



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting Monthly

Date Wednesday 27th April 2011

Time 6.45 pm

Venue Landsdowne House, Coxhoe

Minutes of the proceedings of the monthly Coxhoe Parish Council meeting held at 6.45 pm in Landsdowne House, Lansdowne Road, Coxhoe, on Wednesday 27th April 2011.

Present: Councillor S. Dunn (in the Chair) and Councillors Mrs. B. Hepplewhite, R. Mayo, K. Pounder, G. Shotton, D. Smith, J. Taylor and C. Thirlaway.

Clerk: Mrs. M. Forster **Also Present:** County Councillors D. Morgan (part of meeting) and Mrs. M. Plews.

11.67 Apologies: Apologies for absence were received from Councillors P. Dodsworth, A. Rowe, and Mrs. C. Wigham.

11.68 Members' Declarations of Interest: had been declared by Councillor K. Pounder in EDRC AAP items and Councillor D. Smith in Sanderson Street and planning application ref. 237 at 2 Co-operative Terrace. Members of FLiC – Councillors Dunn, Mrs. Hepplewhite, Mayo and Pounder declared interests in items relating to the Leisure Centre Review and potential contribution to Coxhoe Community Partnership.

11.69 Questions from the Public: There were no questions from the public.

11.70 Police Report: The Police report had been circulated for 18th March to 21st April 2011. M. Ogilvie had submitted apologies for the meeting. Members commented that the number of incidents of rowdy nuisance was disappointing and that they would ask the Police at the next meeting whether the breach of ASBO related to the same offender who had been the principal perpetrator in previous anti-social behaviour at Coxhoe and whether any of the other offences listed related to the same party.
Resolved That the Police Report be noted and displayed on the village notice boards.

11.71 Minutes of Monthly Meeting held 23rd March 2011 had been circulated. The Chair clarified for information that at minute 11.61 he had commended the fantastic job that the Assistant Parish Clerk had done on PP2 launch and the Council website; and that there had been additional work on the questionnaire by others on the PP2 Steering Group.
Resolved That the minutes of the last monthly meeting held on 23rd March 2011 be approved and signed as a true record.

11.72 Minutes of Special Meeting held 15th April 2011: had not yet been received from the Chair in order that they could be approved and signed as a correct record. They would be circulated once received and prior to the next Council meeting.
Resolved That the minutes of the Special Meeting held on 15th April 2011 be considered at the next Parish Council meeting.

11.73 Presentation by Louise Johnson, Manager of East Durham Leader: would be carried forward to the next meeting of the Parish Council that Louise could attend as she was not in attendance.
Resolved That the Manager of East Durham Leader be invited to a future meeting to submit her presentation.

11.74 Matters of information: (1) There had still not been a response from the Clean and Green Manager on the query with regard to whether the County Council's routine litter pick schedule still included

picking **litter in St. Mary's Churchyard**. The Clerk had left a further telephone message in this connection. **(2)** There had been no further information received regarding the land ownership of the **rough land adjacent to the allotments at Quarrington Hill** with a view to the Parish Council procuring this to provide additional allotment sites. This had been raised as part of a meeting on potential **Asset Transfers** held 31st March. The Senior Allotments Officer at Durham County Council was holding discussions with colleagues in Estates and Legal Sections and would then get back to the Parish Council via County Councillor Morgan. Councillor Dunn was to pursue a further meeting on potential asset transfers with appropriate representatives of Durham County Council and information had started to be received from the County Council on various costs and services. **(3)** The replacement **seat at The Grove** was yet to be ordered and monies set aside would be carried forward to the 2011/12 budget. **(4)** All arrangements for **Annual Contracts** were progressing but the Clerk had not yet managed to speak to the CAB Manager despite leaving a few messages. **Resolved** That the information be noted, the outstanding resolutions be actioned and progress be requested on those issues raised with other parties.

