



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Full Council
Date	Wednesday 6 th January 2016
Time	7pm
Venue	Coxhoe Village Hall

Minutes of the proceedings of the Coxhoe Parish Council meeting held at 7.00pm in Coxhoe Village Hall on Wednesday 6th January 2016.

Attendance: Councillors; S Dunn, T Plews, W Lavelle, C Hogarth, E Thompson, K Simpson, R Mayo and C Thirlaway

Apologies: K Pounder and T Rowe. **Absent:** B Hepplewhite.

Other: The Clerk Mr G Price, DCC Cllrs J Blakey and M Plews, PC M Olgivie and PCSO T Crozier. 1 Parishioner.

172. Declarations of Interests:

Cllr. K Simpson declared an interest in all matters relating to Coxhoe Primary School.

Cllr. C Hogarth declared an interest in all matters relating to Quarrington Hill Allotments and the Kingswood Community Group.

Cllr. E Thompson declared an interest in all matters relating to Kingswood Community Group.

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

Cllr. W Lavelle declared an interest in all matter relating to FLiC and Coxhoe Community Partnership.

Cllr. R Mayo declared an interest in all matter relating to the Coxhoe Community Partnership and Coxhoe Village Hall

173. Police and Neighbourhood Wardens Reports.

PC M Olgivy introduce PCSO Tom Crozier who has recently join the area and will be covering Coxhoe, Kelloe and Quarrington Hill.

The police report highlighted a number of incidents that primarily related to motor vehicle incidents (theft from vehicles and criminal damage). He advised that the past three months had recorded a higher number of incidents perhaps related to the dark nights where opportunities for crime were increased. He advised that all concerned should ensure vehicles and outer buildings are locked and no valuables left on display in vehicles as this was attracting opportunists.

The Chair advise of the next Chronicle publication which could carry a message from the police to parishioners on actions they could take to help reduce criminal activity and perhaps erect Neighbourhood Watch signs in the area to deter crime. Members **resolved** to accept the police report.

Members enquired about the main crossroads and the concerns of traffic running through red lights. PC Olgivy advised that they were aware of the concerns raised last month and both the police and DCC Highways were investigating this matter. The sequencing of lights is an issue that will be examined as it was causing traffic to back in the main road and this could be a cause of making drivers impatient. PC Olgivy also advised that the police commitment along Cornforth Lane would continue.

174. Representations from residents of the parish.

A parishioner provided a written apology on protocol from the last meeting but went on to raise concerns regarding the behavior of a Councillor and the administration of the Quarrington Hill Village Partnership and Community Association.

The chair advised that some valid points were raised. It was agreed for the Clerk to request attendance of a Parish Representative at meetings of the Quarrington Hill Community Association.

175. Minutes of the meeting held on the 2nd December 2016. It was **resolved** that the minutes provided an accurate record of the meeting and were duly signed by the chair.

176. Minutes of the Meeting with Quarrington Hill Allotment Holders held on the 8th November. It was **resolved** that the minutes provided an accurate record of the meeting and were duly signed by the chair.

177. Minutes of the Neighbourhood Plan Meeting held on the 16th December 2016. It was **resolved** that the minutes provided an accurate record of the meeting and were duly signed by the chair with the addition of the action points.

178. Clerks report on matters raised the previous month. Report was circulated at the meeting. The clerk provided a brief update of matters circulated in the briefing.

Arising from the report Cllr Kay Simpson expressed an interest in supporting the Clerk on progressing the condition of St Mary's Church Yard. It was **agreed** that the Clerk would liaise with Cllr Simpson on all matters relating to the Church Yard.

The Clerk advised of resignation of Cllr Tony Rowe. This would be reported to DCC Electoral Service to commence the process of recruiting a new Councillor. This resignation created the need to appoint a new Banking signatory. It was **resolved** that Cllr R Mayo would undertake this duty.

The Chair requested the Clerk to forward a letter of thanks to the outgoing Councillors T Rowe and P Dodsworth for their contributions to the parish council.

179. Durham County Councillors report.

Cllr M Plews advised that things had been rather quiet during seasonal break but the DCC Budget would be issued next week for consideration. The link to this report would be sent to the parish clerk. The Chair expressed concern that Children and Youth Service may be reduced and lost from Coxhoe and this may be an issue that the parish would need to replace.

Consultation on the Northern Power House is to be released. A further meeting on the closure of the DLI Museum will be scheduled as will the review of Teaching Assistants.

Some 2% increase from central government is expected to cover assist in Social Care costs but this is perhaps insufficient when considering the problems in County Durham.

Cllr M Plews advised that a more detailed report will be provided for the next parish meeting.

Cllr's M Plews and Jan Blakey left the meeting.

180. Report of the Children and Young Peoples Service Coordinator. A report from the C&YPSC was circulated for information. This will be discussed at the meeting arranged with the Youth Strategy Team on the 11th January 20156.

181. Report of the Investing in Children. A report was circulated for members' information and this will be discussed at the Youth Strategy Meeting on the 11th January 2016.

