

**THE MINUTES OF A MEETING OF EASINGTON VILLAGE PARISH COUNCIL
HELD ON MONDAY 8th NOVEMBER 2021**

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

County Councillor D Boyes

Staff: Mrs G M Crute (Parish Clerk)

EVPC 21/22/185

Apologies for Absence

Apologies for absences were received and accepted for Councillor J Devine.

RESOLVED: that information given, be NOTED.

EVPC 21/22/186

Declarations of Interest on Items on the Agenda

There were no declarations of interest.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/187

Public Participation

There were no members of the public registered to speak.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/188

Minutes of the last Meeting held on 8th November 2021

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

EVPC 21/22/189

Minutes of the Cemetery and Grounds Committee held on 16th November 2021

EVPC 21/22/190

RESOLVED: that the minutes and the recommendations contained there
Matters Arising

EVPC/21/22/148 **Planning Applications** – DM/21/03322/OUT – the Clerk had submitted the Parish Council's objections to the proposed development

EVPC/21/22/154 **St Mary's Church Floodlights** – the Clerk had contacted the PCC further and would provide an update at the meeting.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/191

Police Matters

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

RESOLVED that the information given, be NOTED.

EVPC 21/22/192

Report of the County Councillor

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

- Off Road Bikes – he had attended a meeting with the Police to raise concerns regarding off-road bikes. This was a countywide issue and it was difficult for the Police to pursue the bikes. He had requested a meeting with the County Durham Police and Crime Commissioner and Chief Constable
- Shoulder of Mutton – There had been no formal notification received but he was led to believe that a local care company who had a good reputation would be using the former Shoulder of Mutton for supported living

A Member raised concerns about the site in light of what had happened at the Kings Head site, this was reiterated by other members. Councillor Boyes said that he would facilitate a meeting with the relevant Council Officers and the company to raise residents and Parish Councillors' concerns.

Councillor Murray joined the meeting.

The Clerk enquired whether a change of use would be required. Councillor Boyes advised he would check to find out and would also make enquiries with Durham County Council's Commissioning Services and Social Housing.

- Petwell Lane Flooding – the ditches had been dug and at present it looked as though this had resolved the matter.
- Drainage/Sewerage – Councillor Boyes continued to press Northumbrian water about the problems that had been encountered in the Village
- Sew View House Boundary – Councillor Boyes would look at the issues which had been previously raised and would contact Durham County Council's Highways Department regarding the use of the Village Green and property boundaries thereon.

RESOLVED that the information given, be NOTED.

The Chairman thanked County Councillor Boyes for his attendance and he left the meeting.

EVPC 22/22/193

Request to Use Image of Seaton Holme in Book

Members gave consideration to the request received and were delighted that Seaton Holme would be used in the authors upcoming book.

RESOLVED: that permission be GRANTED for the use of the image of Seaton Holme in the book as detailed.

EVPC 22/22/194

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 22/22/195

Memorial Management Inspection Workshop

The Clerk advised that both Cemetery Assistants/Groundsman had attended a training session held by the Institute of Cemetery and Crematorium Management and had successfully completed the workshop training.

RESOLVED: that the information given be RECEIVED.

EVPC 21/22/196

Parish Council Financial Status – Bank Balances as at 31.10.2021

The Clerk reported that the bank balances as at 31.10.21 were £1084.75 in the Current Account and £143,787.24 in the Savings Account totalling £144,871.99.

RESOLVED: that the information given, be NOTED

EVPC 21/22/167

Income and Expenditure Report to 31.10.21

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

RESOLVED that the information given, be NOTED.

EVPC 21/22/168

Bank Transfers

The Clerk informed Members that the Transfers for October were £14104.87 from the Savings Account and £3104.72 from the Current Account.

RESOLVED: to ENDORSE the Transfers.

EVPC 21/22/169

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;

OCTOBER 2021

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD/BACS
13.10.21	Durham C.C.	SLA Grass cutting & Dog Bins	£3522.80	BACS
12.10.21	Carrs Billington	Belt, Bulk Line, Washer	£84.78	BACS
26.10.21	Angus Foods	Buffet 8.10.21	£157.20	BACS
17.10.21	Payroll	3 rd Party Payments Month 6	£2865.03	BACS
29.10.21	Payroll	Net Payments Month 7	£6121.91	BACS
20.10.21	EDF	Electric F-lights	£85.	DD
19.10.21	Barclays Bank	BACS Charges	£6.	DD
30.9.21	Chaser Comm.	Telephone Usage	£75.70	DD
9.10.21	BNP Paribas	Telephone Rental	£39.60	DD
3.11.21	Octopus Energy	Cemetery Electric	£17.19	DD
31.10.21	ITC	Cloud Mailbox	£12.	DD
31.10.21	ITC	Cloud Back Up	£8.40	DD
		TOTAL	£12995.61	

EVPC 21/22/170

Income Received

Customer Number	Description	Amount
9	Room Hire	£75.
8	Burial Fees MI	£48.

6	Tender payment	£100
12	Room Hire	£46.
10	Room Hire	£18.75
22	Rent	£200.
11	Burial Fees	£148.
25	Burial Fees & Plot NP	£508.
37	Horticulture	£440.
3	Room Hire	£126.
39	Room Hire	£240.
		£1949.75

RESOLVED: that information given, be NOTED.