11.75 Sport and Leisure Facility Review Consultation: Councillors Dunn, Mrs. Hepplewhite, Mayo and Pounder had declared interests in this item as Members of **FLiC**. They provided an **update** of work undertaken by the action group since the last meeting of the Parish Council. Further meetings had been held and the publicity group were arranging a Fun Day on 30th May. The business group were collating lots of information from the County Council to help them in putting together a business plan but there were some anomalies with figures which would need to be queried with the County Council. The group were working with other organisations that were experienced in these matters, including Jesmond Pool who had set up a Community Trust. IID, who had offered their help at the Parish Plan launch, had provided a feasibility report that confirmed previous information gleaned by the group. A list of experts was being compiled and the group was working out how it wanted to progress with regard to drawing up a Business Plan. Durham County Council had requested interim submissions by 27th May. These were not the actual Business Plans but an indication of what organisations planned for the Leisure Centres so that they could be assessed to see whether the plans were realistic and sustainable. There would then be a timeframe for working up Business Plans with a view to a third party taking over the Centres if this proved feasible. Details were provided of various organisations who had expressed an interest. Some of these were commercial organisations who would be interested in a commercial return. There was a need to meet with the County Council to discuss personnel related matters including TUPE requirements and this would be organised around the availability of the group's HR expert once relevant information was completed and received.

There was a need to involve the community more. There had been volunteers at the Parish Plan launch and it was suggested that the full group meet and invite these community members along. There was a need for regular meetings with good advance notice and for the public to put forward their views. (County Councillor Morgan entered the meeting). Coxhoe Community Partnership had been successful in its application for £2000 to employ a consultant to assist in work relating to saving the Leisure Centre and had made a further £2000 available for this purpose. There was a need for the future use of the Centre to be enhanced and additional money could be brought in if a charitable trust could be set up to manage it. Durham County Council had advised that it could not continue to run the Centres with the level of cuts it had to make. Every effort was being made to retain the Centre by other means. Plans and reports being put forward needed to cover well into the future and prove their sustainability, as well as covering how any problems and issues with stock condition would be funded and remedied. The Business Plan being worked up would cover at least five years into the future. A letter of support from Sedgefield Town Council had been received by Councillor Mrs. Hepplewhite and Members asked that Councillor Pounder request such from other Parish Councils within the EDRC AAP area. There had been a **Special Meeting of the EDRC AAP Board** held 30th March on consultation on Sport and Leisure Facility Review and an agenda and supporting information had been circulated.

The Clerk had also circulated to Members **additional information sent by CDALC, including details of Focus Groups**. Representatives of Coxhoe Community Partnership, Youth Room, Parish Council, FLiC and various clubs including the football club had registered to attend on 4th May. It was hoped that future enhanced plans for running the Centre and outdoor sports and leisure facilities would allow for

support, for example for a bowls club as the present members had indicated that they may not continue. Councillor Pounder had attended a **Workshop / Training Session on 11th April in connection with Community Development Trusts**. He gave details of various Community Partnership projects and initiatives that had been discussed and visited. He advised that it had been emphasised that projects should be taken on that produced income. Some projects had salaried staff as well as voluntary trustees but income was being generated. He added that Northumberland County Council was asking Town and Parish Councils if they wished to take on services that the County Council was disposing of. He would provide information on the main points from the day to the Clerk to circulate to all Members.

The Clerk advised that at the last meeting of the Parish Council it had been resolved that consideration of a response to the **County Council's Sport and Leisure Facility Review Consultation questionnaire** be deferred until the Action Group knew better what could be done and how they could progress things. The response deadline was 26th May. Members stated that FLiC would be submitting a full response. It was considered that the Parish Council should, however, still respond as a Council and that the response should state that the Parish Council was fully in support of FLiC in its actions to retain and expand the Leisure Centre at Coxhoe and was strongly against the closure of such.

Resolved (i) That the information provided prior to and at the meeting be noted; (ii) That Coxhoe Parish Council supports FLiC in its aspirations to retain and enhance the Leisure Centre at Coxhoe; (iii) That Councillor Pounder, as a member of FLiC and EDRC AAP Local Councils Committee, ask other Parish Councils in the EDRC AAP area to write in support of FLiC's actions; (iv) That Councillor Pounder provide information from the Community Development Trust Workshop to the Clerk to circulate to Members; (v) That the Clerk respond to the County Council's questionnaire on Sport and Leisure Facility Review Consultation to advise that the Parish Council fully supports FLiC in its actions to retain and expand the Leisure Centre at Coxhoe and is strongly against closure of the Centre.

