the last meeting Members considered an application for a new premises licence at Warden Lodge, Durham Road, Wheatley Hill. The application was for live and recorded music Monday to Sunday 12pm to midnight, performance of dance Monday to Sunday 12pm to midnight, late night refreshment Monday to Sunday 11pm to 1.30am and the sale of alcohol Monday to Sunday 10am to 1.30am.

Members were concerned at the timings requested for outdoor drinking and live and recorded music and the impact this would have on nearby residential properties. The concerns of the Parish Council were forwarded to the Licensing Authority with a request that the operating schedule be amended so the timings of outdoor drinking and music was restricted so as not to adversely affect residential amenity.

The Clerk reported that the Licensing Authority had advised that the applicant had amended the operating schedule. The application was now for late night refreshment Monday to Sunday 11pm to 12.30am, supply of alcohol Monday to Sunday 10am to 12.30am, hours the premises were open to the public Monday to Sunday 10am to 12.30am. The provision of live music, recorded music and performance of dance had been removed from the application and was no longer being requested.

Based on the amended operating schedule the concerns of the Parish Council were withdrawn.

RESOLVED that the information given, be noted.

(2) Police and Crime Plan – 2021/2024

The Clerk reported the receipt of correspondence from the Police and Crime Commissioner which gave details of the 2021/2024 Police and Crime Plan, a copy of which had been circulated to each Member.

RESOLVED that the information given, be noted.

(3) Police Public Accountability Meeting

The Clerk reported that a Police Public Accountability meeting would be held on 17 March 2022. The meeting was not open for people to attend but it would be recorded and made available on U-tube. Public participation was via questions submitted in advance of the meeting to the Chief Constable and senior management team.

RESOLVED that the information given, be noted.

8 PLANNING

There were no planning matters.

9 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.

10 CLERK'S REPORT

(1) Allotments

(a) Fencing

The Clerk provided an update on the fencing at plots 17 and 19 which, to date had cost £3,089.94 plus £617.99 VAT.

RESOLVED that the information given, be noted.

(b) Plot 15

The Clerk reported that at the last meeting Members were advised of a request from the tenant of plot 15 to install a hard standing on the plot to allow a car to be parked to allow for disabled access.

Members were advised that the Clerk had discussed the situation with the tenant, and it had been agreed that the Parish Council would lay hardcore on the track outside plot 15 to assist with parking.

RESOLVED that the information given, be noted.

(2) Grounds Maintenance Contract 2022/2023

The Clerk reported that Durham County Council had provided a quotation of £1,453.44 plus £290.69 VAT for the following summer/winter bedding.

Supply and delivery of 960 summer bedding plants for the pit wheel, 2 tubs and bed at Woodlands Avenue.

Supply and delivery of 960 winter bedding plants for the pit wheel, 2 tubs and bed at Woodlands Avenue.

Supply and delivery of Cemetery bedding plants.

Supply and delivery of bedding plants for 2 tubs at Wheatley House and 1 tub at Marley Fields.

RESOLVED that the quotation from Durham County Council be accepted.

(3) Durham City Youth Project

The Clerk reported that at the last meeting Members were advised that following the February half term school holidays Wheatley Hill Primary School would host both the junior and senior sessions.

The cost for Durham City Youth Project (DCYP) to deliver both sessions from 13 January to 9 June 2022 at the school was £2,487 plus £900 room hire giving a total of £3,387 and the Parish Council agreed to pay this. DCYP had now advised that it was easier for them to access funding if they already had match funding in place. They had suggested that rather than paying for 6 months the Parish Council pay £2,937 as a contribution to the cost to run both sessions for a year.

DCYP had previously applied to the Wind Farm Community Benefit Fund but had been refused funding due to a lack of local support. A contribution from the Parish Council would provide the local support DCYP needed to make a new application. The Parish Council were being asked to commit £2,937 to cover the year and DCYP would source the shortfall from another funder.

RESOLVED that DCYP be paid £2,937 as a contribution towards the delivery of 2 youth sessions per week at Wheatley Hill Primary School for 1 year.

(4) Changing Facilities – Football Field

The Clerk provided an update on the changing rooms and reported that they were still being stored at the premises of Mr Gregory until arrangements could be made to have them sited on the football field.

RESOLVED that the information given, be noted.

(5) Queens Platinum Jubilee

The Clerk reported that Members had previously agreed to light a beacon to celebrate the Queens Platinum Jubilee. Wheatley Hill Primary School were approached with the suggestion that this be undertaken as a joint project and the school had agreed to be the venue for the beacon.

It was pointed out that the beacon would not be lit until 9.45pm. Various suggestions for activities on the day leading up to the lighting of the beacon were made and it was suggested that a Sub Committee be formed to pull ideas together.

RESOLVED that a Sub Committee meeting be scheduled to discuss ideas for the Queens Platinum Jubilee.

(6) Hanging Baskets – Aged Miners Bungalows

The Clerk sought approval for the Parish Council to provide summer hanging baskets at the Aged Miners Bungalows. If approved a cost to re-fill the 9 baskets would be sought from Horns Garden Centre.

RESOLVED that the Parish Council provide summer hanging baskets at the Aged Miners Bungalows and a cost be sought from Horns Garden Centre.

(7) Land Opposite Wheatley Hill Primary School

Members had previously been advised that Believe Housing had offered Wheatley Hill Primary School a piece of land opposite the school at a cost of £1,000. The school were in the process of obtaining planning permission to convert the land into a car park. Quotations were being sought to tarmac and fence the area and install dropped kerbs. The Parish Council had agreed to contribute £1,000 towards the project.

RESOLVED that the information given, be noted.

