

**THE MINUTES OF A MEETING OF EASINGTON VILLAGE PARISH COUNCIL
HELD ON MONDAY 17th MAY 2021**

Present: Councillor L Morton (Chair)
Councillors W Day, A Lumsden, J Lee, T Murray and A Robson

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

County Councillor A Surtees

EVPC 21/22/014 **Apologies for Absence**
There were no apologies for absence.

RESOLVED: that information given, be NOTED.

EVPC 21/22/015 **Declarations of Interest on Items on the Agenda**
Councillor J Lee declared a personal interest in item 10c as she is an allotment holder.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/016 **Public Participation**
There were no members of the public registered to speak.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/017 **Minutes of the last Meeting held on 12th April 2021**

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

EVPC 21/22/018 **Matters Arising**

- EVPC 20/21/277 **Memorial Inspections** – the Clerk had contacted Scotts Memorials who had carried out the inspections on 23rd April
- EVPC/20/21/278 **Allotment Management** – the Clerk had written to the Secretary of the Allotment Association and was awaiting a reply. The Police had also been contacted and no reply had been received to date.
- EVPC/20/21/284 **Report of the Internal Auditor** – the Clerk was in the process of setting up a new bank account up.
- EVPC/20/21/287 **Unpaid Sales Invoices** – the Clerk had written off the two outstanding payments off as agreed.
- EVPC/20/21/294 **The Form Seat (Green Seat)** The Clerk had contacted the contractor and was awaiting a details on whether it would be possible to remove the sides of the seat and a revised quotation.

RESOLVED: that the information given, be NOTED.

EVPC 22/22/019

Police Matters

Members gave consideration to the report of the Police, which had been previously circulated.

RESOLVED that the information given, be NOTED.

EVPC 21/22/020

Report of the County Councillor

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

- Flooding at Petwell Lane – the gullies in the area were to be cleared. As the field is higher than the road then it would be prone to flooding. An Officer from Durham County Council was to inspect the area to look at ways of minimising the flooding
- A Member asked about the footpath sweeper. Councillor Surtees advised that requests could be made for areas to be swept, some paths were too narrow for the sweeper.
- A Member advised that there was still an issue with speeding along Fennel Grove/Parsley Close and that the 20 mph limit was not being adhered to. They also requested that when the road was resurfaced would there be the possibility to have some form of traffic calming to slow vehicles down. Councillor Surtees would raise the speeding problems with the Police and make enquiries to see what measures could be put in to help reduce the problems being encountered with speeding
- A Member advised that the Parish Council had reported the problem of vehicles parking at the junction at the top of North Crescent/Thorpe Road and Thorpe Road/Southside. This had been previously reported to the Police, however, the problem was still occurring. Councillor Surtees advised she would raise this matter again with the Police
- A Member stated that a street lighting and telegraph pole at Whitehouse Court were causing an obstruction to prams and wheelchairs. Councillor Surtees advised that she would raise this with the appropriate Officer at Durham County Council
- A Member enquired about the demolition timescale for the old school at Easington Colliery. Councillor Surtees advised that there had been some amendments to the demolition contract and final confirmation had been received from the Utility Companies that work should be undertaken in the near future.

RESOLVED that the information given, be NOTED;

EVPC 21/22/021

Seaton Holme

There were no matters to report at present.

RESOLVED: that the information given, be NOTED.

EVPC 22/22/022

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.

EVPC 21/22/023

Memorial Inspections

Members received the report from Scotts Memorials regarding the inspections of memorials at Durham Lane Cemetery. The Clerk advised that there were no memorials in need of immediate attention but she would be contacting the owners of the memorials in the near future where work would be required.

RESOLVED that:-

- i) the inspection report be RECEIVED;
- ii) that the Clerk contact the registered owners of the grave plots to advise of the findings of the inspection report

EVPC 21/22/024

Accounts for the Year Ended 31st March 2021

Members gave consideration to the accounts for the year ended 31st March 2021, a copy of which had been previously circulated.

RESOLVED: that accounts for the year ended 31st March 2021 be APPROVED.

EVPC 21/22/025

Annual Governance Statement 2020/21

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 21/22/026

Annual Accounting Statement 2020/21

Members gave consideration to the Accounting Statements for 2020/21 which had been previously circulated.

RESOLVED: that the Accounting Statements for Year Ending 31st March 2021, be APPROVED

EVPC 21/22/027

Parish Council Financial Status – Bank Balances as at 30.04.2021

The Clerk reported that the bank balances as at 30.4.21 were £1000 in the Savings Account and £193,365.46 in the Current Account totalling £194,365.46

RESOLVED: that the information given, be NOTED

EVPC 21/22/028

Income and Expenditure Report to 30.04.21

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

RESOLVED that the information given, be NOTED.

