



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

**Meeting** Annual General and Monthly

**Date** Wednesday 7th May 2014

**Time** 6.50 pm

**Venue** Coxhoe Village Hall

### **Minutes of the proceedings of the Annual General and monthly Coxhoe Parish Council meeting held at 6.50 pm in Coxhoe Village Hall, on Wednesday 7<sup>th</sup> May 2014.**

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

- 1. Election of Chairman:** Nominations were sought for the position of Chairman of the Parish Council. Councillor P Dodsworth was proposed, seconded and agreed.  
**Resolved:** That Councillor P Dodsworth is elected as Chairman of Coxhoe Parish Council for the ensuring municipal year.
- 2. Election of Vice Chairman:** Nominations were sought for the position of Vice Chairman of the Parish Council. Councillor S Dunn was proposed, seconded and agreed.  
**Resolved:** That Councillor S Dunn is elected as Vice Chairman of Coxhoe Parish Council for the ensuring municipal year.
- 3. Declaration of Acceptance:** Councillor P Dodsworth signed the declaration of acceptance of office as Chairman of the Parish Council and Councillor S Dunn signed the declaration of acceptance of office as Vice Chairman of the Parish Council.
- 4. 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 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 P Dodsworth.
- 5. Minutes of the Annual General meeting** held 8<sup>th</sup> May 2013 had been circulated.  
**Resolved:** That the minutes be noted.
- 6. Appointment of Committees, Sub-Committees and Working Parties:** Members considered the present bodies and membership thereof.  
**Resolved:** That the following bodies be appointed for the ensuring municipal year with the following membership:  
  
**FINANCE COMMITTEE:** Councillors Dunn, Pounder, Thirlaway and Simpson.  
**ENVIRONMENT COMMITTEE:** Councillors Thirlaway, Hepplewhite, Lavelle, Plews, Gorman and Pounder.

**GRIEVANCE AND DISCIPLINARY COMMITTEE:** Councillors Dunn, Hepplewhite, Simpson, Rowe, Thirlaway and Gorman.

**GRIEVANCE AND DISCIPLINARY APPEALS COMMITTEE:** Councillors Dodsworth, Lavelle, Plews and Pounder.

- 7. Appointment of Members to Outside Bodies:** Members considered the present outside bodies and the current Parish Council representation thereon.

**Resolved:** That the following Councillors be appointed as the Parish Council representatives on the following outside bodies:

**COXHOE COMMUNITY PARTNERSHIP** Open to all members to attend subject to any conflicts of interest.

**QUARRINGTON HILL VILLAGE PARTNERSHIP** Open to all members to attend subject to any conflicts of interest.

**COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS (CDALC)** Open to all members to attend subject to any conflicts of interest.

**EAST DURHAM RURAL CORRIDOR AREA ACTION PARTNERSHIP LOCAL COUNCILS COMMITTEE.** Councillor Pounder and open to all members to attend subject to any conflicts of interest.

**WASTE LIAISON GROUP** Councillor Pounder and open to all members to attend subject to any conflicts of interest.

**HOPE CONSTRUCTION** Councillor Pounder and open to all members to attend subject to any conflicts of interest.

**LARFARGE (TARMAC)** Councillor Pounder and open to all members to attend subject to any conflicts of interest.

**CDALC SMALL COUNCILS FORUM** Councillor Dunn and the Parish Clerk and open to all members to attend subject to any conflicts of interest.

**FLiC:** Councillor Dunn.

- 8. Dates of Meetings for 2014/15:** Members discussed and agreed the dates for the ensuing municipal year, agreeing to meet on the first Wednesday in the month.

- 9. Questions from the Public:** There were no questions from members of the public.

- 10. Police and Neighbourhood Wardens Reports:** The report from the Police covering April 2014 was considered by Parish Councillors, together with the Neighbourhood Wardens report covering the wider Durham area for March 2014. The recent cable theft in Quarrington Hill was raised and discussed.

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

- 11. Minutes of Last Monthly Meeting:** Held on 2<sup>nd</sup> April 2014. Councillor S Dunn raised the former cinema in Coxhoe planning application and that he felt it had been resolved to object to the demolition and wider environmental health and planning enforcement issues were raised.

**Resolved:** That the minutes of the last monthly meeting held on 2<sup>nd</sup> April 2014 be approved and signed as a true record. That the Parish Clerk raises the environmental health issues with Durham County Council in relation to the former cinema in Coxhoe and ask a planning enforcement officer to attend a future Parish Council meeting.

- 12. Land at Station Road Coxhoe:** Mr C Baxter from Durham County Council Planning Department provided details of the outline planning permission (all matters reserved except access) for up to 50 dwellings. Parish Councillors and members of the public considered the application and raised many points including ownership of part of the land required for access, traffic concerns, access issues and impact on bio-diversity of the site. The Chairman indicated that the strength of feeling was clear and urged members of the public to comment in their own right and to attend the Durham County Council planning meeting that will consider the application and use the opportunity to speak.

