

Minutes for the Monthly Parish Meeting of Croxdale and Hett Parish Council
Wednesday 08 June 2016, 7.00 pm

Parish Council Members Present:

Councillor J Shaw (Vice-Chair), Councillor J Garner, Councillor K Summerson*, Councillor Arthur Watt and Councillor Ian Watt.

Also Present:

County Councillor J Blakey.

61/16. Apologies for Absence:

Apologies of absence were received from Councillors J Anderson, W Watt, D Wilson and County Councillors M Plews and M Williams.

Councillor Ian Watt suggested for a wreath or donation to be made to St Cuthbert's Hospice in respect of the late Caroline Anderson Hilton. All Members present agreed.

Resolved: Clerk to arrange donation / wreath accordingly.

62/16. Declarations of Interest:

A declaration of interest was received from Councillor J Garner in respect of St Bartholomew's Church, Croxdale.

63/16. Policing:

There was no Police attendance at the Meeting. The Clerk reported during the period 8 May – 8 June, there was 1 report of criminal damage and 4 incidents of anti-social behaviour. There were 23 reported offences in Croxdale and Hett; the majority of which were road related. Police are providing more visible patrols around Hett Lane to tackle off-road motorbikes.

Resolved: For Members' information.

64/16. Public Participation

Michael Graveling was in attendance as well as Anne Heywood and Robin Stevenson, Churchwardens from St Bartholomew's Church, to seek funding from the Parish Council. Repair works to the Church's steeple is needed following storm damage, however costings are yet to be confirmed. Architect is to determine if the stones require repair once scaffolding has been erected. The Church is to also seek funding from other sources. County Councillor Blakey confirmed a donation would be made via County Councillors Neighbourhood budget fund.

Anne Heywood and Robin Stevenson left the meeting to enable Members to discuss a donation amount in private. Following discussion, Members agreed to support the local Church and approved a donation of £500.00.

Resolved: Clerk to arrange payment of £500.00 to St Bartholomew's Church accordingly.

65/16. Minutes

The minutes of the meeting held on the 11 May 2016 were agreed as a true record and signed by the Vice-Chairman.

66/16. Matters Arising:

There were no matters arising.

67/16. Parish Clerk Update / Correspondence

i. Caravan at Hett

Clerk reported that the caravan at Hett Lane has now been removed.

ii. Signage Frames at Croxdale Roundabout

Clerk reported that that signage frames at Croxdale roundabout have now been removed.

iii. Council Owned Land Adjacent to the Croxdale Inn

No response has yet been received from owner at Croxdale Inn. Clerk to follow up response.

Resolved: Clerk to write to owner accordingly requesting response by next Parish Council meeting on 13 July 2016.

iv. Road Markings

Clerk reported this has been reported to Durham County Council (DCC); Traffic team has carried out initial visit and confirmed although the road markings are not perfect they do not require refreshing as yet. The surface is checked on a monthly basis and no actionable defects were noted at this location. County Councillor Blakey agreed to progress this further.

Resolved: County Councillor Blakey to follow up with Highways Department.

v. Rats at Allotments

A site visit at the allotments is yet to be carried out by DCC to undertake survey. Once survey has taken place, DCC will provide quote for 12 months' treatment of works.

vi. Planning

Clerk confirmed Mr Greenwell's planning application was advertised on the weekly list of 21 March 2016 and apologised for the oversight.

vii. Assets Register – Cricket Field

Clerk confirmed the conveyancing document for the purchase of land from the National Coal Board did confirm the cricket field/sports ground is the Parish Council's and is included on the Assets Register under point 3 – 'Croxdale Allotments and Garages'.

viii. Incident at WMC

Clerk reported to PC Bruce Cockburn and advised Officers were called to Croxdale WMC on 9 April 2016 but on investigation no offences were disclosed and therefore no crimes committed, therefore was not reported in the crimes report.

ix. Annual Return

Clerk confirmed this had now been sent to BDO and was noted that the period for the exercise of public rights to inspect the Parish Council's accounts would need to be displayed throughout the Parish between 20 June 2016 – 29 July 2016 inclusive.

x. Hett Village Hall Association (HVHA)

Clerk confirmed notification has been received from HVHA advising the land transfer has now gone through and is registered with the Land Registry. HVHA can now set about raising the funds for the replacement building.

xi. Councillor D Wilson

The Clerk as well as Councillors Shaw and County Councillor Williams has been trying to contact Councillor Wilson with regard to his position as Parish Councillor following his new job role in Rotherham. Without success, this had meant he had missed 6 consecutive meetings without any reason for his absence and therefore is now disqualified as a Parish Councillor in accordance with Section 85 of the Local Government Act 1972.

Resolved: Clerk to write to Damien Wilson notifying he is now disqualified as a Parish Councillor with immediate effect and to start the process off in filling the casual vacancy.

xii. Request Received to Rent Land for Grazing

Clerk reported a request has been received in respect of long term renting of land for 2 horses located on the cricket field. Members did not approve this request due to the field being used for recreational purposes by residents and felt it was not appropriate for horses to be located there.

Resolved: Clerk to write to Mr Atkinson to notify him of the outcome.

xiii. Temporary Road Closure

Clerk reported she had received notification from DCC with regard to a temporary road closure at Hett Lane between the hours of 23.50pm on 25 June 2016 and 08.00am on 26 June 2016.

Resolved: For Members' information.

68/16. Financial Matters

i. Financial Report for the Period 1 April 2016 – 08 June 2016

A financial update prepared by the Clerk was circulated to Members which included a detailed schedule of receipts and payments for the financial year to date and bank reconciliation to 08 June 2016. The current net bank balances totalled £27,730.98.

