



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Monthly
Date	Wednesday 4 th December 2013
Time	7.00 pm
Venue	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 4th December 2013.

Present: Councillor S Dunn (in the Chair), Councillors B Hepplewhite, K Simpson, W Lavelle K Pounder, T Plews and K Stokoe. **Other:** County Councillor M Plews. **Clerk:** Mr D Vasey. **Apologies:** Councillors P Dodsworth, T Rowe, C Thirlaway and T Gorman.

13.205 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 and interests in EDRC AAP, Local Councils Committee, Quarrington Hill Community Centre, Quarrington Hill Village Partnership and CDALC items were declared by Councillor K Pounder.

13.206 Questions from the Public: A resident from Quarrington Hill congratulated all the groups and individuals from Quarrington Hill involved in the successful applications for the village at the recent East Durham Rural Corridor Area Action Partnerships (EDRC AAP), it's Your Money, Your Area, Your Views event. The chairman expressed similar congratulations to all the groups and individuals in both Quarrington Hill and Coxhoe, together with thanking the EDRC AAP and local County Councillors. A number of people raised the issue of the sign at the entrance to Quarrington Hill needing some remedial work.

Resolved: That the Parish Clerk action the necessary remedial work in relation to the sign at the entrance to Quarrington Hill.

13.207 Police and Neighbourhood Wardens Reports: The Police report for November 2013 and the Neighbourhood Wardens report for October 2013 were considered by Parish Councillors. The issue of rubbish on the football field at Quarrington Hill and the need to report to the Neighbourhood Wardens the inappropriate tethering of horses was highlighted.

Resolved: That the Police and Neighbourhood Wardens reports be noted. That the Parish Clerk raise with Durham County Council the issue of rubbish on the football pitch at Quarrington Hill.

13.208 Minutes of Last Monthly Meeting: Held on 6th November 2013.

Matters arising: The chairman emphasized that in relation to the approval to commence considering and implementing parking restrictions on the main street in Coxhoe that the work needed to be very much driven and influenced by the Parish Council. The potential of earlier parking restrictions in Coxhoe Village Hall car park was raised and discussed with views on continuing with a more holistic approach being expressed. The need for dog fouling signs in certain areas of Coxhoe was also raised.

Resolved: That the minutes of the last monthly meeting held on the 6th November 2013 be approved and signed as a true record. That the Parish Clerk takes forward the need for dog fouling signs in certain area of Coxhoe.

13.209 Durham County Councillors update: County Councillor M Plews provided an update on the proposed new combined authority which would have representatives from seven North East councils and look at key regeneration issues throughout the North East. It was also noted that Councillor S Henig leader of Durham County Council, had been appointed chairman of the leadership board. Copies of the public health pledge and unauthorised encampments in County Durham document were circulated and the success of the many events organised or supported by Durham County Council in bring visitors to County Durham during 2013 was noted. County Councillor M Plews also advised that work in conjunction with residents of Basic Cottages to enable the residents to maintain an area of

land directly adjacent to their properties was progressing well and that the County Council had been successful in its purchase of land at South Quarrington Hill.

Resolved: That the update be noted and that the Parish Clerk add to the agenda of the next Parish Council meeting an item to look at the future of land now it is in Durham County Council ownership.

13.210 Parish Clerks Report and Correspondence for Information: The Parish Clerk presented the Parish Clerks Report which reflected information on land at Coxhoe near Basic Cottages (that a response had been received from Durham County Council following the Parish Councils request for a nil value asset transfer, indicating that as the land has development potential a transfer at nil value cannot be accepted) and on the future Parish Council meeting plan (items for the January 2014 meeting). Correspondence for information considered included Coxhoe Quarry Liaison meeting (minutes of meeting held on 19th September 2013), Centenary of WW1 (funding information re war memorials, as part of this item Coxhoe Local History Group outlined their project which was at the early stages and subject to a funding application to the Heritage Lottery Fund and the early stages of a potential project in Quarrington Hill were outlined), Durham Association News (November 2013 issue), Neighbourhood Plan Working Group (agenda for 28th November 2013 meeting and notes of meeting held on the 31st October 2013), training opportunities (freedom of information and data protection event), CDALC (funding of secretariat update), Durham County Council Winter update (details of services and contact numbers for 2013/14), Estate Walkabouts (details and dates for Quarrington Hill and Coxhoe organised by Durham City Homes), stay healthy this winter (publication on keeping warm during cold weather) and Community News (DRCC November 2013 edition). A further report from Councillor K Pounder covering CDALC, Smaller Councils Forum and AAP items was considered and discussed.

Resolved: That the report be noted. That the Parish Clerk in relation to the land at Coxhoe near Basic Cottages approach Durham County Council and request an overage agreement with respect to the land. That the Parish Council support Coxhoe Local History Group by allowing free use of its room and that in principle support additional features on the Coxhoe War Memorial. That the Parish Council encourage any project for a WW1 memorial project in Quarrington Hill to be a partnership approach with other groups in Quarrington Hill and the Parish Council. That the CDALC secretariat funding situation be the subject of an item at a future Parish Council meeting.

13.211 Community reports – Quarrington Hill Community Centre: The circulated report was considered.

Resolved: That the update be noted.

