



SACRISTON PARISH COUNCIL

Minutes of the meeting held on the 4th September, 2019

Fulforth Centre, Sacriston

Present: Cllrs H. Dixon (Chair), E. Waldock (Vice Chair), R. Harrison, B. Smith, G. Ludlow, H. Hubber , K. Wilson, E. Metcalfe, R. Sharp, S. Wilson, L. Burn

Apologies: D. Robson, L. Claughan, F. Morrell, C. Waggott

Item No.	Subject	Discussion and Decision	Lead Cllr (s)	Action/ Timescale
1	Introductions	Chair opened the meeting @ 6.30pm and welcomed everyone. Apologies were accepted from Cllrs: Robson, Claughan, Morrell, Waggott. The Chair informed councillors that since the resignation of the clerk on the 31st July 2019 he had since taken on the clerk's role on a temporary basis until a new clerk could be identified and take up post. Until such time as a new clerk is in post the Vice Chair would now reside over future meetings. The chair had also reviewed the Parish meeting agenda and has added County Councillor's report and, Parish Allotment Association reports to the agenda, this was agreed by all in attendance.	HD	

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		RESOLVED: Reports to be added to the agenda. RESOLVED: Councillor Waldock to take over the role of chair.	HD EW	
2	Disclosure of Interest from Members	Cllr S. Wilson – No items regarding Planning received	SW	
3	Public Questions	(Questions & Comments from the public in attendance – max 5 mins per item/individual) No public in attendance.		
4.	Minutes of the Previous Meeting	Council Meeting Held on the 7th July 2019 - With regards to yearly returns being completed by the Trustees of the Development Group, HD was awaiting the return of the secretary of the Development Group from holiday to clarify. - With regards to village bus shelters, HD reported that he had received a quote for repair to the bus shelter at edmondsley lane (south of mount pleasant) of £2,124:73. He had also received a report of a Perspex pane having been removed from the bus shelter at the crossroads/witton road area. He and DR had tried to repair the shelter but, special tools were required for this process and therefore he had given permission for DCC to carry out the repair. RESOLVED: GL on behalf of the Parish to carry out the repair to the bus shelter at edmondsley lane/south of mount pleasant. - With regards to concerns raised over the lack of fencing around the housing development site (Old Pit Site), HD reported that large sections of the security	HD GL	

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		fencing were down, making the site an open area and therefore dangerous for children living/playing in that area. RESOLVED: SW to raise this concern with the building company. 4. With regards to the de-fibrillator at Tesco's, SW reported that this had now been installed in a room at the rear of the store however, there is a fault on the machine and it is currently not operational.	SW	
5.	Police Matters	PACT Report received. There had been 12 x reports of ASB this month which included: 2 x members of the public arguing in the street 2 x reports of off-road bikes causing a nuisance to residence within the community 9 x reports of ASB nuisance involving (i) Tesco's – youths causing a disturbance in the store; (ii) two incidents of youths climbing on residents garages and subsequently falling through, causing damage to a vehicle; (iii) two reports of youths gathering in the park area, shouting and swearing at each other; (iv) one report of a member of the public shouting at a member of staff at a local store 3 x reports of Violence against persons which included:- 1 x report of a young female had attempted to assault a member of the public 1 x report where two intoxicated males were fighting in the street 1 x report where a member of the public received minor injuries after being pushed into a wall during the night. 8 x reported thefts which included 7 x thefts from Tesco's 1 x report of Criminal Damage 6 x reports of Vehicle Crime 3 x Hoax calls		

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		There was also evidence the seating area had been damaged at the pit tub area when residents had unscrewed the seats and youths had removed them from the area, setting fire to one of them near to the football field. Cllr Wilson believed that overall, the incidents in comparison, were less than last year's figures however, the meeting did not endorse this fact and felt there still was a major concern of ASB caused by youths within the village. Sacriston appears to be "The Hub" where trouble appears to be concerned and we seem to be attracting undesirables in from surrounding areas. HH once again raised concerns over a certain group of young people who are appearing to be responsible for the majority of the trouble caused within the village. There are children as young as 13 & 14 roaming the streets at 11:00 to 11:30 pm at night. SW stated he would raise our concerns with the ASB team at County Hall, but, in the short term he would liaise with PCSO Luke Payne to look at the way forward for the village. SW now reported that the county lines had started to come into County Durham area. This involved children as young as 11 years plus being used as drug mules, traffickers and part of money laundering schemes. People have now been identified and targeted. RESOLVED: Councillor Wilson to raise our concerns with County Hall and the Police however, members of the public should continue to report incidents via the 101 phone line.	SW	
6.	Clerks Report	- No Planning reports in the time period. - CDALC Training event (VAT Information) 24th September 2019 at Shotton Hall, 2 x places booked. HD plus ANO attending event - DCC Booklet on Community Led Housing explaining – What is Community Led Housing? The benefits of Community Led Housing and, examples of Community Led Housing. Booklet in communication file in centre office.	HD	