The following cheque payments were approved:

Cheque Number – 400231 – Miss C Maddison – Clerk's Wages May - £255.37
Cheque Number – 400232 – HMRC – Tax & NI Contributions – £63.80
Cheque Number – 400233 – CDALC – Good Councillors Guide - £25.92
Cheque Number – 400234 – CDALC – 2016/17 Subscriptions - £116.86
Cheque Number – 400235 – Dave Dove – Parish Website - £578.20

Cheque Number – 400236 – Miss C Maddison – Broadband Set Up Costs - £117.44
Cheque Number – 400237 - JWS – Cemetery Maintenance (May) - £160.00
Cheque Number – 400238 – JWS – Cemetery Maintenance (April) - £160.00

Resolved: For Members' Information.

ii. Transparency Funding

Clerk had produced a schedule of funding that the Parish Council has applied for in order to meet transparency requirements. Notification on whether the Parish Council has been successful will be reported to the next meeting.

Resolved: For Members' Information.

69/16. Parish Website

The Clerk circulated handouts of the proposed new Parish website designed and developed by Dave Dove Developments. The Clerk requested for Members to feedback any errors / omissions / pictures they would like to see on the website to the Clerk. The Councillors contact page was agreed at the meeting whereby each Councillor agreed as to what contact details are published on the website.

Resolved: Members to feedback on website content to the Clerk.

*Councillor K Summerson joined the meeting.

70/16. Planning Issues

The Clerk reported a planning application considered in November 2015 has been appealed with the Planning Inspectorate and is now in the appeals stage with regard to an erection of a single residential dwelling at East Street, Hett. It was noted the Parish Council is out of the associated time constraints to object to the planning application. The Clerk will provide an update of the outcome at the next meeting.

Resolved: For Members' Information.

71/16. Cemetery Update

i. Grave Plans

Estimates have now been received from DCC with regard to conservation and digitisation of the x2 cemetery grave plans.

Two options were obtained for Hett's cemetery plan, works to be carried out by DCC:

Option 1 = £120.00

Option 2 = £144.00

Three options were obtained for Croxdale's cemetery plan, works to be carried out by Bowes Museum:

Option 1 = £450.00

Option 2 = £720.00

Option 3 = £990.00

It was noted the price increased significantly for Croxdale's burial plan due to its poor condition and required specialist treatment carried out by Bowes Museum. Clerk is to seek clarification if the above costs included the digitisation charges or purely conservation costs.

Resolved: Clerk to seek clarity on the above. Members agreed with options 2 and 3 respectively.

ii. Fencing Quotes

Fencing quotes have been obtained from DCC as follows:

Croxdale Cemetery = £12,083.67

Hett Cemetery = £6,445.06

Following discussion, it was agreed to try and obtain further quotes for comparison. Quotations from JWS and Councillor W Watt's contact were not forthcoming. The Clerk also reported local farmer at Croxdale had made contact regarding the cemetery fencing at Croxdale; posts are rotting and collapsing over. Clerk advised Mr Hutchinson that the replacement of cemetery fencing is in hand for both cemeteries and will keep him up to date on developments.

Resolved: Clerk to seek further quotes from Charlton fencing and Esh Group (Deerness Fencing) for comparison.

iii. Mrs Hilaby

The Clerk reported that a further conversation had taken place with Mrs Hilaby with regard to ex-husband's grave at Croxdale cemetery. Mrs Hilaby is certain that graves are not aligned correctly and claims there is insufficient space next to husband's grave.

Resolved: Clerk to contact Mrs Hilaby once new grave plans have been produced to check location of husband's grave and arrange site visit if required.

72/16. Co-option Procedures

The Clerk had drafted co-option procedures for approval in view of the recent vacancy of Parish Councillor and to assist in any other future vacancies that may arise. It was also noted that it's good practice to adopt formal procedures when filling a casual vacancy.

Resolved: Members approved the Co-option Procedures.

73/16. Expressions of Interest for Vacancy of Parish Councillor

The Clerk reported 2 candidates were received for Parish Councillor vacancy following John Kelly's death. These were:

1 = John Leslie Griffiths, Hett Village

2 = Rebecca Burton, Croxdale

Both candidates were nominated and seconded. Candidate 1 received 2 votes and candidate 2 received 3 votes.

Resolved: Rebecca Burton be duly elected as Parish Councillor and summoned to attend the next Parish Council meeting to accept the acceptance of office.

74/16. County Councillor Reports

i. Demolition Alongside Valley View

Concerns were raised from residents with regard to demolition at the rear of former Ness premises – Mrs Kelley had not been notified regarding the demolition.

75/16. Former Parish Clerk

That under Section 100(a)(4) of the Local Government Act 1972, the public be excluded from the meeting for the above item of business on the grounds that it involves the likely discussion of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A of the Act.

76/16. Acting RFO

That under Section 100(a)(4) of the Local Government Act 1972, the public be excluded from the meeting for the above item of business on the grounds that it involves the likely discussion of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A of the Act.

77/16. AOB:

i. Road Plainings

Councillor A Watt requested for the Clerk to obtain quotations for 20 tonnes of plainings for road repairs on the un-adopted road at Hett.

Resolved: Clerk to contact Tarmac, Todds and Rainton Construction for quotes for comparison / agreement at the next meeting.

78/16. Date and Time of Next Meeting:

It was agreed that the next meeting would be held on Wednesday 13 July 2016 at 7.00 pm.