



## **Coxhoe Parish Council Meeting Minutes: Events, Environment and Finance Committee**

Date & Time: Monday 9 September 2019 at 6.00pm

Venue: Coxhoe Village Hall

Councillors Present: K Simpson (Chair), S Dunn, K Lowes, K Pounder, C Thirlaway.

Also present: one resident, three representatives of St Andrew's and a representative of Quarrington Hill Community Centre; C Llewelyn (Parish Clerk).

### **EEF30 To receive apologies and to approve reasons for absence**

Apologies were received from Councillors D Brown and J Smith, and from K Williams (Administration Assistant). **Resolved (A)** apologies were received and accepted.

Councillor Simpson advised that under Standing Order 10a(vi) she would bring forward items 9 and 10 to directly after item 6 and would move forward item 12b to directly after item 10; this was **Resolved (B)**.

### **EEF31 Declarations of interest in items on the agenda**

No interests were declared.

### **EEF32 To confirm the minutes of the meeting held on 15 July 2019**

**Resolved** the minutes of the Events, Environment and Finance Committee held on 15 July be approved, confirmed and signed as an accurate record.

### **EEF33 Public participation**

Nothing was raised under public participation.

### **EEF34 Feedback from community organisations in relation to events**

The representative of Quarrington Hill Community Centre said the summer fair had been very well attended and raised over £600. **Resolved** the information is noted.

### **EEF35 Discuss ideas and opportunities for promoting events**

No discussion.

### **EEF36 To consider other parish council events**

A report had been circulated with the agenda.

### **Remembrance Day**

Councillor Simpson advised that the wreaths had been ordered and that she will be in touch with St Andrew's about the commemoration. It was **Resolved:**

- (A) to talk to Coxhoe Village Hall Association about arrangements.
- (B) to discuss the involvement of Coxhoe History Group and other groups such as the school and Scouts.
- (C) Councillor Dunn and the Clerk will arrange the PA and buy microphones and cables as necessary.
- (D) to delegate to the Clerk and the Vice Chair to make the arrangements.

### **Christmas Tree Lighting**

The Clerk had circulated a report with the agenda which gave an update on organisation to date. Councillor Lowes is still making enquiries about Puffing Billy for this year or potentially next year. The representative from Quarrington Hill Community Centre said they do not hold an event. It was **Resolved:**

- (E) Councillor Dunn and the Clerk to assess Christmas lights and whether more are needed.
- (F) the school to be asked to take part.
- (G) the format was agreed.
- (H) the event to be called Christmas Tree Lighting and Carols.
- (I) the Clerk to check use of Coxhoe Village Hall as a contingency.
- (J) the Superintendent Minister of St Andrew's is happy to lead community singing.
- (K) Councillor Simpson will arrange a competition at the primary school for a child to turn on the lights if possible assisted by Santa, and a special switch.
- (L) pending considerations from the Safety Advisory Group, there will be a cake stall, baked and staffed by volunteers.

### **Merchant Navy Day (Review)**

It was **Resolved (M)** the committee supports marking the day in the same way next year.

### **VE Day 2020**

The representative from Quarrington Hill Community Centre said there are currently no plans for this. Resolutions were made at the parish council meeting on 4<sup>th</sup> September. It was **Resolved:**

- (N) the Clerk to investigate indoor venues if needed due to bad weather.
- (O) the Clerk and Councillor Lowes to investigate music/bands and make bookings.

### **Other suggested events**

It was **Resolved (P)** the committee is interested in hosting an event in Coxhoe, potentially on the cricket field, as part of the Brass Festival 2020.

It was further **Resolved (Q)** the report was noted.

### **EEF37 Community calendar and photo competition**

The following were **Resolved:**

- (A) Officers to ensure forms get to businesses in both villages for the Christmas window competition.
- (B) calendars to be sold for £2.50.
- (C) Councillors will meet at 6.00pm on Thursday 3 October to judge the competition.

