



## **SACRISTON PARISH COUNCIL**

**Minutes of the meeting held on the 2<sup>nd</sup> October, 2019**

**Fulforth Centre, Sacriston**

**Present:** Cllrs H. Dixon (Chair), E. Waldock (Vice Chair), R. Harrison, B. Smith, G. Ludlow, K. Wilson, E. Metcalfe, R. Sharp, D. Robson, F. Morrell, C. Waggott,

**Apologies:** L. Claughan, H. Hubber, L. Burn, S. Wilson

| <b>Item No.</b> | <b>Subject</b>       | <b>Discussion and Decision</b>                                                                                                                                                                                                                                                                                                         | <b>Lead Cllr (s)</b> | <b>Action/ Timescale</b> |
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| <b>1</b>        | <b>Introductions</b> | Chair opened the meeting @ 6.30pm and welcomed everyone.<br><br>Apologies were accepted from Cllrs: Claughan, Hubber, Burn and S. Wilson<br><br>The Chair introduced Ms. Claire Wilson who was successful on the recent Clerk's interview post, referees have been sought and, once received and ratified, she will then take up post. | EW                   |                          |

| Item No. | Subject                             | Discussion and Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Lead Cllr (s)       | Action/ Timescale |
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| 2        | Disclosure of Interest from Members | There were no items regarding Planning received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                     |                   |
| 3        | Public Questions                    | (Questions & Comments from the public in attendance – max 5 mins per item/individual)<br><br>No public in attendance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                     |                   |
| 4.       | Minutes of the Previous Meeting     | <p><b>Council Meeting Held on the 4<sup>th</sup> September 2019</b></p> <ol style="list-style-type: none"> <li>1. With regards to yearly returns being completed by the Trustees of the Development Group, HD had now spoken with Lilian Burford who confirmed completion of the yearly returns</li> <li>2. With regards to village bus shelters, GL reported that the intention is to paint the shelter at edmondsley lane (south of mount pleasant) and had costed this out at £91:13 plus VAT per gallon of paint.<br/>With regards to the shelter at the crossroads/witton road area HD was awaiting confirmation from DCC that the repair had been completed.</li> </ol> <p><b>RESOLVED:</b><br/>GL to purchase paint on behalf of the Parish and, carry out the repair to the bus shelter at edmondsley lane/south of mount pleasant.</p> <ol style="list-style-type: none"> <li>3. Concerns were raised over the rising number of ASB issues occurring within the village. HD stated that he felt the TLP Group should have remained active throughout the summer holiday period and to finalise reports once over. HD intends to contact the TLP leads with the Parish's concerns to try and ascertain the next steps to try and reduce / eradicate this problem.</li> </ol> | <p>GL</p> <p>HD</p> |                   |

| Item No. | Subject        | Discussion and Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Lead Cllr (s) | Action/ Timescale |
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| 5.       | Police Matters | <p><b>PACT Report received.</b></p> <p><b>There had been 21 x reports of ASB this month which included:</b></p> <p><b>Total ASB personal: - 11.</b> These involved members of the public arguing and having altercations both in their property and in the street.</p> <p><b>Total ASB Nuisance: - 6.</b> These included youths riding an off-road bike on the paths and roads, two incidents of a large group of youths drinking and becoming a nuisance and one incident involving a youth climbing on fences and banging on the community centre windows.</p> <p><b>Total ASB Environmental: - 3.</b> Two incidents where youths set fires at the Fulforth Centre football field, they ran off on arrival of the Fire Brigade. One incident involved a young female driving her vehicle on the football field, she was stopped by Police and issued with a traffic 183 warning.</p> <p><b>Total reported concerns for welfare: - 13.</b> Police attended 13 incidents whereby a person's wellbeing and safety was put at risk. All incidents were attended with other agencies such as ambulance and the crisis team.</p> <p><b>Other reported offences include -</b> 3 x thefts; 3 x criminal damage; 1 x burglary; 2 x vehicle crime; 6 x road offences; 1 x public order offence and 3 x violence against the person.</p> <p><b>RESOLVED:</b></p> <p>HD to raise the Parish's concerns with the TLP Panel.</p> | HD            |                   |

