

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL
HELD ON MONDAY 11TH MAY 2015**

Present: Councillor L Morton (Chair)
Councillors J Andrews, M Burn, P Gibson, E M Hopper, T Murray, J Smith and M Warin

Staff: Mrs G M Crute (Parish Clerk)

Also in Attendance: County Councillor D Boyes, PCSO L Norris and PCSO A Leigh

EVPC
15/16/001 **Apologies for Absence**
RESOLVED: Apologies RECEIVED and APPROVED for Councillor J Lee.

EVPC
15/16/002 **Declarations of Interest on Items on the Agenda**
There were no declarations of interest on items on the agenda.

EVPC
15/16/003 **Public Participation**
There were no members of the public registered to speak.

EVPC
15/16/004 **Minutes of the Last Meeting held on 13th April 2015**
RESOLVED: that the minutes be confirmed as a correct record, to be signed by the Chairman.

EVPC
15/16/005 **Matters Arising**

EVPC 14/15/348	Police Matters – the Clerk had forwarded the items raised on to the Police.
EVPC 14/15/350	Seaton Holme – Easington Village WI – the Clerk had advised the Group of the Parish Council’s decision to give a discounted room hire.
EVPC 14/15/352	Cemetery Noticeboard – The Clerk had made enquiries with A1Trophies and Engraving who had advised they were unable to supply a Noticeboard. A noticeboard had been ordered at a cost of £329.00.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/006 **Police Matters**
PCSO A Leigh introduced PCSO L Norris as a new member of the Policing team for Easington. She also advised Members that the Easington Section Office is scheduled to be closed with the team working from the Seaham Office.
PCSO Leigh advised that a request had been made for the off-road bikes to attend the area. She also advised that the Police did not have details of the organiser of the Horse Fair that was held on Easter Bank Holiday.

RESOLVED: that the information given, be NOTED.

The Chairman thanked PCSOs A Leigh and L Norris for their attendance at the meeting. PCSOs Leigh and Norris then left the meeting.

Report of the County Councillor

County Councillor Boyes was in attendance at the meeting and provided the following information:-

- St Thomas Close – He had received a request for white no parking lines to be installed on the estate. A meeting had been held with the County Council’s Highways Officer and white lines were due to be installed at this location.
- Parking Problems at North Crescent – Request made for Police to attend.
- Horse Fair at the Village Green – A request for information from the Travellers Liaison Officer at Durham County Council would be made to find out information about the organiser of the event. Members raised concerns about hot food vans selling food at the event. It was suggested that the Licensing Section be informed regarding the selling of foods at this event.
- Easington Nature Reserve – there had been problems with arson and four wheel drive vehicles at the site and the gates would now be locked at 6.00 pm

A Member advised of the problems of spraying weedkiller around the village which had resulted in large burn marks and killing of plants. Councillor Boyes would contact the relevant Officer at the County Council to advise of the poor standard of work that had been carried out.

The Chairman thanked County Councillor Boyes for his attendance. County Councillor Boyes then left the meeting.

The Clerk advised that County Councillor Surtees had advised that the sign for Stockton Road was now on order.

RESOLVED: that the information given, be NOTED.

Seaton Holme

The Clerk advised that the new lighting has been installed in the Burn Room and two new bookings for weddings had been made with one request for hire of the new crockery.

RESOLVED: that the information given, be NOTED.

Report of the Cemetery Superintendent

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

The Clerk advised that the current Work Placement’s 6 months would expire in June 2015. However, due to the commitment and hardwork shown by the individual he would be employed as the Parish Council’s summer worker until the end of October. Another Work Placement had been appointed and would start his 6 months employment on 18th May. A Member commented on the work that had been undertaken by members of the In-Bloom Committee who had tidied and planted the area of land at the former Kings Head Site. It was requested that a letter of appreciated by send on behalf of the Parish Council.

The Clerk advised on the opportunity to tender for a John Deere Tractor that was being sold by a Parish Council in the area. The

equipment was brand new and was covered by the manufacturer's warranty. The Cemetery Superintendent was inspecting the machinery to ascertain its suitability.

RESOLVED that

- i) the information given, be NOTED.
- ii) if the John Deere Tractor was suitable for the Parish Council's use then a tender be submitted in the region of £1,800
- iii) a letter of appreciation be sent to the In-Bloom Committee.

EVPC
15/16/010

Statement of Accounts for Year Ending 31st March 2015

Members gave consideration to the Statement of Accounts which had been previously circulated.

RESOLVED: that the Statement of Accounts for Year Ending 31st March 2015, be APPROVED

EVPC
15/16/011

Annual Return for the Year Ending 31st March 2015

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
15/16/012

Parish Council Financial Status – Bank Balances as at 30.04.15

The Clerk reported that the bank balances as at 31.04.15 were £182,366.94 in the Savings Account and £1,394.16 in the Current Account totalling £183,761.10

RESOLVED: that the information given, be NOTED.

EVPC
15/16/013

Income and Expenditure Report to 31.04.15

The Clerk updated Members on the Council's income and expenditure.

RESOLVED: that the report, be NOTED.

EVPC
15/16/014

Bank Transfers

The Clerk informed Members that the Transfers for April were £13,879.85 from the Savings Account and £125,352.48 from the Current Account.

RESOLVED: to ENDORSE the Transfers.

