

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

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

1 DECLARATIONS OF INTEREST

Councillor E Carr declared an interest in item 6(1)(i).

2 The minutes of the last meeting held on 10 October 2022, a copy of which had been circulated to each Member, were approved and signed by the Chair.

3 PUBLIC QUESTIONS

There was no public present at the meeting.

4 POLICE MATTERS

The Police reported that during October there had been 5 reports of anti-social behaviour, 18 thefts, 1 vehicle theft, 2 burglaries and 11 reports of criminal damage. The reduction in anti-social behaviour was positive and it was hoped that with continued work the trend would continue.

The monthly report prepared by the Neighbourhood Warden which detailed incidents across the division, including Wheatley Hill, was circulated to Members.

RESOLVED that the information given, be noted.

5 COUNTY COUNCILLORS REPORT

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

- The Community Action Team (CAT) were still in the village delivering their programme. Councillor Miller had attended a walkabout with the CAT, street wardens and the police where several issues were raised.
- County Councillors attended Remembrance Day services across the Division. The lamppost poppies erected in Wheatley Hill, along the parade route, had gone down well with residents.
- The streetlights on the Front Street had all been repaired.
- Speed watches had been held throughout the village and more locations had been requested.
- Councillor Miller had met with the PCC's office to discuss tackling ASB in the village. A number of solutions were discussed and talks were ongoing with DAAC.
- Talks were ongoing with the Greenhills Centre regarding a trip for the Mens Cree and other groups based at the centre.
- A meeting was held with Durham City Youth Project where they advised that up to 30 youths were attending the Junior session and the senior session was still going.
- Parliamentary Boundary changes had been released which would see Wheatley Hill moving from Sedgfield constituency, into Easington.
- Councillor Miller was attending meetings related to council boundary proposals.

RESOLVED that the information given, be noted.

6 CORRESPONDENCE

(1) Requests for Financial Assistance

(i) All Saints Church Christmas Fayre

The Clerk reported the receipt of a request for financial assistance from All Saints Church to provide selection boxes for children attending the Christmas Fayre

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

(ii) STARS Community Learning CIC

The Clerk reported the receipt of a request for financial assistance from STARS Community Learning CIC to assist with the purchase of football training equipment.

RESOLVED that a donation of £350 be made from the Section 137 Budget.

(2) Haswell and District Mencap

The Clerk reported the receipt of an invitation to attend the Mencap nativity service at Durham Cathedral on 17 December 2022.

RESOLVED that the information given, be noted.

7 PLANNING MATTERS

(1) Applications

DM/22/03215/FPA – Two storey side extension at 1 Johnson Estate, Wheatley Hill

(2) Approvals

DM/22/00865/FPA – Erection of 4 three bedroom dwellings and 2 one bedroom apartments with associated access, parking and landscaping at site of former 3 to 5 Front Street, Wheatley Hill

DM/22/01924/FPA – Change of use of vacant land to form new car park at land to the South of Wheatley Hill Primary School, Wheatley Hill

DM/22/00859/FPA – 4 detached bungalows and access at land to the rear of All Saints Church, Church Street, Wheatley Hill

DM/22/01098/VOC – Variation of condition 2 (approved plans) pursuant to planning permission **DM/19/03759/FPA** for 23 dwellings at land at Meadow View, Wheatley Hill

DM/22/02262/FPA – Side extension at Farm Cottage, High Crows House, Wheatley Hill

RESOLVED that the information given, be noted.

8 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.

9 CLERK'S REPORT

(1) Allotments

(i) Rubbish Removal

The Clerk had previously reported that the boundary fence at the allotments could not be finished until the area was cleared of rubbish. Quotations were sought and WBL Groundworks Ltd had provided a quotation of £550 per day for machinery and an operator.

Following consultation with the Chair and Vice Chair WBL Groundworks were authorised to undertake 2 days' work at the allotments at a cost of ££1,100.

The work was now complete, and the site was clear of rubbish. The fencing would be finished, and the area divided into plots. Paths were being installed to allow access to the plots and new gates would be installed. The area at the bottom of the site was being cleared to create additional parking.

RESOLVED that the information given, be noted

(ii) Annual Rents

The Clerk reported that all the annual rents had been received.

