



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

Date & Time: Monday 15 July 2019 at 6.00pm

Venue: Coxhoe Village Hall

Councillors present:

S Dunn (Chair), B Hepplewhite, K Lowes, K Pounder.

Also present: three Councillors from Cassop-cum-Quarrington Parish Council; two representatives of St Andrew's and a representative of Quarrington Hill Community Centre; C Llewelyn (Parish Clerk), K Williams (Administration Assistant).

As the Chair of the Committee was not present, it was **Resolved** that Councillor Dunn was approved as Chair for the meeting.

EEF17 To receive apologies and to approve reasons for absence

Apologies were received from Councillors D Brown, W Lavelle and C Thirlaway. **Resolved** apologies were received and accepted.

EEF18 Declarations of interest in items on the agenda

No interests were declared.

EEF19 To confirm the minutes of the meeting held on 13 May 2019

Resolved the minutes of the Events, Environment and Finance Committee held on 13 May be approved, confirmed and signed as an accurate record.

EEF20 Public participation

Nothing was raised under public participation.

EEF21 Presentation on planning applications by Claire Teasdale (Durham County Council)

DM/18/03884/VOCMW Thrislington Quarry

DM/19/00025/MIN Cornforth East Quarry

DM/19/00026/MIN Cornforth West Quarry

DM/19/00039/FPA Cornforth West Quarry

DM/19/01133/VOCMW Tarmac Trading Ltd

DM/19/01134/VOCMW Tarmac Trading Ltd

DM/19/01135/VOCMW Tarmac Trading Ltd

The parish council had delegated the authority to this committee to consider and make any response to the above applications at its meeting on 3 July. The Principal Planning Officer from Durham County Council talked through the above planning applications which are amendments to existing permissions, meaning that the principle of development on the sites is established. Questions were raised about existing permissions. Questions were asked about the churchyard, sinkholes and dust at Quarrington Hill; C Teasdale advised that any complaints should be reported to the county council planning department. The parish council has asked the Parochial Church Council for updates. **Resolved** the committee noted the presentation of the applications.

The Principal Planning Officer was thanked for her time.

EEF22 Feedback from community organisations in relation to events

The representative of Quarrington Hill Community Centre said the centre is being used more often. They are looking for summer holiday activities next year and have reviewed policies and hiring agreements. More people are interested in being trustees and they are forming an events committee. Councillor Dunn will provide information about funding opportunities. **Resolved (A)** to add the land next to the centre to the agenda for the next parish council meeting.

The representatives of St Andrew's said they are well supported by other churches in the villages. They arrange several events throughout the year including a Christmas concert and have a big coffee morning every Saturday and worship and gospel singalong on Sundays. They would like more support at their carol singing each year and want to work with other organisations.

Resolved (B) the information is noted.

EEF23 Discuss ideas and opportunities for promoting events

Community Calendar

The Clerk advised that a page has been set up on the parish website for this and is to be updated. **Resolved (A)** the information is noted.

It was **Resolved (B)** the council will order 100 calendars at a cost of up to £250. This will come from Local Government Act 1972 Section 137 funds with the benefit being community engagement. It was **Resolved (C)** the Clerk to arrange a photo competition to find the 12 photographs for the calendar, and this will be publicised soon through the website and social media, and in September's Chronicle.

Bunting

It was **Resolved (D)** the Clerk to report to the next committee meeting a detailed plan for location and timing of bunting in both villages for next summer so this can be budgeted for.

EEF24 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. It was **Resolved:**

(A) officers to approach companies who advertise in neighbouring village newsletters about advertising in the Chronicle.

(B) to charge county councillors for featuring in the Chronicle.

(C) The Clerk advised there may be overspend on bank charges; IT, phone and website; office equipment; mobile phones; financial assistance due to playgroup. There may be a potential overspend on youth salaries due to recruitment and training. There is already an overspend on insurance.

(D) there is an overspend as land valuations to be placed in Administration code.

(E) there may be an underspend in officer salaries but the committee would not recommend changing the budget amount at the moment.

(F) the Clerk to arrange separate cost centres for cricket field and fireworks display.

(G) the committee noted the Clerk has submitted a VAT return.

Consider the budget in relation to events

Discussion took place over the fireworks display budget. It was **Resolved (H)** that the budget in relation to events was noted.

At 8.30pm the Chair requested members' agreement, as per Standing Order 3(v), to extend the meeting beyond the standard 2-hour period. **Resolved (I)** that Standing Order 3(v) be invoked

and the meeting continue.

EEF25 To consider matters related to the council's fireworks display

The Clerk had circulated a planning report with the agenda. The Clerk continues to explore speakers and councillors

The following were **Resolved**:

(A) officers to send information about the fireworks display to neighbouring parishes for them to distribute.

(B) the committee notes progress and endorses the authority of the Clerk to continue planning for the event, taking into account Safety Advisory Group advice, a traffic management report and the needs of contractors.

(C) the display can open at 4.30pm, the Clerk to book the PA and arrange the road closure from the GP surgery towards Active Life.

(D) Coxhoe School to be approached to find out if they wish to provide parking.

(E) officers to contact Cornforth Community Partnership to see if they would wish to provide community transport.

EEF26 To consider other parish council events

A report had been circulated with the agenda.

Remembrance Day

It was **Resolved**:

(A) the commemoration to be planned in a similar way to previous years.

(B) to delegate to the Clerk and the Vice Chair to make the arrangements.

Christmas Tree Lighting

It was **Resolved**:

(C) the Clerk is authorised to make expenditure on this 'Winter Fair' event up to £170.

(D) the Clerk is to submit a Safety Advisory Group form and apply for a street trader licence if required.

(E) the Clerk to find out whether a lantern parade is possible.

Merchant Navy Day

It was **Resolved**:

(F) the parish council will mark the day in the same way as last year.

(G) the Scouts to be invited.

VE Day 2020

It was **Resolved**:

(H) to take proposals to the full parish council.

(I) the Clerk to approach local organisations to find out their plans.

Annual parish paths walk and suggested events

It was **Resolved (J)** Councillor Hepplewhite will ask her husband if he would lead and talk about various locations on an annual parish paths walk.

EEF27 Review of parish council land ownership and lease arrangements

The Clerk had circulated a list of parish council land ownership and lease arrangements. The following were **Resolved**:

(A) the Clerk to check all title registers.

(B) the report was noted.

EEF28 Update and review of activity in the parish in relation to the environment

Cricket Ground

The Clerk advised the asbestos is cleared and the roof installation is beginning. **Resolved (A)** the committee approves a payment of £4,975.80 net to the asbestos contractor.

Resolved (B) the committee approves a payment of £1,825.00 to Ray Lawson Joinery for roofing supplies.

Resolved (C) the progress is noted and funding applications are to be made to seek funding for the work required.

Villages' Appearance and Cleanliness

Dog dirt, dogs off leads at Quarrington Hill and tipper trucks on Red Briar Road were discussed. Councillor Dunn advised those present to email him as county councillor. No other issues were raised.

Land Inspections

Resolved (D) to defer to next meeting.

Coxhoe Village Green feature

Resolved (E) to note that the full council had agreed to refresh the quote.

Land by Basic Cottages

Resolved (F) to note that the full council had agreed to ask Groundwork to work with residents.

EEF29 Date and time of next meeting

Monday 9 September 2019 at 6.00pm at Coxhoe Village Hall.

Meeting closed 8.45pm.

Certified as a True Record:

Chair (Sign)

Date