

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL  
HELD ON 13<sup>TH</sup> MAY 2019**

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

Staff: Mrs G M Crute (Parish Clerk)

Also in Attendance: 2 members of the public and County Councillor D Boyes

EVPC **Apologies for Absence**  
19/20/014 Apologies were RECEIVED and APPROVED FOR Councillor J Smith.

EVPC **Declarations of Interest on Items on the Agenda**  
19/20/015 Councillor J Lee declared a personal and prejudicial interest in item 9b as she is a tenant of Easington Village Allotments

EVPC **Public Participation**  
19/20/016 A tenant of Easington Village Allotments was in attendance and spoke about how the decision had been made in not allocating the tenancy as detailed in item 9b and requested the Parish Council uphold the decision that was made.  
**RESOLVED** that the information given, be NOTED.

EVPC **Minutes of the last Meeting held on 8<sup>th</sup> April 2019**  
19/20/017 **RESOLVED:** that the minutes be confirmed as a correct record, to be signed by the Chairman.

EVPC **Matters Arising**  
19/20/018

EVPC **Tree Planting Ceremony** –The tree planting  
18/19/318 ceremony took place on Thursday 25<sup>th</sup> April at 11am on the Village Green.

EVPC **Seaton Holme - Footpaths** – The contractor had  
18/19/321 been authorised to undertake the work which had been completed.

EVPC **Easington Village Heritage Group** – The Clerk  
18/19/322 had advised the Group their request to use Office 1 as a Heritage Centre had been agreed.

EVPC **Transfer of Allotment Plot** - The Clerk had  
18/19/324 forwarded the documentation.

EVPC **Request for Financial Assistance** – The  
18/19/332 donation of £50 had been forwarded to the CAB.

EVPC **Fly the Red Ensign for Merchant Navy Day** – a  
18/19/340 flag was being obtained.

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

EVPC **Police Matters**  
19/20/019 The Clerk read out a report which had been submitted by the Police.

Councillor Murray advised that he has recently met the new Inspector for the Easington and Seaham Policing Team and she was interested in attending a future Parish meeting.

**RESOLVED** that:-

- i) the information given, be NOTED;
- ii) the Clerk extend an invitation to the Inspector to attend a future meeting of the Parish Council.

EVPC  
19/20/020

**Report of the County Councillor**

County Councillor D Boyes was in attendance and reported on the following:-

- Following the consultation on installation of yellow lines along Low Row. This would not proceed.
- Horse Fair had gone off without any major problems
- Off Road Bikes – one had been seized and crushed
- Nature Reserve – looking into access points to allow disabled access but kerb access by off-road bikes etc

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

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

EVPC  
19/20/021

**Seaton Holme**

The Clerk reported that the downstairs ladies toilets had new sinks and cupboards installed, tiling and decorating works undertaken and some tiling work had been undertaken on the men's toilets. Further decoration was to be undertaken during inclement weather.

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

EVPC  
19/20/022

**Report of the Cemetery Superintendent**

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

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

*Councillor J Lee had declared an interest and took no part in the discussion or voting.*

EVPC  
19/20/023

**Appeal over Tenancy Allocation**

The appellant was in attendance and spoke about his commitment to gardening and informed members that he wished to use the plot himself for gardening.

The Parish Council agreed that they would uphold the appeal.

A member proposed that due to the numerous issues arising from the management of the allotment site that the Parish Council take over the running of the allotments. Members agreed that this course of action was necessary.

**RESOLVED:** that

- i) The appeal be upheld and the Clerk organise the necessary paperwork once outstanding issues with the plot had been resolved;

- ii) The Parish Council take over the management of the allotment site;
- iii) Councillors J Andrews, L Morton and W Day assist the Clerk in compiling a management plan for the allotments prior to approval by the Parish Council

*The members of the public left the meeting.*

EVPC  
19/20/024

**Accounts for the Year Ended 31<sup>st</sup> March 2019**

Members gave consideration to the accounts for the year ended 31<sup>st</sup> March 2019, a copy of which had been previously circulated.