Members were advised that it had been brought to the attention of the Parish Council that a number of plots were overgrown, in a poor condition or were not being used for their intended purpose. The Clerk suggested that letters be sent to the tenants of the identified plots where improvements were required. It was also agreed that a site meeting be held prior to the December meeting of the Parish Council.

RESOLVED that the information given, be noted.

(2) Precept and Budget Setting 2023/2024

The Clerk provided details of the figures related to the Local Council Tax Reduction Scheme (LCTRS) grant and tax base for the forthcoming 2023/2024 financial year.

The Clerk provided Members with various options and a range of figures for consideration. It was pointed out that the LCTRS grant was reducing year on year and in previous years the Parish Council had used reserves to keep the precept as low as possible.

Members suggested an increase to the precept which would equate to a standstill charge for a property in Band D in Wheatley Hill.

Following a lengthy discussion it was RESOLVED that the Clerk prepare the 2023/2024 budget based on a standstill Band D charge for consideration at the December meeting.

(3) Durham City Youth Worker

The Chair reported that the Parish Council had funded Durham City Youth Project (DCYP) to deliver weekly youth sessions in Wheatley Hill. The project included a junior session for under 12s which was attracting up to 30 children a week and a senior session for over 12's with a detached youth worker which was attracting up to 20 young people a week.

Youth provision in the village was a priority and the Chair advised that he had discussed with Durham City Youth Project the possibility of funding a permanent youth worker to be based in the village.

It was pointed out that it was unrealistic to deal with anti-social behaviour in Wheatley Hill alone as it would only move the problem to another village. It was therefore suggested that

the Parish Council work in partnership with neighbouring Parish Councils Wingate and Trimdon Foundry. If all 3 Parish Councils were working together the costs could be split across the 3 parishes to provide a permanent youth worker covering all 3 villages.

The Chair provided details of the costs associated with funding a permanent full-time youth worker. Discussions were at an early stage and the Chair reported that he was attending meetings at Wingate and Trimdon Foundry Parish Councils to discuss the proposal. If both parishes agreed to be involved, then a meeting would be scheduled with Durham City Youth Project to discuss the finer details.

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

(4) Emergency Planning

The Chair reported that the Trimdon and Thornley Division was one of the worst affected areas in the County following storm Arwen in 2021. As a result of this the County Councillors for the Division had agreed to work with local communities to develop a localised emergency plan to ensure residents were supported should something similar happen again.

Members were advised that a local emergency plan for the division had been drafted and Parish Councils and community organisations were being asked to sign up to it.

As part of the plan, it was proposed to distribute a leaflet to every household in the division providing practical information to assist residents in the case of an emergency.

The cost to print 5,660 leaflets was £392 and the County Councillors had agreed to fund this from their Neighbourhood Budgets. It was suggested that Wheatley Hill Parish Council apply for the funding on behalf of everyone who had signed up to the Plan.

Regarding the delivery of the leaflet quotations had been sought and Famous Flyers had quoted £130 per 1,000 leaflets for a solus delivery. The cost for delivery would be apportioned across the areas depending on size.

Following discussion it was **RESOLVED** that;

- (i) Wheatley Hill Parish Council sign up to the Emergency Plan
- (ii) Wheatley Hill Parish Council apply for £392 to the County Councillors Neighbourhood Budget for the cost of printing the leaflet
- (iii) the quotation from Famous Flyers to distribute the leaflet be accepted.

(5) Christmas Trees

The Clerk reported that it had previously been agreed to provide Christmas trees at the Cemetery and workingmen's club.

At the last meeting it was suggested that a Christmas tree be provided outside Wheatley House. The Clerk had discussed the proposal with E Briddick who had confirmed there was a source of electricity available for the tree lights.

Regarding the Christmas trees traditionally donated to the Community Centre it was suggested that one Christmas tree be donated to the Community Centre.

RESOLVED that the Parish Council provide Christmas Trees at the Cemetery, workingmen's club, Wheatley House and Community Centre.

(6) Boiler – Cemetery Bungalow

The Clerk reported that the annual service of the Cemetery Bungalow boiler had highlighted £880 worth of repairs were required, details of which were outlined. It was pointed out that the boiler was 12 years old and the most cost effective solution was to replace it with a new one.

