

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL  
HELD ON 12<sup>TH</sup> JUNE 2017**

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

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

Also in Attendance: Mr N Frain, Mr I Stobbart and Mr T McCabe

EVPC  
17/18/044

**Apologies for Absence**

**RESOLVED:** Apologies RECEIVED and APPROVED for Councillor J Andrews and T Murray

EVPC  
17/18/045

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

Councillor J Smith declared a personal interest in item 14(d) as she is a member of the Parochial Church Council.

Councillor L Morton declared a personal interest in item 12 (request for financial assistance) as he is a member of the In-Bloom Committee.

EVPC  
17/18/046

**Public Participation**

Mr I Stobbart spoke about the traffic problems regarding cars using the car park to the rear of Seaton Holme as a cut through. This was at all times of the day and night.

The Parish Clerk advised that she had contacted the school. However, this had little effect on parents using Seaton Holme as a thoroughfare.

Members felt that in the first instance some signage be erected stating that this location was for access only.

Mr Stobbart also spoke about the speeding traffic in the Village. The Clerk advised she had contacted the Police and they would be undertaking a community speedwatch exercise in the Village.

**RESOLVED** that:-

- i) the information given, be NOTED;
- ii) Signs be purchased and erected to the entrances to Seaton Holme car park;

EVPC  
17/18/047

**Minutes of the Annual Assembly of Electors held on 8<sup>th</sup> May 2017**

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

EVPC  
17/18/048

**Minutes of the Annual General Meeting and last Meeting held on 8<sup>th</sup> May 2017**

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

EVPC  
17/18/049

**Minutes of the Cemetery and Grounds Committee held on 16<sup>th</sup> May 2017**

**RESOLVED:** that the minutes and recommendations be APPROVED.

EVPC  
17/18/050

### **Matters Arising**

- EVPC  
17/18/022      **Thorpe Road Playing Fields – Signage and Litter Bin** – a new litter bin and signage was on order.
- EVPC  
17/18/023      **Allotment Meeting Hut** – The office container had been installed on site.
- EVPC  
17/18/031      **Request for Financial Assistance – Butterwick Hospice Care** – the donation had been forwarded.
- EVPC  
17/18/032      **Request for Financial Assistance – Citizens Advice County Durham** – the donation had been forwarded.
- EVPC  
17/18/042      **Staffing** – The Clerk was in the process of revising the Cemetery Superintendents Job Description.

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

EVPC  
17/18/051

### **Police Matters**

The Police were unable to attend the meeting and submitted the following report:-

- Vehicle Crime – a number of reports from residents in Nursery Gardens of items stolen from vehicles
- Anti-Social Behaviour – alcohol had been confiscated from youths (school leavers) at Andrews Hill area. Parents had been notified and details pass to alcohol referral unit.
- Community speed watch activity would be taking place in Easington Village over the coming weeks
- PACT meeting: Wednesday 12<sup>th</sup> July at Easington Social Welfare Centre at 6.00 pm

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

EVPC  
17/18/052

### **Report of the County Councillor**

There was no County Councillor present. However, the Clerk had received a written report from County Councillor Surtees on the following:-

- Damaged signage at Little Thorpe roundabout had been reported and a full inspection of signage in this vicinity would be carried out.
- The 20 mph zone for schools would be extended to the Church of England Primary School and this would be funded by County Councillors Surtees and Boyes
- Stockton Road (No Right Turn) the Highways Officer was devising a scheme for consideration
- Stockton Road White Lines – the white lines could not be marked until the pot holes were filled. Councillor Surtees was dealing with this.

- Garth Footpath had been reported for clearing
- Issues raised with regard to the development at the former Council Offices site had been raised with the Planning Officer and a response was awaited.

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

**Seaton Holme – L G Therapy**

EVPC  
17/18/053

Members gave consideration to a request received from L G Therapy who were seeking the Parish Council's approval, prior to planning permission, to display an advertising sign at Seaton Holme.

**RESOLVED:** that it was not appropriate to have a permanent advertising signage at Seaton Holme.

**Report of the Cemetery Superintendent**

EVPC  
17/18/054

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

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

**Salt Bin, Stockton Road**

EVPC  
17/18/055

Councillor Murray was not in attendance.

**RESOLVED:** that this item be DEFERRED to the next meeting.

**Allotment Visit**

EVPC  
17/18/056

The Clerk advised she and Councillor Morton had visited the Allotment site and a number of issues relating to the standard of some of the allotments had been passed to the Allotment Association. A further inspection would be undertaken at the end of July.

