

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL
HELD ON 13th NOVEMBER 2017**

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

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

Also in Attendance: County Councillor A Surtees, Mr N Frain and Mr M Vickers

EVPC
17/18/193 **Apologies for Absence**
RESOLVED: Apologies RECEIVED and APPROVED for Councillor
J Smith

EVPC
17/18/194 **Declarations of Interest on Items on the Agenda**
Councillor J Lee declared a personal interest in items 9 (b) and
(c) as she is a tenant of the Allotment site.

EVPC
17/18/195 **Public Participation**
There were no members of the public registered to speak.
RESOLVED that the information given be NOTED.

EVPC
17/18/196 **Minutes of the last Meeting held 9th October 2017**
RESOLVED: that the minutes be confirmed as a correct record,
to be signed by the Chairman.

EVPC
17/18/197 **Minutes of Budget Meeting held on 6th November 2017**
RESOLVED: that the minutes be confirmed as a correct record,
to be signed by the Chairman.

EVPC
17/18/198 **Matters Arising**

EVPC
17/18/166 **Redecoration – Office 1** – The redecoration
had been delayed until works had been
carried out to solve the damp problem.

EVPC
17/18/167 **Review of Room Hire Fees** – the regular
users had been informed of the increase.

EVPC
17/18/171 **Plot 21b** – the Clerk had written to the
tenant advising of the termination of the
tenancy and advised the Allotment
Association of the Council's decision.

EVPC
17/18/172 **Plot 3a** – the Clerk had written to the tenant
advising of the Parish Council's decision and
had advised the Allotment Association of the
outcome of the meeting.

EVPC
17/18/178 **Royal British Legion Poppy Appeal** – 2
Poppy wreaths had been purchased.

EVPC
17/18/181 **General Data Protection Regulations** –
The Clerk and Councillor Lee had attended

the training.

RESOLVED: that the information given, be NOTED.

EVPC
17/18/199

Police Matters

The Police were unable to attend the meeting. A report had been received and was circulated for Members consideration. A Member reported that a number of bins had been turned over last week at Osborne Terrace. The Clerk advised she would pass this information on to the Police

RESOLVED: that the information given, be NOTED.

EVPC
17/18/200

Report of the County Councillor

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

- . Universal Credit had now been rolled out and Durham County Council were continuing to monitor the amount of people accessing contact centres for support.
- Nursery Gardens Planning Application – following the first round of consultations a number of issues for concern had been raised by both internal and external consultees. The Planning Department had raised these issues with the developer and had given them a deadline to reply
- Public Right of Way – Carlton Terrace – A further meeting had taken place where it had been agreed that this public right of way should be included in the public rights of way and a maintenance programme would be put in place.
- Medium Term Financial Plan consultation is ongoing this gives every resident the opportunity to have their say on the funding reductions. The consultation ends on 1st December.
- Easington Village Nursery School – there have been concerns raised regarding traffic issues in the vicinity of the school. DCC was looking into areas for improvement
- Traffic Management Plan for Easington Village – this had been raised with the Planning Department
- Appointment as Governor for Easington Village Nursery School
- St Mary’s Church had hosted a faith and wellbeing event.
- Seaton Holme Bungalows retaining wall – following a site visit to inspect the wall a feasibility study was to be undertaken. There was no imminent danger to the wall.
- Community Worker was employed for 6 months and would be raising awareness on Dementia. She was able to visit venues to assist in making the building more dementia friendly
- Report of rats at Thorpe Road was ongoing.

Councillor Surtees also reported that the old school in Easington Colliery had been visited by Officials from Historical England to consider possible development and regeneration of the site. The Band Room at Easington Colliery will be applying for funding

to convert the building into facilities for a band, tea room etc. from Heritage Lottery funding.

A member advised that the some of the new 20 mph signs that had been installed were in a position that would mean they would be obscured by tree foliage in the spring/summer. Details of the effected signs were given to Councillor Surtees who would investigate.

