



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

<b>Meeting</b>	Monthly
<b>Date</b>	Wednesday 2 <sup>ND</sup> October 2013
<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 2<sup>nd</sup> October 2013.**

**Present:** Councillor S Dunn (in the Chair), Councillors W Lavelle, B Hepplewhite, T Gorman, K Pounder, T Rowe, C Thirlaway, T Plews, K Stokoe and K Simpson. **Other:** County Councillors J Blakey and M Plews, Durham County Council Mr B Buckley, The Co-operative Estates Mr J King, Helens Developments Mr G Cordwell-Smith and Ms K Rumble, Barratts Ms K Moore and MP for the City of Durham Roberta Blackman-Woods (all part of the meeting). **Clerk:** Mr D Vasey. **Apologies:** Councillors P Dodsworth.

**13.173 Members Declarations of Interest:** Interests in Active Life Centre @ Coxhoe were declared by Councillors S Dunn and W Lavelle, interests in Coxhoe Community Partnership were declared by Councillors B Hepplewhite and W Lavelle, interests in Coxhoe Village Hall were declared by Councillors B Hepplewhite and T Plews, interests in EDRC AAP, Local Councils Committee, Quarrington Hill Community Centre, Quarrington Hill Village Partnership and CDALC items were declared by Councillor K Pounder.

**13.174 Questions from the Public:** A resident of Quarrington Hill raised the issue of the absence earlier in the week of the school crossing patrol at Cassop Primary school, responsibility for maintenance of Quarrington Hill Church Yard and the distribution/content of Hill Talk. Mr B Buckley agreed to look into the school crossing patrol issue. The Chairman advised that Coxhoe Parish Council has no responsibility for St Paul's churchyard in Quarrington Hill and that the churchyard is solely the responsibility of the Parochial Church Council in Bowburn. Councillor K Pounder indicated that for the latest edition of Hill Talk there was too much content for available space therefore some articles had been omitted, however it was hoped they would be included in the next edition and that distribution is on-going.

**Resolved:** That Mr B Buckley provide information to the Parish Clerk to enable a response from the Parish Clerk in relation to the school crossing patrol at Cassop Primary School.

**13.175 Police and Neighbourhood Wardens Reports:** The Police report for September 2013 and the Neighbourhood Wardens report for August 2013 were considered by Parish Councillors.

**Resolved:** That the Police and Neighbourhood Wardens reports be noted.

R Blackman-Woods (MP for the City of Durham) entered the room.

**13.176 Minutes of Last Monthly Meeting:** Held on 4<sup>th</sup> September 2013.

**Matters arising:** The Parish Clerk advised Parish Councillors that the data from the traffic and speed assessment exercise near the Heather Lad had been privately commissioned and therefore was not available. That Durham County Council had advised in relation to the issue of dropped kerbs raised at the last meeting by a Quarrington Hill resident that two dropped kerbs would be added at Steetley Terrace and one at Neil Crescent, funded from Ward Members budgets at an anticipated cost of £2,500. That Durham County Council had advised in relation to the land at South Quarrington Hill that there were no developments since the last Parish Council meeting to report.

**Resolved:** That the minutes of the last monthly meeting held on the 4<sup>th</sup> September 2013 be approved and signed as a true record.

The Chairman invited all this evenings guests to the meeting and thanked them for their time.

**13.177 MP for the City of Durham Roberta Blackman-Woods:** Roberta Blackman-Woods indicated that she welcomed the opportunity to touch base, raise her awareness of local issues and was interested in progress in relation to the land for sale at South Quarrington Hill. An update on the sale of the land was provided and new developments in Coxhoe discussed and the impact on the local schools. Discussion on local secondary schools and the lack of a strategic direction took place. Parish Councillors advised of the buildings now being managed by the community, namely Coxhoe village hall, the sports centre and Quarrington Hill Community Centre, the issue of capital funding to provide efficient heating was highlighted. PP2 issues were covered and progress on items including environmental improvements in Quarrington Hill was provided.

**Resolved:** That the discussion be noted and Roberta Blackman-Woods advice of any potential opportunities to attract funding to community managed buildings to provide efficient heating.

M Plews (County Councillor) entered the room and R Blackman-Woods (MP for the City of Durham) left the room.

