

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL  
HELD ON 8<sup>TH</sup> MAY 2017**

Present: Councillors L Morton (Chair)  
Councillors L Barrass, W S Day, J Lee, T Murray, J Smith and M Warin

Staff: Mrs G M Crute (Parish Clerk); Mrs K Hall (Admin Assistant)

Also in Attendance: County Councillor A Surtees, PCSO A Leigh and Mr N Frain

EVPC  
17/18/013 **Apologies for Absence**  
**RESOLVED:** Apologies RECEIVED and APPROVED for Councillor J Andrews and M Burn

EVPC  
17/18/014 **Declarations of Interest on Items on the Agenda**  
There were no declarations of interest in items on the agenda.

EVPC  
17/18/015 **Public Participation**  
There were no members of the public present.

EVPC  
17/18/016 **Minutes of the last Meeting held on 10<sup>th</sup> April 2017**  
**RESOLVED:** that the minutes be confirmed as a correct record, to be signed by the Chairman.

EVPC  
17/18/017 **Matters Arising**

EVPC  
16/17/26 **Aerial Photography** – The Clerk had written to Mr Scott advising that he had permission to use Parish Council land for his drone to take off and land, subject to relevant permissions.

EVPC  
16/17/293 **Request for Use of Seaton Holme** – The Clerk had written to Mr Wood advising him that the Parish Council had not acceded to his request for use of Seaton Holme on New Year’s Eve.

EVPC  
16/17/295 **Review of Exclusive Bar Rights** – The Clerk had written to Mr Broomfield.

EVPC  
16/17/309 **Insurance Renewal** – The Clerk had spoken to the Council’s Insurers regarding key personnel cover and was awaiting their written response.

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

EVPC  
17/18/018 **Police Matters**  
PCSO A Leigh was in attendance and reported on incidents in the Easington Parish since the last meeting. She also updated Members on the Easter Horse Event which seemed to have gone without any major problems. She also spoke about a Horse Fair that was to be held on the May bank holiday along the South Hetton Road on land in private ownership. There were limited details at present but Sgt Footes would keep the Parish Clerk updated.  
A Member stated that a burger van had been situated within the

prohibited area for hot food vans. County Councillor Surtees advised that if there was photographic evidence then she would pass this on to Durham County Council to see whether they would be able to prosecute.

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

*The Chairman thanked PCSO Leigh for her attendance at the meeting. PCSO Leigh then left the meeting.*

EVPC  
17/18/019

**Report of the County Councillor**

County Councillor A Surtees was in attendance and reported on the following:-

- Fly-tipping on private land at Little Thorpe was being pursued with the land owner
- Approval of the Fennel Grove Planning Application – monitoring the construction to ensuring all conditions are met
- Both herself and Councillor Boyes would be working with partners to compile a management plan to deal with the road infrastructure in the Easington Division
- She had been appointed as a Governor to Rosemary Lane Nursery School

A Member advised that some road markings were not clearly visible due to the poor condition of the road at the top of Stockton Road turning right. Councillor Surtees advised she would look into the matter and report back.

Another Member highlighted the risk to cars turning right into the properties at the top of Stockton Road. Councillor Surtees advised that this issue had been raised when a report on speeding was compiled a couple of years ago. At the time there had been a recommendation that some road markings could be put down. However, there were cost implications and funding was required. Councillor Surtees advised she would look into the recommendation and ascertain the cost of installing road markings at this location.

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

The Chairman thanked County Councillor Surtees for her attendance at the meeting. County Councillor Surtees then left the meeting.

EVPC  
17/18/020

**Seaton Holme**

The Clerk advised Members that there had been a number of bookings made for the forthcoming months for weekend events. Weekly bookings seem to be consistent.

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

EVPC  
17/18/021

**Report of the Cemetery Superintendent**

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

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

EVPC  
17/18/022

**Thorpe Road Playing Fields – Signage & Litter Bin**

The Clerk circulated copies of the signage currently situated at Thorpe Road Playing Fields and requested that Members give consideration to which signage they felt was required at this location. She also provided members with information regarding a replacement litter bin at this location.

