

Minutes of the meeting held on Tuesday 13th February 2007 at Coxhoe Village Hall.

F Burn in the chair

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

Apologies for absence: B Hepplewhite, M Crathorne and T Duffy,

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

246. Police Report

PC Ogilvie was unable to attend the meeting and the Clerk presented the report
Rowdy Nuisance – 7 reported incidents in Coxhoe –, 3 youth related, 1 licencing related, 2 community related, 1 noise related

7 reported incidents in Quarrington Hill – 5 youth related (snowballs), 1 neighbour related, 1 disorder related

Vehicle Nuisance- 2 reported incidents in Coxhoe – 1 parking related, 1 road related

2 reported incidents in Quarrington Hill – 1 parking related, 1 motorbike related

Assault - 3 reported incidents – 31/01/07 common assault at Front Street Quarrington Hill. 03/02/07 common assault at Coxhoe Sports Centre. 08/02/07 common assault at Front Street Coxhoe

Theft - 2 reported incidents– 24/01/07 – theft of milk churn from Willow Cottages, Coxhoe. 26/01/07 – theft of cigarettes and cash at Front Street, Quarrington Hill

Burglary - No incidents reported

Criminal Damage – No incidents reported.

Other Issues - A positive reduction in criminal damage. An increase in patrols on a weekend to combat youth related issues.

Coxhoe Together had met with the Police and as a result there would be increased patrols and signs in the churchyard and sensory garden. Bar codes on confiscated beer cans would help to determine the seller of alcohol. Following a meeting between Councillor Dodsworth and Pat Varley, lighting problems were highlighted at the Church, Village Hall and Co-op. A report was to be produced as a result. Concern was expressed that CCTV had not been in operation at the Sports Centre but it should now have been repaired.

Resolved: (i) A joint meeting with interested parties and the Crime & Community Safety working group would be arranged for the near future. (ii) the Clerk to contact the City Council relating to concerns over CCTV coverage.

Matters Arising

247. Green Belt Land

Following concerns over development on green belt land, City Councillor Hoplewhite had received confirmation that the land in question was not deemed suitable for development in the Local Development Framework

Resolved: the details were noted

248. Traffic Calming Measures –Coxhoe

Confirmation had been received that works for the current year had been ordered and would proceed. Costs had been agreed.

Resolved: the details were noted.

249. Budgetary Issues

(i) The County Association had now passed details to their national legal department for opinion on the sale of assets and a response was expected soon.

(ii) All tenders had now been received for grasscutting works for the oncoming year and were discussed in detail.

(iii) A letter had been received from Coxhoe PCC relating to their contribution towards maintenance works. A discussion followed relating to the works in both villages.

(iv) CAB had confirmed that they will continue the service on a once monthly basis in each village. The charge from April will increase to £26 per hour

Resolved: (i) the details were noted (ii) the tender from TP Gardens be accepted subject to satisfactory confirmation of insurance requirements and a site visit (iii) annual contributions towards churchyard maintenance of £1000 from each PCC be requested (iv) the CAB proposal for 2007/08 be accepted.

250. Quarrington Hill Stones

There had been no progress with the quarry for supplying the stones. Confirmation had been received that a grant of £750 would be payable towards the cost of these works

Resolved: the Clerk to contact the Quarry to progress the matter and if necessary find alternative suppliers.

251. Tree Planting

Tree planting had been successfully carried out and publicised at Coxhoe. The cost of trees had exceeded the grant payment by £80.10.

Resolved: the details were noted. Coxhoe Together would contribute 50% of the additional costs involved.

252. Hearing Aid Loop

Details had been received of a portable induction desk loop system supplied by Connevans.

Resolved: the Clerk to order the system as soon as possible.

253. Salt Bins

An order had been placed for a salt bin in Cornforth Lane

Resolved: the details were noted.

254. Coxhoe Village Green

Details had now been received on how to go about designating land as a village green.

Resolved: this issue be highlighted in Coxhoe Chronicle and people be asked their opinion of the future of the green.

255. Quarrington Hill Allotments

A letter had been received from Northumbrian Water highlighting the Parish Councils responsibility relating to this water supply.

Resolved: the Clerk to write to allotment holders highlighting the problem

256. Willow Cottages Allotments

There was considerable interest in these allotments and two had been recently let. A problem arose relating to possible asbestos fencing in the area and an estimate had been received for its removal.