**13.178 Coxhoe Village Hall and Co-Op car parks:** Mr J King from The Co-operative Estates outlined the background to the proposal to merge both the Coxhoe village hall and the co-operative car parks, which jointly currently have 50 spaces and are separated by a 1.1 metre height level difference. The proposal discussed would provide 51 spaces, ramped access between the two current car parks, on foot access in the area would be unaffected, service to the food store via service yard would not be affected, modelling confirms the junction can accommodate the small increase in traffic, measures to prevent the new linked car park becoming a cut through would be incorporated and alterations to signage were proposed. Subject to finalisation of scheme design and current cost estimates, together with Co-operative Board and Landlord approval the proposal would be for the Co-operative to arrange all approvals, fund and manage the works, on the basis of a full repairing and insuring lease with Coxhoe Parish Council. The terms would include expiring on the 21<sup>st</sup> January 2024, options to renew for further 10 years, peppercorn rent, introduction of a car park management system, reinstatement works at the end of the lease and totem signage on street frontage. Parish Councillors raised suggestions to increase the number of spaces by adding spaces to the ramped area and through use of existing staff parking. No objections were raised to a reduction in landscaping in the area being discussed, or to new signage if linked to improvements to the nearby highways signage.

**Resolved:** That Mr J King work to finalise the proposals and liaise with the Parish Clerk, with the aspiration of works being carried out in early 2014.

Mr J King (The Co-operative Estates) left the room.

**13.179 Highways and Transport Update:** Mr B Buckley from Durham County Council updated Parish Councillors on the outstanding highways issues. It was noted that the introduction of the new LED street lighting had in areas created dark spots and that maintenance to nearby planting in certain areas could perhaps improve the situation in certain instances. The white lining at Cassop Primary School has been completed and Councillor K Pounder raised a number of other highways issues in Quarrington Hill. Village speed signs were discussed and it was confirmed that the cost of a maintenance visit is £200 plus parts, with new compatible signs (DORMAN) being £2,200 each. Parish Councillors discussed rotation and the issue of no data being provided to date. Sanderson street issues were considered and it was identified that an 800 meter length of bollards would cost £2,000, parking enforcement was touched on, double yellow lining suggested and the possibility of a line of 3 bollards near the chemist/guard rail. The issues around the doctors surgery in Coxhoe were discussed with it being identified that from a cost point of view additional parking was not a possibility, dropped kerbs were discussed, as was general safety including 20 mile an hour signs, old people crossing signs and red road colouring. The final issue touched on was winter maintenance and the provision of grit bins.

**Resolved:** That Parish Councillors advise the Parish Clerk of the specific locations in relation to LED lighting where nearby planting required attention. That Councillor K Pounder advise the parish Clerk of the issues referred to in Quarrington Hill to enable liaison with Mr B Buckley to arrange a site meeting. That the Parish Clerk advance outstanding issues with Mr B Buckley and report on-going progress to the Parish Council.

Mr G Cordwell-Smith and Ms K Rumble (Helens Developments), together with Ms K Moore (Barratts) entered the room. Mr B Buckley (Durham County Council) left the room.

**13.180 Additional housing at the Limes Coxhoe:** Mr G Cordwell-Smith indicated that a



positive response had been received from residents of the Limes and that sales of the current phase were very positive. Additionally the proposals that it is anticipated will be submitted in the latter part of 2013 for planning consideration for an additional 106 properties were detailed. The plans reflect grant received by Helens Developments from the Homes and Community Agency to fund eight homes, which would be homes retained by Helens Developments for rent to local people. Parish Councillors considered the proposals on the basis of information only at this stage of the planning of the development. Mr G Cordwell-Smith confirmed that the proposals were beyond the settlement boundary. Parish Councillors indicated that there were two areas in Coxhoe that may be suitable for development that may be of interest to a developer, being land near Basic Cottages and the Old Church School.

**Resolved:** That information presented be noted.

J Blakey (County Councillor), Mr G Cordwell-Smith and Ms K Rumble (Helens Developments), together with Ms K Moore (Barratts) left the room.

**13.181 Parish Clerks Report and Correspondence for Information:** The Parish Clerk presented the Parish Clerks Report which reflected information on Coxhoe Village Green (full details of the last working group meeting on the 25<sup>th</sup> September 2013 were considered by Parish Councillors and the potential funding impact of the scheme was discussed), Remembrance Sunday (Councillor K Simpson and K Pounder to represent the Parish Council), Newsletters (latest editions of both the Coxhoe Chronicle and Hill Talk are available), Outside Bodies (report from Councillor K Pounder covering CDALC, AAP and Hope Construction matters) and Coxhoe post office move consultation (the Parish Clerk advised that all the actions agreed at the last meeting had been completed and that the Co-op had indicated it is running a national pilot and does not want to extend beyond this until it is evaluated. The police responded that as they can see no issues likely to generate crime they have no comment to make and no response from Durham County Council highways has been received. The response from the post office indicated that all local businesses were aware of the opportunity to host the post office and any applications received were considered. In addition to indicating that following the end of the consultation process all correspondence will be considered in formulating a final decision). Correspondence for information considered included Coxhoe Quarry Liaison Committee meeting (agenda for meeting on the 19<sup>th</sup> September 2013 and notes of previous meeting), Limestone Landscapes (September 2013 newsletter), Notification of works (re off street parking) and training (data protection and freedom of information act March 2014).