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

**Parish Council Financial Status – Bank Balances as at 31.05.17**

EVPC  
17/18/057

The Clerk reported that the bank balances as at 30.05.17 were £188,135.66 in the Savings Account and £2860 in the Current Account totalling £190,995.66.

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

**Income and Expenditure Report to 31.05.17**

EVPC  
17/18/058

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

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

**Bank Transfers**

EVPC  
17/18/059

The Clerk informed Members that the Transfers for May were £19,570.01 from the Savings Account and £5,060.31 from the Current Account.

**RESOLVED:** to ENDORSE the Transfers.

EVPC  
17/18/60

**Invoices for Endorsement for Payment**

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

**May 2017**

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
5.6.17	NWG	Petwell Lane Allotments Water	<b>£-125.11</b>	CREDIT
8.5.17	BT	Line Rental Usage	£32.88	DD
11.5.17	Unicome	Landline B/band Fraud Defender	£60.80	DD
31.5.17	Scottish Power	Seaton Holme electricity	£43.00	DD
18.5.17	Barclays	Bank Charges	£6.00	DD
11.5.17	N Power	Gas Seaton Holme	£776.27	DD
11.5.17	N Power	Gas Seaton Holme	£4018.46	DD
17.5.17	Payroll	3 <sup>rd</sup> Party Payments – Month 1	£2019.08	DD
31.5.17	Payroll	Month 2 – Nett Wages	£6605.48	DD
11.06.17	ICO Org	Data Protection Registration	£35.00	DD
09.06.17	BT	Line Rental – Alarm	£32.88	DD
12.6.17	Monk Hesleden Parish Council	Dog Bags	£147.44	106175
12.6.17	Durham Miners Gala Brochure	Brochure	£85.00	106176
12.6.17	Arco Ltd	Clothing Work Wear	£225.62	106177
11.5.17	Billingham Fie & Electrical Services	Flood Light Guards	£197.85	106178
12.6.17	TRADE UK (SCREWFIX)	Drain Rods	£39.99	106180
12.6.17	HGS	Road Markings	£190.00	106181
19.5.17	BILLINGTON CARRS AGRICULTURAL SALES	Fertilizer	£124.80	106182
12.6.17	T J Heating & Home Improvements	Weatherboard	£110.02	106183
12.6.17	Homecare Door & DIY	Paint & DIY Goods	£38.43	106184
12.6.17	Broxap	Litter Bin	£264.00	106185
12.6.17	Arco Ltd	Workwear	£93.53	106186
12.6.17	Integrated Office Services	Name Board	£100.22	106187
12.6.17	Trevor Jones	Door Lock, Room Stat. Refit, Supply & Fit Batteries, Insulation of Loft	£470.00	106188
12.6.17	Trevor Jones	Parish Office Door Lock Fillers, Toilet Adj. Newal Post repair	£115.00	106189
12.6.17	Crystal Cuisine	Buffet 3.6.17	£231.75	106190
12.6.17	Ignis	Fire Alarm & Emergency Lighting Service	£120.00	106191
31.5.17	Amberol Ltd	Hanging Baskets	£1178.74	106192
6.6.17	Easington Colliery Parish Council	Husqvarna Lawnmowers	£1278.00	106193
08.05.17	Builders Warehouse	Timber/Sand Cement/Dolomite	£193.56	106194
		Total Invoices for May	£18709.44	

Petty Cash Cheque - £300.00 – 106195  
Cancelled Cheque - 106179

**INCOME RECEIVED**

**May 2017**

<b>Name</b>	<b>Description</b>	<b>Amount</b>
Allotments Assoc.	Rent	60.00
K Hepworth Funeral Service	M King Burial of Ashes	66.00
Member of Public	Seaton Holme Books	14.00
S Bell Memorials	Inscription	92.00
E Ord	Room Hire	320.00
Church Bingo	Room Hire	18.00
Member of Public	Table Cloths	6.00
Yoga	Room Hire	60.00
U3A	Room Hire	10.00
Art Group	Room Hire	50.00
Easington WI	Room Hire	22.50
U3A	Room Hire	12.50
Angela Jones	Room Hire	48.00
D Robson	Room Hire	50.00
Church Bingo	Room Hire	18.00
Luncheon Club	Room Hire	225.00
Member of Public	Room Hire & Tablecloths	234.00
A Ward Heating	Rent	1562.50
	<b>Total May</b>	<b>2868.50</b>

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

*Councillor L Morton left the Chair and Councillor J Smith was elected to the Chair for the following item.*

**Request for Financial Assistance – Easington Village In-Bloom**

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 £100 be GRANTED.

