

**THE MINUTES OF THE MEETING OF EASINGTON VILLAGE PARISH COUNCIL  
HELD ON 8<sup>TH</sup> JULY 2019**

- Present: Councillor L Morton (Chair)  
Councillors M Burn, W S Day, J Lee, A Lumsden and T Murray
- Staff: Mrs G M Crute (Parish Clerk) and Mrs K Hall (Administration Assistant)
- Also in Attendance: County Councillor D Boyes  
C Smithson and W Smithson, St Mary's PCC  
L Storey, P W Pearce, W Bell, E Taylorson, J Scurr, J McAndrew, D  
Cockburn and D Wilson  
1 Member of the Public
- EVPC **Apologies for Absence**  
19/20/074 Apologies were RECEIVED and APPROVED FOR Councillor J Andrews, A  
Robson and J Smith
- EVPC **Declarations of Interest on Items on the Agenda**  
19/20/075 Councillor J Lee declared a personal and prejudicial interest in item 10  
(b)
- EVPC **Public Participation**  
19/20/076 There were no members of the public registered to speak under public  
participation.  
**RESOLVED** that the information given, be NOTED.
- EVPC **Minutes of the last Meeting held on 10<sup>th</sup> June 2019**  
19/20/077 **RESOLVED:** that the minutes be confirmed as a correct record, to be  
signed by the Chairman.
- EVPC **Matters Arising**  
19/20/078
- |                   |   |
|-------------------|---|
| EVPC<br>19/20/019 | <b>Police Matters</b> –Inspector Stockdale would be attending either the July or September meeting of the Parish Council.   |
| EVPC<br>19/20/056 | <b>St Mary's Church</b> – Members of the PCC had been invited and had accepted the invitation to attend the July meeting.   |
| EVPC<br>19/20/062 | <b>Requests for Financial Assistance – Alice House Hospice</b><br>The donation of £50 had been forwarded.   |
| EVPC<br>19/20/072 | <b>Hanging Basket Competition 2019</b> – Tithe Barn Cottages would be sponsoring the event again this year. Judging would take place week commencing 29 <sup>th</sup> July – Councillors Lee and Andrews would be undertaking the judging with space for another judge if anyone was available. |

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

EVPC  
19/20/079

**Police Matters**

There had been no police reported submitted.

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

EVPC  
19/20/080

**Report of the County Councillor**

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

- Complaints had been received regarding the frequency of the horse fayres. Investigations will be undertaken to see if any action can be taken to limit the number of events
- Memorial Garden at former Council Offices Site – DCC will adopt once it has been brought up to standard
- Complaints about overgrown vegetation/hedges along paths between Easington Village and South Hetton. Work scheduled to take place shortly
- 1 off road bike and 1 scooter have been seized
- Complaint received regarding action taken by Easington Academy with regards to pupils. Advised that as the Academy is not under local authority control there is little action that can be taken by the Council. However, both County Councillors Boyes and Surtees have written to the school but have received no response to date.

A Member advised that there was an increase in waste paper to the bottom of Andrews Hill. Councillor Boyes would arrange to have the area cleared.

A member also expressed concern regarding the horse and carts that had been on both the Village Green and travelling along the roads in a dangerous manner. Councillor Boyes advised that he would look at organising a multi-agency meeting to address the problems and would ensure that the Parish Council was invited.

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

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

EVPC  
19/20/081

**St Mary's Church – Floodlighting and Church Clock**

The Chairman thanked the representatives from St Mary's PCC for attending the meeting. The Chairman outlined the costs that were facing the Parish Council with regard to maintenance of both the floodlighting and the Church Clock and also the electricity supply for the floodlights.

Mr Smithson outlined the Parochial Church Council's (PCC) financial position and the issues that they are facing. They were unable to make a financial contribution to the repair works. He also stated that the floodlighting of the church was a benefit to the village due to the fact that St Mary's was one of two Grade I listed buildings in the area and that the lighting of the church was due to its status as a public building of historical significance rather than as a place of worship.

The Clerk advised that the electricity account for the floodlights was due for renewal and action would need to be taken within the next 2 weeks.

Members felt that the electricity supply should be continued for 12 months with a review of costs after 6 months. It was felt that a separate meeting be held to discuss the issues of maintenance of both the floodlights and Church Clock.

**RESOLVED:** that

- i) the information given, be NOTED;
- ii) a 1 year electricity contract be entered into for the Floodlights at St Mary's Church
- iii) a meeting be arranged with representatives of the PCC to discuss the ongoing maintenance of the Floodlights and Church Clock;
- iv) this matter be considered again in 6 months

*Mr and Mrs Smithson left the meeting.*

EVPC  
19/20/082

**Parish Patch Advertisement**

The Clerk advised that she had received correspondence regarding the annual advertisement fee for the Parish Patch at a cost of £15.00. As the deadline for response was 21<sup>st</sup> June she had advised that the Parish Council would proceed with the advertisement.

