

TRIMDON PARISH COUNCIL

Minutes of the June Meeting of **Trimdon Parish Council** held in **Trimdon Grange Community Centre** on **Tuesday 10 June 2014** at 7:00pm.

Present: Councillor John Burton (in the Chair) and Councillors Sheila Appleton, Denise Davison, Eileen Dickinson, George Elliott Snr., George Elliott, Margaret Elliott, Ian Quinn, Keith Thompson and Paul Trippett

Anne Delandre, Clerk to the Council, was in attendance and Sergeant Alex Clarke, Durham Constabulary, was in attendance for part of the meeting.

There was one member of the public in attendance.

20. DECLARATIONS OF INTEREST

Sheila Appleton and Denise Davison declared an interest in Agenda Item 11(b) Management of Allotment Sites.

Resolved that the above declarations be noted.

21. APOLOGIES FOR ABSENCE

Apologies for absence were received from Margaret Hughes and Julie Thompson.

Resolved that the above apologies be accepted.

22. PUBLIC PARTICIPATION

There were no questions from members of the public present at the meeting.

23. POLICING IN THE PARISH

Sergeant Alex Clarke, Durham Constabulary, attended the meeting and reported the following crime figures for the period 13 May 2014 – 10 June 2014.

TRIMDON VILLAGE

Burglary (Dwelling) – 2 incidences
Burglary (Other) – Nil
Criminal Damage – Nil
Vehicle Crime – Nil
Violent Crime – Nil
Theft - Nil
Drugs – 1 incident

TRIMDON GRANGE/COLLIERY

Burglary (Dwelling) – 1 incident
Burglary (Other) – Nil
Criminal Damage – 2 incidences
Vehicle Crime – Nil
Violent Crime – Nil
Theft – 1 incidence
Drugs – Nil

It was noted that incidences of Anti Social Behaviour have increased compared to the same period for 2013.

Details of the next PACT meetings were reported. Confirmation also received that the allotment watch equipment has arrived and the Neighbourhood Policing Team will be liaising with allotment holders to carry out the marking of equipment and putting up signage.

Resolved that the above report be noted.

Sergeant Clarke was thanked for his attendance and left the meeting.

24. AUDITOR'S REPORT ON THE 2013-2014 ACCOUNTS

Alan Brown (Alan Brown & Co Accountants) was in attendance to present a report on the Parish Council accounts for 2013-2014. Mr Brown was pleased to confirm that the accounts are in very good order and the Parish Council is in a strong financial position.

It was noted, however that the Parish Council will face increasing financial pressures as a result of the County Council's spending, particularly on community facilities, and the Parish Council has been active in ensuring that it has good reserves to be able to deal with these pressures.

Resolved that the Accountant's report be noted and that the Chairman and Clerk (as the Responsible Financial Officer) be authorised to sign the Annual Return for submission to the External Auditors.

25. MINUTES OF THE ANNUAL PARISH MEETING HELD ON 13 MAY 2014

Resolved that the Minutes of the Annual Parish Meeting held on 13 May 2014 (previously circulated) be accepted as a true record and signed by the Chairman.

26. MINUTES OF THE ORDINARY MEETING HELD ON 13 MAY 2014

Resolved that the Minutes of the Ordinary Meeting of the Parish Council held on 13 May 2014 (previously circulated) be accepted as a true record and signed by the Chairman.

27. UPDATE ON PROGRESS OF RESOLUTIONS FROM THE LAST MEETING OF THE PARISH COUNCIL ON 13 MAY 2014

The Clerk confirmed that in respect of Item 19(b) – Grazing Land at Trimdon Colliery - a response has been received from Durham County Council that there is no indication that the tenant intends to erect any structure on the land given that the agreement is only secure for 12 months. Any structure can only be erected with the County Council's express permission.

Resolved that the above information be noted.

28. PLANNING APPLICATIONS

There were no planning applications for consideration.

Resolved that the above be noted.

29. FINANCIAL

a) Accounts for approval

The following accounts were submitted for payment:

403707	G Smith	42.00	Hire of Rotavator
403708	Northern Tubs Ltd.	259.05	Flower Tubs
403709	Zurich Municipal	3,257.01	Insurance
403710	Trimdon United Juniors FC	200.00	Donation
DD	British Gas	22.26	Floodlights - Trimdon Play Park
DD	Xerox	193.20	Photocopier
DD	Black Horse	335.14	Van Hire
403711	Trimdon Colliery Community Assoc.	2,000.00	Insurance
DD	PWLB	689.84	Mortgage - Cemetery Lodge
DD	Fleet One	489.05	Fuel
403712	Trimdon Station Garden Society	333.00	Garden supplies
403713	CE & CM Walker Ltd.	916.80	Grass Cutting
DD	Northumbrian Water	133.62	Water Rates - Cemetery Lodge
DD	Northumbrian Water	11.49	Water Rates - Allotments, Trimdon Colliery
DD	Northumbrian Water	180.46	Water Rates - Allotments, Trimdon Village
DD	Northumbrian Water	48.29	Water Rates - Allotments, Trimdon Grange
403714	Zurich Management Services	114.00	LCAS Membership Fee
403715	Anne Delandre	40.61	Clerk's Expenses
403716	HMRC	712.12	Tax & NI
403717	Durham County Pension Fund	1,004.57	Pensions
403718	D Jordan	186.00	Security - Skerne Play Park
403719	Design 365 Solutions Ltd	102.02	Website update
DD	Carrs Billington	66.00	Machinery Parts
DD	British Gas	9.20	Floodlights - Trimdon Play Park

The Clerk confirmed the following amendments to the previous month's accounts:

Cheque 40377 – spoilt cheque and re-issued as Cheque 403711
 Cheque 403704 – cancelled cheque and re-issued as Cheque 403708

Resolved that the above accounts be approved.