Mr C Baxter left the meeting.

**13. Parish Clerks Report and Correspondence for Information:** The Parish Clerk presented the Parish Clerks Report which included numerous updates and correspondence received by the Parish Council. The Parish Clerk highlighted Parish Councillors responsibilities in relation to declaration of interests, consideration of a nomination for a new Vice President for the County Durham Association of Local Councils and the dog fouling initiative in a local Parish.

**Resolved:** That no nomination be made for a new Vice President for the County Durham Association of Local Councils. That the Parish Council produces a similar dog fouling flyer to be distributed to all households in the Parish. That the Parish Clerk enquire as to the possibility of a paper chase course being run solely for the Parish Council.

**14. Durham County Councillors Update:** No matters to be raised.

**15. Coxhoe Village Green:** Minutes of the Coxhoe Village Green Working Group held on the 10<sup>th</sup> and 23<sup>rd</sup> April 2014 were considered. Progress and future timing of works were considered together with the funding deficit of £11,563. The Parish Clerk advised that this sum was likely to use the Parish Council reserves the position on which would be clear at the next meeting, to agree to fund at this point would likely mean use of PWLB borrowing at some point in the financial year.

**Resolved:** To provide funding up to a maximum of £11,563 and the Parish Clerk to manage cash flow and utilise PWLB borrowing as required.

**16. Durham County Council Fixed Play Consultation and Quarrington Hill Play area:**

The consultation was considered and the Quarrington Hill play area considered in some detail in relation to potential liabilities of any approach to the Parish Council. The need for a second play area in Quarrington Hill was questioned and the views of residents through PP2 considered in relation to this point.

**Resolved:** The Parish Clerk to seek firm figures re on-going yearly inspection/repairs, liability insurance and future replacement costs, together with details of organisations that could carry out the annual inspection and repairs work in relation to the proposed new play park in Quarrington Hill.

**17. Community Reports:**

**17.1 Quarrington Hill Village Partnership**

The circulated report was considered. A member of the public raised issues and concerns in relation to the operation of the partnership and circulated paper detailing these further. Parish Councillors considered the issues raised.

**Resolved:** That the report be noted. That Councillor Pounder request the partnership to provide a copy of its accounts and constitution to the Parish Council and that the partnership be discussed as a specific item at the next Parish Council meeting. That the accounts of all organisations that the Parish Council provide funding to be requested in future.

**17.2 Quarrington Hill Community Association**

The circulated report was considered.

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

**17.3 Coxhoe Community Partnership** Nothing to report.

**17.4 Coxhoe Village Hall** Nothing to report.

**17.5 Active Life Centre @ Coxhoe.** A general update was provided.

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

**17.5 Children and Young People:**

Councillor W Lavelle provided an update on a recent proactive meeting and advised that there would be a further meeting in June 2014.

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

### 18.Planning Applications:

Planning applications were considered from 1<sup>st</sup> April 2014 to 30<sup>th</sup> April 2014, including Station Road West, Coxhoe, tree works, 3 Mulberry, Coxhoe, extension, 1 Commercial Road West, Coxhoe, garage and alterations, 7 Ashbourne Court, Coxhoe, extension, 41 Grange Crescent, Coxhoe, conversion, 17 The Auenue, Coxhoe, extension and land at Station Road Coxhoe.

**Resolved:** That the applications be noted. The Parish Clerk request from Barrats a copy of the consultation comments and a further response to the planning application at this stage by the Parish Council be deferred.

### 19.Finance:

**19.1** 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 the following payments presented be signed and paid:

Creditor	Reason	£
Zurich Insurance	Insurance 2014/15	2017.54
Mr D Vasey	Salary May 2014	1223.01
Scottish Power	Memorial electrical charges	25.49
Q Hill Village P'ship	Annual 2014/15 donation	1000.00
CDALC	2014/15 Subscription	535.79
T P Gardens	Grass cutting	625.00
Total Business Group	Copier charge annual	204.00
Total Business Group	Copier charge March 2014	32.90
Total Business Group	Copier charge April 2014	34.42
Total Business Group	Copier paper	55.68
3 Mobile	Int and tele April 2014	23.98

Councillors Hepplewhite and Dodsworth left the room and Councillor Dunn took the chair.

**19.2 Request for donation – Coxhoe Village Hall:** Councillors considered the request of funding.

**Resolved:** That the sum of £1,800 be approved from PP2 village hall access funds for 2014/15.

Councillors Hepplewhite and Dodsworth entered the room and Councillor Dodsworth took the chair.

### 20.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.

#### **Exempt Information – Active Life Centre @ Coxhoe:**

Financial information for 2014 was considered and discussed by Parish Councillors

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

### 21.Date and Time of Next Meeting:

Wednesday 4<sup>th</sup> June 2014, 7pm at Coxhoe Village Hall.

The meeting closed at 8.50 p.m.