

## **Minutes of the Coxhoe Parish Council meeting held on Tuesday 10<sup>th</sup> July 2007 at Coxhoe Village Hall.**

S Dunn in the chair

**Present:** G Shotton, D Smith, J Taylor, R Mayo, C Thirlaway, and K Pounder

**Apologies for Absence:** P Dodsworth, B Hepplewhite, J Beecham, and C Wigham

### **07.22. Minutes from Meeting held on 12<sup>th</sup> June 2007**

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

### **07.23. Police Report**

PCSO's Wilkinson and Bennett attended and presented the report, the details of which were noted.

Rowdy Nuisance – 6 reported incidents in Coxhoe – 3 youth related, 1 neighbour related, 1 disturbance related, and 1 intelligence related.

12 reported incidents in Quarrington Hill – 2 neighbour related, 4 youth related (formal warnings have been issued), 5 dispute related, 1 noise related.

Vehicle Nuisance- 4 reported incidents in Coxhoe – all parking related.

3 reported incidents in Quarrington Hill – all motorbike related.

Assault - 1 reported incident – assault at Malcolm Avenue, Quarrington Hill on 08/07/07 – known suspect, ongoing enquiry.

Theft - 2 reported incidents – 20/06/07 shoplifting Co-op, Coxhoe and 28/06/07 theft of motor vehicle at West Terrace, Coxhoe.

Burglary - No reported incidents

Criminal Damage – 3 reported incidents – 26/06/07 – damage to motor vehicle at Petterson Dale, Coxhoe, 02/07/07 – damage motor vehicle at Hawthorn Crescent, Quarrington Hill, 04/07/07 – damage to motor vehicle at The Avenue, Coxhoe.

Drugs - No reported incidents

Other Crime- No reported incidents

Other Issues - Since the completion of the Bowburn Streetsafe initiative, active patrols to address issues raised in relation to youth nuisance within the villages have taken place. Issues raised concerning Willow Court and Lansdowne Road and the churchyard have received primary focus and there have been a number of alcohol seizures.

There has been damage to the nature reserve at Quarrington Hill due to motorbikes. Action would be taken.

Excessive rubbish being tipped on Red Briar Bank. Police to discuss with Paul Parker.

Damage had occurred at Cassop School. Investigations were ongoing.

### **07.24. Points to Note**

The following details were noted:

#### **a) Coxhoe Village Signs**

A meeting had taken place with the artist and Durham County Council and four sites had been approved in principle. Designs were now to be made and the project was moving forward.

#### **b) Insurance facilities**

The Clerk had passed on the relevant details to the County Association, but the response from other Councils had not been as expected.

## **07.25. Reports of the Clerk**

The Clerk reported on the following issues and the details were noted:

### **a) Traffic management**

Following the meeting with the County Council, details had now been provided concerning the Tarka and Avenue schemes and schemes now proposed for Quarrington Hill that would hopefully be funded by the County Council. The Police had objected to the build out on the Avenue scheme

**Resolved:** i) The Clerk to send thanks to the County Council officers and Councillor Morgan for their help in moving these projects forward quickly ii) a complaint be sent to the Police concerning the lateness of their objections on schemes iii) a request be made that Quarrington Hill representatives be present at any site meeting on the Quarrington Hill/Cassop proposal iv) a further meeting be held with the County Council to provide a progress report on the 2<sup>nd</sup> August. v) City Councillors requested to consider the funding of estate road humps

### **b) Training**

Details had been received on the proposed training for Councillors from NEREO. A total cost of £1000 was proposed for training all Councillors on the 5 modules

**Resolved:** i) NEREO be asked to provide the relevant training at the agreed cost, preferably to be held on the 4<sup>th</sup> Tuesday evening of each month ii) £1000 be vired from the election expenses budget to meet the cost of this training.

### **c) Planning Applications**

The following planning applications had been received and were noted without objection:

- i) Erection of detached pitched roof garage/store to rear of existing dwelling at 8 School Avenue, Coxhoe;
- ii) Erection of single storey pitched roof extension to rear of existing dwelling at 2 Aged Miners Homes, Quarrington Hill;
- iii) Erection of single storey pitched roof extension to the rear of existing dwelling at 88 Ashbourne Drive, Coxhoe
- iv) Erection of a conservatory to rear of existing dwelling at Chandler House, Linden Terrace, Coxhoe