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		- I attended a TLP Meeting on the 19th July prior to school summer holidays, this was identified as the last TLP however there was a poor turnout involving the DCC representative, Councillor Heather Liddle; DC Fire Brigade representative and myself. I feel it would have been beneficial to have at least one more after the end of the school holidays to get a better picture of where the village is with regards to ASB. I intend raising this with the DCC Representative to see what can be done. - The Parish received a BACS Repayment of £4,063:86 which was for S.106 monies for gap-site project - The Parish received the D.C.C. Overview & Scrutiny Annual Report for 2018/19 of which there are four key principles:- (i) Provide a constructive challenge to executive policy makers and decision makers; (ii) Amplify the voice and concerns of the general public; (iii) Ensure scrutiny is carried out by independent minded governors and, (iv) Drive improvement in public services. This report is now filed in the correspondence file in the centre office. - The Parish received the quotation for the “In-Bloom” 5 year Forecast/Contract from DCC. This was for £8,999:00 and, is in line with our agreed £9,000:00 spend / year. - Councillor Robson and I met with Belinda Lowis to discuss the role of the Project Worker for the Parish. This role has been put in abeyance until a new clerk is employed. - The Parish Received an email from Steve Ragg with regards to 2020/21 Budget Planning. Due to the Government “Fair Funding Review” they are unable to provide us with figures for the future years LCTRS grant allocations at this time, DCC have therefore calculated the LCTRS grant due to Parish Councils in	HD HD	

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		2020/21 as £1.392 Million. The impact on the Parish Council next year will be a LCTRS grant of £4,779:00; - Figures for the Party in the Park have now been received. The total cost was £4,267:72, which is below the £5,000:00 ceiling. It was agreed that we have to now start preparing for the Christmas Extravaganza and the clerk in conjunction with Linda Surtees will action this. - A meeting was arranged with Lee Vest to provide me with training / knowledge on the Parish web-site. I have updated and amended some of the site, our previous clerk's particulars have now been removed. Lee will continue to provide me with support as well as provide training for our new clerk in the process. - All paperwork was submitted to Mazars for our external audit. I have since had queries back to answer however, this has been done and we await the results which should be received towards the end of September. - Paid the CDALC Subs for this year which was for £690:32 - Received information from CDALC with regards to "The Village Survival Guide" booklet. The guide recommends that villages should create a village vision / neighbourhood plan. Also, to create a "Green Footprint" in the village and, to create a working party to look at the proposals and feasibility of this programme. It was recommended that the Parish should purchase the booklet at a cost of £5:00. - Information was received from Chris Dobson with regards to becoming a Labour Councillor- the what, why and how? An event was to take place on the 7th September from 9:30-12:00 at County Hall however, this has now been put on hold.	HD HD HD	

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7.	In Bloom	The judging took place for the Northumbria in Bloom competition on the 12 th July 2019 and I wish to place on record the thanks to all the volunteers who have made our entry a success. The judges were very impressed with the Fulforth Centre Allotment Plot and Jubilee Park and suggested that we should put this area forward in the special category next year. The Awards Presentation is to take place at the Lancastrian Suite on the 25/9/2019, starting at 10:00am to 3:00pm. Tickets for the event are £7:50 each. The clerk will confirm how many people wish to attend the event and purchase the tickets on their behalf. There is also an opportunity to get a water bowser for the Parish/allotments and this will be drawn on the day of the event.	HD	
8.	Village Schools	Nothing to report		
9.	Parish Assets	Bus Shelters – As reported at Item 4 (Minutes of previous meeting). Village Clock – Nothing to report Parish Building – Nothing to report	HD	
10.	County Councillor Reports	Councillor Liddle - No report received. Councillor Wilson - 1) Elms Nursing Home, Kimblesworth - this has been decommissioned and I am working with the council to find out if there is any further information that we need to know 2) Continued looking into the parking at the building site over from St Bede's - can anyone with any further complaints please raise these with me 3) Planning - The Parish may see an upswing in Planning Applications, this has been noted across the county, many are being refused and seem to be speculative. 4) I am currently raising an issue with Karbon Homes, RE: Lavender gardens	SW	

