



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Monthly
Date	Wednesday 2nd November 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 2nd November 2011.

Present: Councillor P Dodsworth (in the Chair) and Councillors Mrs B Hepplewhite and Mrs C Parkes, Councillors S Dunn, K Pounder, C Thirlaway, D Smith, R Mayo and G Shotton. **Clerk:** Mr D Vasey.
Also Present: PC M Ogilvie, Mrs J Davis Davis Planning Partnership, Mr M Redshaw Redscape Ltd and Mr A Doughty Neighbourhood Warden. **Apologies:** Councillors J Taylor and T Rowe.

The Chairman welcomed Councillor C Parkes to the Parish Council and her first meeting.

11.201 Members declarations of interest: Interests in EDRC AAP, Quarrington Hill Village Hall and CDALC items were declared by Councillor K Pounder and interests in Coxhoe Leisure Centre items were declared by Councillor Mrs B Hepplewhite. Conflict of interest in Sanderson Street item (and withdrew from the meeting during its consideration) was declared by Councillor D Smith. Conflict of interest in Salary, Terms and Conditions of Clerk item (and withdrew from the meeting during its consideration) was declared by Mr D Vasey. Conflict of interest in Coxhoe Leisure Centre items (and withdrew from the meeting during its consideration) were declared by Councillor S Dunn.

11.202 Questions from the public: A member of the public raised a question on the process to seek adoption of a road and was advised that this was the responsibility of Durham County Council and not the Parish Council, contact information was provided.

11.203 Police report: The police report previously circulated for 3rd October 2011 to 26th October 2011 was presented by PC M Ogilvie who outlined recent reported crimes, anti social behavior incidents and vehicle thefts. Additionally it was noted that the next PACT meeting dates were detailed in the report. Parish Councillors discussed the increase in the figures and PC M Ogilvie advised of lines of enquiry and actions in hand. Mr A Doughty Neighbourhood Warden gave details of current issues and Councillors raised concerns over the general appearance of the street scene.

Resolved: That the police report be noted and displayed on the village notice boards.

(PC M Ogilvie and Mr A Doughty left the meeting)

11.204 Parkhill Village Extension: Mrs J Davis from the Davis Planning Partnership and Mr M Redshaw from Redscape Ltd outlined their proposed plans, on which they were seeking views from interested groups and individuals as part of their overall initial consultation before formal submission of plans to Durham County Council. Councillors expressed mixed views on the woodland element, expressed concerns over the potential impact of any business element on existing businesses and on the impact on schools. Inclusion of the cycle way link into the scheme and the creation in the plans of greenbelt band were suggested. Councillors emphasised that at this stage there was commitment to support or formal opinion on the scheme.

Resolved: That the presentation be noted.

(Mrs J Davis and Mr M Redshaw left the meeting)

11.205 Minutes of last monthly meeting: Held on 5th October 2011.

Resolved: That the minutes of the last monthly meeting held on 5th October 2011 be approved and signed as a true record.

11.206 Parish Clerks report and correspondence for information: The Parish Clerk presented the Parish Clerks Report, which is a report circulated prior to the meeting covering ongoing items and items of information and correspondence. It was highlighted that Quarrington Hill Village Partnership had issued the agenda for a special meeting on the 2nd December 2012. The meeting will consider nominations for the management committee and if necessary consider the dissolution of the partnership.

Resolved: That the information in the report be noted and the outstanding ongoing items be progressed.

11.207 Sports leisure facility review: Councillor S Dunn advised that discussions with Durham County Council towards a 1st November 2011 handover had not been concluded in time and that a mid month handover was now being worked to and that the Centre Managers post was now at the interview stage. Additionally the Parish Clerk was thanked for his ongoing assistance to FLiC and Councillors were advised that the contribution from Durham County Council Councillors had now been confirmed.

Resolved: That the update be noted.

