

SACRISTON PARISH COUNCIL

Minutes of the proceedings at the Annual Meeting of the Parish Council held in the Fulforth Centre on Wednesday 4 May at 6.30pm.

PRESENT: Councillors D Robson, L Claughan, R Harrison, Mrs B Smith, Mrs SJ Harrison, Mrs B Gibson, F Morrell, Mrs R Shotton, D Shotton, Mrs H Liddle, Ms E Waldock, P McLoughlin, B Mulvey, H Dixon and S Wilson.

1 APPOINTMENT OF CHAIRMAN

The retiring Chairman, Councillor L Claughan, invited nominations for the appointment of Chairman.

RESOLVED: “That Councillor D Robson be appointed Chairman of the Parish Council for the ensuing year.”

Councillor Robson thanked Councillor Claughan for his year in office as Chairman.

2 APPOINTMENT OF VICE CHAIRMAN

The Chairman invited nominations for the appointment of Vice Chairman.

RESOLVED: “That Councillor B Mulvey be appointed Vice Chairman of the Parish Council for the ensuing year.”

3 APOLOGIES FOR ABSENCE

There were no apologies for absence.

4 MINUTES OF MEETING HELD 6 APRIL 2016

RESOLVED: “That the minutes of the proceedings at the meeting of the Parish Council held on 6 April 2016, copies of which had previously been circulated, be confirmed as a correct record.”

The Chairman proceeded to sign the minutes.

Commemorative Medals – The Clerk advised that she had made the order for the Commemorative Medals, however some thought still needed to be given in relation to their distribution.

Plawsworth Road School Site – Councillor Wilson confirmed that he had liaised with the Planning Authority and had been assured that the developer was adhering to all stipulated conditions in relation to security of the site.

5 DECLARATIONS OF INTEREST

Councillor S Wilson declared an interest in any planning applications that were to be considered. Councillors D & R Shotton declared an interest in relation to a Grant Application which had been submitted by the Catholic Club.

6 APPOINTMENTS

RESOLVED: “That Members be appointed to serve on Sub Committees and to represent the Parish Council as follows:

Appointments for 2016/17

Environment Sub Committee

Cllr B Smith
Cllr F Morrell
Cllr B Gibson
Cllr E Waldock

Sacrison Community Development Group

Cllr E Waldock

County Durham Association of Local Councils

Cllr R Harrison
Cllr E Waldock

Witton Gilbert Education Foundation

Cllr F Morrell

Sacrison Community & Sports Trust

Cllr D L Robson
Cllr F Morrell

Cross Lane Allotment Association

Cllr F Morrell

New Hill Allotment Association

Cllr F Morrell

Police and Crime Commissioners Panel

Cllr R Harrison
Cllr B Smith

Sacrison Village News Editorial Committee

Cllr B Smith
Cllr H Liddle
Cllr P McLoughlin
Cllr E Waldock
Cllr R Harrison
Cllr B Gibson

Human & Financial Resources Panel

Cllr P McLoughlin
Cllr S Wilson
Cllr E Waldock
Cllr F Morrell
Cllr D Robson
Cllr R Harrison

7 POLICE MATTERS

There were no representatives from the Police in attendance, however the latest PACT report was tabled at the meeting. Councillor Liddle advised that there were increasing issues regarding underage drinking and anti-social behaviour which came at a time when the youth service provision was being withdrawn. Councillor Liddle and the local Police would be meeting with the local MP to look at tackling the issues.

The Clerk advised of an allegation which had been passed to her from Durham County Council, regarding the growing of cannabis at Cross Lane Allotments. As the County Council would not take any action into investigating the allegation, it was agreed that the matter should be forwarded to the Police.

8 ISSUES/QUESTIONS – GENERAL PUBLIC

Mrs C Parkes, local resident, was in attendance to discuss issues with the Plawsworth Road School site development. She spoke on behalf of other residents all of whom had properties which were adjacent to the site. Concerns were raised in relation to the height which some of the new dwellings would be in relation to existing properties due to the topography of the site. Although local residents had sought answers from the developer, none had been forthcoming.

Councillor Dixon advised that he had asked for information on site and had been advised that an engineer had been out and would be returning to measure up. It was noted that as part of the planning approval, the developer was meant to have someone on site at all times to answer questions, however that had not yet happened to date.

It was agreed that all concerns would be emailed to the Clerk who would then pass them on to the relevant officers at the Planning Authority and expressing the concerns which the Parish Council now had as a result of local resident concerns.

9 ADOPTION OF MODEL FINANCIAL REGULATIONS

Consideration was given to the current Model Financial Regulations which had been adopted by the Council in May 2014, copies of which had previously been circulated.

Resolved: "That the current Financial Regulations for the Parish Council be approved as fit for purpose, to be reviewed at the 2017/18 Annual Meeting".

10 APPROVAL OF CURRENT STANDING ORDERS

Consideration was given to the current Sacriston Parish Council Standing Orders.

Resolved: "That the current Standing Orders for the Parish Council be approved as fit for purpose, to be reviewed at the 2017/18 Annual Meeting".

It was noted that there were currently issues with the Parish Council website and difficulty in uploading PDF attachments. It was agreed that moves should be made to appoint someone to do website management and the Clerk would enquire as to who did the work for the Community Centre. It was suggested that possibly GCSE students from the village may also be able to assist as part of their studies.

11 ADOPTION OF A DISCIPLINARY POLICY AND A GRIEVANCE POLICY

Consideration was given to a Disciplinary Policy and Grievance Policy, copies of which had previously been circulated (for copy see file of Minutes). Members were accepting of both Policies which would as such, be signed off by the incoming Chairman.