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11	Reports from Group Representatives	(i) Development Group. • Village Bus Shelters – As discussed previously in report. • Fulforth Centre Allotment Perimeter Fencing – A retrospective planning application had to be submitted to DCC as we had failed to submit this prior to the erection of the perimeter fence line. This has now been completed and we await word from DCC. • Northumbria in Bloom - Judging took place on the 12th July 2019, Very positive response from the judges although, they would give no indication on how well we had done. They were very impressed with the allotment garden and, the Jubilee Park area and suggested that next year we submit this as a “Special Category” area. Results of our efforts will be given at the awards presentation day to be held on the 25th September 2019 held at the Lancastrian Suite. • Bottom House - Environmental Health are now involved due to the overall condition / state of the building. We have received no further word with regards to probate on the building. • Davison Terrace - Building work postponed at the moment as the planning application had to be re-submitted. Concerns were raised that trees which had a TPO on them had been removed, this was proved not to be the case, the builder has removed the top level of soil to level off the site and, to reduce weed coverage. • Double Yellow Lines into Fulforth Centre. - No further progress, this is with our County Councillor’s to take forward.	SW	

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		- Pit Tub Area - Two seats had been unbolted, removed and, one seat had been set on fire by unknown persons. The Police will review CCTV footage of the area. Also concerns about youths on “off-road” bikes causing damage within the football field area, this was also a problem at Lavender Gardens estate, this to be again taken up by our County Councillor; - Constitution of the Development Group - As a registered charity, the development group must ensure our governance is in order. We need to look at how we have selected appropriate people to form the committee, the elected positions within the group, i.e. Chair; Secretary and Treasurer. It was agreed that Simon Wilson would look to progress this matter in conjunction with appropriate people; (ii) Fulforth Centre. - Security Cameras around the Fulforth Centre – There are currently 16 x cameras now in operation however, some cameras are coming to the end of their working life (approx. 10 years). Some priority areas around the Fulforth Centre are not adequately covered i.e the pit tub area, football field. A quote has been received for an upgraded system which will increase the number of cameras to 32 with a better coverage of the pit tub area, the quote was for approximately £2,200:00 plus VAT; - Perimeter Fencing of the allotment area - planning application for the fencing has now gone to DCC for consideration;	SW SW	

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		- Treasurer Report - £9,451:01 in the bank. - Sunday Lunches - Bernie has now re-started the Sunday lunches. A two course lunch is £5:00 (Dinner & sweet). This is now going to be extended to a Tuesday and will now have the centre providing lunch meals on a Sunday, Tuesday and a Thursday. It was agreed that vegetables grown within the allotment garden should be used for the benefit of the centre. (iii) HR & Finance Group. - A declaration of compliance has been completed with the Pensions Regulator under the Pensions Act 2008. - A number of queries were answered with regards to the annual external audit currently being carried out by Mazars. - Discussion on who would attend the VAT Training to be held at County Hall. (iv) Parish Allotments Association. - Rents had now been collected from all recipients and new allotment holders had taken up their allotments. - It had been agreed that the new allotment association would become members of the National Allotment Society, this would provide support to both	HD	

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		members and the committee in ensuring the new rules and constitution agreed at the AGM meeting were upheld. • We are still awaiting confirmation from the bank with regards to the new signatories for the accounts. • A letter was being 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. • Three further letters were being sent to allotment holders with regards to: (a) Dogs off lead; (b) Notice to Improve and, (c) Notice to vacate site.	EW EW	
12	Budget & Grant Applications	2019/20 Accounts to date is: £65,952:34 2018/19 Comparison was: £65,307:57 We have provided significantly more in this financial year for the village and community than we did last year. Major payments have been:- • LITE - £5,484:00 • Donations - £4,150:00 • Northumbria in Bloom Project - £15,913:19 • Shared cost for the village de-fibrillator - £537:00 • Deerness Fencing & Landscaping - £4,876:63 • Village clock repairs - £660:00		

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		Receipts into Account have been:- • S.C.A. (Northumbria in Bloom Project) - £3,157:26 • S.C.D. Group (N.I.B. Project) - £700:00 • DCC – BACS (Gap-site Project) - £4,063:86 • HMRC – BACS (VAT Repayments) - £4,185:58 Grant Applications: Live-Well North East requesting £2,360:00. Councillor's believed further information was required before a decision could be made. RESOLVED: Clerk to write to Live Well North East requesting more information.	HD	
13	AOB	There was no further business.		
14	Date & Time of Next Meeting	Next meeting is Wednesday the 2nd October @ 6.30pm Chair thanked everyone for their attendance Meeting Closed @ 8:30pm. Signed Date/...../..... Chairperson		