11.208 Coxhoe front street and village green schemes: The Parish Clerk detailed the draft action plan set out in the paper circulated, which pulled together all current potential coxhoe front street and central green area schemes. The action plan was designed to provide a co-ordinated way forward, reflecting actions to date and future requirements. Councillors agreed the action plan subject to the inclusion of the central area of Quarrington Hill and for the action plan to developed further and implemented by the Environment Committee.

Resolved: That the action plan subject to the inclusion of the central area of Quarrington Hill be agreed and for the action plan to be further developed and implemented by the Environment Committee.

11.209 Coxhoe Community Partnership: Councillor Mrs B Hepplewhite advised that matters covered in other agenda items.

11.210 Future meeting dates 2012: Councillors considered the options detailed in the Parish Clerks report and agreed to meet in 2012 on the first Wednesday of the month at 7pm.

Resolved: That Parish Council meetings in 2012 be on the first Wednesday of the month at 7pm.

11.211 Planning applications: Details had been circulated of planning applications that had been received for comment / consideration and determined under delegated authority from 30th September 2011 to 28th October 2011. Parish Councillors were advised that the application for the erection of 47 dwellings at Commercial Road East Coxhoe by the Hellens Group had been approved by Durham County Council.

Resolved: That the update be noted.

11.212 Finance:

11.212.1 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.

Resolved That all payments presented be signed and paid:

Creditor	Reason	£
S Dunn	Reim. broadband Aug/Sep 11	23.98
Total Business Group	Copier Sep 11	268.70
T P Garden Services	Grass cutting, mtce Oct/Nov 2011	635.00
D Vasey	Clerk Salary November	
Mr Pratt	Donation	200.00

11.212.2 Consideration of financial support to FLiC: The Parish Clerk outlined the main points of the report circulated, which included detail on the governance arrangements and financial position with regard to FLiC. Councillors discussed the support being requested and the overall recommendations in the circulated report in some detail, including the pressures facing FLiC and a number of the assumptions in FLiC's financial information. The overall level of the support being requested was discussed and the possibility of other Parish Councils being asked to assist FLiC.



Resolved:

1. That the Parish Council contribute the sum of £30,000 under the Local Government (Misc. Provisions) Act 1976 s 19 to FLiC for Coxhoe Leisure Centre, with £10,000 being made available if required by FLiC to assist with cash flow before the 31st March 2012, subject to the needs of the Parish Councils own cash flow requirements, with the remaining £20,000 being made available once the Parish Council has received its first precept payment in 2012/13, anticipated in April 2012.
2. That the above contribution is subject to FLiC agreeing to the following conditions:-
 - That the Parish Council receive monthly during the first year of operation from FLiC, a comprehensive financial and operational report in relation to Coxhoe Leisure Centre.
 - That FLiC agree to representation from the Parish Council in the form of a director of FLiC nominated by the Parish Council and works with the Parish Council to amend its constitution to ensure the Parish Council has the right to nominate a director annually on an ongoing basis.
 - That FLiC create a £20,000 reserve during the course of year one of operation of Coxhoe Leisure Centre, reduced to a reserve of £14,000 if the NNDR liability is removed.
3. That the Parish Council fully review the position with respect to the further annual contributions six months into the first year of operation of Coxhoe Leisure Centre. As the Parish Council cannot commit funds beyond one year as budgets and funding via the precept are agreed annually.
4. That any requests to make the Parish Councils borrowing facilities available to FLiC will be considered on their merits at the appropriate time should any unforeseen circumstances or emergencies arise.