**RESOLVED:** that two signs and a new litter bin be purchased.

EVPC  
17/18/023

**Allotment Meeting Hut**

The Clerk advised Members that a suitable portable building had been secured and the building would be installed by the end of the Month. The ground-staff were undertaking preparatory work to the area where the building would be installed.

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

EVPC  
17/18/024

**Annual Return for the Year Ending 31<sup>st</sup> March 2017**

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 have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
- 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 proper practice that could have a significant financial effect on the ability of this smaller authority 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 carried out an assessment of the risks facing this smaller authority 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 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 this

small authority and, where appropriate, included them in the accounting statements.

EVPC  
17/18/025

**Accounting Statements for Year Ending 31<sup>st</sup> March 2017**

Members gave consideration to the Accounting Statements for 2016/17 which had been previously circulated.

**RESOLVED:** that the Accounting Statements for Year Ending 31<sup>st</sup> March 2017, be APPROVED

EVPC  
17/18/026

**Parish Council Financial Status – Bank Balances as at 30.04.17**

The Clerk reported that the bank balances as at 30.04.17 were £202,645.36 in the Savings Account and -£485.00 in the Current Account totalling £202,160.36.

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

EVPC  
17/18/027

**Income and Expenditure Report to 30.04.17**

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

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

EVPC  
17/18/028

**Bank Transfers**

The Clerk informed Members that the Transfers for April were £6568.52 from the Savings Account and £2,208.

**RESOLVED:** to ENDORSE the Transfers.

EVPC  
17/18/029

**Invoices for Endorsement for Payment**

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

**April 2017**

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
7.4.17	BT	Line Rental Usage	£42.14	DD
7.4.17	Concept	Xerox Photocopier	£23.99	DD
10.4.17	Unicom	Landline B/band Fraud Defender	£62.22	DD
11.4.17	N Power	Cemetery Electricity Quarterly	£50.77	DD
11.4.17	N Power	St Mary's Floodlights	£291.52	DD
22.4.17	Xerox	Photocopier Lease	£109.20	DD
21.4.17	Barclays	Bank Charges	£6.00	DD
01.04.17	Scottish Power	Seaton Holme Electricity	£43.00	DD
17.04.17	Payroll	3 <sup>rd</sup> Party Payments – Month 12	£1934.32	DD
28.04.17	Payroll	Month 1 – Nett Wages	£6069.16	DD
24.4.17	TJs Heating & Home Improvements	Auto Fire Door Closes Sound Test	£190.00	106165
3.5.17	Argos	Telephones	£74.99	106170
27.4.17	CDALC	Subscription	£332.80	106166
28.04.17	Cleveland Containers	Office Unit	£4404.04	106167
5.5.17	D.C.C.	Trade Waste Annual	£667.00	106171
		Grand Total	<b>£1559.11</b>	

Petty Cash – 106168 - £300.00

Reissued Cheque- Crystal Cuisine - 106169 - £125.00

Reissued Cheque- IOS - 106172 - £246.96

**INCOME RECEIVED**

**April 2017**

<b>Name</b>	<b>Description</b>	<b>Amount</b>
Lee Tce Allotments	Rent	10.00
Lee Tce Allotments	Rent	20.00
Lee Tce Allotments	Rent	44.00
Women Aglow	Room Hire & Affiliation Fee	57.00
Luncheon Club	Room Hire	125.00
William Scott Memorials	Additional Inscription	28.00
D Robson Ukuleles	Room Hire	40.00
Church Bingo	Room Hire & Affiliation Fee	48.00
Angela Jones	Room Hire	96.00
R Delanoy	Burial Fees	488.00
Lee Tce Allotments	Rent Additional	26.00
Luncheon Club	Room Hire	50.00
Member of Public	Room Hire	30.00
Yoga	Room Hire	60.00
J Delanoy	Room Hire	78.00
J Delanoy	Sponsorship	220.00
Easington Affective Disorder Team NHS	Room Hire	132.00
Lee Tce Allotments	Rent	10.00
Member of Public	Royalties	7.00
Summerhill Books	Seaton Holme Book x 3	15.00
Member of Public	Room Booking	99.00
Member of Public	Room Booking	144.00
Sunderland Rd. Allotment Assoc.	Rent 2017	1110.00
Member of Public	Room Booking	100.00
U3A	Room Hire	12.50
Church Bingo	Room Hire	18.00
Art Group	Room Hire	37.50
Easington WI	Room Hire & Affiliation Fee	84.00
U3A	Affiliation Fee	30.00
Art Group	Affiliation Fee	30.00
	<b>Total April</b>	<b>£3249.00</b>