30. CLERK'S REPORTS

a) Health, Safety and Welfare Policy and Risk Management

The Clerk submitted a draft Health, Safety and Welfare Policy for approval. The Policy recommended that a Health and Safety Sub-Committee be established to have direct responsibility for the general oversight of health and safety within the Council.

Resolved that the draft Health, Safety and Welfare Policy be approved.

Resolved that a Health and Safety Committee be established comprising of Councillors George Elliot Snr., Keith Thompson, Denise Davison, John Burton and George Elliott.

b) Management of Allotment Sites

The Clerk submitted a report seeking approval for a draft Allotment Tenancy Agreement and to address a number of issues at the Trimdon Village Allotment Site.

In respect of the draft Allotment Tenancy Agreement it was recommended that Condition (j) be amended to read "The Tenant must not keep any animals or livestock of any kind on the Allotment, except hens, and ducks ..."

Resolved that with the amendment to Condition (j) as stated above, the draft Allotment Tenancy Agreement be approved.

Resolved that the Clerk to the Parish Council be authorised to sign the Allotment Tenancy Agreement on behalf of the Trimdon Parish Council.

Resolved that the request to have the gate open between Hart View and the allotment site be refused.

Resolved that permission, in principle, be granted for the allocation of the allotment plot adjacent to the Picnic Area, subject to a site visit by the Chairman and Vice-Chairman.

Resolved that approval for the controlled burning of garden produce only during the months of April, September and October be granted.

Resolved that the use of air rifles on allotment sites be refused.

c) Fencing at Elwick View, Trimdon Village

The Clerk submitted a report requesting that repairs be carried out to fencing at Elwick View, Trimdon Village to enable volunteers from the Trimdon Village Community Garden to work with residents to improve the general appearance of the area.

Resolved that the necessary repairs to the fencing at Elwick View be approved.

d) Purchase of Financial System

The Clerk requested permission to purchase the Omega Financial Software Package from Rialtas Business Solutions Ltd (RBS). RBS currently supply financial systems to a number of neighbouring Parish and Town Councils.

Resolved that the Clerk be authorised to purchase the Omega Financial Software Package from Rialtas Business Solutions Ltd., including one day training.

e) Withdrawal of Co-operative Bank Business Payment Services

The Clerk advised that the Co-operative Bank is withdrawing their Business Payment Services and they have recommended that staff now receive their salary via Business Online Banking.

Resolved that the Clerk be authorised to register Trimdon Parish Council for Business Online Banking.

Resolved that the Clerk and Councillors John Burton and George Elliott Snr. be granted access to the online bank account for Trimdon Parish Council.

f) SLCC Cemetery Legal Compliance Course

The Clerk requested permission to attend the SLCC Cemetery Legal Compliance Course to be held in Harrogate on 17 July 2014.

Resolved that the Clerk be authorised to attend the above course.

g) Purchase of new IT equipment

The Clerk gave details of a quotation received from ITC Service Ltd. for the supply and installation of new IT equipment, including anti virus and hard drive back up.

Resolved that the quotation received from ITC Service Ltd. be accepted.

Report for Information

a) Infinis – Wingate Grange Wind Farm Limited

The Clerk reported that a Memorandum of Understanding has been drawn up between Wingate Grange Wind Farm Limited and East Durham College to deal with the arrangements for the management of the Wingate Grange Wind Farm Employability Fund in the event that the proposed Wingate Grange Wind Farm situated to the west of Wingate is approved.

The aim of the Employability Fund is to increase the employability of local people who live within the council wards of Wingate and Trimdon and Thornley and specifically those living in the communities of Wingate, Wheatley Hill, Trimdon(s) and Thornley.

Resolved that the above be noted.

31. CORRESPONDENCE RECEIVED

a) A request for funding has been received from Trimdon Banner Association towards the costs of supporting the banner at the forthcoming Miners Gala.

Resolved Trimdon Banner Association be granted a donation of £350 under the Local Government Act 1972 s.137.

b) A request has been received from Mr Ruecroft, Sedgefield to donate a commemorative seat to his parents to be erected at Trimdon Grange Cemetery.

Resolved that permission be granted to erect the commemorative seat at Trimdon Grange Cemetery.

Correspondence for information

An invitation has been received from St Mary Magdalene Church inviting the Clerk and Members of Trimdon Parish Council to the dedication of New Cemetery Gates at the East End Cemetery at 2:00pm on Friday 18 July 2014.

Resolved that the above invitation be noted.

32. REPORT FROM COUNTY COUNCILLOR PETER BROOKES

Councillor Peter Brookes was unable to attend the meeting but forwarded the following comments:

- AGM held in May and John Robinson elected as Chairman for the year with Jan Blackey from Coxhoe as deputy.
- No changes in Cabinet positions.
- £80M to be saved over next 3 years with £19M in 2015/2014
- Locally, exploring the possibility of establishing a pedestrian accessed viewing area at the top of West Lane opposite the mast.
- Planning application for Broadway Avenue housing application going to Committee on 19 June
- A Health Hub Project for the Trimdons based at Trimdon Grange Community Centre is being explored.

33. COUNCILLOR MATTERS – FOR INFORMATION

- a) Parish footpath between Trimdon Colliery and Deaf Hill requires attention.
- b) Scott Hydon, Sedgefield Harriers, has secured funding for 75 children from the Trimdons to attend an athletics facility for two days during the summer school break. The Clerk is to liaise with the relevant schools to advise that Scott will be contacting them to offer places on the course.
- c) Parish Clerk requested to contact DCC Head of Planning to arrange meeting to discuss future housing developments in the Parish.

Resolved that the above be noted.