13.212 Community reports – Quarrington Hill Village Partnership: The circulated report was considered.

Resolved: That the update be noted.

13.213 Community reports – Coxhoe Community Partnership: The circulated report was considered.

Resolved: That the update be noted.

13.214 Community reports – Coxhoe Village Hall: Councillor B Hepplewhite tabled a report that was considered.

Resolved: That the update be noted.

13.215 Community reports – Active Life Centre @ Coxhoe: Councillor S Dunn advised of pending events and ongoing work related to future financial health of the organisation including energy reduction advice and work to the gym.

Resolved: That the update be noted.

13.216 Planning Applications: Planning applications were considered from 5th November 2013 to 2nd December 2013 for 35 Beechfield Rise, Coxhoe (extension) and The Avenue, Coxhoe (2 applications re ATM).

Resolved: That the applications be noted.

13.217 Finance:

13.217.1 Report and Recommendations from the Finance Committee held on the 25th November 2013: The Parish Clerk presented a paper detailing a revised budget for 2013/14 and a draft budget/precept for the year 2014/15. These had been considered at the Finance Committee meeting on the 25th November 2013 where it had been agreed to

circulate them to all Councillors with a view to a decision on the revised budget for 2013/14 and a budget/precept for 2014/15. 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 2014/15, 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 2013/14 and the draft budget for 2014/15 reflect what the Parish Council would like to introduce to meet the aspirations of the community from PP2. The Parish Clerk further detailed the current and future impact of the local council tax support grant (LCTSG) on the Parish Council, the pending in year pressures to be taken into account when considered the level of reserve moving forward and the future potential of a precept cap on Parish Councils. 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 and of the need for a workable reserve. The following three options in relation to precept for 2014/15 were considered:

- OPTION 1 13/14 precept £74,245 res. bal. £7,004 – Band D £58.44 (current)**
OPTION 2 13/14 precept £74,729 res. bal. £7,488 – Band D £58.84 +0.7%/£0.40 mth
OPTION 3 13/14 precept £77,241 res. bal. £10,000 – Band D £60.95 +4.3%/£2.51 mth

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 2014 in accordance with the conditions of the contract
2. That the overall report and recommendations of the Finance Committee through draft minutes and papers circulated at the meeting be approved and adopted.
3. That the Parish Council through management of its cash flow and use of borrowing facilities agree to fund works to the value of £20,000 for the Coxhoe Village Green scheme, 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.

13.217.2 Estimates – To agree a revised budget for the current and 2014/15

financial year: Parish Councillors having considered the recommendations of the Finance Committee and considered the requirements of the budget in detail,

Resolved: That a revised budget of £68,445 be set for 2013/14 and a budget of £75,390 be set for 2014/15.

13.217.3 Precept 2014/15 – To Set the Parish Council Precept for 2014/15:

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

Resolved: That a precept of £77,241 (including the LCTSG) be set and approved for 2014/15, subject to receipt of final government guidance on precepts and final notifications from Durham County Council.

13.217.4 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:

Total Business Group	Copier Oct 13	76.93
Total Business Group	Copier Nov 13	290.99
3 Mobile	Internet and Tele Nov 13	23.98
Mr D Vasey	Salary – Dec. 2013	
T P Gardens	Coxhoe Village Green	2200.00
HMRC	Quarter 3	775.98
CIT	Copier QTR 4 rental	135.42
Coxhoe Village Hall	Wreath	20.00

FLIC	Grant	10000.00
Blachere	Delivery	48.00
Lubbe and Sons	Bulbs	406.80
Q Hill Comm. Ass	Wreath	18.00
Elec. Inst. and Mtce Ser.	Coxhoe Christmas lights	870.00

13.217.5 Revenue and Capital Information 2013/14: Councillors considered the financial information presented for 2013/14, up to and including November 2013.

Resolved: That the information be noted.

13.217.6 Donation Coxhoe History Group: Councillors considered a request from the group to support the early stages of a WW1 project as part of the national commemoration.

Resolved: That a donation of £200 be approved under section 137 expenditure.

13.218 Land Transfer Quarrington Hill Allotments: Parish Councillors considered the circulated response from Durham County Council in relation to the Parish Councils request to purchase the land currently being used for allotments in Quarrington Hill and additional adjacent land. The chairman detailed the background to this response and parish councillors discussed in some detail including the proposed purchase cost of £5,500 plus costs. A member of the public indicated that the additional land detailed would have a potentially high cost to make it suitable for allotments and that retention of the allotments needed to be a key consideration.

Resolved: That the response be noted. That the Parish Clerk write to Durham County Council and County Councillor M Plews expressing the view from the Parish Council that the reply from Durham County Council is insulting given discussions to date and the Parish Councils further disgust at the proposed purchase cost of £5,500 plus costs, stating that unless a nil value offer is received in relation to the requested land asset transfer by the Parish Councils meeting on the 5th February 2014, a resolution will be proposed to the Parish Council at the meeting on the 5th February 2014 to immediately hand over the management and maintenance of the allotments and tenants to Durham County Council and commence the process to have the land designated as statutory allotment land.

13.219 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.

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

13.221 Exempt Information – New council review:

The meeting closed at 9.15 p.m.

Signed on 8th January 2014 as a true record of the meeting:



Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice-Chairman)