| Item No. | Subject       | Discussion and Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Lead Cllr (s) | Action/ Timescale |
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| 6.       | Clerks Report | <ul style="list-style-type: none"> <li>• The CDALC AGM is to be held on the 12<sup>th</sup> October in the Council Chambers at County Hall;</li> <li>• The Parish received a complaint about the seats at the Pit Tub area. It was reported that the seats had been unbolted and youths who congregated around the pit tub area had then removed them. One seat had been burnt out and, one hidden at the bottom end of the football field. Police have examined cameras but cannot confirm who caused the damage;</li> <li>• The Village Survival Guide booklet has been downloaded and filed in parish filing system;</li> <li>• The Parish received the Durham Community Action Training Brochure. Courses are aimed at Chairs, Councillors and Clerks. These workshops are 2, 3 and 5 hours in length.</li> <li>• CDALC have issued the Local Councils Charter / DCC Climate Emergency Consultation report. DCC have prepared a climate emergency update report which covers effective active engagement through the public consultation process. DCC would like to know people's thoughts on: Council emissions; Countywide emission target; Countywide emissions; What others can do. Comments to be submitted by completing the online survey on the Climate Emergency Response Consultation webpage. Deadline for response is 5:00pm on the 31<sup>st</sup> October</li> <li>• CDALC are running a Chairmanship Training course which is to be held on Tuesday the 22<sup>nd</sup> October 2019 at Shotton Hall. The course is suitable for existing Chairs and/or future Chairs. The training will cover, Roles / Responsibilities of the</li> </ul> |               |                   |

| Item No. | Subject | Discussion and Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Lead Cllr (s)       | Action/ Timescale |
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|          |         | <p>Chair; Meetings; Professional Conduct; Public and Media; Being a good employer. The cost is £27:00 / attendee.</p> <ul style="list-style-type: none"> <li>There will be a road closure at Cocken Road, Leamside from 9:30am on Thursday 10<sup>th</sup> October for one day;</li> <li>The Parish received an open invitation to attend the next SLCC branch meeting on Friday the 4<sup>th</sup> October 2019 held at Trimdon Community College. RBS will be attending to give a demonstration of their accounts package. Lunch is provided.</li> <li>I met with Leslie Swinbank from the Society of Local Council Clerks (SLCC), They provide knowledge, guidance and support to current and new parish clerks. I believe the Parish would benefit from the new clerk being a being a member of this society. Cost of membership is £132:00 in total ( £10:00 joining fee and £122:00 for annual subscriptions),</li> </ul> <p><b>RESOLVED:</b> New Clerk to be enrolled with the SLCC</p> <ul style="list-style-type: none"> <li>The Parish received information concerning a Public Consultation concerning Stroke Rehabilitation and Ward 6 at Bishop Auckland Hospital. Meetings have been arranged for Stroke which will take place on Tuesday the 19<sup>th</sup> November, 6pm-8pm at Durham Town Hall and, for Ward 6 to be held on Thursday the 28<sup>th</sup> November, 10am-noon again at Durham Town Hall;</li> <li>The County Durham Partnership Annual Event 2019 is to take place on the 25<sup>th</sup> October at the Riverside Suite, Chester-le-Street. This will see the launch of the 2035 County Durham Vision, an overview of which will be by Simon Henig and Terry Collins. 2019 is the year of culture in County Durham so the event will have</li> </ul> | <p>HD</p> <p>HD</p> |                   |

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|          |                                  | <p>a cultural focus, attendees will have the opportunity to network within the partners marketplace and attend a range of workshops, which will include: The Digital Arts Sector; How the Durham 19 year of culture and future plans broaden; Development of Social prescribing and impacts on health; Arts as a social connector; How culture and arts can be incorporated into regeneration, focusing on Bishop Auckland as an example.</p> <ul style="list-style-type: none"> <li>L.I.T.E. have confirmed the switch on date of the village Christmas lights as the 25<sup>th</sup> November 2019.</li> </ul> |               |                   |
| 7.       | <b>In Bloom</b>                  | The judging took place for the Northumbria in Bloom competition on the 12 <sup>th</sup> July 2019 where the village received a SILVER award. A meeting is to be arranged for all village in bloom volunteers to review the judge's comments and prepare for next year's entry.                                                                                                                                                                                                                                                                                                                                   | HD            |                   |
| 8.       | <b>Village Schools</b>           | Nothing to report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |               |                   |
| 9.       | <b>Parish Assets</b>             | <p>Bus Shelters – As reported at Item 2 ( Minutes of previous meeting ).</p> <p>Village Clock – Nothing to report</p> <p>Parish Building – Nothing to report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                 | HD            |                   |
| 10.      | <b>County Councillor Reports</b> | <p><b>Councillor Wilson -</b></p> <p>1) - With regards to the development site behind Pit Estate, I have spoken to Maurice</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |               |                   |