A member reported that work to the Former Council Offices Memorial Garden had been undertaken and this had revealed some of the plaques. Another member advised that these were the plinths that the plaques had been on.

RESOLVED that the information given, be noted.

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

EVPC
17/18/201

Seaton Holme

The Clerk advised that there had been an increase in room hire for training events over the past few months.

RESOLVED: the information given, be NOTED.

EVPC
17/18/202

Report of the Cemetery Superintendent

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

RESOLVED that the information given, be NOTED;

Councillor J Lee declared a personal interest and took no part in the discussion for minutes EVPC/17/18/203 and EVPC17/18/204

EVPC
17/18/203

Allotment – Plot 9a Tenancy

The Clerk updated Members on the issues surrounding the tenancy of plot 9a; the plot had been allocated by the Allotment Association to a second named gardener. This had been challenged by an allotment holder and then referred to the Clerk for advice. The Clerk had advised that second named gardeners were not main tenants and should not be considered for allocation of plots under rule 16; the tenant now effectively had a plot and a half which is not allowed under rule 16. The Clerk sought clarification from Members on how they wished to proceed with this tenancy. Following considerable discussion it was **RESOLVED** that:-

- i) the tenant be allowed to keep Plot 9a but must relinquish his tenancy as second gardener
- ii) that the rules be amended at the Allotment Associations AGM to make this point clear.
- iii) that the Clerk advise the Allotment Association of the Parish Council's decision.

EVPC
17/18/204

Allotment - Plot 10

The Clerk advised that she had raised concerns with regard to the above plot with the Allotment Association. The Association had advised they had spoken to the tenant and steps were being

made to clear the plot. They had given the tenant until 1st April to have the plot fully cleared. As a resident had raised this issue with the Council the Clerk now sought guidance from Members on how they wished to proceed. The tenant had provided Members with a history to the plot and photographs. The Clerk advised that the information supplied was the personal view of the tenant. She also advised that the main issue to consider was whether to allow the tenant until 1st April to have the plot cleared. After much discussion it was **RESOLVED:** to allow the tenant until the 1st April to have the plot cleared.

EVPC
17/18/205

National Tree Week Grant

Members gave consideration to correspondence received from Durham County Council.

RESOLVED: that the Clerk try to obtain a grant for a tree to be placed on the Village Green.

EVPC
17/18/206

Parish Council Financial Status – Bank Balances as at 31.10.17

The Clerk reported that the bank balances as at 31.10.17 were £141,549.66 in the Savings Account and in £1,334.00 in the Current Account totalling £142,883.66.

RESOLVED: that the information given, be NOTED.

EVPC
17/18/207

Income and Expenditure Report to 31.10.17

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

RESOLVED: that the report, be NOTED.

EVPC
17/18/208

Bank Transfers

The Clerk informed Members that the Transfers for October were £10,547.05 from the Savings Account and £1058.32 from the Current Account.

RESOLVED: to ENDORSE the Transfers.

EVPC
17/18/209

Invoices for Endorsement for Payment

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

October 2017

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
9.10.17	Crystal Cuisine	Buffet SLCC	£110.00	106242
11.10.17	V Elwick & Son	Church Flood Lights	£953.98	106243
16.10.17	Arco	Workwear & Footwear	£143.79	106245
19.10.17	IOS	Stationery	£2.70	106244
26.10.17	Homecare	Hardware	£41.93	106246
26.10.17	D.C.C.	SLA Wages Charges 2017-2018	£786.26	DD
9.10.17	Concept	Photocopier Usage	£46.56	DD
18.10.17	Unicom	Landline, Broadband, Fraud Defender	£65.68	DD
26.10.17	Barclays	Bank Charges	£6.00	DD
4.10.17	N. Power	Seaton Holme Electricity	£263.10	DD
13.10.17	N Power	Church Clock Electricity	£5.58	DD

