

TRIMDON PARISH COUNCIL

Minutes of the Ordinary Meeting of **Trimdon Parish Council** held in **Trimdon Grange Community Centre** on **Thursday 13 March 2018** at 7:00pm.

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

Anne Delandre (Clerk to the Council) was in attendance to record the minutes and County Councillor Peter Brookes was in attendance to report on County Council matters.

117. APOLOGIES FOR ABSENCE

Apologies for absence were received from George Elliott, Margaret Elliott and David Smith.

Resolved that the above apologies be approved.

118. DECLARATIONS OF INTEREST

The Clerk reminded everyone present of their obligation to complete and submit their Register of Interest Forms, which need to be sent to Durham County Council's Monitoring Officer.

Resolved that the above be noted.

119. PUBLIC PARTICIPATION

There were no members of the public in attendance.

Resolved that the above be noted.

110. MINUTES OF THE ORDINARY MEETING HELD ON 1 FEBRUARY 2018

It was agreed that the minutes of the meeting be agreed as a true record, to be signed by the Chairman.

Resolved that the above be noted.

111. UPDATE ON PROGRESS OF RESOLUTIONS FROM THE LAST MEETING OF THE PARISH COUNCIL ON 1 FEBRUARY 2018

Cashpoint at Co-operative, Church Road, Trimdon Village – the Clerk advised that she had contacted the Co-operative and had received confirmation that there is no intention for the Cashpoint to be removed. It was noted that the Cashpoint is now operational.

Resolved that the above be noted.

Planning Application DM/16/00107/OUT: request for proposed Health Centre to be re-located to the centre of the village on the old school site – the Clerk advised that she had written to

Stuart Timmiss, DCC Head of Planning and Assets, but had not yet received a response. County Councillor Peter Brookes advised that he would contact Mr Timmiss direct.

Resolved that the above be noted.

Proposed closure of Barclays Bank at Sedgefield – It was reported that a representative from the MP's office had met with representatives from Barclays. Barclays had advised that only 200 of their customers who bank at Sedgefield were not in a position to access their bank details by other methods ie online banking etc. All 200 had been contacted and given advice and reassurance regarding using the Post Office as an alternative to having to visit a Barclays branch.

Resolved that the above be noted.

112. PLANNING APPLICATIONS

DM/18/00034/OUT	Land to the East of Greenfields Salters Lane Trimdon Village	Outline planning permission for up to 40 dwellings (40 shown on indicative plans) with all matters reserved except access
DM/18/00132/FPA	3 Langdale Oval Trimdon Colliery	Change of use of land to side from amenity land to residential and erection of single storey side Extension (garage and driveway)
DM/18/00281/FPA	Land adjacent to 30 Jasmine Crescent	Change of use from amenity use to domestic garden
DM/18/00630/TCA	72 Front Street South Trimdon Village	Removal of 1 no. leylandii

Resolved

1. That the Parish Council objects to Planning Application DM/00034/OUT on the basis that the proposed site is outside of the village boundary
2. That no action be taken on Planning Application DM/18/00132/FPA
3. That Planning Applications DM/18/00281/FPA and DM/18/00630/TCA be determined following further consultation with the Chair

113. 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 February 2018 and 28 February 2018.

Resolved that the schedule of payments be approved.

- c) The Clerk submitted the schedule of receipts received between 1 February 2018 and 28 February 2018.

Resolved that the schedule of receipts be approved.

- d) The Clerk submitted the bank reconciliation statement (Instant Access Account) for the period ended 28 February 2018. This was cross referenced with the Bank Statement.

Resolved that the bank reconciliation statement (Instant Access Account) be approved and the Chairman sign the Bank Statement as confirmation of the balance.

- e) The Clerk submitted the bank reconciliation statement (Current Bank Account) for the period ended 28 February 2018 2018. This was cross referenced with the Bank Statement.

Resolved that the bank reconciliation statement (Current Bank Account) be approved and the Chairman sign the Bank Statement as confirmation of the balance.

