

TRIMDON PARISH COUNCIL

Minutes of the November Meeting of **Trimdon Parish Council** held in **Trimdon Community College, Elwick View**, Trimdon on **Tuesday 12 November 2013** at 7:00pm

Present: Councillor George Elliott Snr. (in the Chair) and Councillors Bernadette Oliver, Paul Trippett, John Burton, Ian Quinn, Margaret Hughes, Keith Thompson, Julie Thompson, George Elliott, Margaret Elliott, Sheila Appleton, Denise Davison and County Councillor Peter Brookes.

Anne Delandre, Clerk to the Council, was also in attendance and Sergeant Alex Clarke, Durham Constabulary, was in attendance to present the Police Report.

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Eileen Dickinson. It was suggested that a bouquet of flowers be sent to Councillor Dickinson on behalf of the Parish Council.

It was **resolved** that the Clerk arranges for a bouquet of flowers to be sent on behalf of the Parish Council.

3. POLICING IN THE PARISH

Sergeant Alex Clarke, Durham Constabulary, attended the meeting to give an update on the crime figures for Trimdon Village, Trimdon Grange and Trimdon Colliery. Sergeant Clarke confirmed that he had been appointed as the permanent Sergeant covering the Sedgefield area.

The crime figures for the period 8 October 2013 – 12 November 2013 are as follows:

TRIMDON VILLAGE

Burglary (Dwelling) – 1 incident
Burglary (Other) – Nil
Criminal Damage – 2 incidences
Vehicle Crime – Nil
Violent Crime – Nil
Theft – Nil
Anti-Social Behaviour (ASB)
ASB Personal – 2 incidences
ASB Environmental – Nil
ASB Nuisance – 1 incident

TRIMDON GRANGE/COLLIERY

Burglary (Dwelling) – 1 incident
Burglary (Other) – 1 incident
Criminal Damage – 1 incident
Vehicle Crime – Nil
Violent Crime – Nil
Theft – Nil
ASB Personal – 2 incidences
ASB Environmental Nil
ASB Nuisance – 5 incidences

Sergeant Clarke also presented a graph indicating that incidences of ASB in Trimdon Village have steadily declined since April 2011, however, incidences in Trimdon

Grange/Colliery had been 'up and down' but were slightly down on the figures as at April 2011.

Sergeant Clarke was thanked by the Committee and left the meeting.

4. MINUTES OF THE LAST MEETING

It was **resolved** that the minutes of the Parish Council Meeting held on 8 October 2013 (copies previously circulated) be confirmed as a true record and signed by the Chair.

5. MATTERS ARISING

The Clerk advised that the work to repair the potholes around the village green had been carried out by Durham County Council at a cost of £1,491.34.

The Clerk confirmed that both DCC Planning and Environmental Health Departments have now responded regarding the complaint at 27 North Moor Avenue, Trimdon Colliery. The Senior Planning Enforcement Officer has confirmed that the fence erected at the front of the property is not in breach of any planning legislation and the Public Health and Housing Manager has advised that he has visited the property to offer advice regarding cleansing of the area. He confirmed that he had undertaken a recent visit and the garden was now clear.

The Clerk confirmed that Phil Wilson MP has responded to advise that he would be delighted to switch on the Christmas lights on Friday 6 December 2013.

It was agreed that the above updates be noted.

6. PLANNING APPLICATIONS

The Clerk reported that since the preparation of the Agenda the following two planning applications had been received:

7/2013/0453/DM	Neil Davies Kane Architectural Services Ltd.	The Old Brewery Business Centre Castle Eden	Erection of 2 dwellings at Briar Grove, Trimdon Village
7/2013/0437/DM	Mr Caleb Smith	4 Larkhill Square Norton, Stockton-on-Tees	Change of use to Tattoo Studio, 4 Redesdale Court, Trimdon Grange

It was **resolved** that no comment be made in respect of the above two planning applications.

7. CLERK'S REPORT

FEEDBACK FROM PERSONNEL SUB-COMMITTEE 7 NOVEMBER 2013

The Clerk advised that her draft Contract of Employment had been approved. It was agreed that her hours of work be increased to 25 hours per week to reflect the proposed increase in community involvement work she is anticipated to undertake. It was also agreed that an honorarium be paid in respect of any additional hours required to enable

the Clerk to study for the Certificate in Local Council Administration (CiLCA) Qualification.

The Clerk confirmed that the Personnel Committee agreed a Grievance Procedure; a Disciplinary Procedure and an Expenses Policy, and they would be reviewed in November 2016.

It was **resolved** that the Clerk's Contract of Employment be agreed, and signed by the Chairperson, and the Grievance Procedure; Disciplinary Procedure and Expenses Policy by adopted.

ACCOUNTS FOR PAYMENT

The following accounts were submitted for payment:

DD	Ford	379.86	Van Lease
403603	J Wragg	75.00	Christmas Cakes
403604	DCC	112.50	Office Rent
403605	Trimdon Garden Soc.	185.00	Garden Supplies
403606	Durham County Council	1,803.43	Playground Maintenance
DD	BT	97.47	Telephone - Office
DD	BT	85.23	Telephone - Cemetery Lodge
DD	BT	60.27	Internet
403607	Arco	95.95	Protective Clothing
403608	Smiths Gore	10.00	Rent - Skerne Playground
403609	D Jordan	186.00	Security - Skerne Playground
DD	Ford	379.86	Van Lease
DD	Fleet One	242.24	Fuel
DD	Integrated Office	53.20	Photocopier Service Agreement
403610	Durham County Council	3,205.47	Bedding Plants
403611	CE & CM Walker	458.40	Grass Cutting
403612			Spoilt Cheque
403613	Peart Fencing	3,702.42	Fencing - Trimdon Grange Allotments
DD	Carrs, Billington	825.50	Replacement of Gardening Equipment
403614	HMRC	817.52	Tax & NI
403615	DC Pension Fund	825.86	Pensions
403616	Anne Delandre	96.38	Clerks Expenses

It was **resolved** that the accounts be paid.