182. Community reports.

- i. **Quarrington Hill Village Partnership.** No report was received.
- ii. **Quarrington Hill Community Centre.** No report was received.

- iii. **Quarrington Hill Front Street Regeneration Scheme.** The chair advised that Section 106 funds of £14,000 were now released as was the CDCF grant of £5,000. It was **agreed** to request the funds are transferred to the parish council as soon as possible. The site Licence from DCC was release and accepted by the council enabling the council to erect the sculpture on the land. This land will need to be added to the council's assets register. It is anticipated that the sculpture will be erected in early March. A meeting was held on site with Durham City Home regards siting of sculptures on their land. They are liaising with tenants on this matter. The group will hold its next meeting on the 18th January 2016. A meeting is requested with the contractor regarding the floral bed.
 - iv. **Coxhoe Community Partnership.** No report was received.
 - v. **Coxhoe Village Hall.** A brief report was provided that advised that some £10,000 had been spent on refurbishment work that excluded the heating. They are working towards a system whereby the staff can run the building without daily input from the management committee. Assistance from the parish Clerk was sought with the recently registered HMRC payroll tools. This was **agreed**.
 - vi. **Active Life Centre Coxhoe.** Members advised that new year's party was sold-out. A new pricing structure with increased charges is in place. Change to the minimum wage will have a significant impact on the centre in the next few years.
 - vii. **Youth Strategy.** This group will meet on the 11th January 2016. The chair gave thanks to those members who assisted Amanda in collecting information from young people.
 - viii. **Kingswood.** The next meeting of the group is 27th January 2016 following the DCC Steering Group meeting that should provide news of progress of transfer date. The group had met with and discussed issues of Horse riding with those who regularly rode horses through Kingswood and this proved useful to allay concerns. Their cooperation was forthcoming in keeping Kingswood paths fit for all user groups. The clerk was requested to seek release of the Delivering Differently grant from DCC to the group in advance to purchase equipment.
 - ix. **Village Atlas.** The clerk advised that no news of progress was received.
 - x. **Quarrington Hill Allotment Site.** Notice of the Delivering Differently application for funds being declined was received, though this matter is being challenged with DCC being asked to reconsider/reappraise the application. The Vice Chair advised that they had been in contact with Tarmac to request assistance with clearing the land ready to extend the allotments but had not received a reply from them at the time of this meeting.
- 183. Member's reports from meetings attended.**
- I. **CDALC.** Members had attended the recent CDALC meeting papers will be circulated by the clerk. Information was received from NALC concerning the reshuffle of external Auditor with the option for councils to opt in/out of the nominated Auditor. It was **resolved** that delegated authority be given to the Clerk and Vice Chair on this decision due to the time limitations involved.
 - II. **EDRCAAP.** The chair advised that a call out for projects was circulated by the AAP.
- 184. PP2.** No action.
- 185. Neighbourhood Planning.** Minutes of the Neighbourhood Plan meetings to be circulated by the clerk.
- 186. Hanging Basket Review.** The clerk advised that the initial call for ideas received little response. Further ideas and suggestions are needed as well as estimate costing for schemes. The clerk would write up a schedule of ideas for consideration and to get costs from Ouston Parish Council of their floral beds around their estates and village entrance signs etc.

- 187. Seating at entrance to the Grove Estate.** The clerk advise that he had received a costing from a company to make up a seating unit. It was **resolved** for the Clerk and Vice Chair to determine the unit, order an install.
- 188. Car Parking.** The Chair advised that no contact had been made with Mr Gatenby regarding the possible use of the land to the rear of his premises. The Cooperative had made a reply advising that a scheme to extend/join the carparks was under consideration for financial support by head office.
- 189. Land Transfers.** The chair advised that DCC had replied on the sale costs of a number of sections of land. As per the information distributed it was **resolved** for the Clerk, Chair and Vice Chair to proceed with the;
- i. Purchase of Quarrington Hill Village Green at cost of £270.
 - ii. Purchase of Coxhoe Parcels (shown edged red on the map) supplied by DCC at cost of £1,600 + £600 advertising and legal costs.
 - iii. Part of the former railway line (parcel 50256) at cost of £100 with rejection of the licence and have as purchase only.
 - iv. The suggested purchase price of £6,000 for the old mineral railway line be rejected and this is pursued as a joint venture with our neighbouring parishes under the Durham Ask campaign if their interest is confirmed.
 - v. The triangle of land next to 1 Tyneside Cottages may be of interest to the property owner, if this is declined by them then it be included in the transfer request.
 - vi. The transfer will also seek to include the strip of land (highway verge) for the erection of second railway gate.
 - vii. Finally, a lease for the land that DCC wishes to exclude from the transfer at a cost of £600 but without the 6 monthly break clause stated. This break clause negates the purpose of the lease and therefore the council will request to have this removed from the conditions.

It was **resolved** to proceed with the advertising and disposal of these parcels of land and completion of transfer as outlined above.

