

## **Minutes of the meeting held on Tuesday 13<sup>th</sup> March 2007 at Coxhoe Village Hall.**

F Burn in the chair

Present: G Shotton, J Ashford, D Smith, J Taylor, S Dunn, P Dodsworth, B Hepplewhite, T Duffy and D Carruthers

Apologies for absence: M Crathorne

Minutes of the previous meeting were agreed and signed as a true record.

### **280. Police Report**

PC Ogilvie was unable to attend the meeting and the Clerk presented the report.

Rowdy Nuisance – 4 reported incidents in Coxhoe – all youth related.

6 reported incidents in Quarrington Hill – 4 youth related, 1 neighbour related, 1 disorder related.

Vehicle Nuisance- No reported incidents in Coxhoe.

2 reported incidents in Quarrington Hill – both motorbike related.

Assault - 1 reported incident – 22/02/07 common assault at Coxhoe Sports Centre (believed caused by air weapon)

Theft - 3 reported incidents– 01/03/07 – theft of gas cylinders at Steetley Terrace, 06/03/07 – theft of settee from yard at Coronation Terrace, 11/03/07 – theft of mobile phone at Commercial Road

Burglary - 1 reported incident – 16/02/07 – attempted garage burglary at The Grove – no property taken

Criminal Damage – 4 reported incidents – 26/02/07 – damage to door at Church Street, Coxhoe, 28/02/07 – damage to door at Co-operative Terrace, 05/03/07 – damage to lock at Blackgate East, 08/03/07 – arson to wheelie bin at Sanderson Street.

Other Issues - The village has been the focus of increased patrols and there appeared to be a substantial reduction in youth related incidents. There had been a significant number of alcohol seizures from youths that had been stopped, with follow up enquiries in an attempt to trace the source of the alcohol. This work will continue in the future.

**Resolved:** the details of the report were noted.

### **Matters Arising**

#### **281. Traffic Calming Measures –Coxhoe**

Works had now commenced at the traffic lights and further works would follow next week. A complaint had been received from Mr Gatenby concerning the works to be carried out near his shop. The Clerk had contacted Gordon Wingrove and the County Council were actively investigating the issues raised.

**Resolved:** the details were noted and the Parish Council wished the works to go ahead as planned.

### **282. Quarrington Hill Stones**

The stones had now been cut by the quarry and the signs delivered to them. It was hoped that the works would be carried out by the end of the month.

**Resolved:** the details were noted.

### **283. Tree Planting**

The County Council grant had now been received for these works

**Resolved:** the details were noted.

### **284. Hearing Aid Loop**

After further enquiries the proposed hearing aid loop would not meet our requirements

**Resolved:** the purchase is deferred pending works at the Village Hall.

### **285. Quarrington Hill Allotments**

The Clerk had obtained a substantial reduction in the current charge. Northumbrian Water advised that to prevent further problems a locking stop tap chamber could be installed at an estimated cost of £270

**Resolved:** an order is placed for these works to be carried out in October 2007.

### **286. Willow Cottages Allotments**

The Clerk had met with a company concerning the provision of a water supply to the allotments and estimated costs were expected soon, at which time a bid for funding could be made for all works

**Resolved:** the details were noted.

### **287. Election Packs**

A timetable had now been received for the May election. Surprise was raised concerning the short period of time between the notice and nominations having to be made.

**Resolved:** the Clerk to contact the City Council to confirm the details.

### **288. Coxhoe Village Signs**

No word had been received to date on the grant application.

**Resolved:** the details were noted.

### **289. Doctors Surgery Coxhoe**

A response had not yet been received from the PCT and the importance of this issue was again discussed

**Resolved:** to contact the PCT again highlighting the importance of a new surgery to the Parish Plan.

### **290. Speed Signs**

Varitex had been unable to attend the meeting but had made an offer of a visit to their premises to view their products.

**Resolved:** a visit is to be made in the near future to Varitex's premises.

## **Correspondence**

### **291. Planning Applications**

The following planning application had been received: Erection of a detached single garage to the side of the existing dwelling house, 92 The Grove, Coxhoe

**Resolved:** no objections were made to this application.

### **292. Freedom of Information Act**

A leaflet of the act had been provided as a basic guide for compliance for first tier Councils and was circulated by the Clerk

**Resolved:** the details were noted.

### **293. Parish Councillors Guide**

A new version of the guide had now been published.