BUDGET STATEMENT FOR 2013/2014 (Quarter 2)

The Clerk circulated the Budget Statement showing income and expenditure to the end of Quarter 2 (September 2013).

It was agreed that the report be noted.

UPDATE FROM NEIGHBOURHOOD PLAN WORKING GROUP

The Clerk advised that she had attended the inaugural meeting of the Neighbourhood Plan Working Group. This group has been established to offer support to Parish Councils who are currently developing, or who are proposing to develop a

Neighbourhood Plan. The next meeting will be held on 28 November 2013 and representatives from Planning Aid and DCC Planning Department will be in attendance.

It was agreed that the above update be noted.

RENEWAL OF VAN LEASE

The Clerk reported that the current lease on the van used by the Grounds Maintenance staff is due to expire in December 2013. Quotations have been received on behalf of the existing lease company (Lex Autolease) and Benfield Ford.

Benfield Ford Lease	£280.00 per month
Lex Autolease	£288.19 per month

The Clerk reported that the Grounds Maintenance staff have been very satisfied with the level of service provided by the current lease company.

It was **resolved** that the Parish Council enters into a new lease with Lex Autolease for a period of four years.

RENEWAL OF GARDENING EQUIPMENT

The Clerk reported that confirmation had been received that two items of equipment were beyond economical repair and had to be replaced.

Strimmer - £470
Hand held blower - £185

It was agreed that the above report be noted.

HART VIEW ALLOTMENTS – PEST MANAGEMENT PROGRAMME

The Clerk reported that there is a significant problem with rats at the above allotment site and this is also affecting the houses adjacent to the allotments. An officer from Durham County Council's Pest Control service has visited and recommended that an annual treatment be undertaken at a cost of £570. As the Allotment Association has limited funds it was proposed that the Parish Council contributes half of the cost of the treatment ie £285.

It was **resolved** that the Parish Council contributes the sum of £285 towards the cost of the pest management contract.

REQUEST FOR TREES TO BE CUT BACK – GROSVENOR TERRACE, TRIMDON COLLIERY

A request has been received, via Durham County Council, for the trees to the rear of Grosvenor Terrace to be trimmed as there are leaves all over the footpath and someone had slipped on them last year in wet weather. It was noted that in order to prevent any further fall of leaves it would be necessary to completely remove all of the trees and this was not acceptable.

It was **resolved** that the request for the trees to be trimmed be refused.

UPDATE ON QUALITY STATUS AND CLERK'S CiLCA QUALIFICATION

It was reported that, following the review of the Quality Status Scheme, the new scheme will not be launched until 2014.

The Clerk reported that she has enrolled for the CiLCA qualification and will be attending the first of five Mentoring Sessions on 21 November 2013.

It was agreed that the above report be noted.

AMENDMENT TO DCC COMMERCIAL WASTE CONTRACT

The Clerk reported that the DCC waste contract needs to be amended to increase the capacity of the waste disposal from Cemetery Lodge, increasing the annual charge from £216 to £260.

It was **resolved** that the waste contract be amended accordingly.

REQUEST FOR DONATION – ST ALBANS PENSIONERS LUNCHEON CLUB

A request has been received for a donation towards St Albans Pensions Luncheon Club Christmas Party.

It was **resolved** that a donation of £50 be approved.

INVITATIONS TO CHRISTMAS TREE SWITCH-ON AND CAROL SERVICES

The Clerk gave details of a number of invitations to Christmas Tree Switch-On and Carol Services.

It was agreed that the above be noted and that the Clerk responds accordingly.

8. REPORT FROM COUNTY COUNCILLOR PETER BROOKES

- A DCC by-election had taken place in Crook and the successful candidate was Andrea Patterson (Labour)
- The Community Centre at Trimdon Grange is struggling to produce a Business Plan and is receiving assistance from staff at Durham County Council
- There is a participation event on Saturday 23 November when bids for 'It's Up To You' Funding will be agreed. As there are bids for projects in the Trimdons, people are encouraged to attend and vote.
- The 'white lining' of roads has now started.

9. QUESTIONS FROM THE PUBLIC

There were no members of the public in attendance.

10. ANY OTHER BUSINESS

DEATH OF FORMER PARISH COUNCILLOR

Paul Trippett announced the sad death of Nick Portues, a former Parish Councillor.

It was **resolved** that a wreath be sent on behalf of the Parish Council.

COMPLAINT – 19 FRONT STREET SOUTH, TRIMDON VILLAGE

It was noted that the occupiers of 19 Front Street, South, Trimdon Village are parking their vehicle on the road in front of their house, causing problems for neighbours and visitors to St William Church. It was reported that funeral vehicles have been unable to gain reasonable access to the church.

It was **resolved** that a letter be sent to the occupiers requesting that they refrain from parking on the road to ensure that access is available at all time and that the Clerk liaises with Durham Constabulary to see if any enforcement action can be taken.

11. DATE OF NEXT MEETING

It was agreed that the next meeting will be held on **Tuesday 14 January 2014** in the **Community Centre, Trimdon** at **7:00pm**.