11.76 Speed Visors: Councillor Pounder stated that Gerry Jones from the County Council had advised at the last site visit that the distance was too short for the visor at Steetley Terrace, Quarrington Hill, to be turned to face southbound traffic. Details provided from Varitext, the company that had provided the speed visors, indicated that the range could be set at 20m and 3 seconds of exposure was required for activation of speed. The information from the visor's previous position at Quarrington Hill had not yet been received. Councillor Pounder would chase this up and would measure the distances utilised at Coxhoe and report back comparisons if this proved that it may be worthwhile looking at this again after one year (as the rota had already been agreed for the year). Phil Smith from the County Council was to provide an estimate for the footpath widening and bollard works that Councillor Pounder had requested be looked at at Quarrington Heights.

Resolved That the information be noted and Councillor Pounder report further progress at the appropriate time.

11.77 Coxhoe Community Partnership: The agenda for 6th April, minutes of 2nd March and progress report of 18th March had been circulated. The Partnership provided an update with regard to actions undertaken to ensure that the interpretation panel that had been removed from St. Mary's Churchyard was regained. They expressed thanks to Mark Ogilvie for his assistance in this and advised that it was hoped that this would be restored soon. The Partnership was working with Durham County Council on plans to upgrade the park to Green Flag status and it was hoped that this would become part of the Leisure Centre complex in the future. The Village Hall doors had been completed and the entrances were transformed. The History Group was holding a display in June at the Village Hall and the Partnership would make enquiries as to other ways in which assistance could be provided. At the last meeting of the Parish Council a suggestion had been made for a financial contribution from the Council to the Partnership to assist them with their endeavours to save Coxhoe and District Leisure Centre. It had been agreed that to ensure proper notification of this matter that it be placed on the agenda for, and discussed at, this meeting. The Partnership had secured £2k of AAP funding and had set aside a further £2k. Further funds would, however, be needed and a consultant with relevant expertise would be employed to assist the actions of Coxhoe Community Partnership (and FLiC) to retain and enhance the Leisure Centre at Coxhoe. Members discussed the budgets available for Section 137 donations and considered that in view of the importance of this matter to the Parish, the monies should be made available. All residents of Coxhoe could benefit from retention

of the Leisure Centre and £2,000 was considered to be a suitable amount. Other applications for financial assistance would be looked at during the year on their own merits and a further amount vired into the Section 137 budget if required. Members involved in FLiC – **Councillors Dunn, Mrs. Hepplewhite, Mayo and Pounder – declared interests** in this item and took no part in the vote thereon.

Resolved (i) That the information be noted; (ii) That a financial contribution of £2,000 be made to Coxhoe Community Partnership under Section 137 expenditure to assist them with their endeavours to save Coxhoe Leisure Centre.

11.78 Quarrington Hill Village Partnership: No agendas or minutes had been received.

Resolved That the information be noted.

11.79 Crowtrees Heritage Group: Agenda for 28th April and minutes of 24th March had been circulated.

Resolved That the information be noted.

11.80 Planning Applications: Details had been circulated of planning applications that had been determined under delegated authority and those consulted on by Durham County Council from 22nd March to 18th April. Members discussed application Ref.166 – Erection of 47 no. 2 Storey Dwellings with Associated Access, Parking, Open Space and Landscaping at Land at Commercial Road East, Coxhoe, for Hellens Group, in detail. Members expressed concern at the application for more houses to be added to this development. The design of the layout seemed to be so that even more houses could be added at a later stage and when the Council had met with Hellens and Barratts at a meeting in August 2010 the companies had stated that they could not provide an assurance that there would not be an application for a further Phase after Phase 2 (which was the current application under consideration). The area that may be expanded to was outside the settlement boundary and had been identified as red, i.e. not suitable for development in the next ten years, in the Strategic Housing Land Availability Assessment, and encroached into the countryside around the Crowtrees Nature Reserve area. This could have an adverse effect on the environment. Members asked that County Councillor Morgan try to ascertain the ownership of this land. A Member referred to an article by Hellens on the Construction News website relating to the proposed scheme which stated that it was £7million worth of development, despite objections from some residents and Roberta Blackman-Woods. Members expressed concern at the amount of percentage for art provision for the present application, particularly in light of the figures quoted in the article. The provision was for mock level crossing gates and historical text on an interpretative panel. This had been asked for, and not provided, as part of Phase 1 of the development and it was considered that there should be much greater compensation for the disruption that members of the community had suffered by way of Phase 1 and even more if Phase 2 were to be approved. Hellens should be putting a lot more back into the community and had previously been asked to consider contributions towards the two landscaping and heritage schemes proposed for the Greens in Coxhoe Front Street. These could be assisted by work in kind from Hellens at little cost to the company whilst they were undertaking the development works.