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|          |         | <p>Sewell regarding this and a few other issues. He has promised to send someone from his company to talk to Tolent with regards to securing the area as many issues have arisen with the site. In terms of the site, work has been halted and it is possible that a new planning application may be needed to facilitate changes.</p> <p>2) – With regards to speeding, Durham Police have been doing work around Sacriston and Daisy Hill and this has had some significant results which was published more widely by the police last week.</p> <p>3) – Karbon have done a walkaround at Pit Estate and handed out appropriate notices regarding gardens, however the housing officer has stated they were not too concerned with the estate's appearance and state.</p> <p>4) - Speeding issue at Crosslanes which was raised by a member of the public at the last meeting. I have raised this with Dave Battensby, he is looking at doing a speed survey and looking at if anything can be done re: speed calming measures, he did however mention that due to the cost of these, funding may be needed from Parish.</p> <p><b>RESOLVED:</b> Clerk to contact Councillor Wilson with regards to clarification over who is responsible for funding as we believe it is a County responsibility.</p> <p>5) - School admissions - email was sent regarding all of these and how to calculate intake early in September, if people wish to have them resent please email me.</p> <p><b>Councillor Liddle</b></p> <p>Ongoing issues and daily complaints raised about the Monkswood development are continuously dealt with by planning enforcement.</p> | <p>SW</p> <p>HD</p> |                   |

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|          |         | <p><b>Fulforth Dene development</b> - developer is going back to planning with a revised application. The layout is not changing, I believe it is the style of the properties and the materials that are changing to mitigate the overspend on the groundworks.</p> <p><b>Land adjacent to Davison Terrace development</b> - the application has been re-submitted today, a lot earlier than expected, I have formally logged my objection to the application.</p> <p><b>RESOLVED:</b> That the Parish support Councillor Liddle's objection to the re-submitted planning application for land adjacent to Davison Terrace.</p> <p><b>Village Inn</b> - no update</p> <p><b>Co-op buildings</b> - Sacriston Enterprise Workshops CIC is now a registered social enterprise. A feasibility study is currently being undertaken and once the completed report has been received, we will have an action plan for the restoration works.</p> <p>The planning application for bungalows at Lavender Gardens was approved last week. I have not had any contact from Karbon regarding Graham Court for several months therefore I don't know what the present situation is with regards to the development of this site.</p> <p>There has been a spike in deliberate secondary fires in September where the fire service were called to 9 fires in Sacriston, the majority being on the corner of the welfare ground/cricket pitch perimeter and the line leading from the welfare pitch to St Cuthbert's Meadows. DCC have repaired the damage to fences and I have requested that trees and shrubs are thinned out on the corner of welfare pitch/Cricket pitch to make the location less secluded.</p> <p>I also met with the area manager from CDDFRS on Friday to discuss an action plan. I have a further meeting with the police and DCC neighbourhood protection team who were unable to attend on Friday.</p> | HD            |                   |



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|          |                                    | <p>There has been no confidential issues or complaints received from the parish.</p> <p><b>For information:</b><br/> On Friday at 25th October between 11:30 and 6pm I am hosting a community drop in at the Co-operative Workshops where people can call in for a cuppa and find out about the restoration project and share their memories of the old Co-op</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                               |                   |
| 11       | Reports from Group Representatives | <p>(i) <b>Development Group.</b></p> <ul style="list-style-type: none"> <li>Village Bus Shelters – As discussed previously in report.</li> <li>Village Inn - Informed there were loose roof tiles falling into the grounds, this is to be checked to ensure safety of the public.</li> </ul> <p><b>RESOLVED:</b> Clerk to raise these concerns with County Councillors</p> <ul style="list-style-type: none"> <li>Fulforth Centre Allotment Perimeter Fencing – A further retrospective planning application has again been submitted to DCC as they have queried points identified in the last application.</li> <li>Northumbria in Bloom - As discussed previously in the report.</li> <li>Double Yellow Lines into Fulforth Centre. – There has been no further progress.</li> <li>Informed of damage to the fence near the bus shelter at edmondsley lane/south of mount pleasant.</li> </ul> <p><b>RESOLVED:</b> Clerk to identify damage to fencing and report it to DCC</p> | <p>HD</p> <p>KW</p> <p>HD</p> |                   |

