

# Coxhoe Parish Council

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<b>Meeting</b>	Monthly		
<b>Date</b>	Tuesday 14 <sup>th</sup> October 2008	<b>Time</b>	6.45pm
<b>Venue</b>	Coxhoe Village Hall		

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Minutes of the proceedings of the **OCTOBER MONTHLY MEETING** of the Council held at 6.30pm in the Village Hall, Coxhoe **on Tuesday 9<sup>th</sup> September 2008.**

**Present**      **Chairman** Cllr. Paul Dodsworth, and  
Cllrs. Stuart Dunn, Barbara Hepplewhite, Colin Thirlaway Dennis Smith, Jimmy Taylor,  
Keith Pounder, George Shotton, & Ron Mayo.  
Also City & Co. Cllr. Maria Plews

**Clerk**            Mrs. M. Robinson

**08.119**          **Apologies:** Cllrs.Carole Wigham & Tony Rowe.

**08.120**          **Members Declaration of Interests**

Cllr D. Smith – Sanderson Street Gardens (resident).

Cllr. P. Dodsworth – Application from Homeing Pigeon group.

**08.121**          **Minutes of last meeting** – Amended item 08.102 to clarify responsibility of PCC & item 08.111 to ask for utilities in the Avenue to be checked. Minutes therefore accepted as a true record with these alterations.

**08.122**          **Matters of information**

1. Site visits and meetings have been arranged for traffic management group and speed visor sites.
2. CiLCA – Whilst mentoring can be exchanged between clerks, registration cannot and a new application is to be made – more information at next meeting.
3. Awaiting quote for extension to contract for grounds maintenance.
4. Dates of meetings for the coming month circulated.

**08.123**          **Questions from the Public**

1. John Hepplewhite – congratulated the council on their excellent representations, both written and in person, in regards to recent planning applications. Some of these had made local press headlines and had resulted in successful outcomes in most cases. He also expressed concern over the efforts of the council and community being thwarted by the licensing of premises for cheap alcohol and asked the council to be aware of the difficulties this may cause in the future. Mr Hepplewhite also asked for more joint meetings to be considered between the Coxhoe Community Partnership and Council.
2. Billy Jones – again raised issues which he had presented to Council at the last two meetings and reassurances were given that these had been raised with the Parochial Church Council (PCC). Also, the grass cutting contract had been monitored to ensure it matched the contract and final clearance of some areas was due to start shortly. The legal responsibilities of the Council and the PCC were again explained. The clerk was asked to share recent correspondence with Mr. Jones. The chair advised Mr Jones to contact the PCC if he wished to take his concerns further.

**08.124**          **POLICE REPORT** - PCSO Neil Wilkinson presented a written report and members asked about various examples of anti-social behaviour and other reported incidents referred to through correspondence and at previous meetings. Assurances were given about the amount of police presence Coxhoe had been receiving in recent times, especially in the front street, though members felt more could be done. A request was made for a greater police presence on weekend nights and that an action plan should be considered to address the rising concerns of the public and council members. The use of a headcam could be available.

**Resolved –**

1. To write to the anti-social behaviour officers at the City Council to help develop a community action plan for Coxhoe.
2. To request use of the headcam in Coxhoe.
3. To include information on reporting of incidents to police in the next Coxhoe Chronicle.

## **08.125 Correspondence**

**08.125.1 Police Community Consultative Group** – invitation to attend open meeting. Cllr Smith will try to attend.

### **08.125.2 Durham County Council (DCC) correspondence**

- a. National Tree Week – **Resolved** - areas identified were the front street as part of the URRI, or to replace damaged trees in the park and use tree guards. Also other community groups to be encouraged to make an application for a grant to enhance the community.
- b. Attachments to street lights (Christmas lights) – information received and retained for future.
- c. Attachments to street lighting – (hanging baskets) – **Resolved** – that Cllr. Dodsworth record current hanging basket points by lamp standard number, as well as those possible to use in future years before an application is completed.
- d. B6291 The Avenue to Blackgate East temporary footway closure for URRI works received.
- e. AAP's results of consultation received – same to be circulated to all members.

### **08.125.3 CDALC correspondence**

- a. Area Action Partnerships (AAP's) – the Council's representation to DCC for a rural east AAP has been accepted into the framework for the new unitary authority and further consultation is to take place soon between those parishes which may form the partnership.
- b. County Training Partnership (CTP) – Chairmanship & E learning courses available. Resolved to investigate access to an e library and members to advise clerk of interest in courses.
- c. Freedom of Information Act Publication Scheme – **Resolved** that the Model Publication Scheme be adopted.
- d. Environmental Information Regulations Defra workshop received.
- e. Health & Safety manual offer – received.
- f. Association's September Newsletter – Information on Co-options and Transfer of Assets. **Resolved** to continue looking at asset transfer through the route notified in the newsletter.
- g. Association's Annual Report & invitation to AGM – received. Member attendance welcomed.