- 190. Recording of Council Meetings.** The clerk advised that he was unable to purchase a Go-Pro Video Camera to record council meetings during the transfer of Bankers. This will be progressed now the new account is running.
- 191. Correspondence for Information and Action.**
- a) **CDALC Newsletter – December Edition.** Members received copy of this.
 - b) **DCC C67 Cornforth Lane Notice of Traffic Calming Installation.** Members received this notification.
 - c) **Sam Clarkson – Fun Fair enquiry.** It was resolved that the Clerk reply seeking further information on such a proposal.
 - d) **DCC reply on the DLI Museum.** Members received the reply from DCC.
 - e) **DCC reply on the Car Wash operations.** Members received the reply and commented that sand bagging was a poor attempt to resolve this issue.
 - f) **DCC reply on the old School Building.** Members received the reply.
 - g) **CDALC – Royal Garden Party nominations.** It was **resolved** the the Chair and partner be put forward.
 - h) **LCR – Winter Magazine.** Members received this edition.
 - i) **DCC Road Works to Roundabout.** Members received this information.
- 192. Review of Standing Orders.** Several amendments were considered and agreed that related to draft agenda, draft minutes. It was **resolved** that these amendments be made and the next review of the Standing Orders be scheduled for December 2017 or earlier should revisions be forthcoming from the NALC.

193. Review of Financial Regulations. Several amendments were considered and agreed that related to minor matters of referencing; member's involvement and referencing to the Standing Orders. It was **resolved** that these amendments be made and the next review of Financial Regulations be scheduled for December 2017 or earlier should revisions be forthcoming from the NALC.

194. Finance.

a) The schedule of payments for December was distributed for member's approval.

It was **resolved** that the accounts presented to members be accepted this included all due payments, receipts, Direct Debits and account transfers.

b)

Payee	Category	Debits	Credits
Unity Trust Bank	Interest		0.81
DCC	PP3 Grant		806.00
Kelloe Parish	Printing		85.18
Zurich Insurance	Claim Settlement		350.00
M Hogarth	Allotment Rent		30.00
D Foster, P Foster (2) & R Wilson	Allotment Rent		120.00
DCC Section 106	Quarrington Hill EIP		14,000.00
Quarrington Hill Community Centre	Purchase of Poppy Wreath	18.00	
Coxhoe Village Hall	Purchase of Poppy Wreath	20.00	
Mastercopy	Photocopier Usage	182.64	
HMRC	November PAYE	615.17	
Village Hall		1,000.00	
Quarrington Hill Community Centre	Premises Rent for Parish Council	40.00	
G Smith	Xmas Lights	1,088.00	
Altogether Greener	Grounds Maintenance	1,685.60	
A Hitchens	Salary	1,076.84	
G Price	Salary	1,517.71	
Mastercopy	Photocopier Usage	387.30	
HMRC	December PAYE	615.17	
Three Mobile	Telephony	29.41	
Three Mobile	Telephony	30.00	
4 Allotment tenants	Quarrington Hill Allotments		120.00
Scottish Power	Memorial Lighting	18.28	
Coxhoe Crusaders (Netball)	Section 137	200.00	
Northumbrian Water	Quarrington Hill Allotments	12.78	
	Totals	£8,536.90	£15,511.99

c) Reconciliation of Accounts. The Clerk provided the chair with a reconciliation of accounts against the latest bank statements which were approved and signed by the chair.

d) Budget Performance Report. The Clerk had circulated in advance details of the budget spending profiles to date.

195. Planning matters.

i. Planning Applications for Consideration.

DM/15/03751/FPA	Mr & Mrs Greenwell 53 Ashbourne Drive, Coxhoe DH6 4SW	Two storey extension to rear and insertion of first floor window to side of existing dwelling.
DM/15/03762	Durham County Council, Coxhoe Primary School DH6 4EJ	Extension to provide three additional classrooms, additional car parking and hard surface play area. This was fully supported by the council.
DM/15/03812/FPA	Mr A Varty, Landsdowne House, 64 Landsdowne Road, Coxhoe DH6 4DL	Conversion of communal Hall to four-bedroom bungalow.

No objections or concerns were raised to the above proposals.

ii. Planning Applications consider and now approved.

DM/15/02878/FPA	Ms S Brain, 9 Church Street, Coxhoe DH6 4DD.	Non - illuminated Signs
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iii. Planning Applications consider and refused.

DM/15/03098/FPA	Mr. D Seymour, Land to the rear of Bogma Hall Avenue, Coxhoe DH6 4EW.	Cattle and general purpose shed for agricultural use.
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196. Exclusion of the Press and Public.

Members consider the correspondence received from the Clerk regarding the council's pensionable contribution and his intended resignation. It was **resolved** that the council's pensionable contribution rates would be upheld and in view of this decision the clerk's resignation be accepted to take place on the 30th September 2016.

197. Date and time of next meeting.

The next meeting of the council would be on the 3rd February 2016 starting at 7pm in Coxhoe Village Hall. The meeting closed at 9.30pm.

Signed on 3rd February 2016 as a true record of the meeting.

Cllr. S Dunn (Chair)

Cllr. C Hogarth (Vice-Chair)