



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

<b>Meeting</b>	Monthly
<b>Date</b>	Wednesday 7 <sup>TH</sup> November 2012
<b>Time</b>	7.00 pm
<b>Venue</b>	Coxhoe Village Hall

### **Minutes of the proceedings of the monthly Coxhoe Parish Council meeting held at 7.00 pm in Coxhoe Village Hall, on Wednesday 7<sup>th</sup> November 2012.**

**Present:** Councillor P Dodsworth (in the Chair), Councillor Mrs B Hepplewhite, Councillor Carole Parkes, Councillors S Dunn, K Pounder, C Thirlaway, T Rowe, D Smith, R Carr and J Taylor. **Clerk:** Mr D Vasey. **Other:** County Councillor Mr D Morgan and Mr A Blanckley from DCC (both part of meeting). **Apologies:** Councillor R Mayo.

The Chairman extended a warm welcome to Councillor R Carr at his first meeting.

**12.95 Members Declarations Of Interest:** Interests in EDRC AAP, Local Councils Committee, Quarrington Hill Community Centre, Quarrington Hill Village Partnership and CDALC items were declared by Councillor K Pounder, interests in Active Life Centre @ Coxhoe item were declared by Councillor S Dunn, interests in Quarrington Hill Village Partnership were declared by Councillor Carole Parkes, interests in Coxhoe Village Hall and Coxhoe Community Partnership were declared by Councillor B Hepplewhite.

**12.96 Questions From The public:** There were no members of the public present.

**12.97 Police and Neighbourhood Wardens Reports:** The reports from the Police covering the period 30<sup>th</sup> August 2012 to 31<sup>st</sup> October 2012 were considered by Parish Councillors. No Neighbourhood Wardens report was available.

**Resolved:** That the reports be noted.

**12.98 Minutes of Last Monthly Meeting:** Held on 3<sup>rd</sup> October 2012.

**Resolved:** That the minutes of the last monthly meeting held on 3<sup>rd</sup> October 2012 be approved and signed as a true record. That the Parish Council receives following further consideration monthly updates on the Parish Plan.

**12.99 Winter Maintenance Presentation:** The Chairman welcomed Mr A Blanckley from Durham County Council (DCC) who delivered a presentation on the DCC Winter Maintenance Service and how the service could work in partnership with the Parish Council. Parish Councillors discussed the partnership approach where DCC provide information/alerts, training, salt, equipment and public liability insurance, with the Parish Council providing the manpower. Additionally the location and number of salt bins was discussed together with the on-going problem of residents taking large amounts of salt for their own use.

**Resolved:** That the Parish Clerk liaise with Mr A Blanckley around the feasibility of a joint DCC and Parish Council assessment of new locations for salt bins and through the Coxhoe Chronicle, Hill Talk and the Parish Councils web site to ask for volunteers to come forward to assist in salting and snow clearing if a partnership can be established with DCC.

**13.00 Parish Clerks Report and Correspondence for Information:** The Parish Clerk presented the Parish Clerks Report which included information on traffic speed signs, lighting and paving in relation to Coxhoe Village Hall and the youth room partnership agreement. The Parish Clerk also detailed and circulated details of the areas within the Parish where DCC is responsible for maintenance. Councillor K Pounder provided a verbal update from the CDALC AGM including increase in funding levy and on more regular meetings around joint working with DCC.

**Resolved:** That the Parish Clerk advance the potential of 3M replacement speed signs and data collection directly by the Parish Council. That the funding for village hall external lighting is increased

to £1,200 with the Parish Clerk and the Chairman being authorised to proceed with the works and that no work in relation the paving area near the car park be advanced at this time. That Councillor B Hepplewhite input on behalf of the Parish Council into the drafting of a new youth room partnership agreement.

**13.01 Quarrington Hill Village Partnership and Quarrington Hill Community Centre Reports:**

The report previously circulated was considered by Councillors.

**Resolved:** That the report be noted.

**13.02 Active Life Centre @ Coxhoe Report:** Councillor S Dunn provided a verbal update including details of the successful year one celebration evening.