EVPC
15/16/015

Invoices for Endorsement for Payment

RESOLVED: to ENDORSE the following invoices for payment, together with payments of donations/petty cash/payroll as previously agreed:-

INVOICES – APRIL 2015

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
17.04.15	Cateraid Ltd	Boiler Filter	£42.00	105927
13.04.15	Harbro Electrical Ltd	6 x chandeliers	£1171.15	105928
31.03.15	Zurich Municipal	Insurance Renewal 15/16	£5090.24	105929
01.05.15	CDALC	Subscription 15/16	£305.44	105930
29.04.15	Harbro Electrical Ltd	48 LED Candle Lights	£352.51	105931
05.05.15	Plants R Ross	40 x 60l Bags of Compost	£160.00	105932
01.05.15	IGNIS	Fire Alarm & Emergency Light Srv	£144.00	105934
20.04.15	Northumbrian Water	Water Rates – Allotments	-£152.58	CREDIT
12.03.15	Barclays	Bank Charges – April	£6.00	DD
12.04.15	Barclays	Bank Charges – May	£6.00	DD
18.04.15	Payroll	3 rd Party Payments – Month 12	£2323.23	DD
30.04.15	Payroll	Month 1 - Nett Wages	£4680.08	DD
09.04.15	Scottishpower	Electricity – Seaton Holme	£96.00	DD
10.04.15	Unicom	Phones/Broadband	£55.19	DD
09.04.15	N-Power	Electricity – Church Clock	£147.09	DD
05.05.15	N-Power	Gas – Seaton Holme (12 weeks)	£2640.40	DD
		Invoice Total April 2015	£17066.75	

105933 – Petty Cash - £300.00

INCOME RECEIVED

April 2015

Name	Description	Amount
Sunshine Studios	Room Hire	£50.00
Easington Village Luncheon Club	Black Bags	£18.14
Easington Village Allotment Association	Rent 2015/16	£1066.50
Summerhill Books	Book Commission	£26.50
Member of the Public	3 x Plots	£300.00
K F Training	Room Hire	£1344.40
Easington Village Wi	Affiliation Fee & Room Hire	£50.00
Easington U3A	Affiliation Fee & Room Hire	£42.50
L G Therapy	Room Rent – March	£291.86
Durham County Council	Grasscutting	£420.00
Tyne & Wear Care Alliance	Room Hire	£130.80
Scotts Memorials	Cemetery Fees	£90.00
Art Group	Affiliation/Room Hire	£67.50
Easington Village WI	Room Hire	£12.50
L G Therapy	Room Rent – April	£291.66
Jan Burnham	Room Hire	£40.00
Lee Terrace Allotments	Rent 2015/16	£60.00
		£4302.36

RESOLVED: that information given, be NOTED.

CDALC – Council Tax Base and Localisation of Council Tax Support Grant

Members gave consideration to attendance at the above free event to be held on 24th June 2015 at 6.00 pm

RESOLVED: that no-one was available to attend.

NEREO – Chairing Skills for Elected Members

Members gave consideration to attendance at the above course to be held on Tuesday 14th July at 12.45 pm at a cost of £70.00 plus VAT.

RESOLVED: that no-one was available to attend.

Planning Applications

DM/15/00960/PND – Proposed Demolition of Public House – Shoulder of Mutton, Low Row, Easington for Assured Property Group
DM/15/01072/FPA – Proposed Loft Conversion with Dormer Window to Front and Rear at 5 Sunderland Road, Easington for Mr and Mrs G Simpson
DM/15/01210/FPA – Proposed Erection of Single Storey Extension to Front Side and Rear, Conversion of Garage into Habitable Room and Two Storey Extension to Side Creating Ancillary Accommodation

DM/15/01261/PNC – Prior Approval of Proposed Change of Use of Agricultural Building to Dwellinghouse at Land and Buildings West of Hallfield Drive, Hall Walk, Easington Village for Mr W Hunter.

The Clerk advised that following consultation with Members she had written a letter of objection regarding application DM/15/00960/PND this application had now been withdrawn.

Following discussion it was agreed that the Parish Council submit its objections of DM/15/01261/PNC on the grounds of the poor access/egress to the land.

RESOLVED: that

- i) the information given, be NOTED;
- ii) the Clerk submit the Parish Council's objections to planning application DM/15/01261/PNC on the grounds detailed above.

EVPC
15/16/020

Planning Approvals

DM/15/00489/FPA – Proposed Single Storey Front Extension at 14 Clappersgate, Easington for Mr H Syson.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/021

Planning Refusals

There were no planning refusals.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/022

Planning Applications (Withdrawn)

DM/15/00960/PND – Proposed Demolition of Public House – Shoulder of Mutton, Low Row, Easington for Assured Property Group.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/023

Planning Appeals

There were no planning appeals.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/024

Easington Village WI

Members gave consideration to a letter of thanks from Easington Village WI for the discounted room hire for their recent charity event held at Seaton Holme.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/025

Delivering Differently

Members considered the information received from the County Durham Association of Parish and Town Councils regarding the above scheme.

RESOLVED that the information given, be NOTED.

EVPC
15/16/026

Representatives to Outside Bodies

There had been no attendance by representatives to outside bodies.

RESOLVED: that the information given, be NOTED.

EVPC
15/16/027

Potential Schemes for Section 106 Funding

Members considered the potential Section 106 funding that would be available from the development at the former Council Offices site. The following suggestions were made:-

Additional children's play equipment on the Village Green
Outside Gym equipment on the Village Green
Racecourse fencing around the Village Green
Re-surfacing of road at Low Row
Dropped Kerbs

The Clerk would investigate what would be permitted on the Village Green with the Conservation Officer at Durham County Council. Costs to be obtained for the schemes detailed above. Investigations made into potential for match funding. An update would be available at the July meeting.

RESOLVED: that the Clerk progress the potential schemes as detailed.

EVPC
15/15/028

Date and Time of the Next Meeting

The next meeting of the Parish Council will be held on Monday 8th June 2015.

RESOLVED: that the information given, be NOTED.

CERTIFIED TRUE RECORD

Chairman

Date