**RESOLVED:** that the actions of the Clerk be ENDORSED.

EVPC  
19/20/083

**L G Therapy**

The Clerk advised that LG Therapy had placed some advertising lettering on the windows of the rooms that they occupy in Seaton Holme. There had been a few complaints about the lettering and the views of the Parish Council were being requested. The tenant wished for the lettering to be kept in place. The Clerk had contacted the Conservation Team at Durham County Council who had verbally advised that dependent on the material used that this would be allowed under their consideration.

The Clerk had requested further information from the tenant regarding the type of material used in order that a definitive response could be sought from DCC.

**RESOLVED** that the tenant be advised that the Parish Council did not feel the lettering was in keeping with the building and the lettering should be removed.

EVPC  
19/20/084

**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 a personal and prejudicial interest in item 10 (b) and took no part in the discussion.*

EVPC  
19/20/085

**Allotment Management**

Representatives from the Allotment Association Management Committee were in attendance and had requested that they address the Parish Council with regard to the Council taking over the management of the allotments. The Clerk had advised them that they would need to nominate one person to speak on their behalf.

The Secretary of the Allotment Association advised that their Committee had been shocked to find out that the Parish Council would be taking

over the running of the Allotments and had not been aware of "numerous issues" as stated in the Parish Council minutes. He requested details be given of the numerous issues. As far as he was aware there were 3 issues over the last 2 years. He also felt that the running of the allotments by the Parish Council would have an effect on the council's budgets. He also requested that the allotment association be allowed 3 representatives on the allotment Management Committee. The Chairman advised that the Parish Council had made a resolution to manage the allotments and this resolution could not be rescinded within 6 months. He was also unable to give specific details as to the "numerous issues" at the present time. He also advised that the Clerk had already spent a vast amount of time dealing with allotment matters and that he expected that once the initial work was undertaken that the time would reduce.

The Clerk advised that the "numerous issues" were the personal opinion of Councillors and she was unable to supply data based on personal opinion. In relation to a Management Committee for allotments that this was not the case; 3 members were working with the Clerk to produce an Allotment Policy that would then be circulated to all Councillors prior to its adoption at a future meeting. The Allotment Policy would set out the guidelines for the management of the allotment sites.

A discussion ensued with those in attendance being afforded the opportunity to express their opinion to the Parish Council.

The Chairman advised again that the resolution made for the parish Council to manage the allotment sites was upheld.

*L Storey, P W Pearce, W Bell, E Taylorson, J Scurr, J McAndrew, D Cockburn and D Wilson then left the meeting*

The Clerk advised that she had met with Councillors Andrews, Day and Morton and work had started on an Allotment Management Policy. The Policy would be put to the September meeting for approval by the full Parish Council. Both the tenancy agreement and co-worker agreement would be reviewed for approval at the September meeting. The annual rents would be due from the 1<sup>st</sup> October and it was proposed that the Parish Council would take over the management of the allotment sites from that date.

**RESOLVED** that:-

- i) the information given, be NOTED;
- ii) the Clerk write to allotment holders advising that the Parish Council would manage the allotment sites from 1<sup>st</sup> October;

EVPC  
19/20/086

**Low Row**

Councillor Lee had requested consideration be given to issues relating to the cobbled areas around Low Row. The Clerk advised she had contacted County Councillor Surtees who was investigating the ownership and maintenance of this area. The Clerk advised that the grassed areas at Low Row were in the Parish Council's ownership and that the Groundsman would be checking the area and repairs that were

the Parish Council's responsibility work would be scheduled into a work programme.

**RESOLVED:** that this matter be reviewed again once County Councillor Surtees had completed her investigations.

EVPC  
19/20/087

**Parish Council Financial Status – Bank Balances as at 30.06.19**

The Clerk reported that the bank balances as at 30.06.19 were £159,514.09 in the Savings Account and £1,441.00 in the Current Account totalling £160,982.09.

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

EVPC  
19/20/088

**Income and Expenditure Report to 30.06.19**

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

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

EVPC  
19/20/089

**Bank Transfers**

The Clerk informed Members that the Transfers for June were £10,859.81 from the Savings Account and £1304.40 from the Current Account.

**RESOLVED:** to ENDORSE the Transfers.

EVPC  
19/20/090

**Invoices for Endorsement for Payment**

**RESOLVED:**

- i) to ENDORSE the following invoices for payment, together with payments of donations/petty cash/payroll as previously agreed;
- ii) to AUTHORISE the Clerk to make payment of invoices/petty cash/payroll over the recess period.

