

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL  
HELD ON MONDAY 14<sup>th</sup> MAY 2012**

Present: Councillor L Morton (Chair)  
Councillors J Andrews, M Burn, E M Hopper, S Laws, J Lee, L  
Robinson and J Smith

Staff: Mrs G M Crute (Parish Clerk)

Also in Attendance: Mr T Murray, Mr N Frain, A Miller, W L Brennan, H Bell, S Barker, E  
Miller, B Tully, EE Laws, L Martin, J Ferguson, A Moor, I Haddick, A  
Dixon and M Noble.

EVPC  
12/13/010

**Apologies for Absence**

**RESOLVED:** Apologies RECEIVED and approved for Councillor M  
Bridges.

EVPC  
12/13/011

**Declarations of Interest on Items on the Agenda**

Councillor M Burn declared a personal interest in item 18 as she is  
a friend of the family.

Councillor J Lee declared a personal interest in item 18 as she has  
an allotment tenancy.

Councillor J Smith declared a personal interest in item 8(a) as she  
is a member of the Millennium Luncheon Club

Councillor E Hopper declared a personal interest in item 8(a) as  
she is a member of the Millennium Luncheon Club

EVPC  
12/13/012

**Public Participation**

The Clerk advised that she had received notification from two  
members of the public who wished to address the Parish Council.  
Mr N Frain spoke on the issues relating to the Sunderland Road  
Allotment sites and recent correspondence regarding the notice of  
eviction because of the breach of rules on the site. He wanted to  
make the Parish Council aware that any letter sent to Easington  
Village Parish Council on behalf of the Committee did not have the  
full support of all the Committee as he was a member and had not  
been party to the correspondence.

The Chairman thanked Mr Frain for his attendance.

Mr A Miller representing Easington Village Millennium Luncheon  
Club spoke on the recent increase in the room hire charges for the  
Luncheon Club which he felt was unreasonable. He acknowledged  
the fact that the Parish Council had granted free use of the  
function room for up to 3 Saturday evenings a year following a  
request for the Parish Council's continual support and felt that the  
room hire charge increase contradicted the Club's request for  
support. He felt that the Parish Council underestimated the  
support that the Club has in the local community and requested  
that the Parish Council re-consider the room hire increase.

He also raised issues in relation to:-

- What had prompted the Parish Council to make such an  
increase.
- What the Parish Council's policy statement was on elderly  
people and also on young people.

- What support did the Parish Council give Community Groups in comparison to other Parish Councils.

The Chairman thanked Mr Miller and other representatives for their attendance and advised that the room hire charge increase would be discussed as an agenda item later in the meeting and they were welcome to stay if they wanted. The Clerk also advised that she would provide a written response to the questions raised by Mr Miller.

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/013

**Minutes of the Meeting held on 2<sup>ND</sup> April 2012**

**RESOLVED:** that the minutes be confirmed as a correct record to be signed by the Chairman.

EVPC  
12/13/014

**Matters Arising**

EVPC 10/11/258	<b>Request for Donation – Easington Guides (Brownies)</b> - The Clerk had forwarded a donation to Easington Guides (Brownies).
EVPC 10/11/259	<b>Request for Donation – East Durham CAB –</b> The Clerk had forwarded a donation to East Durham CAB.
EVPC 10/11/269	<b>Area Action Partnership –</b> The Clerk had written expressing the Parish Council’s concerns regarding the theatre at Peterlee Community College.

**RESOLVED** that the information given, be noted.

EVPC  
12/13/015

**Police Matters**

There was no Police attendance. A copy of the Police report was circulated for Members information.

**RESOLVED:** that

- i) the information given, be NOTED;
- ii) the Clerk report to the police problems with motorbikes speeding though the village on a weekend, the parking problems on the village Green (near the Southside) and parking on the junction opposite the Half Moon Inn.

EVPC  
12/13/016

**Durham County Council Report**

There were no County Councillors in attendance. Members gave consideration to the information received from Councillor Boyes with regard to the Speed Visor. However, it was felt that the location identified was not suitable and that the visor should be position opposite Sun Dew on Thorpe Road.

**RESOLVED** that the Clerk contact Councillor Boyes advising of the Parish Council’s decision.

EVPC  
12/13/017

**Room Hire Charge – Easington Village Millennium Luncheon Club**

Members gave consideration to correspondence received from the Easington Village Millennium Luncheon Club. The Chairman outlined the reasons for the increase which included the cost of the use of the gas, water and electricity used. He explained that the hire charge was still heavily discounted. The Clerk advised

Members that as a resolution had been made regarding the increase to room hire then this had to stand for 6 months unless 3 members wrote stating they wished it to be reviewed sooner.

**RESOLVED:** that the room hire charge be reviewed after 6 months.

*Representatives from the Luncheon Club left the meeting.*

EVPC  
12/13/018

### **Fire Risk Assessment**

The Clerk advised Members that a fire risk assessment had been carried out for Seaton Holme. As a result of the assessment a few issues had arisen. Staff would need to undertake fire marshal training and although all extinguishers were working correctly they had now become so dated that it may be prudent to start replacing them on a rolling basis.