(8) Wheatley Hill Community Association - Funding for Community Activities and CCTV

The Clerk reported that a meeting was held with Wheatley Hill Community Association on 23 February 2022 to discuss the Parish Council providing financial assistance towards the provision of community activities at the Greenhills Centre.

The Clerk reported that £10,000 was allocated in the 2022/2023 budget for activities and events to be delivered by Wheatley Hill Community Association at the Greenhills Centre on behalf of the Parish Council.

Members were advised that the new play park would be installed at the Centre by the end of April. It was reported that the CCTV at the Centre was old and no longer fit for purpose. This was an issue given the problems related to anti-social behaviour in the vicinity of the Centre. Security of the play park and tackling anti-social behaviour was a priority and it was suggested that the Parish Council contribute towards the cost of upgrading the CCTV. The cost was £3,748.80 inclusive of VAT and it was suggested that the cost be met from funds provided by the Parish Council.

It was suggested that the Parish Council give £10,000 to Wheatley Hill Community Association for activities to be delivered at the Greenhills Centre on behalf of the Parish Council. The Parish Council would pay for the new CCTV, but this would be taken from the £10,000 leaving Wheatley Hill Community Association with £6,251.20 to spend on activities. It was pointed out that there would be no restrictions on what activities the funding was to be spend on.

RESOLVED that;

- (i) £10,000 be given to Wheatley Hill Community Association for activities to be delivered at the Greenhills Centre on behalf of the Parish Council.
- (ii) £3,748.80 of the £10,000 be used to pay for new CCTV at the Centre leaving £6,251.20 for activities with no restrictions on the spending of the money.

(9) Updates

(a) Traffic Calming – Cemetery Road

Following the last meeting the issues related to the chicane and speed hump were referred to Durham County Council with a request for a site meeting.

RESOLVED that the information given, be noted.

(b) Trees – South View

Following the last meeting the trees at South View were reported to Durham County Council. They advised that as the trees were in a private garden it was the resident's responsibility to prune them back. The matter had been referred to the Highways Action Line for an enforcement letter to be issued to the property owner.

RESOLVED that the information given, be noted.

(c) Heritage Centre – Gas Heating

The Clerk reported on the increase in gas charges to heat the Heritage Centre. Following a lengthy discussion, it was suggested that the heating be turned down to as low as possible and the situation be kept under review

RESOLVED that the information given, be noted.

(10) Policies and Procedures

The Clerk reported that a review had been undertaken of the Councils Risk Management Policy and Risk Management Strategy.

A review has also been undertaken of the following policies and procedures and where necessary minor amendments and/or updates were made.

Child Protection Policy

Code of Conduct
 Complaints Policy
 Data Protection Policy
 Document Retention Policy
 Equal Opportunities Statement
 Financial Regulations
 FOI Publication Scheme
 Fraud and Corruption Policy
 Grants and Donations Policy
 Health and Safety Statement
 Internal Audit Policy
 Public Filming, Recording and Reporting at Council Meetings
 Public Participation Policy
 Respect and Dignity at Work Policy
 Social Media and Electronic Communication Policy
 Standing Orders

RESOLVED that the information given, be noted.

11 MEMBER ISSUES

(1) Overgrown Trees

Members reported that the trees opposite Marley Fields heading towards the roundabout on the A181 were overgrown and overhanging onto the public footpath. Pedestrians were having to leave the footpath and go onto the road to avoid the trees.

RESOLVED that the matter be referred to Durham County Council.

(2) Potholes

Members reported potholes to the rear of Gable Terrace between number 8 and 20 and to the rear of South View between number 1 and 9 and at the corner entering East View.

RESOLVED that the matter be reported to Durham County Council.

12 PAYMENTS

The following schedule of payments was circulated together with figures for all income and expenditure at 28 February 2022.

CHEQUE NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
Direct Debit	British Gas	Gas - Heritage Centre	475.36	23.76	499.12
Direct Debit	e-on Next	Electric - Heritage Centre	61.16	3.06	64.22
Internet Banking	Whitehill Direct Limited	Peter Lee Sign	525.00	105.00	630.00
Internet Banking	Peterlee Fire Company Ltd	Annual Service of Fire Extinguisher	20.00	4.00	24.00
Internet Banking	Delaney Funeral Services Ltd	Gravedigging Services	80.00		80.00
Internet Banking	Anglian Water Business Ltd	Water - Allotments	68.99		68.99
Internet Banking	J Thompson	Reimbursements	15.84		15.84
Internet Banking	J Davies	Reimbursements	195.10	39.00	234.10
Internet Banking	J Thompson	Telephone Allowance	25.00		25.00
Internet Banking	Payroll	Wages - March 2022	5,497.84		5,497.84

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Internet Banking	HMRC/DCC	PAYE/Pension - March 2022	3,768.53		3,768.53
Internet Banking	JAC's Accountancy Limited	Payroll Services - March 2022	15.40	3.08	18.48
Internet Banking	JAC's Accountancy Limited	Payroll Services - P60's	16.50	3.30	19.80
Direct Debit	British Telecom	Telephone/Internet	26.97	5.40	32.37
Invoice 58	Co-Op Bank	Service and Commission Charges	12.25		12.25
TOTAL			10,803.94	186.60	10,990.54

RESOLVED that the information given, be noted and the payments be approved.

13 RISK MANAGEMENT

The Clerk advised that there was nothing to report.

14 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that under the provisions of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following item of business on the grounds that confidential information would be disclosed.

15 Wheatley Hill Community Association

The Chair reported on discussions that were currently being held between Wheatley Hill Community Association and Wheatley Hill Primary School.

RESOLVED that the information given, be noted.

..... Signed

.....Dated