**June 2019**

| DATE    | PAYEE               | DESCRIPTION                             | AMOUNT           | CHEQUE NO/DD |
|---------|---------------------|---|------------------|--------------|
| 13.6.19 | WAVE                | Cemetery Water                          | £45.44           | DD           |
| 9.6.19  | BNP Paribas         | Telephones                              | £39.60           | DD           |
| 10.6.19 | NPower              | Electric Church                         | £43.65           | DD           |
| 10.6.19 | N Power             | Electric Cemetery                       | £25.96           | DD           |
| 19.6.19 | Barclays            | Bank Charges                            | £6.00            | DD           |
| 14.6.19 | Chaser Comms        | Telephones                              | £50.70           | DD           |
| 17.7.19 | Payroll             | 3 <sup>rd</sup> Part Payments – Month 2 | £2747.44         |              |
| 28.6.19 | Payroll             | Net. Pay - Month 3                      | £6101.32         |              |
| 25.6.19 | N Power             | SH Electric                             | £511.74          | DD           |
| 30.6.19 | ITC                 | Cloud Office Mail Box                   | £12.00           | DD           |
| 4.7.19  | Concept             | Photocopier usage                       | £49.25           | DD           |
| 9.6.19  | WAVE                | Water SH                                | £600.36          | DD           |
| 7.6.19  | Rickerby Ltd        | Iseki Service & Filter replacem         | £450.00          | 106479       |
| 18.6.19 | Arco                | Workwear Postage                        | £4.78            | 106480       |
| 19.5.19 | Carrs Billington    | Edge Shears                             | £20.64           | 106481       |
| 15.6.19 | Crystal Cuisine     | Buffet 15.6.19                          | £42.00           | 106482       |
| 18.6.19 | Greenham            | Hand Towels x 2                         | £40.44           | 106483       |
| 2.5.19  | A1 Trophies & Engra | Brass Plaque Engraved                   | £87.00           | 106485       |
| 4.7.19  | Pena Pat Testing    | Pat Testing                             | £47.00           | 106486       |
|         |                     | <b>TOTAL</b>                            | <b>£10925.32</b> |              |

EVPC  
19/20/091

**Income Received**

**June 2019**

| <b>CUSTOMER NUMBER</b> | <b>Description</b>      | <b>Amount</b>  |
|------------------------|-------------------------|----------------|
| 10                     | Affiliation Fee         | £30.00         |
| 9                      | Room Hire               | £17.50         |
| 6                      | Room Hire               | £200.00        |
| 2                      | Room Hire               | £250.00        |
| 4                      | Room Hire               | £125.00        |
| 1                      | Room Hire               | £18.00         |
| 12                     | Room Hire & Affiliation | £88.00         |
| 22                     | Room Hire               | £16.00         |
| 9                      | Room Hire               | £35.00         |
| 30                     | Room Hire               | £300.00        |
| 29                     | Room Hire               | £53.00         |
| 1                      | Room Hire               | £18.00         |
| 10                     | Room Hire               | £17.50         |
|                        | Room Hire               | £100.00        |
|                        | <b>Grand Total.</b>     | <b>£627.50</b> |

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

EVPC  
19/20/092

**Request for Financial Assistance – Haswell and District Mencap**

Members gave consideration to a request from Haswell and District Mencap for a donation which could be granted under Section 137 of the Local Government Act, 1972.

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

EVPC  
19/20/093

**Planning Applications**

There had been none received.

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

EVPC  
19/20/094

**Planning Approvals**

DM/19/00240/FPA – Proposed Change of Use from Public House with Living Space above to 6 Individual Flats at Shoulder of Mutton, Low Row, Easington Village for Mr Colin Walker

DRC/19/00103 – Proposed Discharge of Condition 2 relating to DM/16/03448/FPA at East Durham Garden Centre for Woodthorpe Hall Garden Centre

DRC/19/00102 – Proposed Discharge of Conditions No. 3 and 4 relating to DM/16/03448/FPA at East Durham Garden Centre for Woodthorpe Hall Garden Centre

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

EVPC  
19/20/095

**Planning Refusals**

There were no planning refusals.

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

EVPC  
19/20/096

**Planning Applications (Withdrawn)**

There were no planning applications withdrawn.  
**RESOLVED:** that the information given, be NOTED.

EVPC  
19/20/097

**Planning Appeals**

There were no planning appeals.  
**RESOLVED:** that the information given, be NOTED.

EVPC  
19/20/098

**Alice House Hospice**

Members gave consideration to a letter of thanks received from Alice House Hospice regarding the Parish Council's recent donation.  
**RESOLVED:** that the information given, be NOTED.

EVPC  
19/20/099

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

There had been no attendance by Members at meetings/events on behalf of the Parish Council since the last meeting.

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

EVPC  
19/20/100

**No Smoking Policy**

Members gave consideration to the No Smoking Policy which had been previously circulated.

**RESOLVED** that the No Smoking Policy be APPROVED.

EVPC  
19/20/101

**Councillor Attendance**

Members gave consideration to a request for Councillor J Smith to extend her period of absence of non-attendance due to ill health.

**RESOLVED:** that Councillor Smith be given a further 3 months absence from attendance at meetings.

EVPC  
19/20/102

**Date and Time of Next Meeting**

The next meeting of the Parish Council will be held on Monday 9<sup>th</sup> September 2019.

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

CERTIFIED TRUE RECORD

Chairman .....

Date .....