**RESOLVED:**

- i) the actions of the Clerk be ENDORSED;
- ii) that staff undertake the fire marshal training;
- iii) two new fire extinguishers to be purchased and a rolling programme be implemented to acquire two new extinguishers per year.

EVPC  
12/13/019

### **Report of the Cemetery Superintendent**

Members gave consideration to the report of the Cemetery Superintendent which had been previously circulated.

**RESOLVED:** that the information given, be NOTED;

EVPC  
12/13/021

### **In-Bloom Committee**

Councillor Morton advised there was nothing to report at present. The Clerk advised that the in-bloom judging would take place on 12<sup>th</sup> July 2012.

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/021

### **Dog Bins**

The Clerk gave details of costs for a replacement dog bin at the Thorpe Road Playing Field.

**RESOLVED:** that a dog bin be purchased at a cost of £133.74 plus VAT.

EVPC  
12/13/022

### **Three Tier Flower Tub and Cemetery Barrels**

Members gave consideration to the re-location of the Three Tier Flower Tub on the Village Green.

It is not a suitable position as it is subjected to vandalism and plants are vulnerable to the weather. A request had been received from a Member for planting around the trees at Kings Head and the Cemetery Superintendent had suggested re-locating the tubs from the Cemetery to allow a floral display in this area.

**RESOLVED:** that

- i) the information given, be NOTED;
- ii) the Three Tier Flower Tub remain in place and some hardier plants be planted;
- iii) the cemetery tubs remain in place and some borders be put in and planted around the established cherry trees near the Kings Head site.

EVPC  
12/13/023

**Statement of Accounts for Year Ending 31<sup>st</sup> March 2012**

Members gave consideration to the Statement of Accounts for the year ending 31<sup>st</sup> March 2012, a copy of which had been circulated to all Members.

**RESOLVED:** that the statement of accounts be APPROVED.

EVPC  
12/13/024

**Annual Return for Year Ending 31<sup>st</sup> March 2012**

A copy of the Annual Return had been circulated to Members before the meeting.

**RESOLVED** that the Annual Governance Statement be APPROVED and the following be confirmed:

- 1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.
- 2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the council to conduct its business or on its finances.
- 4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5 We assessed the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6 We maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems.
- 7 We took appropriate action on all matters raised in reports from internal and external audit.
- 8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate included them in the accounting statements.
- 9 Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

EVPC  
12/13/025

**Parish Council Financial Status – Bank Balances as at 30.04.12**

The Clerk reported that the bank balances as at 30.04.12 were £110,933.00 in the Savings Account and £3006.03 in the Current Account totalling £167,614.71.

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/026

**Income and Expenditure Report to 30.04.12**

A copy of the report was circulated at the meeting.

**RESOLVED** that the report, be NOTED.

EVPC  
12/13/027

**Bank Transfers**

The Clerk informed Members that the Transfers for April were £10,689.47 from the Savings Account and £110,993.00 from the Current Account.

**RESOLVED** to ENDORSE transfers.

EVPC  
12/13/028

**Invoices for Endorsement of Payment.**

**RESOLVED:** to ENDORSE the following invoices for payment together with payments of donations as previously agreed:-

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
18.04.12	Northumbrian Water	Petwell Allotments – Water	62.47	DD
30.03.12	EON	Electricity – Cemetery	78.35	CREDIT
11.04.12	Unicom	Phones/Broadband	100.90	DD
07.02.12	Initial	Anti-Bact – Sanitact	534.78	CREDIT
01.05.12	E.on	Electricity – Cemetery	16.00	DD
09.04.12	Unicom	Telephone/Broadband	104.46	DD
01.05.12	E.on	Electricity – Seaton Holme	306.00	DD
01.05.12	E.on	Gas – Seaton Holme	490.00	DD
17.04.12	Alan’s Decorating	Painting Upstairs Toilets & Outside Wall	590.00	105534
16.03.12	Builders Warehouse	Plywood	22.80	105535
30.03.12	DCC	Payroll – February	5582.43	105536
30.03.12	Greenham	Cleaning Supplies	141.79	105537
20.04.12	K F Training	3 x Health and Safety	234.00	105538
20.04.12	K F Training	4 x Manual Handling	240.00	105538
24.04.12	LKL	Vynil Flooring	680.00	105539
10.04.12	NEREO	Advisory Service 12/13	327.60	105540
02.04.12	Tilly, Bailey & Irvine	Leases for Seaton Holme	1513.00	105541
03.04.12	Zurich Municipal	Insurance Premium 2012/13	5731.88	105542
11.04.12	Harbro Electricial	Fluorescent Tubes	10.08	105543
30.04.12	Tilly, Bailey & Irvine	Legal Advice	38.00	105544
01.05.12	Hutton Fire Protection	Fire Risk Assessment	192.00	105545
30.04.12	IOS	Stationery/Stamps	117.00	105546
10.05.12	LBS	24 Hanging Baskets	99.54	105547 105548
04.05.12	K F Training	Sharps Training	234.00	105549
27.05.12	K F Training	First Aid Training	234.00	105549
30.04.12	Smiths of Derby	Service – St Mary’s Church Clock	198.00	105550
14.05.12	Crown Plastering Srvs	Plaster Work – Seaton Holme	100.00	105551
		<b>Invoice Total</b>	<b>£16286.12</b>	