11.212.3 Report and recommendations from Finance Committee held on 19th October 2011:

The Parish Clerk presented a report detailing a revised budget for 2011/12 and a draft budget/precept for the year 2012/13. These had been considered at the Finance Committee meeting on the 19th October 2011 where it had been agreed to circulate them to all Councillors under cover of a report with a view to a decision on the revised budget for 2011/12 and a budget/precept for 2012/13. The Parish Clerk highlighted that the discussion at the Finance Committee took place in the context of agreed principles in that there would be a £10,000 reserve at the beginning of 2012/13 and excluding any financial support to Coxhoe Leisure Centre the same precept in 2012/13 as in 2011/12. Together that in relation to the reserve it was noted that in future years it would be desirable and prudent to increase the level of reserves held and that both the revised budget for 2011/12 and the draft budget for 2012/13 reflect what the Parish Council would like to introduce to meet the aspirations of the community emerging from PP2. Parish Councillors discussed the report and recommendations and were mindful that the current economic climate needed to be balanced with the need for the Parish Council to meet the aspirations of the community.

Resolved:

1. That following audits recommendation that all powers should be considered and S137 only used when appropriate all S137 approvals since 1st April 2011 have been reviewed and the £500 Quarrington Hill Community Centre Association and £2,000 Coxhoe Leisure Centre donations be classed under the Community Centres power to provide and equip bldgs for use of clubs having athletic, social or educational objectives Local G'ment (Misc. Provisions) Act 1976 s19.
2. That as the Parish Clerk's performance was deemed to be satisfactory during the year and that the salary be increased by one increment on 1st April 2012 in accordance with the conditions of the contract; (ii) That the Parish Clerk assess pension liabilities for employees; (iii) that the current 140 hours per month be revived on a regular basis subject to work load, with an additional 60 extra hours to draw on for the 3 month period from November 2011 to accommodate the FLiC workload.
3. That in view of the change in venue for Council meetings, Coxhoe Village Hall Association is advised that the Parish Council is unable to continue to pay the licence fee for the Village Hall from 1st April 2012.
4. That the services received from the CAB be reviewed.

5. That the service quality of footpaths, open spaces, hanging baskets, planters and flower beds be reviewed.
6. That the list of PP2 initiatives detailed in the proposed 2012/13 budget is agreed, however that it be further agreed that the overall sum of £15,250 be seen as a PP2 overall delivery pot and in year alterations be made subject to emerging priorities and delivery of individual projects.
7. The discussions take place with Coxhoe Village Hall Association and Quarrington Village Hall Association in relation to the village hall access funds included within the PP2 budget.
8. That no amount be put in the budget for the sale of Sanderson Street until the sale is realised.

11.212.4 Estimated outturn 2011/12 and revised budget for 2011/12: Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

Resolved: That a revised budget of £48,375 be set for for 2011/12.

11.212.5 Agreement of budget for 2012/13: Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

Resolved: That a budget of £84,445 be set for 2012/13.

11.212.6 Set Councils precept for 2012/13: Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

Resolved: That a precept of £74,374 be set and approved for 2012/13.

11.213 Parish plan: Councillors were advised that the community meeting to discuss the results, provisionally on the 11th and 13st October 2011, to work out the priorities and develop a delivery action plan had been unable to go ahead. In order to move the project on Mr I Forster agreed to assist in the process of compiling information for the meetings and developing the action plan. All present thanked him for his assistance. New dates for community meetings of 16th and 22nd November 2011 at Coxhoe and Quarrington Hill respectively were agreed, with summary results being delivered to all households in the parish. Additionally it was agreed to display the PP2 results at the AAP Forum meeting on the 15th November 2011 and on the Parish Councils web site.

Resolved: That the approach be noted and agreed.

11.214 Date and time of next meeting: The next monthly meeting will be held on the 7th December 2011 at 7.00pm.

11.215 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.

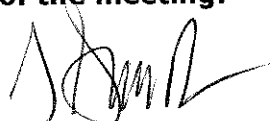
(Councillor D Smith left the meeting)

11.216 Exempt information – Sanderson Street:

The meeting closed at 9.15 p.m.

Signed on 7th December 2011 as a true record of the meeting:

Cllr. P. Dodsworth (Chairman)


Cllr. S. Dunn (Vice-Chairman)