



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Full Council
Date	Wednesday 7 th January 2015
Time	7.00pm
Venue	Coxhoe Village Hall

Minutes of the proceedings of the Coxhoe Parish Council meeting held at 7.00pm in Coxhoe Village Hall, on Wednesday 7th January 2015.

Attendance: Councillors; S Dunn, T Rowe, C Hogarth, W Lavelle, K Simpson and C Thirlaway.

Absent: Cllr T Gorman.

Other: The Clerk Mr G Price, Durham County Councillor M Williams and 1 parishioner.

Apologies: were received for Cllr's P Dodsworth, B Hepplewhite, K Pounder, A Plews and DCC Cllr's J Blakey and M Plews.

In the absence of the Chairman S Dunn Chaired the meeting.

134. Declarations of Interests:

Cllr. S Dunn declared an interest in all matters relating to Future Leisure in Coxhoe (FLIC) and Coxhoe Primary School.

Cllr. C Hogarth declared an interest in all matters relating to Quarrington Hill Allotments.

Cllr. T Rowe declared an interest in Coxhoe Surgery.

Cllr. W Lavelle declared an interest in all matters relating to FLIC and Coxhoe Village Partnership (CVP).

Cllr. K Simpson declared an interest in all matters relating to Coxhoe Primary School as a Governor.

135. Representations from residents of the parish. None

136. Police report. No report was received from the police.

137. Minutes of the meeting held on the 3rd December 2014.

Members **resolved** for the balances to be omitted from the minutes and agenda and for these to be shown on the accounts for payment schedule presented to the monthly meeting for approval, and that minute 125 be amended to 'Until such time when an agreement is reached the matter will be deferred'.

It was **resolved** that the minutes provided a true record and accurate record of the meeting and were signed by the Chairman.

138. Clerk's Report on matters raised from the previous meeting.

Minute 117. An enquiry was sent to the police regarding the break-ins at Coxhoe Allotments. No culprit as yet was identified.

Minute 118. Standing Orders were revised to include the recording of Members who provide apologies for not attending council meetings.

Minute 119. The repair to the display sign in the Church Yard is still not undertaken at the contractor states the cost provided was to strengthen each sign and the Clerk only requested the one sign to be fixed which needed repair and re-concreting in.

Minute 122 b. No feedback is received from Groundwork on the issue of taking a Work placement candidate.

Minute 122 c. NALC Quality Council scheme was launched on the 6th January and a fee of £50 is required to register. It was **resolved** for the clerk to register.

Minute 122 f. Durham Ask Campaign. An outline of potential services that the parish is seeking to take over from the county has been sent. Members requested the Clerk to arrange a meeting with DCC on this matter.

Minute 122 g. Cost of purchasing dog bags, dog bins, bin emptying contract and spray marking is cover in the agenda for consideration.

Minute 122 h. A meeting was held with a Highways Officer on the Parking Restrictions. He will be taking his notes from the site visit and discuss with higher management and a report for consultation will be distributed later.

Minute 122 i. An application is now made for the Village Green for £500 towards bulb planting. Other groups and organisation may still send in further applications but one is submitted by this council.

Minute 123. Cost of Microsoft Publisher Software varies between providers from £85 to 114 for single license. It was resolved for the Clerk to purchase at best price.

Minute 124. Cornforth Lane Road Closure. Information was circulated on this and a date is being arranged.

Minute 125. Memorial Lights power transfer. A letter is sent to Coxhoe Village Hall.

Minute 127. Contact established with Manager of Tip and information received. Offer to meet and show around is tabled for members.

Minute 128. FACEBOOK draft policy revised and table for this meeting.

Minute 129. Draft Tender Documents circulated to members.

Minute 130. Letter sent to DCC Planning regarding Section 106 funds should the Hellens development proceed. This proposal is now withdrawn.

Minute 131 iii. Precept request sent to DCC. Members requested the Clerk to seek clarification from DCC concerning the TAX Base as they were concerned that the number used in setting the precept did not reflect on the recent housing developments in the parish.

Minute132. Notice Board ordered.

139. Durham County Councillor's report.

The Chairman provided a summary of the forthcoming financial implication of the next round of savings to be made by DCC.

Cllr M Williams advised that the lighting at Landsdowne Road were to be repaired. It is apparent that an agreement is in place by DCC to repair these lights. The Clerk was requested to write to B and J Hepplewhite regarding the lights in the Churchyard through to Landsdowne Road so that clarification can be obtained.

Members advised that the street lighting along the Black Path (Sports Park to the Bottom of Coxhoe) were out. Lighting pole numbers would be forwarded to Cllr M Williams.

Members expressed concern at the lack of lighting at the rear of Quarrington Hill Community Centre and adjacent to the shop. This area was walk regularly by people attending the Community Centre and the shop. Cllr M Williams would investigate this matter but it may not be adopted land under DCC. The Clerk would right to Quarrington Hill Community Centre to see if they able to provide lighting to cover this section of land.

