



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Full Council
Date	Wednesday 3 rd December 2014
Time	7.00pm
Venue	Coxhoe Village Hall

Minutes of the proceedings of the Coxhoe Parish Council meeting held at 7.00pm in Coxhoe Village Hall, on Wednesday 3rd December 2014.

Attendance: Councillors; S Dunn, B Hepplewhite, T Rowe, C Hogarth, W Lavelle, A Plews and T Gorman, K Pounder and C Thirlaway. **Absent:** Cllr's P Dodsworth (Chairman) and K Simpson. Apologies were received for Cllr P Dodsworth and K Simpson.

Other: The Clerk Mr G Price, Durham County Councillor M Plews. Parishioners 1, Police: 0.

In the absence of the Chairman S Dunn Chaired the meeting.

115. Declarations of Interests:

Cllr. S Dunn declared an interest in all matters relating to Future Leisure in Coxhoe (FLIC) and Coxhoe Primary School.

Cllr. W Lavelle declared an interest in all matters relating to FLIC and Coxhoe Village Partnership (CVP).

Cllr. B Hepplewhite declared an interest in all matters relating to Coxhoe Village Hall, Coxhoe History Group and Coxhoe Village Partnership.

Cllr. C Hogarth declared an interest in all matters relating to Quarrington Hill Allotments.

Cllr. T Rowe declared an interest in Coxhoe Surgery.

Cllr K Pounder declared an interest in all EDRC AAP, LCC, CDALC, Quarrington Hill CC and Quarrington Hill Village Partnership.

116. Representations from Residents of the Parish. None

117. Police and Neighbourhood Wardens Report.

No report was received from the police. Members requested the Clerk to contact the Police for any update concerning the break-ins at Coxhoe Allotments.

118. Minutes of the meeting held on the 5th November 2014.

A member advised that he was noted as absent from the meeting whilst he had provided apologies. The Clerk advised that new standing orders recorded those present and those absent from the meeting. It was **resolved** that Standing orders be changed to permit the recording of those members who provided apologies for the meeting.

A minor correction was noted in the minutes and would be adjusted by the Clerk. It was **resolved** that the minutes provided a true record and accurate record of the meeting and were signed by the Chairman.

119. Clerk's Report on matters raised from the previous meeting.

The clerk gave a verbal report on the matters raised at last meeting and the actions taken and responses received. It was **resolved** to accept the Clerk's reports.

Arising from that report, it was **resolved** to proceed with the repair of the display sign in the Churchyard and consult with the CVP on this matter. It was **resolved** to order a Notice Board for Quarrington Hill in the council colour of Blue.

120. Durham County Councillor's report.

M Plews had provided a comprehensive written report that was circulated. She added that issues with the Icelandic Bank were resolved and that the Council had introduced a policy on the Living Wage. The Chairman gave his congratulations to DCC on implementing this policy.

121. Community Reports.

I. Quarrington Hill Village Partnership. No report was received.

II. Quarrington Hill Community Centre. No report received.

III. Coxhoe Community Partnership. No report was received.

IV. Coxhoe Village Hall

Representatives advised that the centre had received a grant for Notice Boards.

The computers were now being used by the public and will be set up to control against misuse. The Hop will assist in the purchase of new back drop curtains for the stage. Thanks were given to the County Cllr's who have provided £2,000 to improve the toilets. Events; Little Red Wagon (live band) on the 14th December and Ceilidh dance to come. It was **resolved** to accept the report.

V. Active Life Centre Coxhoe.

Representatives advised that the idea of implementing a Bio-mass boiler was shelved. The project to install Solar Panels on the roof is still proceeding.

Sales for the Xmas dance have exceeded break-even. A Pantomime is scheduled and sales for the New Year's Eve dance are also going well.

It was **resolved** to accept the report.

VI. Young People including Coxhoe Youth Room.

Representatives advised that the application to Awards for All was now resubmitted.

It was **resolved** to accept the report.

VII. Quarrington Hill Front Street Regeneration Group. Members requested that the Quarrington Hill Front Street Regeneration Group is included in future agendas. The group last met on the 13th November and sculpture options were discussed. Funding for this project was to be submitted and the group meets again on the 13th December. The Clerk advised that the planning application for the scheme had been submitted.

122. Correspondence for Information and Action.

a) The Clerk advised of the information received from DCC concerning the Fly-tipping campaign which was circulated to members. Notification of this was also posted on the Website and Facebook for wider circulation.

b) The Clerk advised of the information received from Groundwork NE & Cumbria who were seeking work placements for people who were finding it difficult to gain work experience. It was **resolved** for the Clerk to progress this matter with Groundwork with the possibility of engaging a candidate.

c) Members received the December newsletter from CDALC and requested the Clerk to enroll the council for the Quality Scheme.

d) Members received the information from DCC concerning the temporary road closure (for repairs) of the A177 at Tursdale Roundabout. This matter was also posted on the Website and Facebook for further circulation.

e) Members received the notification of the removal of the public call box at The Grove in Coxhoe.

f) The Clerk advised of the information received from DCC concerning the 'Durham Ask' campaign which sought to engage with local councils on the future transfer of services and assets to local councils. It was resolved for the Clerk to reply to the Community Assets team advising of the councils interest in taking over such services/assets as; Public Rights of Way (grounds maintenance), Church Yard (grounds maintenance) and other aspects of grounds maintenance in the parish, Quarrington Hill Allotment Site, Quarrington Hill – Kings Wood and the open spaces (grounds maintenance) at the boundary with Parkhill.

g) Members received the Neighbourhood Protection report for October 2104 from DCC. Members expressed concern at the lack of action on dog fouling in Coxhoe. In discussing this matter it was **resolved** for the Clerk to collate information on the cost of purchasing Dog bags, additional dog bins (red ones), servicing of dog bins and the spray marking templates.

h) Members received the information concerning the proposed Parking Restriction forwarded by DCC Highways. It was resolved for the Clerk to contact and arrange a site meeting were further concerns and suggestions from members could be discussed.