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

**Request for Financial Assistance – Butterwick Hospice Care**

Members gave consideration to a request for a donation to the above appeal under Section 137 of the Local Government Act, 1972.

**RESOLVED:** that a donation of £50 be GRANTED.

**Request for Financial Assistance – Citizens Advice County Durham**

Members gave consideration to a request for a donation to the above appeal under Section 137 of the Local Government Act, 1972.

**RESOLVED:** that a donation of £50 be GRANTED.

EVPC  
17/18/033

**Planning Applications**

The Clerk advised that the following planning applications had been received:-

DM/17/01108/FPA – Proposed Single Storey Rear and First Floor Rear Extensions at 34 The Spinney, Easington Village for Mr and Mrs McCoy  
DM/17/01220/TPO – Proposed T1, T2 and T3 – fell by National Power Grid due to impact on overhead cables, T4 fell due to low amenity value and T5 – 3 metres crown lift and 10% crown thin at 4 Dairy Houses, Little Thorpe for Mr K Munro

DM/17/00982/FPA – Proposed Dwelling at Land to the South of West View, Stockton Road, Easington for Mr D Delanoy

DM/17/01334/FPA Proposed Enclosed External Terrace with Steps and Detached Private Double Garage at Brissago Bungalow, Stockton Road, Easington for Mrs C Jones

**RESOLVED:** that no objections be submitted.

EVPC  
17/18/034

**Planning Approvals**

DM/17/00398/FPA - Proposed Raised Roof Height to Create First Floor Extension Incorporating Dormer Window to Front, Render to all Elevations and Alterations to Openings at Fairview, Clappersgate, Easington for Mrs A Dawson

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

EVPC  
17/18/035

**Planning Refusals**

There were no planning refusals.

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

EVPC  
17/18/036

**Planning Applications (Withdrawn)**

There were no planning applications withdrawn.

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

EVPC  
17/18/037

**Planning Appeals**

There were no planning appeals.

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

EVPC  
17/18/038

**County Durham Volunteering Celebration Event 2017**

Members gave consideration to correspondence received from County Durham Association of Local Councils.

**RESOLVED:** that the correspondence be RECEIVED.

EVPC  
17/18/039

**Section 106 Funding**

The Clerk advised Members that correspondence had been received from Durham County Council regarding the approval of the application for Section 106 Funding. She had contacted the Play Providers HAGS SMP to order the play equipment and it was estimated that the new equipment would be installed prior to the school summer holidays.

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

EVPC  
17/18/040

**Members Reports of their Attendance at Meetings/Events on Behalf of the Parish Council**

There were no reports given.

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

EVPC  
17/18/041

**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 item of business on the grounds that it involved information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

EVPC  
17/18/042

**Staffing**

Members gave consideration to a request by the Cemetery Superintendent to reduce his working hours from 37 per week to 12 hours per week. Members agreed to this request.

**RESOLVED:** that the Clerk revise the Cemetery Superintendent's job description to reflect the reduction in hours.

EVPC  
17/18/043

**Date and Time of the Next Meeting**

The next meeting of the Parish Council will be held on Monday 12<sup>th</sup> June 2017 at 7pm.

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

CERTIFIED TRUE RECORD

Chairman .....

Date .....