### **EEF38 Coxhoe Churchyard**

The Clerk had circulated a report with the agenda, including some photos sent by a resident. Residents present at the meeting made representations including that the

Churchyard and sensory garden are a mess; anti-social behaviour is a big concern; trees round the perimeter are hiding gravestones; the paths are poor and there is no pathway access to some graves, and some graves are sinking. Councillor Dunn said the sensory garden is to be replenished by the county council and the Scouts and that he would advise the Police of problems in the Churchyard.

The following were **Resolved**:

**(A)** the Clerk to discuss with the grounds maintenance contractor bringing forward the perimeter cuts arranged for approximately the end of October.

**(B)** the Clerk to talk to the Church about them addressing the sinking graves.

**(C)** Councillor Dunn and the Clerk to discuss potential limestone paths with the quarries.

**(D)** the council to explore options for the Churchyard.

**(E)** the committee notes the report.

### **EEF39 Consider the council's budget for the financial year 2019 to 20**

Consider projected and committed budget

A copy of the council's budget had been circulated with the agenda. Councillor Dunn made comments about the budget and potential costs for the cricket field. It was

**Resolved**:

**(A)** the committee will look at the precept in November ready for discussion by full council.

**(B)** the committee notes the budget.

Consider the three year forward budget

**Resolved (C)** Councillor Dunn and the Clerk will work on the template for the three year forward budget.

Consider the budget in relation to events

**Resolved (D)** that the budget in relation to events was noted.

### **EEF40 To consider matters related to the council's fireworks display**

The Clerk gave a verbal update. It was **Resolved** that the committee notes progress and endorses the authority of the Clerk to continue planning for the event.

### **EEF41 Update on parish council land ownership and lease arrangements**

The Clerk advised that she is still to check title registers. It was **Resolved** the update is noted.

### **EEF42 Update and review of activity in the parish in relation to the environment**

The Clerk had circulated a report with the agenda.

Cricket Ground

Councillor Dunn said he has spoken to the county council about moving and arranging the access gate. **Resolved (A)** Councillors Dunn and Lavelle to meet with the Clerk and Administration Asst to discuss and complete funding applications.

Villages' Appearance and Cleanliness

Councillor Dunn said that the county council have been addressing issues in Coxhoe for the past week or so. Residents said litter is an issue.

**Resolved (B)** the Clerk to arrange tidying up of the trees on Coxhoe village greens.

**Resolved (C)** the Clerk to arrange a cut at Bower Court.

**Resolved (D)** the Clerk to send a letter to takeaway businesses in Coxhoe to ask for help and ask for their ideas to combat litter and including a poster they can display.

Quarrington Hill Sculptures

**Resolved (E)** the committee notes resolutions from 4<sup>th</sup> September council meeting.

Coxhoe Village Green feature

**Resolved (F)** to note resolutions previously agreed by council.

Land by Basic Cottages

The Clerk declared an interest in this item.

Councillor Dunn said that residents are to look at plans. **Resolved (G)** the information is noted.

Hanging baskets and planters

The Clerk had requested feedback on the baskets and planters. Councillor Dunn said that County Councillors would like to work with the parish council to provide more planters. The following were **Resolved**:

**(H)** the Clerk to advise the contractor that there had been positive feedback but it was also felt that there could be more colour and bigger flowers in the hanging baskets.

**(I)** Councillors to let the Clerk know where they would like to see more planters.

War Memorial

The Clerk explained funding from the War Memorials Trust. Discussion took place about the Memorial not being solid and not complete with all names. The following were

**Resolved**:

**(J)** the community and organisations including Coxhoe History Group to be consulted.

**(K)** the Clerk to seek designs and quotes.

**Resolved** the report and activity are noted.

**EEF43 Date and time of next meeting**

Monday 11 November 2019 at 6.00pm at Coxhoe Village Hall.

Meeting closed 8.15pm.

**Certified as a True Record:**

**Chair (Sign)**

**Date**