**Resolved:** That the update be noted.

**13.03 Durham County Councillors Update:** County Councillor D Morgan provided an update including a discussion on the proposed new Sunday bus service within the Parish, to be jointly funded by the three local Parish Councils and DCC. .

**Resolved:** That the Parish Council proposed annual contribution of £1,000 be approved.

**13.04 Planning Applications:** Councillors considered planning applications that had been received for comment / consideration, or determined from the 2<sup>nd</sup> October 2012 to 7<sup>th</sup> November 2012.

**Resolved:** That the update be noted.

**13.05 Planning Application – 11/00479/FPA Former Omnibus Dept and Welfare Club:**

Councillor Carole Parkes advised that she had represent the Parish Council at the DCC Planning Committee and that the removal of the section 106 obligation was not supported by the committee.

**Resolved:** That the outcome of the Planning Committee be noted.

**13.06 Planning Application – 4/12/00762/FPA Land adjoining Holden’s Yard Quarrington Hill:**

The Parish Clerk advised that the application was now to be determined by committee on 13<sup>th</sup> November 2012, however County Councillor D Morgan advised that he understood that it had been deferred to a future meeting date to be agreed

**Resolved:** That the Parish Clerk urgently clarify the position and Councillor Carole Parkes seek advice in relation to the overall situation from the national association supporting allotments.

**13.07 Finance:**

**13.07.1 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	£
T P Gardens	Grass cutting Oct/Nov 2012	430.00
Coxhoe WMC FC	S137 Donation	200.00
Total Business Group	Copier October 2012	61.76
Coxhoe Village Hall	CAB rent	90.00
Scottish Power	Oct 2012 Memorial Gardens	97.07
Thinford Nurseries	Watering Aug./Sep. 2012	2340.00
BDO	2011/12 Audit Fees	480.00
Mr D Vasey	Salary – November 2012	
CAB	Advice Service half year 2012/13	325.00
Tarmac	Coxhoe Vilage Hall Car Park	11565.61
3 Mobile	Internet and tele September 2012	23.98
Coxhoe Villlage Hall	Poppy Wreath	22.00

**13.07.2 Report and Recommendations from the Finance Committee held on the 24<sup>th</sup> October 2012:** The Parish Clerk presented a paper detailing a revised budget for 2012/13 and a draft budget/precept for the year 2013/14. These had been considered at the Finance

Committee meeting on the 24<sup>th</sup> October 2012 where it had been agreed to circulate them to all Councillors with a view to a decision on the revised budget for 2012/13 and a budget/precept for 2013/14. 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 2013/14, 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 2012/13 and the draft budget for 2013/14 reflect what the Parish Council would like to introduce to meet the aspirations of the community 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 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 2013 in accordance with the conditions of the contract
2. That the services received from the CAB be discontinued with effect from the 1<sup>st</sup> November 2012.
3. That the Finance Committees recommendation of acceptance of the assessment on the effectiveness of internal control be endorsed.
4. That the overall report and recommendations of the Finance Committee through draft minutes and papers circulated at the meeting be approved and adopted.

**13.07.3 Estimates 2013/14 – To Agree a Budget for the Forthcoming Financial Year:**

Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

**Resolved:** That a revised budget of £77,405 be set for 2012/13 and a budget of £84,020 be set for 2013/14.

**13.07.4 Precept 2013/14 – To Set the Parish Council Precept for 2013/14:**

Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

**Resolved:** That a precept of £76,000 be set and approved for 2013/14, subject to receipt of final government guidance on precepts and the outcome of DCC consultation on the Council Tax support system.

**13.08 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.

**13.09 Exempt Information – Active Life Centre @ Coxhoe**

**13.10 Date and time of next meeting:** Wednesday 5<sup>th</sup> December 2012, 7pm at Coxhoe Village Hall.

The meeting closed at 9.10 p.m.

**Signed on 5<sup>th</sup> December 2012 as a true record of the meeting:**

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

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