Concern was further expressed on the potential impact on Quarrington Hill and Cassop if this application were to be approved. The development was advancing further into commercial land and this would leave little opportunities for job creation should this land use be amended to residential. If more houses were approved, there would be additional concern that new residents would not want landfill traffic going past their homes. There was a need to ensure that such traffic did not go through the villages of Coxhoe and Quarrington Hill. Members were also concerned that approval of a further 47 houses would add to traffic exiting the estate and haul road on to the main road; traffic which would already be heavy due to the use for the tip and the houses that had already been approved. The application should, therefore, be objected to by the Parish Council on the grounds of access and highway safety, negative impact on jobs and the economy, layout design leaving the area open for future development with detrimental environmental impact, and insufficient contribution back to the community. Members also suggested that the County Council be requested to consider the application by way of an Elected Member Planning Committee rather than by delegated authority to an Officer, in order that a representative from the Parish Council could attend the meeting and submit their objections by way of verbal representations if anyone were available.

Councillor D. Smith declared an interest in application Ref. 237 – Removal of Existing Rear Off Shot and Erection of Single Storey Pitched Roof Extension at 2 Co-operative Terrace, Coxhoe, as this was his daughter's property. He left the meeting whilst Members discussed this matter. It was agreed that the Parish Council had no comments on this application. Councillor Smith re-entered the

meeting. Members agreed that the Parish Council had no comments on application Ref.274 – Erection of Two Storey Pitched Roof Extension to Rear of 4 David Terrace, Quarrington Hill.

Resolved (i) That the information on delegated authority decisions be noted; (ii) That the Parish Council object to application Ref.166 – Erection of 47 no. 2 Storey Dwellings with Associated Access, Parking, Open Space and Landscaping at Land at Commercial Road East, Coxhoe, for Hellens Group, for the reasons expressed at the meeting and request that the County Council consider the application by way of an Elected Member Planning Committee; (iii) That application Ref. 237 – Removal of Existing Rear Off Shot and Erection of Single Storey Pitched Roof Extension at 2 Co-operative Terrace, Coxhoe; and application Ref.274 – Erection of Two Storey Pitched Roof Extension to Rear of 4 David Terrace, Quarrington Hill, be noted.

11.81 Correspondence for Consideration / Decision:

11.81.1 Durham County Council:

a) County Councillors – request by resident for seat near Chemist in Coxhoe – County Councillor Morgan had passed on a request from a parishioner of Cassop-cum-Quarrington who wished to pay for a seat to be installed near Whitfield Chemists at Coxhoe. She had advised that a resting seat would suffice if there was insufficient room for a full seat. Councillor Morgan had suggested that the Parish Council consider the matter first due to its previous preference of design of street furniture and as the Parish Council would need to consider accepting future liability. The highway authority would then need to determine risk to highway users and preferred location suitability or nearby alternatives. Members were asked to consider the request, the design, and whether they would be willing to take on future liability prior to the Highway Authority being asked to consider the implications, including safety and the potential for youths gathering. Members expressed concern that, in view of history of youths gathering and of windows being broken, a bench may encourage youths gathering in this area. There may also be a problem in that the footpath was not very wide and having a seat there would cause difficulty for pushchairs and wheelchairs. The highway engineers from Durham County Council would need to look into this and suitable sites and it may be that there was only room for a resting seat. Members were not against the principle of a seat in the area and the lady wanted to pay for this to be installed. The Parish Council could take on responsibility thereafter if the County Council could find a location that the lady and the Parish Council were happy with.