- i) The Clerk advised of the information received from DCC concerning the opportunity to receive a grant of £500 for environmental works. He advised that an application was now submitted for the village green to purchase and plant floral bulbs.

123. Coxhoe Chronicle. It was resolved that the production of the quarterly newsletter would transfer to the Clerk and the schedule produce would provide a template for the Clerk to follow. The Clerk would price up the cost of Microsoft Publisher (with 3 licenses) as this would be required to undertake the production of the newsletter.

124. Cornforth Lane Road Closure. IT was **resolved** for the Clerk to send reminder to DCC Highways of meeting to progress the issue of the Cornforth Lane Road Closure.

125. Relocating the Power supply for the Memorial Lights to Coxhoe Village Hall.

It was **resolved** for the Clerk to write to Coxhoe Village Hall on this matter outlining the anticipated costs of electricity to be incurred should this transfer be agreeable. Until such time when an agreement is reach the matter will be deferred.

126. Revised Standing Orders for the Council.

The Clerk advised that the revisions were completed and it was **resolved** to accept these Standing Orders.

127. Resurrection of the Tip Liaison Meeting.

Members advised that problems of Vermin were persisting in area and a section of fencing needed to be removed. Cllr M Plews advised that DCC was running the site but local residents had no contact to raise concerns. An update on what was happening could be an article for future Coxhoe Chronicle edition.

128. Facebook.

The clerk had circulated a draft policy on 'Social Media and Electronic Communication Policy'. It was resolved for the Clerk to amend this policy to include 'Twitter' and to revise paragraph 7.

129. Council Tender Documents.

The Clerk had prepared tenders for Grounds Maintenance, Hanging Baskets and Floral Containers and Photocopier. Some amendments were to be added as well as changes to quantities and schedules. These documents to be circulated to all members for information and further feedback.

130. Planning Matters.

Applications submitted or under consideration.

Planning Proposal DM/14/03467/FPA at 56 Ashbourne Drive, DH6 4SP. Proposal, the erection of first floor extension to side of existing building. **No objections raised.**

Planning Proposal DM/14/02852/FPA at the former Coxhoe Pottery site for 31 No. dwellings. This matter was resubmitted and with amendments. The Clerk advised that the plans showed amendments to the parking and highways but the layout of the development remained the same and therefore the previous objections should still stand.

Planning Applications Approved.

Planning Proposal DM/14/02743/FPA for the Erection of two storey pitched roof extension to rear of existing dwelling at Bogma Hall Farm DH6 4EN was now approved.

The Clerk further advised of the planning hearing for the development of 101 dwellings at Land to the East of Prospect Place Commercial Road East Coxhoe by Hellens Groups Ltd would take place one 9th December at 1pm in Council Chambers, County Hall. It was resolved for the Clerk to forward a letter to planning expressing an interest in Section 106 funding if approved to contribute to the leisure and arts development on the village green in Coxhoe.

131. Finance.

i. Schedule of payments for November distributed for member's approval.

Payee	Category	Withdrawal	Deposit
Current Account Opening Balance -£167.25			
	Transfer (6/11/2014)		500.00
HMRC	VAT Refund (Period 01/08/11 to 02/07/14)		9,177.24
HMRC	VAT Refund (Period 01/07/14 to 31/10/14)		9,518.34
Coxhoe History Grp.	WW1 Event	620.18	
Clerk	Salary	1,439.92	
Clerk	Postage	12.72	
HMRC	TAX & NI	465.98	
Three	Mobile Telephony	28.79	
QH Com Association	Wreath (Re-issue)	18.00	18.00
Coxhoe V Hall	Wreath	20.00	
CiT Vendor Finance	Photocopier Lease	135.42	
Total Business Grp.	Stationery	226.44	
Total Business Grp.	Photocopier Usage	101.61	
	Totals	3,069.06	19,213.58
Current Account Balance £15,977.27			
Deposit Account Balance £5,505.33			
Total Balances £21,482.60			

Members **resolved** to approve the above schedule of payments (vouchers 400875 to 400883).

ii. National Association of Local Councils Pay Award 2014-2016.

The Clerk had circulated to members the information concerning the pay award. It was **resolved** that this be approved.

iii. Precept Setting for 2015/2016.

The Clerk had circulated information outlining the councils anticipated balance for the year ending and future year's expenditure using more up-to-date information. In preparing the precept calculation the Clerk recommended an increase of 7.5% as this would help to restore balances. In considering the anticipated expenditure a motion to 'discontinue the financial support to Future Leisure in Coxhoe was motioned'. A vote was taken and this motion was lost. In setting the precept members put forward 2 motions; a 3.5% or 7.5% increase. It was **resolved** to proceed with a 3.5% increase to the precept.

132. Notice Boards.

It was **resolved** to purchase a unit when finance available for Quarrington Hill in Blue colour with banner and the parish logo to be included.

Due to time limitation the following items were deferred to the next meeting of the council. Neighbourhood Planning – Service Level Agreement; Clerk's Report and Exclusion of Press and Public - Appointment on Internal Auditors.

133. Date and time of next meeting.

7th January 2015 at 7pm in Coxhoe Village Hall.
The meeting closed at 9.25pm.

Signed on 7th January 2015 as a true record of the meeting.

Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice-Chairman)