**Resolved:** 1) That the report be noted. 2) That the Parish Council through management of its cash flow and use of borrowing facilities agree in principle to fund works to the value of £20,000, until the £20,000 via S106 is released to the Parish Council, once written confirmation from Durham County Council has been received in relation to the S106 funds being earmarked for this project. That it be noted the resolution was carried with Councillors K Pounder and T Gorman abstaining. 3) That the remaining Parish Council Coxhoe capital budget of £2,355 be earmarked for the scheme and used to advance planting of bulbs, repair of worn grassed area, project management and scheme preparation works as required.

**13.182 Planning Applications:** Planning applications were considered from 3<sup>rd</sup> September 2013 to 1<sup>st</sup> October including 40 Landsdowne Road, Coxhoe (approved application), 45 Belle Vue, Quarrington Hill (extensions), 31 The Avenue, Coxhoe (extension) and Thornvale, Station Road West, Coxhoe (felling of trees).

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

**13.183 PP2 outcome of discussion session on 25<sup>th</sup> September 2013:** The session was held to allow all Parish Councillors and other interested parties the opportunity to attend a discussion and familiarisation session linked to PP2. The circulated paper detailing proposals for consideration was discussed by Parish Councillors.

**Resolved:** 1). COXHOE PARK that the Parish Council support through representation at any meeting organised for all parties by Coxhoe Community Partnership. 2) CLARENCE RAILWAY - that the Parish Council support the suggestion to reflect the gates on the opposite side of the road and proposal to consider further as part of the notice board and signage scheme or through any future S106 monies from the Limes development in addition to the current £20,000. 3) ENVIRONMENT IMPROVEMENTS

QUARRINGTON - the Parish Council agree in principle to the environment/regeneration scheme in order that proposals can be drawn up, funding applications can be prepared, and that the scheme does not suffer further delays. 4) PLAY SCHEMES QUARRINGTON HILL - The Parish Council support the proposal that the play park scheme be held in abeyance until after and subject to Durham County Councils review of play area facilities. 5) CHILDRENS AND YOUNG PEOPLES STRATEGY The Parish Council considers the draft document at a future meeting. 6) PP2 ACTION PLANS the Parish agree the amendments to the action plans detailed in the report. 7) That the Parish Clerk include a progress report in the next editions of the village newsletters.

**13.184 Finance:**

**13.184.1 Accounts for Payment:** Details of financial payments required for the month had been circulated and the month end bank balances figure after the income and expenditure during the month.

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

NWA	Water Chgs Quarrington Hill Allotments	335.09
3 Mobile	Internet and tel. Sep. 2013	23.98
Mr D Vasey	Salary – Oct. 2013	
Thinford Nurseries	Hanging baskets and planters	1710.00
Groundwork	Village green project work	2400.00
FLiC	Coxhoe Chronicle printing	119.10
T P Gardens	Grass cutting	365.00
Scottish Power	July to August 2013	50.98
CDALC	Good Councillor Guide	30.00
Coxhoe Village Hall	PP2 Project grant	1800.00
Society of Local C Clerks	2013 Subscriptions	162.00
Total Business Group	Copier rental August 2013	35.99
Total Business Group	Copier rental Sep. 2013	47.87
Total Business Group	Copier staples	68.76
Total Business Group	Copier paper	280.80

**13.184.2 Revenue and Capital Information 2013/14:** Councillors considered the financial information presented for 2013/14, up to and including September 2013. Clarification on the sum provided to FLiC was provided, in that the £10,000 was due to £50,000 being paid in 2012/13, jointly these sums equal the first two years funding commitment. In relation to VAT the Parish Clerk advised that a claim has been submitted and reimbursement was pending. Lighting was discussed in relation to the external Coxhoe village hall lights as were the traffic calming budgets linked to the earlier Transport and highways update. A motion to purchase two new traffic calming signs was lost. The Parish Clerk confirmed that the Quarrington Hill allotment rents were not due until the 1<sup>st</sup> January 2014.

**Resolved:** That the information be noted. That the Vice Chair and Councillor C Thirlaway investigate options of linking the external lights to Coxhoe Village Hall directly to the village hall with a view to achieving a cost saving. That the Quarrington Hill traffic calming sign be rotated, that the Coxhoe sign left in its current location and that no maintenance is carried out. That the Parish Clerk request speed surveys for Coxhoe Front Street, Quarrington Hill Front Street and near the Heather lad in Quarrington Hill. That the Parish Clerk takes action to improve the lighting in the meeting room used by the Parish Council following concerns over the level of the lighting being raised by some Parish Councillors. That the format of the financial reports be presented in a larger type face and include grid lines.

**13.185 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.

**13.186 Exempt Information – Active Life Centre @ Coxhoe – consideration of financial information:**

The meeting closed at 9.40 p.m.

**Signed on 6<sup>th</sup> November 2013 as a true record of the meeting:**

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



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