Resolved That the Clerk advise the resident that the Parish Council supported the principle of her providing a seat near the Chemist in Coxhoe but that there may be difficulties in this location and that they would consult with the County Council to ascertain what could be provided and where the exact location could be and contact her again once these matters were resolved.

b) Consultation on Community Alarms and Telecare Services – had been circulated requesting views on the current services and what the public would like to see in the next 3 to 5 years. The survey could be completed by individual users or families of users and Members

Resolved That no response be required.

c) Consultation Draft of Right of Way Improvement Plan for County Durham – had been circulated.

Resolved That no response be required.

d) Consultation on Proposed Changes of Home to School / College Transport Policy – had been circulated. A Member stated that it was their view that this would have a detrimental impact on the residents of Coxhoe. The proposed changes designated the closest school as the one which Durham County Council would pay transport costs to if the distance was over three miles. As Coxhoe did not have a comprehensive school, it was down to pupil choice as to which to attend and pupils from Coxhoe currently attended 4 or 5 different schools. If the new policy was agreed, then those less able to afford to pay transport costs themselves would have that choice removed as they would have to send their children to Spennymoor as the closest school as they could not afford to do otherwise. A Councillor added that they considered that the

policy was detrimental in terms of the removal of payment for travel to faith schools and that people wishing their children to be brought up in certain faiths may struggle to pay for them to attend faith schools if they had to pay their own transport costs.

Resolved That the Parish Council object to the proposed changes of Home to School / College Transport Policy for the reasons stated at the meeting.

11.81.2 **Other Correspondence:**

e) Davis Planning Partnership – request to meet Parish Council re Parkhill Village Extension – Davis Planning Partnership had asked the Parish Clerk and Assistant Clerk to meet them to discuss Redscape Ltd.'s plans for Parkhill Village Extension. Officers had advised them that the area was in Cassop-cum-Quarrington Parish but they had said that they would welcome the views of Coxhoe Parish Council as the adjoining council on whom the proposals would impact. The Chair had suggested that this matter be discussed with a view to a decision as to whether to invite Davis Planning to the Council meeting in either May or June. The Council had previously considered this site to be unsuitable and an unacceptable encroachment into the open countryside when responding to the Strategic Housing Land Availability Assessment. Some Members considered that as that was the Council's view there was no point in meeting Davis. Others considered that it would be beneficial to meet and hear about the proposals and the potential impact on the Parish. On being put to the vote, Members were in favour of listening to the proposals but considered that the Council should first ascertain whether and when Cassop-cum-Quarrington Parish Council were meeting Davis and if representatives of Coxhoe Parish Council could attend such a meeting if it were already arranged, to negate the need for a separate invitation.

Resolved (i) That the Clerk ascertain if Cassop-cum-Quarrington Parish Council has arrangements to meet with Davis and whether representatives of Coxhoe Parish Council could attend such meeting if one were arranged; (ii) That Coxhoe Parish Council consider inviting Davis to its June meeting if representatives could not meet with them as part of any meeting arranged by Cassop-cum-Quarrington Parish Council.

11.82 Correspondence for Information: Items circulated for information during the month included Digital Durham Broadband Event 7th April; Durham City Homes Update March 2011; Neighbourhood Warden Monthly Report March; Beautiful Durham 2011 Competition; EDRC Area Action Partnership – Durham County Council Follow Up to AAP Presentation re Project Delivery; EDRC AAP – Free Family Cycle Outings; EDRC AAP Board – notification of revised date of meeting of 25th May; DCC Award of P3 Grant for 2011/12; DCC Further Consultation on County Durham Plan; Armed Forces Day "Fly a Flag"; Northumbrian Water – Improvement Scheme to Coxhoe Pumping Station; Limestone Landscapes Newsletter February; Closure of CASH Clinics; EDRC AAP AGM and Board meeting; and EDRC AAP E-bulletin April.

Resolved That the information be noted.

11.83 **Finance:**

11.83.1 **Budget Update:** A financial account summary had been circulated that showed the balance at the end of the last meeting and income and expenditure during the month and the balance at the end of the month. A budget summary had also been circulated. This showed spend against budgets to date. The amount of reserves to be taken forward to the next financial year stood at just over £24,000. With expenditure of £4,500 incurred during the year for speed visors to be authorised at this meeting as invoices had been received after the year end, this left circa £20,000 which had been forecast and was a prudent amount to take forward. There were no significant changes to variances which had been explained previously. The Chair thanked the Clerk on behalf of the Council for administering the accounts and finances so well throughout the year.