### **08.125.4 Planning Application responses**

- a. Blackgate Garage application – granted subject to conditions
- b. Old Goods Yard development – application refused.

**08.125.5** Web site link to Walking in Durham - **Resolved** to allow this link.

**08.125.6** Quarrington Hill Community Centre – 3x award winner in Durham City In Bloom – **Resolved** to write letter of congratulations.

**08.125.7** Communities and Local Government - Communities in Control – Making and enforcing byelaws consultation. **Resolved** clerk to respond.

**08.125.8** Durham Rural Community Council (DRCC) –information on Autumn Meeting & Community News – received. **Resolved** to include an article from the news telling of the Councils move towards Quality Status.

**08.125.9** NHS Constitution, The Mineral Valleys Project invitation, Grantfinder courses, CPRE overview newsletter, P3 News, Building Schools for the Future (BSF) newsletter & Town & Parish Standard, all received.

**08.125.10** DCC Design & Conservation Environment - Urban & Rural Renaissance Stakeholder Event 18<sup>th</sup> November 9am – 1pm Spennymoor Town Hall. Resolved to pass information to the Partnerships.

## **08.126 Reports**

**08.126.1 Coxhoe Willow Cottage Allotments – Resolved** - to accept the report and the recommendations there in. Also Cllr. Thirlaway to arrange for testing of materials as agreed

**08.126.2 Quarrington Hill Allotments – Resolved** - outstanding problems with an overgrown allotment and inappropriate use of another together with annexing of land to be investigated and appropriate action taken.

**08.126.3 Insurance Provision** – A report on a meeting held with the insurers was accepted by the council and it was resolved that:-

- a. Street furniture, notice boards and office equipment be included in the cover with immediate effect.
- b. The cost of Legal expenses, libel and slander, also volunteer cover is requested.
- c. Cover under Local Authorities (indemnity for Members and Officers) is further investigated.

**08.126.4 Coxhoe Community Partnership** – Items of interest from the meeting had been circulated to members. **Resolved** that the report be accepted and the recommendations there in. It was noted that the information were not intended to replace the minutes of the Partnership which Cllr Hepplewhite will seek to have circulated.

- a. Cllr Hepplewhite gave an up to date report on the projects which the Partnership are involved in and this was copied to members. Clarification as to who pays for the plants for the school planters? This had been discussed at an earlier meeting and it had been resolved that the council would provide these.
- b. Memorial Garden – Report and letter from Partnership circulated to members. Cost of the project greater than funding available at present. Tendering process may reduce costs in the current climate. **Resolved** that: -
  - i. Cllr Dodsworth seeks a price from contractors as an early indication of what can be achieved in budget.
  - ii. Council submit a planning application for the work to be undertaken.
  - iii. Letter of support for the project be sent to the Partnership.
  - iv. Type of seating to be re-considered.
- c. URRI scheme – Plans present at meeting. Concern expressed that a contribution from the City Council may not now be forthcoming. **Resolved** that City Councillor Dennis Smith try to seek clarification on this and that Clerk to write urgently to David Marrs / John Tindle to express concern.

**08.126.5 Quarrington Hill Village Partnership** – Report circulated, together with minutes, from Partnership received. **Resolved** that: -

- a. Await the results of recent grant applications and ask if the Partnership would like support for any other projects.
- b. Ask them to make contact with Coxhoe Community Partnership who may be able to help with advice on drawing funds down for young people.
- c. Council agreed to submit planning application for the play park.
- d. Supportive letter to be sent offering help.

**08.126.6 Crowtrees Heritage Group** – minutes and agenda received.

**08.127 Quarrington Hill traffic monitoring results** – Original results from February 2008 received from Jerry Jones, as were some from March. However these still appeared to be incomplete. Despite incomplete information, early indications are that the traffic calming has reduced speeding by half and achieved the objectives of the Parish Plan. **Resolved** that

- a. Cllr Dunn to provide further information which may help in gaining the original information sought.
- b. Meeting re visitors planned for 21<sup>st</sup> October 2pm be attended by Cllrs. Pounder, Dunn & Clerk.
- c. New figures to be circulated to members.

**08.128 Entrance signs**

**08.128.1 Coxhoe Entrance Signs** – The position of the entrance sign nearest A177 requires moving. A site meeting had determined where it could be best placed for safety reasons. Also, members asked that highways consider relocation of the sign at the top of The Avenue, bringing it further away from the hedgerow and that the one near Parkhill have the fencing diverted behind the structure. **Resolved** to

- a. Request re-siting of The Avenue sign through Highways.
- b. Ask the designer to re-site A177 sign, and if acceptable The Avenue sign, to Highways approved place(s).
- c. To ask City Council to re-position fence around the Parkhill sign.

