



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting Monthly
Date Wednesday 4th July 2012
Time 7.00 pm
Venue Active Life Centre @ Coxhoe

Minutes of the proceedings of the monthly Coxhoe Parish Council meeting held at 7.00 pm in the Active Life Centre @ Coxhoe, on Wednesday 4th July 2012.

Present: Councillor P Dodsworth (in the Chair), Councillor Mrs B Hepplewhite, Councillor Carole Parkes, Councillors S Dunn, K Pounder, D Smith, R Mayo, J Taylor, T Rowe and G Shotton. **Clerk:** Mr D Vasey. **Other:** Mr M Lavelle Chief Executive of FLiC, Community Wardnen Mr A Doughty (part of meeting), County Councillors Mrs M Plews and Mr D Morgan (part of meeting). **Apologies:** Councillor C Thirlaway.

12.20 Members Declarations of Interest: Interests in EDRC AAP, Quarrington Hill Community Centre, Quarrington Hill Village Partnership and CDALC items were declared by Councillor K Pounder, interests in Active Life @ Coxhoe items were declared by Councillor Mrs B Hepplewhite and Councillor S Dunn, interests in Sanderson Street number 6 planning application were declared by Councillor D Smith, interests in Quarrington Hill Village Partnership were declared by Councillor Carole Parkes, interests in Coxhoe Athletic FC were declared by Councillor R Mayo.

12.21 Questions from the public: There were no questions from the public.

12.22 Police report: The police report for the 30th May 2012 to the 4th July 2012 was discussed by Councillors.

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

12.23 Minutes of last monthly meeting: Held on 30nd May 2012.

Resolved: That the minutes of the last monthly meeting held on 30th May 2012 be approved and signed as a true record.

12.24 Community Wardens: Mr A Doughty Community Warden attended the meeting as a representative from the Warden Service and outlined the service to the Parish within the new structure. The back to back shift pattern, linked working hours and impact of wider geographical area now covered were discussed. Contact cards with a telephone contact number were circulated. Given these changes resources will be targeted to reflect reported issues.

Resolved: That the update be noted.

12.25 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. The following items were highlighted (1) attendance at the August 2012 Parish Council meeting of J Bellis from the AAP (2) It's Up 2 U Participatory Budgetary Event (including circulated list of groups who have submitted bids) (3) PP2 consultation event at Coxhoe Village Hall on the 7th July 2012.

Resolved: That the information in the report be noted and the outstanding on-going items be progressed.

12.26 Code of conduct: Councillors considered the previously circulated draft code of conduct and new notification of pecuniary and other interests form. The Parish Clerk advised of the need for the Parish Council to adopt a new code of conduct in response to arrangements set of in the Localism Act 2011 and that there is now a requirement for the pecuniary and other interests forms to be available on the Parish Councils web site and Durham County Councils web site.

Resolved: That the draft code of conduct be adopted and take immediate effect. That all Councillors complete the new pecuniary and other interests form and return them to the Parish Clerk by the 28th July 2012 at the latest.

12.27 Quarrington Hill Village Partnership monthly report: The report previously circulated was considered by Councillors. The cost of advertising in the Coxhoe Chronicle was discussed linked to Hill Talk generating advertising revenue and the preference for both publications to have FLIC advertising materials as standalone material to be delivered with the publications.

Resolved: That the report be noted.

12.28 Planning applications: Councillors considered planning applications that had been received for comment / consideration, or determined under delegated authority from 30th May 2012 to the 30th June 2012. The Parish Clerk advised Councillors of the response from DCC in relation to issues raised following the Parish Council meeting on the 30th May 2012 with regard to application 4/12/00334/FPA (rear of 19 and 20 Commercial Road East Coxhoe) and application 4/12/00470/FPA (9 Sanderson Street Coxhoe), which have now been approved.

Resolved: That the update be noted.

12.29 Finance:

12.29.1 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	£
Coxhoe Village Hall	Room hire	75.00
Durham County Council	Room hire	22.50
Mr G Fletcher	Internal audit fee 2011/12	400.00
NWA	Water charges	27.02
T P Gardens	Grass cutting June 2012	275.00
Total Business Group	Copier - June 2012	58.44
D Vasey	Salary July 2012	
PC Business World	Lap top, printer, software and accessories	662.96

12.29.2 Financial information 2012/13: Councillors considered the financial information for 2012/13 up to and including end of May 2012.

Resolved: That the information be noted.

12.29.3 Internal audit report 2011/12: Councillors considered the Internal Audit report previously circulated, which had the objective of examining the Parish Councils systems of internal control to ensure that Councillors may obtain an adequate level of assurance for its activities. Areas detailed in the report were examined with the conclusion that internal controls within the Parish Council are very good and there were no recommendations.

Resolved: That the request be noted.

12.29.4 Request for donations from Coxhoe Athletic FC, City of Durham Mayor's Appeal, Coxhoe Community Partnership and Coxhoe History Group: Councillors considered the requests for donations and discussed the future administration and meeting location of the Parish Council linked to the requests for donations from other users of Landsdowne House.

Resolved: That donations of £50 each be made to Heel and Toe and Blind Life 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 of £200 and a donation of £100 be made given the low level of printing in 2011/12 under S137 expenditure. That under S137 expenditure the cost of booking fees for Landsdowne House be supported to a maximum of £60 per organisation for the Coxhoe Community Partnership and Coxhoe History Group, pending further consideration of the Parish Councils future administration and meeting location.

12.30 Coxhoe Allotments: The Parish Clerk advised of communication received from Coxhoe Allotments Society in relation to items potentially containing asbestos. Parish Councillors discussed the issue with reference to events prior to the Society taking over management of the site.

Resolved: That the Parish Clerk clarify specific items in question and the Parish Councils wider liability under the licence agreement.

12.31 General tidiness, grass cutting and maintenance of villages: Councillor S Dunn raised the issue of the villages generally looking untidy and not cared for in comparison to some surrounding areas. Parish Councillors gave numerous specific examples of weeds on the road side and poor, or no grass cutting. The recent incident of travellers camping on the village green was discussed and the need to tackle via procedures followed by Durham County Councils Traveller Liaison Service.

Resolved: That the Parish Clerk report the specific issues direct to Durham County Council.

12.32 Date and time of next meeting: Wednesday 1st August 2012, 7pm at Coxhoe Village Hall

12.33 Resolution to Exclude 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.

12.34 Exempt Information – Active Life Centre @ Coxhoe:



The meeting closed at 8.30 p.m.

Signed on 1st August 2012 as a true record of the meeting:

Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice-Chairman)