



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

**Meeting** Monthly

**Date** Wednesday 29<sup>th</sup> June 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 29<sup>th</sup> June 2011.**

**Present:** Councillor P. Dodsworth (in the Chair) and Councillors S. Dunn, Mrs. B. Hepplewhite, R. Mayo, K. Pounder, G. Shotton, D Smith, C Thirlaway and J. Taylor. **Clerk:** Mrs. M. Forster, Mr I Forster and Mr D Vasey. **Also Present:** County Councillor Mrs. M. Plews, PC Dunn and Mr I Moran (part of meeting). Apologies: Councillor T Rowe.

**11.122 Members Declarations of Interest:** Conflicts of interest had been declared by Councillor Pounder in EDRC AAP and CDALC items, Councillor Smith in Sanderson Street, M. Forster and D Vasey in items relating to change of Clerk, Councillors Dunn, Mrs. Hepplewhite, Mayo and Pounder declared interests in items relating to the Leisure Centre Review. Councillors Mayo and Dunn in Coxhoe Athletic.

**11.123 Questions from the public:** A member of the public expressed concern at the potential Parkhill development, the Chair advised that the Council could not comment at this stage, however there was to be a presentation by the Davis Planning Partnership at the next Parish Council meeting.

**11.124 Police Report:** The Police report had been circulated for 21<sup>st</sup> May to 17<sup>th</sup> June 2011. M. Ogilvie had submitted apologies for the meeting and PC Dunn was present and gave details of the Police report that had been circulated. Councillor Pounder outlined the recent issues around the play park and PC Dunn advised that they were aware of the issues and dealing with them, however only two calls had been recorded and residents need to report incidents to assist in the allocation of police time.  
**Resolved** That the Police Report be noted and displayed on the village notice boards.

**11.125 Minutes of Annual General and last Monthly Meeting** held 25<sup>th</sup> May 2011 **and Minutes of Special Meeting** held 27<sup>th</sup> May 2011.

**Resolved** That the minutes of the Annual General and last Monthly Meeting held on 25<sup>th</sup> May 2011 and the minutes of the Special Meeting held on 27<sup>th</sup> May 2011 be approved and signed as a true record.

**11.126 Presentation by Limestone Landscapes Manager:** Mr Moran the Community Engagement Officer outlined the three year programme and how the Parish could be involved.

**Resolved** The Chair thanked Mr Moran and the Clerk undertook to circulate information on specific local projects over the life of the programme.

**11.127 Matters of information: (1)** There had been no further communication from **East Durham Leader** as to whether they were yet in a position of having their budgets clarified and being able to make a presentation to the Parish Council, however the Clerk undertook to advance further. **(2)** 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 following leaving telephone messages has followed up with an e mail. **(3)** Councillor Dunn had been unable to make further progress on information 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 or **Asset Transfers** in view of the large workload on Parish Plan 2 and actions to save the Coxhoe Leisure Centre. **(4)** The replacement **seat at The Grove** was yet to be ordered and monies set aside would be carried forward to the 2011/12 budget **(5)** The Clerk

had contacted the lady interested in having **a seat installed near the Chemist at Coxhoe** and needed to investigate this possibility with the County Council. **(6)** It has been requested that next year's rota for the **Speed Visors** reflect operation in both directions at Quarrington Hill. **(7)** The new Clerk has been appraised of need to carry out a review of the Quarrington Hill allotments. **(8)** Following the **Special Meeting** on the 27<sup>th</sup> May 2011 two good references have been received and the contract of employment, reflecting SCP17 as negotiated by the Chair has been signed by the Chair and Mr D Vasey.

**Resolved** That the information be noted, the outstanding resolutions be actioned and progress be requested on those issues raised with other parties.

**11.128 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 and further meetings held since the last meeting of the Parish Council. Following discussion focused around potential Parish Council support at this critical stage in order that the community bid could proceed to the full business plan stage pending the outcome of Parish Plan 2.

**Resolved** The Parish Council fully supports FLiC's actions to save Coxhoe Leisure Centre and is minded in principle to support this financially by way of an appropriate increase in precept up to £30,000 per year for the next three years, this is to be considered fully when the budget for the year 2012/13 is agreed at the November 2011 Council meeting. The Council further resolved that it will consider making its borrowing facilities available at the appropriate time should any unforeseen circumstances or emergencies arise. As the matter was considered at the Parish Council as a matter of urgency due to the timescales set by Durham County Council, this in principle decision will be considered as a specific item of business at the Parish Councils next business meeting.

**11.129 Parkhill Village Extension:** Following the last Parish Council meeting the Davis Planning Partnership have been invited to attend the July Parish Council meeting for Councillors to listen to their plans for Parkhill Village Extension and housing at Fairfield and the former Coxhoe Pottery

**Resolved** That the invitation be noted.

**11.130 Hellens Development:** Councillor Pounder attended the Planning Committee on the 14<sup>th</sup> June 2011 to verbally submit the Parish Councils objections to a further 47 dwellings in line with the discussions at the last meeting and it was reported that the decision was deferred.

**Resolved** That Davis Planning Partnership be invited to attend either the August or September Parish Council meeting for Councillors to listen to their plans for Parkhill Village Extension and housing at Fairfield and the former Coxhoe Pottery.

**11.131 Resignation of Parish Councillor Mrs Wigham:** Following circulation of the letter of resignation the Council is asked to officially receive the notice and declare the office vacant. The process is that a notice needs to be displayed providing public notice and asking if 10 electors wish to claim a poll.

**Resolved** That the information be noted, the Clerk liaise with Mrs Wigham re return of computer and with the Returning Officer re the outcome of the poll notice.

