

**THE MINUTES OF A MEETING OF EASINGTON VILLAGE PARISH COUNCIL
HELD ON MONDAY 11TH APRIL 2022**

Present: Councillor L Morton (Chair)
Councillors L Birkett W S Day, S Laws, J Lee, A Lumsden and A Robson
County Councillor A Surtees
C Parker and E Marriott

Staff: Mrs G M Crute (Parish Clerk)

EVPC 21/22/302 **Apologies for Absence**
There were no apologies for absence received.

RESOLVED that the information given, be NOTED

EVPC 21/22/303 **Declarations of Interest on Items on the Agenda**
Councillor S Laws declared a personal interest in item 12b Planning Approval as he lived at the property.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/304 **Public Participation**
There were no members of the public registered to speak.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/305 **Minutes of the last Meeting held on 14TH March 2022**

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

EVPC 21/22/306 **Minutes of the Cemetery and Grounds Committee held on 18th March 2022**

RESOLVED: that the recommendations be ADOPTED and the minutes APPROVED.

EVPC 21/22/307 **Matters Arising**

EVPC/21/22/254 **Fire Risk Assessment and Fire Marshal Training** –
Councillors Lee and Lumsden had completed the fire marshal training.

EVPC/21/22/272 **Risk Assessments** – were ongoing.

EVPC/21/22/282 **L G Therapy** – The Clerk had met with the appointed members and a letter in response to tenant's letter had been sent from the Chairman further detailing the Parish Council's requirements. A meeting had been held with the tenant and a subsequent rider had been added to the tenant's lease.

EVPC/21/22/284 **CCTV** - the CCTV had been installed

EVPC/21/22/286 **Book Launch** – the Clerk had contacted Steve Watson regarding hosting a book launch at Seaton Holme and was awaiting a reply.

- EVPC/21/22/288 **Letter of Complaint** – The Cemetery and Grounds Sub-committee had visited the memorial Garden and works had been started by the Groundstaff. The Clerk had communicated with the complainant regarding the action taken.
- EVPC/21/22/298 **Sea View House** – The Cemetery and Grounds Sub-Committee had visited the site. The Clerk was trying to obtain ownership details for the property and once this had been identified she would write regarding the fencing and effect on the grass cutting.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/308

Police Matters

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

RESOLVED that the information given, be NOTED;

EVPC 21/22/309

Report of the County Councillor

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

- Family Easter activities
- CCTV request for the Green Seat. Working with Police and Wardens
- Rosemary Lane Nursery School had achieved outstanding Ofsted award for 7th year in a row
- Council Tax increase of 3%. Properties in Band A-D would be getting a £150 rebate towards heating costs. Those who pay by DD would get the rebate straight to their bank account. Other people would need to complete a form.
- Easington Colliery Brass Band have opened the Pay Note Café which is a community café ran by volunteers and is proving successful with residents and visitors

Members raised the following issues with County Councillor Surtees:-

An update was requested on progress to remove the telegraph pole along Whitehouse Court. Councillor Surtees advised that this was ongoing and she was pursuing different avenues regarding the removal.

A Member remarked on the block paving on the public footpath adjoining Devace/Innace House. This was an issue that had been raised previously and the Member asked for an update. Councillor Surtees advised she would check to see what the outcome had been and report back.

A member advised that the Village Club site development appeared to have extended into the next field or potentially could be work carried out on Snowdons field separately. This had included the removal of hedges, large mounds of soil and dolomite. Councillor Surtees would make enquiries and report back.

RESOLVED that the information given, be NOTED.

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

EVPC 21/22/310

Legionnaire's Risk Assessment

The Clerk advised Members that the Risk Assessment had been completed and a monitoring service was being provided by an external professional. Staff training is a requirement and would be arranged as soon as possible. The Clerk asked if any members would be interested in attending. Councillor Lumsden advised she would be interested in attending the training.

It was **RESOLVED** that the Clerk arrange the training as soon as practicable.

EVPC 21/22/311

Advertisement in Durham Miners Gala 2022

Members gave consideration to placing an advertisement in the 2022 Durham Miners Gala Brochure.

RESOLVED: that an advertisement be placed at a cost of £95 to be GRANTED under Section 142 of the Local Government Act, 1972.

EVPC 21/22/312

Review of Exclusive Bar Rights

The Clerk reported that prior to the coronavirus pandemic the agreement with Mr M Bloomfield had worked successfully and recommended that the current charges remain in place for the Bar Rights.