Resolved: "That the Disciplinary Policy and the Grievance Policy be formally adopted".

12 APPRAISAL DOCUMENT

Consideration was given to a Draft Appraisal Document which had been prepared by Councillor McLoughlin and recently considered at a meeting of the Human and Financial Resources Panel. Members and the Clerk welcomed the document which would see a comprehensive appraisal procedure put into place for any Parish Council staff.

The Clerk would circulate a final version ahead of the next meeting when the document would be formally adopted.

The Chair took the opportunity to thank Councillor McLoughlin for his work on the Grievance Policy, Disciplinary Policy and Appraisal Document.

13 CHRISTMAS TREE AND LIGHTING

The Clerk reported that she had accepted the quote from Durham County Council for works in relation to the tree, as discussed at the previous meeting. It had been suggested by DCC that some lights would not be fit for purpose however Members disagreed. It was therefore agreed that an on-site meeting was necessary with DCC to discuss all plans, including lighting and on site electrics.

Councillor Liddle advised that the events team at DCC had an interested party for undertaking the lights switch on and all associated works, the details were to be forwarded to her and she was also going to make contact again with Gateshead Borough Council.

14 COUNTY COUNCILLOR REPORT

Councillor Liddle provided an update in relation to Growing Sacriston Together, copies of which were tabled at the meeting. It detailed all planned projects.

It was reported that the In Bloom judges had come for the Spring Judge the previous week and would be returning in the summer. They had been extremely impressed, especially at how work around the village had been a local community project rather than being undertaken by the County Council.

Members were advised that on the 12th May there would be a public consultation in the Cricket Club regarding the potential development of 78 houses at the St Cuthbert Meadows area.

County Councillor surgeries were now being held fortnightly.

There was no update in relation to the Co-op building.

Councillor Wilson advised of complaints which had been received regarding a waterlogged bridle path at Valley View which he was currently dealing with. It was further reported that the AAP were holding a consultation regarding distribution of European Funding for deprived areas.

Councillor Liddle advised that DCC were having a meeting regarding extending the cemetery.

It was reported that the Mini Police would be getting a visit from the Police Helicopter on 26 May as a reward for the children who had done their SAT's.

15 INSURANCE RENEWAL

The Clerk reported that the renewal pack for the Councils insurance policy had been received from AON Ltd. The Clerk was satisfied with the schedule of insurance for the forthcoming year.

RESOLVED: “That the Council Insurance Policy with AON Ltd be renewed accordingly.”

16 DEVELOPMENT GROUP

Councillor Ms E Waldock provided an update in relation to the Development Group. A guest speaker had recently attended regarding the design of the Welfare Gates and some designs were to be produced.

17 FULFORTH CENTRE

There was nothing to report however it was agreed that a key for the Parish Rooms should be kept in the Fulforth Centre.

18 ALLOTMENT ASSOCIATIONS

Councillor Morrell advised that with the consent of the Parish Council, he would make arrangements for the allotments in relation to pest control. Members were in agreement.

Several quotes had been received for fencing at Cross Lanes Allotments. Following due consideration of all quotes, it was agreed that the fencing work should be done by Hazeldene Fencing and that the green twin wire fencing option would be the best option. The Clerk would therefore make the necessary arrangements for the works to be undertaken.

It was reported that although the horse was still present at Cross Lanes Allotments, it had now been moved to the bottom end of the site.

19 QUALITY STATUS

There was no new update.

20 GROWING SACRISTON TOGETHER

The update had been covered earlier in the meeting.

21 HUMAN & FINANCIAL RESOURCES PANEL

The next meeting would be held on 25 May 2016 at 6pm and Ms G O'Brien would be invited to discuss possible external funding which could be obtained for future events within the village.

22 OTHER REPORTS

Councillor B Gibson advised that events for Dementia Awareness Week were to be held between 16th and 21st May at Beamish Museum.

Councillor E Waldock advised that St Bede's had appointed the current Deputy Headteacher to the position of Acting Headteacher.

23 ACCOUNTS

It was reported that there were 2 grant applications for the Council to consider, one which had been deferred from previous meetings from Sacriston Colliery Cricket Club and also one which had been deferred from previous meetings from St Bedes Darts and Dominoes Club.

Councillor Liddle advised that in their capacity as County Councillors, they would use their County Council monies to donate to St Bedes Darts and Dominoes Club.

Members discussed at length reviewing the current policy on paying donations, being mindful of the reduction in precept. It was agreed that future donations should be capped at around £250.00 and so the Clerk would add some draft wording into the current Grant Application Policy, for consideration at the next meeting.

Following due consideration it was agreed that £250.00 be donated to the Cricket Club.

RESOLVED: "That authority be granted for payment of the following accounts:

Sacriston Colliery Cricket Club - £250.00 - Donation

J Lawton - £412.60 – Salary

HMRC - £103.15 – PAYE Deductions

TP Electricals - £686.17 – Growing Sacriston Together

Northern Landscape Maintenance - £250.00 – Growing Sacriston Together

AON LTD - £1685.16 – Insurance Renewal"

24 PLANNING APPLICATIONS

Consideration was given to 2 planning applications , one for the retention of the ATM to be installed through existing glazing and located to the right of the entrance at NCL Retail, Front Street, Sacriston and the second for illuminated signage around said ATM machine.

Members had no objections to make.

Signed _____
Chairman