**RESOLVED:** that accounts for the year ended 31<sup>st</sup> March 2019 be APPROVED.

EVPC  
19/20/025

**Annual Internal Audit Report 2018/19**

Members gave consideration to the annual Internal Audit Report for the year 2018/19; a copy of which had been previously circulated.

**RESOLVED:** that the Annual Internal Audit Report for 2018/19 be APPROVED

EVPC  
19/20/026

**Annual Governance Statement 2018/19**

**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 authority to conduct its business or manage 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 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 authority and, where appropriate, included them in the accounting statements.

EVPC  
19/20/027

**Annual Accounting Statement 2018/19**

Members gave consideration to the Accounting Statements for 2018/19 which had been previously circulated.

**RESOLVED:** that the Accounting Statements for Year Ending 31<sup>st</sup> March 2019, be APPROVED

EVPC  
19/20/028

**Parish Council Financial Status – Bank Balances as at 30.04.19**

The Clerk reported that the bank balances as at 30.04.19 were £186,539.16 in the Savings Account and £1,151.50 in the Current Account totalling £187,690.66.

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

EVPC  
19/20/029

**Income and Expenditure Report to 30.04.19**

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

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

EVPC  
19/20/030

**Bank Transfers**

The Clerk informed Members that the Transfers for April were £15,898.79 from the Savings Account and £131,969.95 from the Current Account.

**RESOLVED:** to ENDORSE the Transfers.

EVPC  
19/20/031

**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 2019**

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
18.4.19	Barclays	Bank Charges	£6.00	DD
31.3.19	ITC	Mail Box	£12.00	DD
4.4.19	Concept	Photocopier Usage	£44.02	DD
9.4.19	BNP Paribas	Telephones	£39.60	DD
9.4.19	N Power	Electricity Church	£75.34	DD
9.4.19	N Power	Electricity	£26.17	DD
15.4.19	Chaser Communications	BBand Telephones	£31.08	DD
28.4.19	WAVE	Petwell Allotment Water	£48.74	DD
19.4.19	Payroll	3 <sup>rd</sup> Part Payments – Month 12	£2561.50	DD
30.4.19	Payroll	Net. Pay - Month 1	£5928.84	DD
7.5.19	N Power	Gas SH	£1834.75	DD
9.5.19	N Power	Church Electric	£99.55	DD
9.5.19	N Power	Cemetery Electric	£31.36	DD
30.4.19	ITC	Cloud Mailbox	£12.00	DD
1.3.19	Durham County Council	Business Rates 2019-2020	£859.25	106434
1.3.19	Cathedral Leasing	Hygiene Services	£187.20	106440
15.3.19	Durham County Council	Business Rates 2019-20 Cem	£1033.40	106441
7.3.19	Zurich Municipal	Insurance Premium& IPT	£4455.21	106443
31.3.19	Durham Miners' Gala Broc	1/8 Page Advert	£85.00	106449
9.4.19	Ignis	Service Fire Alarm Emerg	£144.00	106450

23.4.19	CDALC	Subscriptions 2019-20	£348.65	106451
23.4.19	D A Ardle	Flagstone Relay Seal Powercle	£3430.00	106452
25.4.19	Crystal Cuisine	Buffet 25.4.19	£23.25	106453
30.4.19	Arco	Workwear	£303.84	106454
25.4.19	Lloyd Ltd	Tractor Service	£275.97	106455
25.4.19	Lloyd Ltd	Tractor Deck Belt Repair	£379.72	106456
25.4.19	Builders Warehouse	Timber Fencing & Postcrete	£113.34	106458
9.5.19	Homecare	Paint & Nails	£61.46	106459
7.5.19	Sam Turner	Air filter& Husqvarna Washer	£32.71	106460
10.5.19	TJ's Heating and Home Improvements	Works to Ladies/Mens Toilets	£2176.40	106461
13.05.19	J Dent	Skip Hire	£264.00	106462
		<b>TOTAL</b>	<b>£24924.35</b>	