RESOLVED: that Mr M Bloomfield be granted exclusive bar rights until 31st March 2023.

EVPC 21/22/313

CCTV Policy

Members gave consideration to the CCTV Policy which had been previously circulated.

RESOLVED: that the CCTV Policy be ADOPTED.

EVPC 22/22/314

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 22/22/315

Cemetery Rules of Management

The Clerk reported to members about the use of caskets in place of coffins and in particular the size of them in comparison to coffins. She felt that a review should be undertaken into the rules of management and suggested that this be delegated to the Cemetery and Grounds Sub-Committee. Also the new section of the cemetery would soon be used and a request had been received from a local funeral director for consideration of double depth graves.

RESOLVED: that these issues be discussed at the next meeting of the Cemetery and Grounds Sub-Committee and the local funeral director be invited to attend, along with all the Parish Council's groundstaff.

EVPC 21/22/316

Parish Council Financial Status – Bank Balances as at 31.03.2022

The Clerk reported that the bank balances as at 31.3.22 were £1122.50 in the Current Account and £102,365.86 in the Savings Account totalling £103,488.36

RESOLVED: that the information given, be NOTED

EVPC 21/22/317

Income and Expenditure Report to 31.3.22

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

RESOLVED that the information given, be NOTED.

EVPC 21/22/318

Bank Transfers

The Clerk informed Members that the Transfers for March were £10,227.58 from the Savings Account and £2,059.87 from the Current Account.

RESOLVED: to ENDORSE the Transfers.

EVPC 21/22/319

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;

MARCH 2022

DATE	PAYEE	DESCRIPTION	AMOUNT	CHEQUE NO/DD/BACS
16.3.22	Payroll	3 rd Party Payments Month 12	£2876.23	BACS
31.3.22	Payroll	Net Payments Month12	£7358.30	BACS
11.3.22	Greenham	Cleaning Products/Litter Pick	£75.88	BACS
17.3.22	DCC	Playground Inspections	£449.20	BACS
17.3.22	Gorilla Workwear	Workwear	£422.71	BACS
15.3.22	Hutton Fire Protection	Fire Warden Training	£434	BACS
7.2.22	Hutton Fire Protection	Annual Fire Extinguisher Serv	£130.80	BACS
7.2.22	Hutton Fire Protection	Cem Ann Fire Extinguisher	£12.00	BACS
26.3.22	TJ's Heating & HI	New Lighting Parish Office/libr	£920.00	BACS
24.3.22	TJ's Heating & HI	Install LED Light Library	£125.00	BACS
28.3.22	Steadfast Security Ltd	Installation of CCTV	£2802.00	BACS
31.3.22	Geo Robinson	DIY Goods SH & Cem	£121.63	BACS
31.3.22	Twitty Locksmiths	Allotment Lock Repair	£50.00	BACS
31.3.22	Durham C C	Tyres	£168.72	BACS
1.4.22	Cathedral Leasing	Hygiene Services	£187.20	BACS
1.4.22	Durham CC	Bus Rates Cemetery	£1222.55	BACS
1.4.22	Durham CC	Bus Rates Office	£873.25	BACS
1.4.22	TJ'S	Radiator Repair Burn Rm	£240.	BACS
31.3.22	IOS	CCTV Signage/Stationery	£53.72	BACS
16.3.22	Seimans	Photocopier Rent	£114.02	DD
31.3.22	Document Solutions	Cost per Copy	£11.46	DD
16.2.22	EE	Mobiles 16 feb-15 mar 22	£62.80	DD
17.3.22	Wave	Water Cemetery	£40.91	DD
17.3.22	Barclays Bank	BACS Charges	£6.00	DD
31.3.22	Octopus Energy	Cemetery Electric	£32.31	DD

31.3.22	ITC	Cloud Back Up	£8.40	DD
31.3.22	ITC	Cloud Mailbox	£26.16	DD
28.2.22	Chaser Communications	Telephone Usage	£106.33	DD
31.1.22	Chaser Communications	Telephone Usage	£108.89	DD
31.3.22	EON	Gas SH	£1503,01	DD
		TOTAL	£20544.47	

EVPC 21/22/320

Income Received

Customer Number	Description	Amount
12	Room Hire	£28.75
10	Room Hire	£28.75
9	Room Hire	£75.00
	Total	£122.50

RESOLVED: that information given, be NOTED.