Resolved That the information be noted.

11.83.2 **Accounts for payment:** Details of financial payments required for the month had been circulated, together with the month end bank balances figure after the expenditure during the month, and income which included the half yearly precept. Expenditure included the prior payment to T.P. Gardens for hanging baskets agreed at Council in March 2011 and a salary increase of one increment from 1st April 2011 for the Clerk as agreed at Council in November 2010. Unpaid hours to date stood at 36 for the Clerk and 734 for the Assistant.
Resolved That all payments presented be signed and paid:

Creditor	Reason	£
Total Business Group	Landsdowne House Copier copies Mar-Apr	83.12
Total Business Group	Paper and Printer Ink Cartridges	92.81
County Durham Association of Local Councils	CDALC and LCR Subscription 2011/12	449.85
County Durham Association of Local Councils	Councillor Attendance at Development Trust Information Day 11 th April 2011	27.00
Mrs. W. Lavelle	Reimbursement for Refreshments for Parish Plan 2 public launch at Coxhoe Village Hall	20.18
Durham County Council	Installation of Speed Signs at Coxhoe and Quarrington Hill	4,532.67
Zurich Insurance	Insurance Premium 1 st April 2011 to 31 st March 2012	831.30
T P Gardens	Grass cutting and maintenance March to April (£375.00) + 72 Hanging Baskets for Coxhoe and Quarrington Hill (£1,944.00)	2,319.00
Haswell and District Mencap Society	Section 137 Donation	50.00
3 Mobile	Broadband & Mobile March	21.18
M. Forster	Clerk Salary April and reimbursement postage and stamps	

11.83.3 **Applications for Grants and Donations:** had been circulated.

(a) Victim Support was asking for assistance to continue with their services. Members considered that this was a valuable service that could be used by residents of Coxhoe Parish.
Resolved That a donation of £50 be made to Victim Support under Section 137 expenditure.

(b) Quarrington Hill Community Centre was asking for financial assistance with running costs and towards the purchase of various kitchen items. An amount of £500 had been set aside in the budget process. **Councillor Pounder declared an interest** in this matter as a Member of the Community Centre Association.

Resolved That a grant of £500 be made to Quarrington Hill Community Centre under Section 137 expenditure.

11.83.4 **Audit of Annual Accounts:** Copies of the financial summary and income and expenditure for the year ended 31st March 2011 had been circulated. Copies had also been circulated of completed Sections 1 (Accounting Statements for Coxhoe Parish Council) and 2 (Annual Governance Statement) of the Coxhoe Parish Council 2011 Annual Return and supporting statements relating to Assets, Section 137 payments, General Administration Expenses, Bank Reconciliation for the year and Explanation of Variances required to be produced as an addendum to explain any variances of over £100 and 10% between last year's Annual Return figures and this year's. BDO, the External Auditors, had advised that the Notice of Electors' Rights were to be displayed 9th to 22nd May; accounts and other documentation were to be made available for public inspection 23rd May to 20th June, and the Annual Return and supporting documentation were to be submitted to BDO by the audit date of 24th June 2011. The Clerk advised that the Vice-Chair of the Parish Council had requested last year that assets be depreciated to show their real value but there had been a change in accounting regulations

and requirements this year; so that assets had to be recorded at their purchase value where known; and current value where not known; and then remain at those values until disposal. Members were asked to approve all circulated documents for signature by the Clerk and Chairman and onward transmission to the Internal and External Auditors. A Member stated that the clock at Quarrington Hill was located at Quarrington Hill Workingmen's Club, rather than Village Hall as stated on the Asset Register. With that amendment, Members agreed that the relevant documents be signed. The Chair thanked the Clerk for the large amount of work involved in this and the very good results that had been received from auditors during her time as Clerk.

Resolved That the Financial Statements, Income and Expenditure Sheets, Supporting Statements (subject to the location of the Quarrington Hill clock being amended to Quarrington Hill Workingmen's Club on the Assets sheet), Bank Reconciliation, Explanation of Variances, and Annual Governance Statement, including Sections 1 and 2 of the Annual Return, be approved for signature by the Clerk and Chairman and onward transmission as applicable to the Internal and External Auditors.