**08.128.2 Quarrington Hill Entrance Stones** – Long grass impeding view of stones. Volunteer requesting to cut same, but advised against. A similar problem exists at Coxhoe. **Resolved** to include regular grass cutting around all the entrance features in the maintenance contract.

**08.129 Public Footpaths**

**08.129.1 Maintenance** concern from resident – already raised with contractor and should be resolved during ongoing maintenance in October.

**08.129.2 Land ownership enquiry** – Ownership of land adjacent to one of the public footpaths queried by a resident who would like to purchase the area for enclosure. Owner unknown. Resolved that Cllr. Dodds visit Land Registry to ascertain ownership in the first instance.

**08.130 Traffic Management** – Meeting arranged for Thursday 23<sup>rd</sup> October, 6.30pm in the village hall. Agenda to be sent out, to include new motorway signs directing use of A177.

**08.131 The Avenue** – David Whorburton / Gordon Wingrove looking at position of utilities.

**08.132 Planning applications**

**08.132.1** Erection of a 2 story pitched roof block containing 6 residential apartments at the Old Goods Yard, Commercial Road West. Application refused.

**08.132.2** ‘Hellens’ Application – Northern Echo reported Cllr. Dunn’s excellent representation on behalf of council, however, attempts to have the plans refused were unsuccessful.

**08.133 Finance**

**08.133.1** Internal Auditor, Report of meeting with Clerk held 18<sup>th</sup> August 2008. **Resolved** to

- a. Accept the information therein.
- b. Seek clarification on cost and work to be undertaken in view of changes to information available at time of appointment.
- c. Go out to tender for internal auditor for year 2009/10.
- d. Letter of thanks to go to N. King, former Clerk.

**08.133.2** Council computer package – PC World have helped Cllr Dunn & Clerk to identify a suitable package for the council. Total cost quoted is £788.81 (£650.77 net VAT), to include a lap top, printer, Microsoft Office Small Business Edition, Kaspersky 3 licence antivirus software, laser mouse and wheeled bag. **Resolved** to confirm the order with PC World.

**08.133.3** Zurich Insurers – Meeting held 9<sup>th</sup> September to review existing current cover. Clarification required in some areas. Full report to be brought to next meeting.

**08.133.4** Budget update – computer data transfer at Clerk handover had caused problems in updating the accounts. New computer package should resolve issues and report to be compiled for next meeting.

**08.134 Grants and Donations**

- a. Quarrington Hill Youth Project (papers circulated in August). Members requested more information in respect of what the money would be specifically used for, as well as a statement of accounts.

**08.135 Accounts for payment – Resolved** that the following be paid

Creditor	Reason	Minute	Amount	Cheque No
Zurich	Entrance signs All Risks insurance	08.113.1.b	£89.65	400246
Total Business Solutions	Photocopier contract	38	£41.56	400249
PC World	Computer package	08.114.2	£788.81	400250
N King	Final salary	07.18fi	£324.52	400247
M. Robinson	First salary	08.85	£353.84	400248

**08.136 For information** – The following were provided, or identified, for future meetings

**08.136.1** Communities in Control – Real People, Real Power

**08.136.2** Closed Churchyards and Disused Burial Grounds

**08.136.3** Quality Councils – Training of members and officers & policy on conferences.

**08.136.4** CiLCA – now have an agreement for MR to have support from M Waterson using previous work already done.

**08.118 EXEMPT INFORMATION**

08.118.1 Sanderson Street Gardens – Garden areas re-measured. No 8 occupies a completely different area and plot 4/5 varies from original plan. Based on measurements taken, pricing structure developed showing values for each plot. **Resolved**

- a. That the working party meets with residents to seek disposal and ensure legal easement. Greatest value for land possible to be achieved.
- b. The gardens are to be offered on a sold as seen basis.
- c. That the eventual sale price is to remain confidential.
- d. That the legal costs are to be paid by each householder.
- e. That all sales are to be paid in full upon completion of land transfer.
- f. That all proceeds from sale are to be used in the execution of the village plan.

08.118.2 Village Hall Car Park – A draft plan was tabled, following a site meeting held on 9<sup>th</sup> September to determine the best working solution for improving car parking in the village centre.

**Resolved**

a. That a meeting to be convened with representatives from the Co-op, Clerk & Cllrs. Dunn and Hepplewhite to discuss the draft plan.

b. That planning gain is sought for the village hall.4

Meeting closed at 21.55

**Date of Next Meeting** – Tuesday 14<sup>th</sup> October, 2008 at 6.45pm in Coxhoe Village Hall.

Signed as a true record of the meeting

..... Chairman

..... Clerk - Maxine Robinson, ..... Date