EVPC 21/22/171

Budget 2022/23

Members had been supplied with a copy of a draft budget for 2022/23. The Clerk advised Members that she had included increases to the payroll budget in light of the increased NI contributions due from April 2022 and also pay increases. Substantial increases had also been included for gas and electricity as the contracts are due to end in August 2022 and there had been a substantial increase in rates.

The Clerk also advised that although room hire bookings had increased she had put a conservative estimate in the income for room bookings for 2022/23.

RESOLVED: that the information be RECEIVED and a final budget be considered at the December meeting.

EVPC 21/22/172

Request for Financial Donation – North of England Brass Band

Members gave consideration to a request for financial assistance from North of England Brass Band a copy of which had been circulated to members.

RESOLVED: that a donation of £50 be GRANTED under Section 137 of the Local Government Act, 1972

EVPC 21/22/173

Request for Financial Donation – Alice House Hospice

Members gave consideration to a request for financial assistance from Alice House Hospice, a copy of which had been circulated to members.

RESOLVED: that a donation of £50 be GRANTED under Section 137 of the Local Government Act, 1972

EVPC 21/22/174

Planning Applications

There were no planning application received.

RESOLVED: that the information given, be NOTED

EVPC 21/22/175

Planning Approvals

There were no planning approvals.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/176

Planning Refusal

There were no planning refusals

RESOLVED: that the information given, be NOTED.

- EVPC 21/22/177 **Planning Applications (Withdrawn)**
DM/21/01567 – Proposed Detached Garage at Braehead, Church Walk, Easington Village for Mr J Lee
RESOLVED: that the information given, be NOTED.
- EVPC 21/22/178 **Planning Appeals**
There were no planning appeals.
RESOLVED: that the information given, be NOTED.
- EVPC 21/22/179 **Members reports of their Attendance at Meetings and Events on Behalf of the Parish Council**

Councillors had been in attendance at a meeting organised by County Councillors Surtees and Boyes with a Planning Officer from Durham County Council to discuss the planning application DM/21/03322/OUT – Proposed Demolition of existing house and rear storage buildings and erection of 48 no 1 and 2 storey dwellings, with details of proposed access off Seaside Lane and associated parking and landscaping

RESOLVED: that the information given, be NOTED.
- EVPC 21/22/180 **Appointment to Committees**
The Clerk advised that there were vacancies on the Staffing and Appeals Committee which needed filling. There were two vacancies on the Staffing Committee and 1 on the Appeals Committee.
RESOLVED: that Councillor Devine and Laws be appointed to the Staffing Committee and Councillor Birkett be appointed to the Appeals Committee
- EVPC 21/22/181 **Mobile Phones**
The Clerk gave details to Members on the benefits of providing mobile phones and gave details of cost implications. Members felt that it would be beneficial for additional mobile phones to be purchased and the Clerk investigate the software or apps that could be used for staff to utilise when working for their safety.
RESOLVED: that the Clerk organise for the purchase of one mobile phone up to £50 and enter into a contract for 2 mobile phones at a cost of £22 each per month and 1 sim card at a cost of £10 per month.
- EVPC 21/22/182 **Christmas Tree Lighting Event – Friday 3rd December 2021**
The Clerk requested Members give consideration to the format for this year's Christmas Tree Lighting Event. Members felt that if they were able to they would like to have a Santa's Grotto as in previous years, engagement with the local school for Carols and a blessing by Reverend Lucy prior to the official switch on followed by refreshments in Seaton Holme. The Clerk advised that she had the opportunity for a singer to perform at the event. Members would agree on the format and delegated the Clerk to make arrangements.

RESOLVED: that the Clerk make arrangements for the Christmas Tree Lighting Event as detailed above.

EVPC 21/22/183

St Mary’s Church Floodlights – Offer of Donation

The Clerk advised that she had contacted the PCC again and their representative had requested information regarding the meter for the electricity supply which had been provided. The Clerk reiterated that once she had received confirmation that the electricity supply was in the name of the Church she would be able to arrange for the donation/grant and had again advised that she would require bank details for the payment to be made. She also advised that a final bill had been received regarding the electricity supply for the floodlights.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/183

Exclusion of the Press and Public

RESOLVED that in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business on the grounds that they involve information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

EVPC 21/22/183

Staffing

The Clerk advised that correspondence had been received from Parish Council employees. The Clerk had sought external advice on how to proceed with the correspondence and was advised that the correspondence be referred to the Parish Council’s Staffing Committee and that the correspondence would be circulated to Members of that Committee when it held its meeting. The Clerk also advised Members of the need for confidentiality and that discussion should be contained to the Staffing Committee at its meetings.

RESOLVED: that

- i) the Clerk arrange a meeting of the Council’s Staffing Committee;
- ii) Delegated authority be given to the Staffing Committee

EVPC 21/22/184

Date and Time of Next Meeting

The next meeting of the Parish Council would be held on Monday 13th December 2021 at 6.00 pm and would include consideration of the 2022/23 Precept.

RESOLVED: that the information given, be NOTED.

CERTIFIED TRUE RECORD

Chairman

Date