11.84 Parish Plan: The Chair advised that the minutes of the last PP2 Steering Group meeting had been circulated. Ian Forster had resigned his position as Chair and Keith Pounder had been elected to the role. Coxhoe Community Partnership had volunteered their meetings to be used as an interim measure for discussions on PP2 to ease the pressure of too many meetings in view of the work being undertaken to save the Leisure Centre. Their meeting scheduled for 11th May would consider any further amendments necessary to finalise the PP2 questionnaires. Ian had supplied a copy of this and a list of all members of the community previously involved in order that they could be invited to have the final say on the questionnaire before it was issued. Councillor Pounder advised that he would invite the AAP Co-ordinator to the meeting. Lesley Millgate had indicated that Durham Rural Community Council required the questionnaires by 23rd May. It was anticipated that they would be distributed at the beginning of June. The Chair asked that the Group and the Council's thanks to Ian Forster be recorded. Ian had got the process started and moved along well and had taken the Group forward a quantum leap. He had put together a very professional presentation and had a huge impact on PP2 and had put a large amount of work in to get the Group to this point.

Resolved That the information be noted and that Coxhoe Community Partnership continue to invite representatives of PP2 Steering Group to their meetings as an interim measure until the issue of the Leisure Centre was resolved.

11.85 Update from Environment Committee held 3rd February 2011: Groundwork had been advised to proceed with the noticeboard and signposting scheme in Coxhoe Front Street and that other schemes they had quoted for would be considered as part of the consultation on Parish Plan 2 to identify the communities' priorities. Councillor Mrs. Hepplewhite advised that Groundwork required details of utility services and floorscape in the Front Street and she would try to track down this information which had been collated previously. The Clerk had advised Julie Anson of Durham County Council's Regeneration Department that Coxhoe Parish Council should be consulted on a landscaping scheme for The Green to the front of Foundry Row if regeneration benefit monies were available as a result of planning permission for dwellings at Lowfield Bungalow. Councillor Mrs. Hepplewhite had kindly provided details of the scheme already drawn up for that area and the Clerk had advised DCC Regeneration that Durham County Council should provide the scheme up to the £15,000 available should planning permission be granted.

County Councillor Morgan asked that, as the Parish Council were considering environmental improvements; they consider agreeing to a potential scheme for "metalling" Parson's Walk. The area scored highly on the Local Transport Plan walk to facilities and often received complaints due to its muddy state. There may be funding opportunities to provide a hard surface to the whole length which would improve the state of the footpath greatly and the County Council may carry out formal consultation with the Parish Council. In view of the time factor to ensure that monies available were not lost, it was important that the Council consider this in case this occurred prior to their May meeting. Members concurred that this would be a huge improvement which, in view of the number of complaints about this area, they considered that every parent and child using this walk to school would welcome. This would also be beneficial as a safer cycle route to school and provide great cycle links due to the work of the Community Partnership. All Members present were in favour of this.

County Councillor Morgan stated that gates would be present and would be looked at to ascertain whether they needed to be adapted for the disabled.

Resolved (i) That the information be noted and further progress be awaited; (ii) That the Parish Council resolve to fully support any works to improve Parson's Walk and the Clerk be authorised to respond to any consultation on this matter to advise accordingly.

11.86 Date of Next Meeting: Wednesday 25th May 2011 at 6.30 p.m. in Landsdowne House for Annual Coxhoe Parish meeting, immediately followed by Annual Meeting of Coxhoe Parish Council. Members agreed that the June meeting be held the last Wednesday (29th) rather than the fourth Wednesday of the month to allow for Clerk's annual leave requirements.

11.87 Exempt Information – Resolution to Exclude the Press and Public:

Resolved That in view of the confidential nature of the following items, the press and public be excluded for the remainder of the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act, 1960.

11.88 Co-op and Village Hall Car Parks:

11.89 Sanderson Street: Councillor D. Smith declared an interest in this item and left the meeting.

The meeting closed at 9.25 p.m.

Signed on 25th May 2011 as a true record of the meeting:

Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice Chairman)