114. CLERK'S REPORTS

- a) A report on the introduction of the General Data Protection Regulation had been circulated with the Agenda. It was acknowledged that it is imperative that Trimdon Parish Council prepares, as much as is practicable, for the introduction of the regulation on 25 May 2018.

Resolved

1. That the report be noted.
 2. That the Clerk continues to liaise with NALC (via the County Durham Association of Local Councils) and SLCC regarding further guidance and model documentation.
 3. That the Clerk be authorised to attend any necessary training courses and has access to the SLCC webinars.
 4. That the Clerk be authorised to approach suitable companies offering a service to parish councils to ensure that they are compliant with GDPR.
 5. That Members receive appropriate training on the obligations of GDPR on Trimdon Parish Council.
- b) A report, together with a draft Document Retention and Disposal Policy had been circulated with the Agenda.

Resolved

1. That the report be noted.
 2. That the draft Trimdon Parish Council Document Retention and Disposal Policy be approved.
- c) A report on the Local Government Transparency Code 2015 had been circulated with the Agenda. Part 2 of the Code sets out the information that is recommended is published by town and parish councils with a gross annual income or expenditure over £200,000.

Resolved

1. That the report be noted.
 2. That the information recommended by the Code be published on the Trimdon Parish Council website and a hard copy made available, upon request, and receipt of the appropriate payment.
- d) Appointment of Seasonal Gardener – the Clerk requested authorisation to advertise and appoint a Seasonal Gardener for the Summer 2018 season.

Resolved

1. That the request to appoint a Seasonal Gardener be approved.
2. That a Job Vacancy for a Seasonal Gardener be advertised in the Parish Noticeboards and on the Parish Council website.

3. That the closing date for return of applications be 23 March 2017.
4. That the salary paid be the 'Durham Living Wage' of SCP10 on the NJC Pay Scale.
5. That interviews be held on 3 April 2017 – interviews to be carried out by the Clerk and Senior Grounds Person.

- e) The Clerk confirmed that a quotation had been received from Amberol Limited for the replacement of 3 no. Barrel Planters.

Resolved that that the quotation from Amberol Limited be accepted, following consultation with the Chairman.

- f) The Clerk confirmed that a quotation had been received from D Jordan for the cleaning of the bus shelters in the ownership of Trimdon Parish Council.

Resolved that the quotation from D Jordan be accepted, following consultation with the Chairman.

115. CORRESPONDENCE

- a) A letter received from Ron Hogg (Durham Police, Crime and Victims' Commissioner) regarding Police Engagement with Local Councils had been circulated with the Agenda.

The Clerk advised that she had sought clarification from Ron Hogg regarding his assurance that Town and Parish Councils can expect local officers, when requested, to attending meetings to discuss the issues within the area, and had been advised that such requests were intended to be on an ad hoc basis, when there is a particular issue, and it is not expected that there will be a local officer in attendance at every meeting.

The Clerk confirmed that Inspector Sarah Honeyman had been in contact with her and they had agreed to liaise on a regular basis to discuss any issues within the parish – elected members are encouraged to either contact the Police direct with any concerns or refer them to the Clerk who will then pass them onto the Police.

Resolved that the above be noted.

- b) A request has been received from Thornhill Primary School for a donation towards the County Durham School Benevolent fund to assist disadvantaged children with school clothing and shoes.

Resolved that a donation of £250 be approved under the Local Government Act 1972 S.137 regulations.

116. COUNTY COUNCILLOR UPDATE

County Councillor Peter Brookes reported on the following issues:

- DCC Highways staff were to be congratulated for ensuring that the main routes had been kept open during the recent snow and inclement weather
- Litter pick organised for 17 March 2018 – leaving from Malvern Crescent along the old railway line
- The Gym at Trimdon Community College has recently been re-furbished to a very high standard with a financial contribution from the AAP
- AAP is to offer financial support to paint the exterior of Trimdon Village Library

117. COUNCILLOR MATTERS – FOR INFORMATION ONLY

- It was reported that the Street Sign to St Mary Magdalene Church requires replacing following the installation of a new lamp post on Salters Lane
- A site visit to view the parking problems at the Doctor's Surgery in Trimdon Colliery is still outstanding

Resolved that the above be noted.