

TRIMDON PARISH COUNCIL

Minutes of the **Ordinary Meeting** of **Trimdon Parish Council** held in **Trimdon Grange Community Centre** on **Thursday 12 June 2018** at 7:00pm.

Present: Councillor John Burton (in the Chair) and Councillors Denise Davison, Eileen Dickinson, George Elliott, Margaret Elliott, Rob Gilbert, Bernadette Oliver, Les Oliver, Ian Quinn, Keith Thompson, David Smith and Paul Trippett

Anne Delandre (Clerk to the Council) was in attendance to record the minutes.

17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Margaret Hughes.

Resolved that the above apologies be approved.

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

Resolved that the above be noted.

19. PUBLIC PARTICIPATION

There were no members of the public in attendance.

Resolved that the above be noted.

20. CONSIDERATION OF GDPR

The Clerk advised that it has been recommended that GDPR be included as a standard Agenda item to ensure that the Parish Council is reminded of the responsibility to ensure that it remains GDPR compliant.

She advised that she had withdrawn from entering into a contract with InnovTech as a result of delays in the company assisting the authority with the introduction of GDPR. The Chairman had agreed that the Clerk be paid overtime for a limited period to allow her to prepare the necessary documentation and to commence with the disposal of correspondence. A number of key documents have now been produced including:

- Information and Data Protection Policy
- Inventory of Personal Data Captured, Stored and Processed by Trimdon Parish Council
- Relevant Privacy Notices
- Subject Data Access Form
- Data Security Breach Reporting Form
- Amendments to Allotment/Burial Forms

Resolved that the above be noted.

21. REPORT FROM COUNTY COUNCILLOR PETER BROOKES

County Councillor Peter Brookes was unable to attend the meeting and had forwarded his apologies.

Resolved that the above be noted.

22. MINUTES OF THE ORDINARY MEETING HELD ON 10 APRIL 2018

The minutes of the Ordinary Meeting held on 10 April 2018 had been circulated with the Agenda.

Resolved that the minutes of the Ordinary Meeting held on 10 April 2018 be approved and signed by the Chairman.

23. UPDATE ON PROGRESS OF RESOLUTIONS FROM THE LAST MEETING OF THE PARISH COUNCIL ON 10 APRIL 2018

There were no updates for discussion.

Resolved that the above be noted.

24. PLANNING APPLICATIONS

Notification of Planning Appeal

DM/16/01438/FPA	Land East of Salters Lane Trimdon Village	Permanent retention of traveller site pursuant to planning approval ref 7/2010/0348/DM
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The Clerk advised that notification has been received from Durham County Council of the above planning appeal. This will be dealt with by a hearing procedure – date and time to be confirmed.

Resolved that the above be noted.

The following planning applications were listed for consideration.

DM/18/01230/RM	Lane to the South of Broadway Avenue Trimdon Village	Reserved matters application (all matters) pursuant to DM/15/01714/OUT for 27 dwellings
DM/18/01283/FPA	Garage Block North Moor Avenue Trimdon Colliery	Refurbishment of existing 8 bay garage block and demolition and rebuild of existing 6 bay garage block
DM/18/01436/FPA	25 Broadway Avenue Trimdon Village	Single storey rear extension

Resolved that application DM/18/01230/RM be supported and that no comment be offered in respect of applications DM/18/01283/FPA and DM/18/01436/FPA.

25. FINANCIAL

a) The Clerk detailed expenditure requiring payment by cheque.

Resolved that the payments be approved.

b) The Clerk submitted the schedule of payments made between 1 May 2018 and 31 May 2018.

Resolved that the schedule of payments be approved.

c) The Clerk submitted the schedule of receipts received between 1 May 2018 and 31 May 2018.

Resolved that the above be noted.

d) The Clerk advised that she was unable to provide the bank reconciliation statement (Instant Access Account) as the authority will have either income or expenditure in excess of £200,000 for three consecutive years is currently transferring from accounts based on Receipts and Payment to Income and Expenditure. Rialtas Business Solutions have now recently completed the necessary migration of data and the information will be available for the next meeting.

Resolved that the above be noted.

e) The Clerk advised that she was unable to provide the bank reconciliation statement (Current Bank Account) as the authority will have either income or expenditure in excess of £200,000 for three consecutive years is currently transferring from accounts based on Receipts and Payment to Income and Expenditure. Rialtas Business Solutions have now recently completed the necessary migration of data and the information will be available for the next meeting.

Resolved that the above be noted.

26. CLERK'S REPORTS

a) A Report of the Parish Clerk on the Review of Standing Orders had been circulated with the Agenda, together with a copy of the draft Standing Orders. The draft Standing Orders had been updated to reflect relevant changes to legislation.

Resolved

1. That the report be noted.
2. That the draft Standing Orders be approved.

b) A Report of the Parish Clerk on the implementation of an Information and Data Protection Policy had been circulated with the Agenda, together with a copy of the draft Policy. The Policy has been drawn up under the guidance of the Society of Local Council Clerks.

Resolved

1. That the report be noted.

2. That the draft Information and Data Protection Policy be approved.
- c) The Annual Scarecrow Competition has recently taken place. Disappointingly, only five entries had been received. The results are as follows:

1st Prize:

From Field to Fork

Highly Commended:

'What time do you call this?'

Flick the Fairy and Her Unicorn Flicks

John the Schoolboy

Least we Forget

Resolved that the above be noted.

- d) A quotation has been received from Peart Fencing Ltd to re-position the barrier and install steel bollards at Hart View Allotment Site, Trimdon Village. This work will reduce the levels of fly-tipping and anti-social behaviour on the site.

Resolved that the quotation be noted.

27. CORRESPONDENCE

- a) A request has been received from the Friends of Deaf Hill School for a donation towards the East Durham Rural Corridor Ribbon Poppies.

Resolved that the request be refused.

- b) A Thank You Card has been received from Trimdon Brass Band for the recent Parish Council financial donation.

Resolved that the above be noted.

- c) An email of thanks has been received from Trimdon Grange Community College Association for the recent Parish Council financial donation.

Resolved that the above be noted.

- d) A letter of thanks has been received from Trimdon Community College Association for the recent Parish Council financial donation.

Resolved that the above be noted.

- e) A letter of thanks has been received from the Great North Air Ambulance Service for the recent financial donation.

Resolved that the above be noted.

- f) A letter of thanks has been received from Trimdon United Juniors FC for the recent financial donation.

Resolved that the above be noted.

- g) A copy of Trimdon Community College Association's invitation letter to Armed Forces Day had been circulated with the Agenda.

Resolved that the above be noted.

28. COUNCILLOR MATTERS – FOR INFORMATION ONLY

It was reported that the Planning Application for new housing and Health Centre in Trimdon Village had recently been deferred by Durham County Council's Planning Committee as a result of a lack of information regarding the provision of a Health Centre. Paul Trippett is to organise a meeting with DCC Planning & Assets Team to progress this.

Resolved that the above be noted.