EVPC 21/22/321

Report of the Internal Auditor

Members gave consideration to the annual Internal Audit Report for the year 2021/22; a copy of which had been previously circulated.

RESOLVED that the Annual Internal Audit Report for 2021/22 be APPROVED.

EVPC 21/22/322

Transfers to Reserves

The Clerk advised that £31,200 funding income for the play area had been received this financial year which had been for a scheme that had been financed out of last year's budget. She requested that Members consider allocating funds to the earmarked reserves and that any outstanding balances not accounted for be transferred into general reserves.

RESOLVED: that the £10,000 be transferred into Seaton Holme repairs, £5,000 be transferred into Plant and the remainder go into General Reserves.

EVPC 21/22/323

Unpaid Sales Invoices

The Clerk advised on the unpaid sales invoice and on the action that had been taken.

RESOLVED: that the actions of the Clerk be ENDORSED.

EVPC 21/22/324

Planning Applications

DM/22/00794/TCA – Proposed Crown Reduction (2m), Lateral Reduction (1m) and Uplift (3m) of No Sycamore (Ta) at 1A Thorpe Road, Easington Village for Mr H Gustard

DM/22/00800/FPA – Proposed Installation of a 1.34MW roof mounted Solar PV system at BHK (UK) Davy Drive, North West Industrial Estate, Peterlee for Mr S Reynolds

RESOLVED: that the information given, be NOTED.

EVPC 21/22/325

Planning Approvals

DM/22/00453/TCA – Proposed Fell of Various Trees at Kirkbrae, Clappersgate, Easington Village for Mrs Laws
DM/22/00216/FPA – Proposed Single Story Rear Extension at St Marys Cottage, Clappersgate, Easington Village for Mr Chris M

RESOLVED: that the information given, be NOTED.

EVPC 21/22/326

Planning Refusal

There were no planning refusals

RESOLVED: that the information given, be NOTED.

EVPC 21/22/327

Planning Applications (Withdrawn)

There were no planning applications withdrawn

RESOLVED: that the information given, be NOTED

EVPC 21/22/328

Planning Appeals

There were no planning appeals.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/329

Double Taxation

Members gave consideration to correspondence received from County Durham Association of Parish and Town Councils.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/330

Community Emergency Plans

Members gave consideration to correspondence received from County Durham Association of Parish and Town Councils regarding an event to be held in Spennymoor Town Hall on Tuesday 17th May at 6.00 pm. Interested Members were to contact the Parish Clerk.

RESOLVED: that Clerk await interested Councillors to contact her before booking the places.

EVPC 21/22/331

Damage to Village Green (Clappersgate)

Members gave consideration to correspondence received from a resident regarding vehicles parking on the Village Green close to Clappersgate and their request for consideration that the area be enclosed with race-course fencing.

Members felt that the parking problem had increased since the temporary fencing had been installed on unregistered land close to Sea View House. Whilst acknowledging that parking should not happen on the Village Green it was felt that at the present time that the area should not be fenced off. Members felt that signage should be installed to advise that parking on the Village Green is prohibited.

RESOLVED: that

- i) the Clerk write to the resident advising of the Parish Council's decision;
- ii) the Clerk seek legal advice regarding the unregistered land that had been maintained by the Parish Council for over 20 years;

- iii) the Clerk obtain signage advising that parking on the Village Green is prohibited.

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

Councillors Lee and Lumsden had attended Fire Marshal Training.

RESOLVED: that the information given, be NOTED.

EVPC 21/22/333

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 21/22/334

Co-Option of Councillor

The Clerk advised that there were two Parish Councillor vacancies, one to be filled by co-option and one which was being advertised by Durham County Council's Electoral Services. She advised that there was only one vacancy that could be filled by co-option at tonight's meeting. There had been two expressions of interest in becoming a Parish Councillor. Both candidates met the qualification criteria and were in attendance at the meeting.

Members interviewed the candidates.

RESOLVED that Elaine Marriott be co-opted as Parish Councillor for Easington Village Parish Council

EVPC 21/22/335

Date and Time of Next Meeting

The next meeting of the Parish Council was scheduled for Monday 9th May 2022 and would be the Council's AGM and the annual meeting of electors.

RESOLVED: that the information given, be NOTED.

CERTIFIED TRUE RECORD

Chairman

Date