EVPC 21/22/029

Bank Transfers

The Clerk informed Members that the Transfers for April were £56,046.98 from the Savings Account and £148,231.73 from the Current Account

RESOLVED: to ENDORSE the Transfers.

EVPC 21/22/030

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.

APRIL 2021

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD/BACS
7.5.21	Real Christmas Trees	20' Norway Spruce (Trad)	£550.00	BACS
6.5.21	CDALC	CDALC & LCR Subs	£381.53	BACS
1.4.21	DCC	Business Rates	£1222.55	BACS
1.4.21	DCC	Business Rates	£873.25	BACS
2.4.21	Eas. Vill Allot Ass	Gate Keys & Tap Keys	£26.00	BACS
14.4.21	Zurich Municipal	Insurance Inspection Cont.I P T	£4343.10	BACS
17.4.21	Payroll	3 rd Party Payments Month 12	£2852.04	BACS
30.4.21	Payroll	Net Payments Month 1	£6079.30	BACS
1.5.21	EDF	Electric Church	£71.00	DD
7.5.21	ICO	Data Protection Annual Fee	£35.00	DD
28.4.21	Wave	Petwell Allotment Water	£177.45	DD
30.4.21	Chaser Com.	Telephone Usage	£75.70	DD
10.5.21	BNP Parabis	Telephone Rental	£39.60	DD
13.5.21	Octopus Energy	Electric Cemetery	£19.34	DD
8.4.21	BNP Paribas	Telephone Rental	£39.60	DD
19.4.21	Barclays Bank	BACS Charges	£6.00	DD

1.4.21	Chaser Communications	Line Rental/Internet	£75.70	DD
30.4.21	Document Solution	Photocopier Usage	£7.74	DD
30.4.21	ITC	Cloud Mailbox	£8.40	DD
30.4.21	ITC	Cloud Back Up	£6.00	DD
		TOTAL	£16889.30	

Cheque No. 106564 – Petty Cash - £250.00

EVPC 21/22/031

Income Received

Customer Number	Description	Amount
6	Burial of Ashes Fee	£35
11	Burial Plot/Fees/ Ground	£967
27	Allotment Rent	£108
Total Income		£1110

RESOLVED: that information given, be NOTED.

EVPC 21/22/032

Request for Financial Assistance

Members gave consideration to a request for financial assistance from Café Together, a copy of which had been circulated to members.

RESOLVED: that a donation of £100 be GRANTED under Section 137 of the Local Government Act, 1972.

EVPC 21/22/033

County Training Partnership

Members gave consideration to the virtual training been offered on

Councillor Essential Training	£10 per person
Code of Conduct Training	Free
Responsible Use of Social Media	Free
For Councillors Training	
Chairmanship Training	£10 per person

RESOLVED: that no-one was available to attend.

EVPC 21/22/034

Planning Applications

DM/21/01657/FPA – Proposed Detached Garage at Braehead, Church Walk, Easington Village for Mr J Lee

RESOLVED: that no objections be raised.

EVPC 21/22/035

Planning Approvals

DM/21/01055/TCA – Proposed Application to Reshape and Reduce Height of Crown by 30% of 1 No. Sycamore at Twincross, St Thomas Close, Easington Village for Mrs Fiona Aitken

RESOLVED: that the information given, be NOTED.

EVPC 21/22/036

Planning Refusal

There were no planning refusals

RESOLVED: that the information given, be NOTED.

EVPC 21/22/037

Planning Applications (Withdrawn)

There were no planning applications withdrawn.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/038

Planning Appeals

There were no planning appeals.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/039

Alice House Hospice

Members gave consideration to a thank you letter received from Alice House Hospice.

RESOLVED: that the letter be RECEIVED.

EVPC 21/22/040

Members reports of their Attendance at Meetings and Events on Behalf of the Parish Council

Due to COVID19 restrictions there had been no attendance by Members.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/041

The Form Seat (Green Seat)

The Clerk advised Members of the quotation received for the reburishment of the seat with the removal of the side panels. Members felt by removing the side panels this would make it less likely to attract youths gathering and causing anti-social behaviour.

A Member suggested that clarification be sought from Durham County Council regarding the alteration to the seat to ascertain whether any planning approval would be required.

RESOLVED: that the Clerk make the necessary enquiries with Durham County Council and report back to the next meeting.

EVPC 21/22/042

Date and Time of Next Meeting

The next meeting of the Parish Council would be held on Monday 14th June 2021 at 6.00 pm.

RESOLVED: that the information given, be NOTED.

CERTIFIED TRUE RECORD

Chairman

Date