13.10.17	N Power	Cemetery Electricity	£41.94	DD
24.10.17	NWG	Cemetery Water	£119.49	DD
22.10.17	Xerox Finance	Photocopier Lease	£112.47	DD
22.10.17	BT	Line Rental Redcare	£42.64	DD
17.07.17	Payroll	3 rd Party Payments – Month 6	£2786.30	DD
31.07.17	Payroll	Nett Pay – Month 7	£6368.24	DD
			£11,896.66	
NOVEMBER INVOICES				
3.11.17	NWG	Petwell Allotment Water	£485.30	DD
3.11.17	ITC Service Ltd	PC Clean up / Software Repair	£66.00	106247
6.11.17	D & C Maintenance	Race Course Fencing	£5734.80	106249
6.11.17	Darlington B.C.	Autumn Bedding Plants Comp	£1399.92	106250
3.11.17	N Power	Gas Seaton Holme	£971.71	DD
			£8657.73	

EVPC
17/18/210

INCOME RECEIVED

October 2017

Name	Description	Amount
Luncheon Club	Room Hire	£200.00
Church Bingo	Room Hire	£36.00
Yoga	Room Hire	£45.00
Angela Jones	Room Hire	£72.00
Eas. Colliery Regen Part	Event Funding	£300.00
Member of Public	Seaton Holme Book	£7.00
WI	Room Hire	£72.00
Arbonne	Room Hire	£70.00
SLCC	Room Hire	£115.00
East Durham Funeral Service	Burial Fees	£135.00
Jan Burnham	Room Hire (party)	£147.00
Art Club	Room Hire	50.00
U3A	Room Hire	£12.50
Diane Robson	Room Hire	£84.00
	Grand Total Oct.	£1345.50

RESOLVED: that information given, be NOTED.

EVPC
17/18/211

Request for Financial Assistance – Learning Library

Members gave consideration to a request for financial assistance from Learning Library which could be granted under Section 137 of the Local Government Act, 1973.

RESOLVED: that no donation be GRANTED.

EVPC
17/18/212

Local Community Advisory Service (LCAS) Seminar

Members gave consideration to attendance at the above seminar to be held on Wednesday 31st January at Shotton Hall, Peterlee.

First delegate was free and additional delegates £30.00 plus VAT
RESOLVED that the Clerk and Councillor Andrews attend.

EVPC
17/18/213

Planning Applications

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

DM/17/03306/FPA – Proposed Change of Use of Ground Floor from A4 (Public House) to A1 (Convenience Store), alterations to conservatory doors, erection of a rear enclosed porch with roof light and other alterations at Village Inn, Sunderland Road, Easington

DM/17/03372/FPA – Proposed Erection of Detached Garden Room in Rear Garden Area at Plot 4, Little Thorpe Farm, Little Thorpe

DM/17/03441/FPA – Proposed Two Storey Side and Single Storey Rear Extension at Woodthorpe, Thorpe Road, Easington

DM/17/03460/FPA – Proposed Removal of UPVC Cladding and Rendering of All External Elevations of Existing Bungalow and Garage

DM/17/03495/FPA – Proposed Ground Floor Front Bay Window, Two-Storey and Single Storey Rear Extensions with Dormer Window and Enclosed External Terrace for Montrose, Seaside Lane, Easington

DM/17/03492/AD – Proposed Signage at Village Inn, Sunderland Road

RESOLVED: that

- i) the information given, be NOTED;
- ii) the Clerk write to DCC Planning Department regarding planning application DM/17/03306/FPA advising of the Parish Council's concerns that the conservatory doors are not used as an entrance/exit to the premises.

EVPC
17/18/214

Planning Approvals

DRC/17/00282 – Proposed Discharge of Conditions at Moor House Farm, Durham Lane

DM/17/02513 – Proposed Section 211 Tree Works at Briarthorpe, South Side, Easington

DM/17/02876/FPA - Proposed Single Store Rear Extension to Extend Shop at Albion House, Low Row, Easington

RESOLVED: that the information given, be NOTED.

