



## **Coxhoe Parish Council Meeting Minutes: Environment Committee**

Date & Time: Monday 19 November 2018 6.00pm

Venue: Coxhoe Village Hall

Councillors present:

C Thirlaway (Chair) S Dunn, B Hepplewhite, K Pounder, J Smith.

Also present:

C Llewelyn, Parish Clerk.

One member of the public was present for part of the meeting.

### **E9 To receive apologies and to approve reasons for absence**

Apologies were received from Councillor Simpson. **Resolved** apologies were received and approved.

### **E10 Declarations of interest in items on the agenda**

No declarations of interest were received.

### **E11 To confirm the minutes of the meeting held on 15 October 2018**

The minutes of the meeting had been circulated with the agenda. It was **Resolved** that the minutes be approved, confirmed and signed as an accurate record.

### **E12 Public participation**

No members of the public were present at this point.

### **E13 Environment Committee Terms Of Reference**

The Clerk had circulated a draft document and some examples from other Parish Councils. Councillor Dunn proposed accepting the draft Terms of Reference. Members **Resolved (A)** to approve the draft Terms of Reference for the Clerk to present to the next full Council meeting. Councillor Smith proposed that the Council would benefit from delegating more powers to committees; **Resolved (B)** this to be discussed at the next AGM.

### **E14 Review of parish council land ownership and lease arrangements**

The Clerk has not yet obtained the lease for St Mary's Churchyard. Members **Resolved (A)** Councillor Dunn to ask about this alongside queries he is making about the cricket field. Members discussed land at Prospect Place in Coxhoe and **Resolved (B)** to place this on the agenda for the next full Council meeting.

### **E15 Update and review of activity in the parish in relation to the environment**

Cricket Ground

Councillor Dunn had spoken to the builder but said he is still to make progress on other actions. The Clerk advised that two more quotes have been received for asbestos removal.

### St Mary's Churchyard

Councillor Dunn and the Clerk advised they will chase up with Durham County Council (DCC) about the path. Councillor Hepplewhite said she would like to see the panels replaced and that funding opportunities are likely to be available.

### Parking Update

Councillor Dunn and the Clerk advised they will chase up with DCC.

### Villages' Appearance and Cleanliness

Councillor Dunn said he has spoken to County Durham Homes about the stones, trees at Belle Vue roundabout and has arranged for a grit bin to be placed at the bottom of Belle Vue. Councillor Smith suggested trees would be best at the bottom of the street by the planter. Councillor Dunn said he has chased up about a licence for the sculpture at Hawthorn Crescent. Councillor Thirlaway said he is making further enquiries about the former Co-op site.

### Village Greens' Power Supplies

This was covered in the extraordinary meeting earlier this evening.

### Wildflower Planting

The Clerk advised the Grounds Maintenance Contractor has sown the seeds. Councillor Dunn said that the DCC Officer needs a plan of the sown areas to avoid using weed killer and he will provide this.

The resident raised grass cutting at Quarrington Hill Butcher's Field and the park; Councillor Dunn said he will report this to Durham County Council. The resident said the hedge is not being cut by the chicane on the allotment road. Councillor Dunn said he will investigate who is responsible for this.

Members **Resolved** the information on activity in relation to the environment is noted.

### **E16 grounds maintenance contract**

The Clerk had prepared a schedule for the tender process. Members **Resolved (A)** documents are to be discussed and agreed at the December and January Council meetings; the tender process will begin immediately after the January meeting with responses to be received by 12pm on 30 January; the successful contractor will be agreed at the 6 February meeting. Members **Resolved (B)** the quotes are to be requested as a menu or potential tasks or areas and not as a whole contract.

### **E17 Date and time of next meeting**

The next meeting is Monday 19 November at 6.00pm in the Parish Room, Coxhoe Village Hall.

The meeting closed at 6.40pm.

Certified as a True Record:

Chair (Sign)

Date