Resolved: a further estimate to be requested for these works and an order placed as soon as possible

Correspondence

257. Planning Applications

The following planning applications had been received:

(a) Erection of detached double garage to rear of property and creation of new driveway at 31 Church Street, Coxhoe

(b) Erection of 2 storey pitched roof extension to front of existing dwelling house at 7 David Terrace, Quarrington Hill

(c) Erection of car port with first floor pitched roof extension to side of existing dwelling house at 10 Oakwood, Coxhoe

Resolved (i) further details to be requested from the planning office for item (a).

(ii) No objections were made to items (b) and (c)

258. Election Packs

Notification of election packs for the forthcoming parish council elections had been received from the County Association and details were circulated to Members

Resolved: details were noted and booklets would be displayed when they were received

259. Building Schools for the Future

The latest information leaflet was circulated to Members

Resolved: the details were noted

260. Local Government White Paper

The latest details on the County Council bid for unitary status were provided

Resolved: the details were noted

261. Durham Tees Valley Airport

A request had been received for a link from the Parish Council website to the airport and associated travel websites

Resolved: work is carried out to set up the link

262. Durham Necklace Park

Details were received and circulated regarding the mapping of the park

Resolved: the details were noted

263. Accommodation Needs of Gypsies

Details had been received relating to an electronic form for completion on this topic.

Resolved: the details were noted

264. Local Transport Plan – Funding Your Paths

An information leaflet and questionnaire had been received from the County Council and was circulated

Resolved: the questionnaire to be completed and returned

265. Code of Conduct

Details had been received on a consultation document on proposed amendments to the national code of conduct

Resolved: the details were noted

266. Coxhoe Village Signs

An application for funding was to be made by Coxhoe Together to go forward with this project

Resolved: the details were noted

Any Other Business

267. Code of Practise for Handling Complaints

A draft code of practise had been previously circulated to Members and the details of the document were discussed.

Resolved: the document was approved and duly adopted by the Parish Council as their code of practise for handling complaints

268. Disciplinary Policy

A draft disciplinary policy had been previously circulated to Members and the details of the document were discussed.

Resolved: the document was approved and duly adopted by the Parish Council as their disciplinary policy.

269. Grievance Policy

A draft grievance policy had been previously circulated to Members and the details of the document were discussed.

Resolved: (i) the document was approved and duly adopted by the Parish Council as their grievance policy. (ii) it was agreed to set up a Grievance and Disciplinary Committee at the annual general meeting

270. Financial Regulations

A draft document of financial regulations had been previously circulated to Members and the details of the document were discussed.

Resolved: the document was approved and duly adopted by the Parish Council as their financial regulations.

271. Contract of Employment

A draft contract of employment for the Parish Clerk and comparative documents had been previously circulated to Members and the details of the document were discussed.

Resolved: (i) the document was approved and signed by the Chairman and Clerk (ii) a level of Clerks allowances for the current financial year was agreed at £200.

272. Joint Stocks Liaison Meeting

Confirmation was received that the next meeting would be on the 15/02/07 at Quarrington Hill

Resolved: the details were noted

273. Doctors Surgery Coxhoe

A request was received to determine the proposals for a replacement surgery

Resolved: the Clerk to contact the PCT for details

274. Annual Report

There was a discussion on the production and distribution of an annual report

Resolved: the annual report would be presented to April meeting of the Council and would subsequently be distributed to every household in the Parish area.

275. Speed Signs

There was a discussion on the use of these signs in the future

Resolved: to invite Varitex to do a presentation of their product at the next Parish Council meeting

276. Dog litter bin

A dog litter bin had previously been requested at Landsdowne Road, opposite the surgery, but it had not been provided to date

Resolved: The Clerk to contact the City Council and ask them to action this request.

277. Zebra Crossing - Coxhoe

It was also felt that it would be beneficial to have some railings on the side of the road both above and below the crossing on Front Street East

Resolved: to contact the County Council to investigate this issue

278. Accounts

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

A Hill & Sons	Supply of trees	£446.62
Groundwork East Durham	Advise & design	£2693.10
N King	Salary	£353.07
N King	Reimbursement Admin costs	£25.85
Quarrington Hill Community Association	Donation	£300.00
N King	Annual Allowance	£200.00

279. Licence for Coxhoe Village Hall

A letter had been received from Coxhoe Village Hall Association regarding the Parish Council's licence for the room in the property. Councillors Burn, Carruthers and Dodsworth left the room and took no part in the discussion that followed

Resolved: to arrange a meeting between the Parish Council and the Village Hall Association to discuss the matter as soon as possible

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Signed as a true copy of the meeting Chairman

..... Clerk

(Pages 53 – 58 inclusive) Date