EVPC
17/18/215

Planning Refusals

There were no planning refusals.

RESOLVED: that the information given, be NOTED.

EVPC
17/18/216

Planning Applications (Withdrawn)

DM/15/03035/OUT – Proposed Outline approval of 26 New Dwellings with Associated Access at Land to the North West of Dairy Houses, Little Thorpe (Finally Disposed Of)

RESOLVED: that the information given, be NOTED.

EVPC

Planning Appeals

17/18/217

There were no planning appeals.

RESOLVED: that the information given, be NOTED.

EVPC

17/18/218

The Royal British Legion

Members gave consideration to a letter of thanks that had been received from the Royal British Legion.

RESOLVED: that the information given, be NOTED.

EVPC

17/18/219

Village Green Play Area – Disabled Access

Councillor Morton advised that he felt that there should be a path way installed from the tarmac path to the play area. This could be done using grass mats and provide an access for wheelchairs, pushchairs and prams.

RESOLVED: that the Clerk obtain costs for the scheme.

EVPC

17/18/220

Village Green Play Area – Fencing

The Clerk circulated to Members correspondence received from a member of the public regarding the play equipment, vandalism to the fence, availability of parish minutes, public participation and the request for a Christmas tree on the Village Green. Members considered the points raised by the resident. The Clerk advised that all statutory requirements were met with regard to the displaying of minutes and explained the reasons why the minutes for September were not available in the Post Office. The minutes had been placed in the Post Office last week.

The resident has asked whether there was any forum available in which residents could debate issues with Parish Councillors. The Clerk advised that any decisions made outside of the Parish Council meeting would not be legally binding. If Members wanted to meet with residents then this could be done as a Ward Surgery.

The request to install a Christmas tree or lighting on trees on the Village Green was something that would need to be fully costed and risk assessed. To light a Christmas tree on the Village Green would need a supply to be installed on the Green and this would need to be planned.

The Clerk updated Members on correspondence received from HAGS SMP detailing two options for improvement to the fencing, the first being to strengthen the fencing and modification of the gates which would be a cost to HAGS of £1112.00; or to have new steel bowtop fencing (green) with 2 gates (yellow) installed at a cost of £9,385.29. The Clerk had obtained quotations from other suppliers for installation of steel bowtop fencing with gates.

Members provided details of local businesses that may be able to provide quotations for steel fencing as detailed.

Members discussed the on-going issue of the vandalism to the fencing and the possibility of replacing the wooden fencing with steel bow top fencing. Members discussed various options and decided that green bow top fencing with a pedestrian gate should be installed at the location.

The Clerk advised that she was attending a meeting with the Police and Durham County Council to discuss the anti-social behaviour on the Green this week.

RESOLVED that:-

- i) the Clerk respond to the resident concerned;
- ii) further costs be obtained for green bow top fencing to the play area;
- iii) correspondence be sent to residents facing the green advising of the Council's decision;
- iv) details of the change of fencing be displayed on the parish Council's noticeboard, website and facebook.

EVPC
17/18/221

Code of Conduct

Members gave consideration to the updated Code of Conduct which had been circulated to Members.

RESOLVED: to ADOPT the Code of Conduct.

EVPC
17/18/222

Christmas Tree Lighting

The Clerk requested Members gave consideration to a date for the Annual Christmas Tree Lighting Service.

RESOLVED: that Councillor Surtees be invited to officially switch on the Christmas Tree Lights on Wednesday 6th December at 3.30 pm.

EVPC
17/18/223

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

There had been no attendance at meetings due to Council recess.

RESOLVED: that the information given, be NOTED.

EVPC
17/18/224

Date and Time of the Next Meeting

The next meeting of the Parish Council will be held on Monday 11th December 2017 at 7.00 pm and Precept Meeting would be held on the same date at 6.30 pm.

RESOLVED: that the information given, be NOTED.

CERTIFIED TRUE RECORD

Chairman

Date