*Councillor Morton returned to the Chair.*

**Planning Applications**

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

DRC/17/00194 – Proposed Discharge of Condition 3 (Materials) Pursuant to Planning Approval DM/16/0300/FPA

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

**Planning Approvals**

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

DM/17/00983/FPA – Proposed Sub-Division of Property into Two Separate Dwellings and Change of Use of Land to Rear to Provide New Vehicle Access to Hawthorn House (Re-Submission

including insertion of garage door) at Richmond House, Rosemary Lane, Easington Village for Mr J Froud DM/17/01108/FPA – Proposed Single Storey Rear and First Floor Rear Extensions at 34 The Spinney, Easington Village for Mr and Mrs McCoy

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

EVPC  
17/18/065

**Planning Refusals**

There were no planning refusals.

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

EVPC  
17/18/066

**Planning Applications (Withdrawn)**

There were no planning applications withdrawn.

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

EVPC  
17/18/067

**Planning Appeals**

There were no planning appeals.

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

EVPC  
17/18/068

**Butterwick Hospice**

Members gave consideration to a letter of thanks that had been received from Butterwick Hospice.

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

EVPC  
17/18/069

**Citizens Advice County Durham**

Members gave consideration to a letter of thanks that had been received from Citizens Advice County Durham.

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

EVPC  
17/18/070

**Mr and Mrs Robson**

Members gave consideration to a letter of thanks that had been received regarding the Clerk and Administration Assistant.

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

EVPC  
17/18/071

**Easington Pride Event**

Members gave consideration to correspondence received from Gemma Robinson, Event Organiser for Easington Pride Event.

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

EVPC  
17/18/072

**CDALC Annual General Meeting – 21<sup>st</sup> October 2017**

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

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

EVPC  
17/18/073

**Mrs Eileen Hopper**

Members gave consideration to a letter of thanks which had been received from Mrs Eileen Hopper.

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

EVPC  
17/18/074

**Airfields of Britain Conservation Trust – Easington Airfield Possible Commemorative Plaque**

Members gave consideration to a request received from Airfields of Britain Conservation Trust. The Clerk advised that the plaque did not have to place on the airfield site and would be free of

charge.

**RESOLVED:** that the Parish Council has a plaque and it be installed at a suitable location in the Council's ownership.

EVPC  
17/18/075

**Hanging Basket/Floral Container Competition 2017**

The Clerk requested Members give consideration to the 2017 Hanging Basket/Floral Container Competition. Members felt that the new format for the Competition had been successful. The Clerk advised that the Parish Council could fund the competition if sponsorship was not available.

Mr I Stobbart advised that Tithe Barn Cottages would be willing to sponsor this year's event.

**RESOLVED:** that

- i) the Competition be undertaken on the same format as last year;
- ii) Sponsorship of the event from Tithe Barn Cottages be accepted.

EVPC  
17/18/076

**Parish Councillor Training**

Members gave consideration to the two options available for training to be undertaken.

**RESOLVED:** that no training be undertaken at this time.

EVPC  
17/18/077

**Effectiveness of Internal Control**

Members gave consideration to the report of the Clerk regarding the Effectiveness of Internal Control.

**RESOLVED:** that the reported be APPROVED.

EVPC  
17/18/078

**Domain Name and MailBox**

The Clerk advised Members that the current e-mail provision did not provide a back-up facility for the Council's emails. She also advise that the Parish Council could register for a .gov.uk or just a simple co.uk address, this would then allow the Parish Council have its own website address in the future.

**RESOLVED:** that

- i) the Clerk apply for a .gov. domain registration;
- ii) Once the domain was registered then two new mailboxes be acquired and set up from ITC at a cost £5 per mailbox per month and £75.00 set up fee.

EVPC  
17/18/079

**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  
17/18/080

**Date and Time of the Next Meeting**

The next meeting of the Parish Council will be held on Monday 10<sup>th</sup> July 2017 at 7pm and a Special Meeting would be held on Monday 3<sup>rd</sup> July at 7 pm.

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

CERTIFIED TRUE RECORD

Chairman .....

Date .....