**11.132 Printing Costs:** That the action of the Clerk to clarify the costs following discussion at the last meeting is noted and the situation be kept under review.

**Resolved** That the information is noted and the situation kept under review.

**11.133 Coxhoe Community Partnership:** Notification of the next meeting on the 13<sup>th</sup> July 2011 had been received and circulated.

**Resolved** That the information be noted.

**11.134 Quarrington Hill Village Partnership:** No correspondence received.

**Resolved** That the information be noted.

**11.135 Crowtrees Heritage Group:** Agenda for meeting on the 23<sup>rd</sup> June 2011 and minutes of last meeting

on the 26<sup>th</sup> May 2011 had been received and circulated.

**Resolved** That the information be noted.

**11.136 Coxhoe Quarry Liaison Committee:** Agenda for meeting on the 16<sup>rd</sup> June 2011 and minutes of last meeting on the 19<sup>th</sup> January 2011 had been received and circulated.

**Resolved** That the information be noted.

**11.137 Planning Applications:** Details had been circulated of planning applications that had been received for comment / consideration and determined under delegated authority from 24<sup>th</sup> May 2011 to 27<sup>th</sup> June 2011.

**Resolved** That the information be noted.

**11.138 Correspondence for consideration / decision: The draft response to the consultation on the County Durham Plan** was presented by Mr I Forster and agreed subject to subject to minor amendments and Mr Forster was thanked by Councillors for his assistance with this and previous planning matters. **The Invitation from Parish and Town Council Sub Committee of Standards Committee, Overview and Scrutiny Reviews of AAPs, Future of Local Government Audit and CDALC nomination** items were also considered.

**Resolved:** That the response to the consultation on the County Durham Plan be submitted and the other items noted.

**11.139 Correspondence for Information:** Items circulated for information during the month included items from Durham County Council, CDALC, The Police Authority and Out of the Blue Newsletter for June 2011. Under the Durham County (DCC) Council Neighbourhood Warden report item Councillor Pounder raised the issue of poop bags now not been provided by DCC.

**Resolved** That the information is noted and the Clerk investigate the cost of the Parish Council providing poop bags.

**11.140 Finance:**

**11.140.1 Budget Update:** A financial 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.

**Resolved** That the information be noted.

**11.140.2 Accounts for payment:** Details of financial payments required for the month had been circulated, together with the month end bank balances figure after the income and expenditure during the month. The payment to Mrs M Forster reflects expenses, holidays and excess hours agreed with the Chair.

**Resolved** That all payments presented be signed and paid:

| <b>Creditor</b>      | <b>Reason</b>                                  | <b>£</b> |
|----------------------|--|----------|
| Post Office Limited  | HMRC PAYE NI & tax April - June 2011           | 977.40   |
| Total Business Group | Landsdowne House Copier copies May - June 2011 | 502.69   |
| Total Business Group | Paper  | 27.48    |
| Kantara Limited      | Web and e mail domain services 2011 13         | 238.80   |
| NWA                  | Water QH Allotments April to June 2011         | 79.67    |
| T P Gardens          | Grass cutting, mtce and watering June 2011     | 1545.00  |
| D Vasey              | Clerk Salary June and reimbursement            |          |
| Smith of Derby       | Annual Service Visit for Millennium Clock, QH  | 195.60   |
| 3 Mobile             | Broadband & Mobile May 2011                    | 25.14    |
| M. Forster           | Clerk Salary June and reimbursement            |          |

**11.140.3 Applications for Grants / Donations for consideration:** Applications via the Mayors

appeal for St Cuthberts Hospice and County Durham Society for the Blind and Partially Sighted have been received. Together with a request from Coxhoe Athletic Football Club for continued support for the printing of the match day programme.

**Resolved** That donations of £50 each be made to St Cuthberts Hospice and County Durham Society for the Blind and Partially Sighted under S137 expenditure. That the request from Coxhoe Athletic Football Club for continued support for the printing of the match day programme be supported up to a maximum cost of £200, and that a donation of £100 be made given the low level of printing costs in 2010/11 under S137 expenditure.

**11.140.4 Letter of Thanks:** from Victim Support and Durham Citizens Advice Bureau for the donation from the Council had been circulated.

**Resolved** That the information be noted.

**11.140.5 Audit of Annual Accounts:** The amendments to the 2010 asset figure on the Annual Return requested by the External Auditors previously circulated were discussed.

**Resolved** That the amendments be noted and ratified.

**11.141 Parish Plan:** The Chair of the Parish Plan 2 Steering Group updated the Parish Council and advised that the reminder letters would be going out in the next few days.

**Resolved** That the information be noted.

**11.142 Update from Environment Committee:** Groundwork North East had advised they would collate information in June to start the scheme for noticeboards and signposting in the Front Street of Coxhoe. On the landscaping scheme at The Green to the front of Foundry Row, the Clerk had been advised by Durham County Council Regeneration that the 106 monies are to be discussed on the 19<sup>th</sup> July 2011 and then a member of the team will be allocated to work up the scheme based on the information provided by Councillor Mrs Hepplewhite.

**Resolved** That the information be noted and further progress be awaited.

**11.143 Date of Next Meeting:** Wednesday 27<sup>th</sup> July 2011 at 6.45 p.m. in Landsdowne House.

**11.144 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 is excluded for the remainder of the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act, 1960.

**11.145 Co-op and Village Hall Car Parks:**

**11.146 Sanderson Street:** Members noted **Councillor D. Smith's interest** in this item.

The meeting closed at 9.15 p.m.

***Signed on 27<sup>th</sup> July 2011 as a true record of the meeting:***

**Cllr. P. Dodsworth (Chairman)**

**Cllr. S. Dunn (Vice-Chairman)**