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|          |         | <p><b>(ii) Fulforth Centre.</b></p> <ul style="list-style-type: none"> <li>Perimeter Fencing of the allotment area – As reported in Development Group report.</li> <li>McMillan Coffee Morning – Took place on Friday the 20<sup>th</sup> September and £197:00 was raised.</li> <li>Centre Café - The lunches being provided on a Tuesday, Thursday and Sunday are going well. Kevan Jones MP informed Bernie that we could get a grant for food supplements. Bernie is liaising with the MP's office to get further information.</li> </ul> <p><b>(iii) HR &amp; Finance Group.</b></p> <ul style="list-style-type: none"> <li>EW informed the meeting that a new clerk had now been selected and that we were waiting confirmation from her referees before completing appointment.</li> <li>HD informed the meeting that he had now received the final external audit report from Mazars which identified "No minor issues identified".</li> <li>HD informed the meeting that he had produced a financial projection of the Parish accounts up to the 30<sup>th</sup> September 2019, this he will update and, give a projection to full council at it's meeting in November.</li> <li>Parish accounts as at the 30<sup>th</sup> September were £65,240:90</li> </ul> | <p>EW</p> <p>HD</p> <p>HD</p> |                   |

| Item No. | Subject | Discussion and Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Lead Cllr (s)                 | Action/ Timescale |
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|          |         | <p>(iv) <b>Parish Allotments Association.</b></p> <ul style="list-style-type: none"> <li>The Parish are now members of the National Allotment Society, this would provide support to both members and the committee in ensuring the new rules and constitution agreed at the AGM meeting were upheld.</li> <li>EM was concerned he had received no bank statement for the end of September 2019. It was later identified that the bank statement had gone to the previous treasurer who was no longer a committee member. He intends to contact the Bank with this problem.</li> </ul> <p><b>RESOLVED:</b> EM to contact Bank concerning this problem</p> <ul style="list-style-type: none"> <li>A letter had been sent to a previous allotment committee member to attend the next meeting of the association to discuss and explain the problem with the gates at Daisy Hill allotment site, to which he had refused to attend however, a letter was received from him which enables the new committee to look at resolutions to the problem</li> </ul> <p><b>RESOLVED:</b> EW to contact contractor to get further information and a completion date for the gates</p> <ul style="list-style-type: none"> <li>Three letters have now been sent to allotment holders with regards to: (a) Dogs off lead; (b) Notice to Improve and, (c) Notice to vacate site.</li> </ul> | <p>EM</p> <p>EW</p> <p>EW</p> |                   |

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| 12       | Accounts & Grant Applications | <p>Confirmed that the balance in the Bank as of the 1<sup>st</sup> October 2019 was £65,240:90</p> <p><b>RESOLVED:</b> That the following payments be made.</p> <p><b>Hugh Dixon</b> - £55:09 ( Stationery items purchased on behalf of the Parish )</p> <p><b>ALVIT Solutions</b> - £350:00 ( Annual hosting and domain registration including, twelve months support and updates )</p> <p><b>Grant Applications:</b></p> <p>That the sum of £1,450:00 be paid to Sacriston Youth Project</p> <p>That the sum of £1,260:00 be paid to Live Well North East</p> | <p>HD</p> <p>HD</p> |                   |
| 13       | Any Other Business            | There was no further business.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                     |                   |
| 14       | Date & Time of Next Meeting   | <p>Next meeting is Wednesday the 6<sup>th</sup> November @ 6.30pm</p> <p>Chair thanked everyone for their attendance</p> <p>Meeting Closed @ 8:00pm.</p> <p><b>Signed</b> ..... <b>Date</b> ...../...../.....</p> <p style="text-align: center;"><b>Chairperson</b></p>                                                                                                                                                                                                                                                                                         |                     |                   |