Peterlee Area Gas and Heating, who serviced the boiler, had provided 3 quotations for a new boiler. All the boilers quoted for included either a 5 or 10 year warranty and all replacement parts, repairs, and labour was covered under the warranty. Details of the 3 boilers were outlined together with the associated cost.

RESOLVED that Peterlee Area Gas and Heating be instructed to install the Baxi 830 at the Cemetery Bungalow which included a 10 year warranty at a cost of £1,920.

(7) Community Action Team Update

The Clerk reported that the Community Action Team (CAT) were holding resident surgeries on 16 November and 18 November at the Greenhills Centre. The surgeries provided residents the opportunity to meet the CAT and get an update on the work being carried out in the village.

As part of the CAT project a litter pick was scheduled to be held on 1 December 2022 between 10am and 12 noon, meeting at the Greenhills Centre.

RESOLVED that the information given, be noted.

(8) Defibrillator Training Session

The Clerk reported that 16 people attended the defibrillator training session held on 18 October 2022. A donation of £100 to the North East Ambulance Service had previously been agreed.

RESOLVED that the information given, be noted.

(9) Ramp – Changing Rooms

The Clerk reported that Durham County Council had been asked to assist with the installation of a ramp at the changing rooms.

RESOLVED that the information given, be noted.

10 MEMBER ISSUES

(1) A181 – Speeding

Councillor Goyns asked if speeding on the A181 could be placed on the agenda for discussion at the next meeting.

RESOLVED that speeding on the A181 be placed on the agenda for the next meeting.

(2) Front Street - Litter

Members reported litter on the Front Street. The Chair suggested that this be referred to the Community Action Team.

RESOLVED that the information given, be noted.

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(3) Footpath

Members reported that the trees overhanging the footpath leading to the Jet petrol station needed cutting back as they were making a mess of the footpath.

RESOLVED that the matter be referred to Durham County Council.

11 PAYMENTS

The following schedule of payments was circulated together with figures for all income and expenditure at 31 October 2022.

PAYMENT	PAYABLE TO	DETAIL	COST	VAT	TOTAL
Direct Debit	British Gas	Gas - Heritage Centre	15.92	3.18	19.10
Direct Debit	e-on Next	Electric - Heritage Centre	61.33	3.07	64.40
Chq No 105691	North East Ambulance Service Trust Fund	Section 137 Donation	100.00		100.00
Chq No 105692	Royal British Legion Poppy Appeal	Poppy Wreath	17.50		17.50
Internet Banking	WBL Groundworks	Groundworks - Allotments	1,100.00		1,100.00
Internet Banking	Peterlee Area Gas and Heating	Annual Boiler Service - Cemetery Bungalow	65.00		65.00
Internet Banking	Peterlee Area Gas and Heating	Annual Boiler Service and replacement Fan - Heritage Centre	240.00		240.00
Internet Banking	All Saints Church	Section 137 Donation	100.00		100.00
Internet Banking	Stars Community Learning CIC	Section 137 Donation	350.00		350.00
Internet Banking	MKM	Cemetery Supplies	21.88	4.38	26.26
Internet Banking	Peterlee Area Gas and Heating	New Boiler - Cemetery Bungalow	1,183.56	736.44	1,920.00
Internet Banking	J Davies	Reimbursements	58.94	11.80	70.74
Internet Banking	J Thompson	Reimbursements	17.57	0.25	17.82
Internet Banking	J Thompson	Telephone Allowance	25.00		25.00
Internet Banking	Councillors M Goyns & L Stewart	Attendance Allowance	434.56		434.56
Internet Banking	Payroll	Wages - November 2022	6,983.52		6,983.52
Internet Banking	HMRC/DCC	PAYE/Pension - November 2022	5,264.93		5,264.93
Internet Banking	JAC's Accountancy Limited	Payroll Services - November 2022	50.00	10.00	60.00
Direct Debit	British Telecom	Telephone/Internet	29.77	5.95	35.72
Invoice 66	Co-Op Bank	Service and Commission Charges	15.45		15.45
TOTAL			16,134.93	775.07	16,910.00

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

12 RISK MANAGEMENT

The Clerk advised that there was nothing to report.

..... Signed

.....Dated