### **d) Risk Assessments**

The risk assessment working party had met to investigate the current risk assessments of the Council. They had also reviewed the effectiveness of the system of internal audit. Documents had been prepared and circulated to Members detailing proposed assessments, both general and financial and detailing the proposed role of the internal auditor. These documents were discussed at length. The need for a working party to be set up to provide a 3 year plan, including financial implications, to meet the requirements of the parish plan and to plan the budget process was discussed

**Resolved:** i) the risk assessment analysis was agreed and adopted by the Council and Members responsibilities were noted ii) the document on the role of the internal auditor was adopted iii) a working party was set up on budgetary planning consisting of Councillors Dunn, Mayo, Marsden and Pounder, with input from other Members. iv) attempts be made to make a reciprocal arrangement with another Parish Council to cover the Clerks duties through any lengthy period of absence

### **e) Quality Council**

The Clerk had enrolled on the CICLA mentoring course for preparation for quality status which would start on 17<sup>th</sup> July and updated members on the preparedness for achieving this status in the future.

#### **f) Maintenance Contract**

The Clerk updated the Council on the works carried out to date and proposals for additional works were discussed. Complaints were received relating to the walkway at the old railway line in Coxhoe being overgrown. This walkway was County Council responsibility.

**Resolved:** i) the Clerk was authorised to agree to additional works as required and report back to the Council. ii) the Clerk to contact Durham County Council relating to the railway walkway.

#### **g) Budgetary Update**

The Clerk circulated an up to date bank reconciliation and budgetary statement and the details and its implications were discussed at length. It was noted that expected grants and contributions had now been received. The Clerk provided an update on the possible sale of assets and Councillor Smith declared an interest and left the room at this point and took no part in the discussion of this item

**Resolved:** i) the budgetary process would be discussed in detail after further cost details were received on traffic management and the working party had looked at parish plan implications ii) the Clerk to re-contact the District Valuer requesting that he carry out the required works to value the garden land at Sanderson Street at this stage

#### **07.26. Correspondence**

The following correspondence was received and noted.

##### **a) Community Safety Focus Event**

The Local Strategic Partnership were hosting this event on the 18<sup>th</sup> July at Newton Hall community centre

**Resolved:** this event would be attended by Councillor K Pounder

##### **b) Association of Parish Councils**

The Clerk circulated copies of the monthly Association news, including details of the national conference and consultation on planning for a sustainable future.

##### **c) Quarrington Hill Churchyard**

Documents had been received from Mr Jones relating to works that had been carried out at Quarrington Hill churchyard. These were discussed by Members.

**Resolved:** the Clerk to write to Mr Jones advising that the Parish Council have no responsibility for the churchyard and no powers to intervene but would pass the matter on to the parochial church council

##### **d) National Railway Museum, Shildon**

An invitation had been received for the Chair to attend a tour of the museum on the 17<sup>th</sup> July

##### **e) Durham County Council – Overview and Scrutiny**

A copy of the annual report had been received and was circulated to Members

##### **f) Community Citizen Award**

Details were received from Durham City Council inviting applications for this award

##### **g) Regional Spatial Strategy**

Details were received on proposed changes to the strategy. These were discussed and considered to be detrimental to the area

**Resolved:** a letter of objection to the proposals is forwarded to the relevant body.

**h) Quarrington Hill Bus Service**

A request for the Arriva 55 bus service to divert to include the Gilesgate (Tesco) area had been refused and the Parish Council were asked to reaffirm the request to the bus company

**Resolved:** Members from Quarrington Hill to look at various bus routes and provide alternatives for the next meeting.

**07.28 Accounts for Payment/Requests for Financial Assistance**

a) A request was received from Vitalise for a donation towards the cost of essential breaks for disabled people and carers

**Resolved:** the request was received. No action to be taken.

b) A request had been received from Coxhoe Together to meet the cost of holding previous meetings in Coxhoe Village Hall. This matter had previously been approved by the Chairman and Vice Chairman.

**Resolved:** a donation of £70 is granted in payment of this account.

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

<b>Creditor</b>	<b>Reason</b>	<b>Amount</b>	<b>Minute</b>
Coxhoe Village Hall Assoc	Use of hall by Coxhoe Together	70.00	07.28b
Durham City District CVS	Printing - Newsletters	435.00	07.13c
Soc of Local Council Clerks	Clerks Manual	40.95	07.18b
TP Gardens	Grasscutting (June)	360.00	249
N King	Salary (June)		07.18fi
N King	Reimbursement – Admin Costs	51.10	271
Total Business Systems	Photocopier maintenance	70.50	38

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Signed as a true copy of the meeting ..... Chairman

..... Clerk

(Pages 10 – 13 inclusive) ..... Date