106448 - S137 donation - £50.00

106457 - Petty Cash -£200.00

EVPC  
19/20/032

### **Income Received**

**April 2019**

<b>CUSTOMER NUMBER</b>	<b>Description</b>	<b>Amount</b>
22	Room Hire	£15.00
27	Allotment Rent	£12.00
27	Allotment Rent	£108.00
2	Room Hire	£186.00
4	Room Hire	£100.00
11	Sponsorship	£110.00
9	Room Hire	£30.00
21	Bar Hire	£50.00
3	Room Hire	£49.50
1	Room Hire	£16.00
14	Burial Fees	£47.00
22	Room Hire	£16.00
9	Room Hire	£52.50
6	Book Sale	£9.99
1	Room Hire & Aff. Fee	£50.00
10	Room Hire	£17.50
8	Burial Fees	£47.00
6	Burial Fees	£104.00
12	Room Hire & Affiliation	£57.50
	<b>Grand Total.</b>	<b>£1077.99</b>

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

EVPC  
19/20/033

### **St Mary's Church – Tower Clock**

Members gave consideration to correspondence received from Smiths of Derby. The Clerk advised that there was work required to the floodlighting at the Church and that she was awaiting a quotation  
**RESOLVED** that this item be deferred till a quotation for the work to the floodlights had been received.

EVPC  
19/20/034

**Councillor Training Session**

Members gave consideration to correspondence received from County Durham Association of Local Councils regarding new Councillor training.  
**RESOLVED:** that noone was available to attend.

EVPC  
19/20/035

**Planning Applications**

DM/19/01210/PND – Proposed Prior Notification for Demolition of Various Structures and Buildings within the Site (some to be retained) at Hexion Speciality Chemicals, Mill Hill, North West Industrial Estate, Peterlee for Hexion Speciality Chemicals

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

EVPC  
19/20/036

**Planning Approvals**

DM/18/01745/OUT – Proposed Residential Development (Outline All Matters Reserved) at Land and Buildings West of Hallfield Drive, Hall Walk, Easington Village.

DM/18/03424/FPA – Proposed Building for Indoor Training Facility for Dog Agility Built on Existing Menage at Moor House Farm, Durham, Lane, Peterlee for Mrs S Kitching

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

EVPC  
19/20/037

**Planning Refusals**

There were no planning refusals.

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

EVPC  
19/20/038

**Planning Applications (Withdrawn)**

There were no planning applications withdrawn.

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

EVPC  
19/20/039

**Planning Appeals**

There were no planning appeals.

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

EVPC  
19/20/040

**VE Day 75 Commemorations – 8<sup>th</sup> May 2020**

Members gave consideration to correspondence received from County Durham Association of Local Council's regarding the above.

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

EVPC  
19/20/041

**Letter of Thanks**

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

**RESOLVED:** that the letter of thanks be RECEIVED.

EVPC  
19/20/042

**Letter of Thanks**

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

**RESOLVED:** that the letter of thanks be RECEIVED.

EVPC  
19/20/043

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

Councillor Murray had attended the latest AAP meeting. The Heritage Coastal path should be linked up throughout the country by 2021. There had been a rise in lead theft and the Little Tern nesting was due at Crimdon.

Councillor Morton had attended the AGM of Easington Village Allotment Association and updated members on the meeting.

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

EVPC  
19/20/044

**Village Green – Racecourse Fencing**

Members discussed Councillor Murray's idea to paint the Village Green racecourse white. Members discussed this but felt that it not be acceded to as the wood was already pre-treated and the upkeep would be costly.

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

EVPC  
19/20/045

**Date and Time of Next Meeting**

The next meeting of the Parish Council will be held on Monday 10<sup>th</sup> June 2019.

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

CERTIFIED TRUE RECORD

Chairman .....

Date .....