**Resolved:** to purchase a copy of the publication.

### **294. Development of a play policy/strategy**

The City Council were providing a workshop on the 19<sup>th</sup> March to promote this strategy

**Resolved:** Councillor Hepplewhite to attend.

### **295. Local Government Review**

A further update had been received from Durham County Council and copies were circulated for all Members

**Resolved:** the details were noted.

### **296. Insurance Policy**

Renewal details were provided for the Council's insurance policy and a risk assessment was carried out on the required cover.

**Resolved:** (i) to increase the level of cover for public liability and fidelity guarantee (ii) where the level of premium was out of proportion to the value of the asset to remove the asset from the policy (iii) to request from Coxhoe Banner Group up to date details of the value of the banner for insurance purposes.

## **Any Other Business**

### **297. Hanging Baskets**

The contract for the provision of floral decorations was due for renewal. This service was currently provided by Thinford Nurseries. A discussion followed on the supply of this service for 2007.

**Resolved:** due to the high quality of the current service and the short time period before the service was required, financial regulations be waived on this occasion and the Clerk be authorised to negotiate the service from Thinford Nurseries for 2007.

### **298. Grazing land at Coxhoe**

A licence was currently in place for land leased by the Council for grazing. The rental had not been reviewed for some time.

**Resolved:** notice be given to the current tenant that the rental be reviewed from April 2008

### **299. Risk Assessments**

The Clerk had produced a full risk assessment and financial management document for the Council that had been circulated previously.

**Resolved:** a sub group is to be set up to carry out risk assessments on an ongoing basis.

### **300. Quality Parish Council Scheme**

The Clerk had produced a document on the requirements of this scheme that had been circulated previously

**Resolved:** (i) the Council were committed to obtaining quality status and work would be carried out during 2007/08 to this end (ii) the Clerk to provide a full timetable for the requirements (iii) training be provided for the Clerk as required to achieve the necessary qualification.

### **301. Parish Meeting**

Proposals for the Parish meeting were discussed.

**Resolved:** the Parish meeting to be held at 6:30 on Tuesday 10<sup>th</sup> April immediately prior to the monthly Parish meeting,

### **302. Coxhoe Together**

Councillor Dodsworth provided an update of works being co-ordinated by Coxhoe Together.

(i) an architect had been appointed to develop plans for improvements to the Village Hall;

(ii) a grant had been applied for in respect of heritage works in the churchyard;

(iii) a master plan was being drawn together for improvements to the village;

(iv) plans were now in place for Coxhoe United to hold a fun day/football festival in the village on the 23<sup>rd</sup> June;

(v) there had been some initial vandalism to the planters provided in the village. A quote had been received from Thinford Nurseries for £196 to replenish the planters.

**Resolved:** (i) the details of the report were noted (ii) it was agreed that the Parish Council and Coxhoe Together would equally split the cost of the replacement shrubs for the planters (iii) Coxhoe Together and the Quarrington Hill Village Partnership be requested to give regular updates to future Parish Council meetings.

### **303. Coxhoe Co-op**

A complaint was received that the trolley cover at the Co-op was poorly lit

**Resolved:** The Clerk contact the Co-op manager to advise him of the problem.

**304. Coxhoe Churchyard**

Concern was expressed about the number of cars being parked in the churchyard car park and thus crossing the pavement area.

**Resolved:** the Clerk to contact the PCC expressing the Parish Council's concerns.

**305. Takeaway Food Shops in Coxhoe**

Concern was expressed at the level of litter being left outside of these establishments each night.

**Resolved:** the Clerk to write to each relevant business expressing the Parish Council's concerns and requesting nightly checks to be carried out.

**306. Accounts**

The Clerk circulated details of the up to date budget position for discussion.

The Clerk detailed the accounts for payment and the following were approved:

NEREO	Training course	£31.73
Northumbrian Water	Quarrington Hill Allotments	£6.60
Gardening Services	Winter maintenance works	£950.00
N King	Salary	£353.07
N King	Reimbursement Admin costs	£5.52
P Taylor	Installation of seat	£80.00

**Resolved:** details of the up to date budget position were noted and approved.

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Signed as a true copy of the meeting ..... Chairman

..... Clerk

(Pages 59 – 63 inclusive) ..... Date