EVPC  
12/13/029

**Income Received**  
**April 2012**

<b>Name</b>	<b>Description</b>	<b>Amount</b>
Aglow International	Affiliation Fee 12/13	30.00
Art Group	Affiliation Fee 12/13	30.00
North of England Civic Trust	Room Hire	166.50
Lee Terrace Allotments	Allotment Rent 12/13	60.00
Peterlee Flower Club	Affiliation Fee	30.00
Peterlee Flower Club	Room Hire	24.00
E'ton Village Allot Asso	Allotment Rent 12/13	985.50
Mr Forbes	2 Books	14.99
Art Group	Room Hire	30.00
Summerhill Books	Royalties – Book	731.20
Mrs S Robson	Hire of Function Room	48.00
Member of Public	Book Sale	9.99

Total	£2160.18
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**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/030

**Request for Donation – 1<sup>st</sup> Easington Village Guides**

Members gave consideration to a request for a donation to 1<sup>st</sup> Easington Village Guides.

**RESOLVED:** a donation of £50.00 be GRANTED Under Section 137 of the Local Government Act, 1972.

EVPC  
12/13/031

**Training Courses**

The Clerk advised Members that staff had attended the following courses:-

Level 2 Health and Safety in the Workplace at £65.00 per person plus VAT for 3

Manual Handling Awareness at £50.00 per person plus VAT for 4

Emergency First Aid at Work at £65.00 per person plus VAT for 3

Infection Control/"Sharps" Training at £65.00 per person plus VAT for 3.

**RESOLVED:** that the actions of the Clerk be ENDORSED.

EVPC  
12/13/032

**Planning Applications**

PL/5/2012/0045 – Proposed Timber Decking at Rear of Premises (Retrospective) at Southside Social Club, Easington for Mr R Walton

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/033

**Planning Approvals**

PL/5/2011/0458 – Proposed Pitched Roof Over Existing Extension at Robin Lea, Stockton Road, Easington Village for Mrs B Garrett

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/034

**Planning Refusals**

There had been no planning refusals received.

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/035

**Planning Appeals**

There were no planning appeals.

**RESOLVED** that the correspondence be RECEIVED.

EVPC  
12/13/036

**Big Lottery Fund – Awards for All**

The Clerk advised Members that the Parish Council had been successful in obtaining a grant of £9,992.00 to provide youth club facilities for the following year. The Clerk would work with Groundwork Northeast in the running of the scheme.

**RESOLVED:** that the information given, be NOTED and the Clerk organise a press release with regards to the successful grant being obtained.

EVPC  
12/13/037

**Changes to Standards**

Members gave consideration to correspondence received from Durham County Council which had been previously circulated.

**RESOLVED:** that the information given, be NOTED and no further action be taken at present.

EVPC  
12/13/038

**Reports from Representatives on Outside Bodies**

Councillor Smith advised that there would be a new Head Teacher starting in September 2012 at Easington Village Primary School.

**RESOLVED:** that the information given, be NOTED.

EVPC  
12/13/039

**Diamond Jubilee**

The Clerk advised Members on the costs for an oak tree to be planted on the village green.

**RESOLVED:** that the Clerk progress the scheme and report back to the next meeting.

EVPC  
12/13/040

**AAP Funding Schemes**

The Clerk advised Members on the two potential schemes that could be funded through the AAP – tables/chairs for the Function Room at Seaton Holme and replacement of footpaths and fencing at Durham Lane Cemetery.

**RESOLVED:** that the Parish Council undertake the following schemes through the AAP Funding.

EVPC  
12/13/041

**Area Action Partnership**

Mr T Murray updated Members regarding the East Durham Coastal Heritage Funding, the Credit Union and the new theatre in East Durham College.

**RESOLVED** that the information given, be NOTED.

EVPC  
12/13/042

**Exclusion of the Press and Public**

**RESOLVED** that in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business on the grounds that they involve information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

EVPC  
12/13/043

**Sunderland Road Allotments**

Members gave consideration to the advice they had received from Council's Solicitors and the options that were available. Members felt that as the tenant had now removed the cockerels from the site and had given an undertaking not to bring anymore on to his allotment then he be allowed to remain. Members stressed that any further breaches in tenancy would be acted upon immediately.

**RESOLVED:** that

- i) the tenant be allowed to remain on the allotments as he was not now in breach of his tenancy agreement;
- ii) the Clerk write to both the tenant and the Allotment Association advising them of the Council's decision.

EVPC  
12/13/044

**Date and time of Next Meeting**

The next meeting will be held on Monday 11<sup>th</sup> June 2012.

**RESOLVED:** the information given, be noted.

CERTIFIED TRUE RECORD

CHAIRMAN .....

DATE .....