140. Community Reports.

- I. Quarrington Hill Village Partnership.** No report was received.
- II. Quarrington Hill Community Centre.** No report received.
- III. Quarrington Hill Front Street Regeneration Scheme.** The meeting was cancelled and is re-arranged for 4pm on the 12th January 2015.
- IV. Coxhoe Community Partnership.** No report received.
- V. Coxhoe Village Hall.** No report received.
- VI. Active Life Centre Coxhoe.**
Representatives advised that Xmas, New Year and Pantomime events were well attended.

A financial summary of the year end was circulated which indicated a surplus higher than anticipated. Work is still in progress for the Solar Panel scheme and grant application for LED Lighting to reduce energy costs. It was **resolved** to accept the report.

VII. Young People including Coxhoe Youth Room.

Representatives advised that the application to Awards for All was now approved and would be accepted. A meeting would be held soon to discuss progress on the project. It was **resolved** to accept the report.

It was further **resolved** that funding to groups such as Village Halls, Community Centres and FLiC would only be provided upon the receipt of Financial Accounts, Annual Report and supporting statement of how previous funding was utilised and that a regular update/report is received on at least a quarterly basis.

141. Correspondence for Information and Action.

- a) The Clerk advised of the receipt of Winter 2014 LCR Magazine
- b) The information concerning the Alcohol Harm Reduction strategy was circulated.
- c) The invitation to attend the Royal Garden Party was received. It was **resolved** to enter the Chairman and partner in the draw.
- d) Members received the Neighbourhood Protection Team update.
- e) CDALC and DCC – Opportunity to work in partnership and purchase surveillance camera. Members express an interest in this matter and requested the Clerk to see if neighbouring Council's would collaborate in a joint purchase. The Clerk would also examine the council's budget to see if such purchase was affordable. The Clerk would also contact DCC to see if such surveillance camera could be used in the fight against dog fouling.
- f) Members received the DCC Budget Consultation for information and consultation.

142. Awards for All Grant. It was **resolved** that the grant be accepted. Clerk to forward letter of acceptance and bank details.

143. Proposed Changes to Parking Restrictions. A meeting was held with an Officer from DCC Highways and the Clerk. Issues such as parking at the Doctor's Surgery, Front Street Restrictions, Post Office and other areas were noted. The officer would take the comments back to office and discuss with senior officers and a revised report would be circulated for consultation.

144. Cornforth Lane Road Closure. A meeting on this is to be arranged. The results of the Questionnaire undertaken by the Partnership need to be forwarded to DCC prior to that date. Members would forward the information.

145. Resurrection of the Tip Liaison Meeting. Members advised that problems of Vermin were persisting in area and a section of fencing needed to be removed. Cllr M Plews advised that DCC was running the site but local residents had no contact to raise concerns. An update on what was happening could be an article for future Coxhoe Chronicle edition.

146. Policy for Social Media/Facebook.

The clerk had circulated a draft policy on 'Social Media and Electronic Communication Policy'. Further amendments would be collated by the Chairman.

147. Neighbourhood Planning Service Level Agreement. It was resolved that this be accepted.

148. Vehicles Parking on the Village Green. It was **resolved** that a notice be purchased as per quotation for a NO PARKING sign and a letter be sent to the Priest requesting that on busy occasions Church goers do not park on the Village Green and to advise that the Co-op car park and Village Hall car park could be utilized.

149. Dog fouling costs. Following on from the meeting on the 3rd December the Clerk was requested to investigate the cost of equipment and actions to assist the parish in addressing the problem of Dog Fouling (minute 122 g). The Clerk advised of the costs for the following; Metal Fido35 bins and cost to concrete into ground, Dog Bags that could be purchased in bulk through a joint order with Parish and Town Councils in County Durham, a contract with DCC to have the bins emptied on a weekly basis and the dog fouling stencils that can illustrate where dog fouling takes places with a dissolvable spray.

Members resolved to place an article in the Chronicle regarding the siting of additional bins and to purchase 4 Fido35 metal bins in late March (next financial year payment). Purchase 3 stencils and spray paint this financial year. Thereafter, arrange a contract for emptying with DCC come April/May 2015 once sited.

150. Applications submitted or under consideration.

Planning Proposal DM/14/01858//OUT for Helens Group. The construction of 103 dwellings on land to the East of Prospect Place, Commercial Road East Coxhoe. **Application withdrawn.**

Planning Applications Approved. DM/14/03467/FPA at 56 Ashbourne Drive, DH6 4SP. Proposal, the erection of first floor extension to side of existing building is **now approved.**

151. Finance.

Schedule of payments for December distributed for member's approval.

Payee	Category	Withdrawal	Deposit
Tenants	Q Hill Allotment Rents		100.00
PCS DLR Branch	Central Services: Printing Recharge		7.24
Tenants	Q Hill Allotment Rents		50.00
Tenants	Q Hill Allotment Rents		75.00
TP Gardens	Grounds Maintenance	655.00	
Total Business Computers Ltd	Central Services: Stationery	25.16	
Clerk Salary	Central Service: Salaries	1,507.92	
Clerk Expenses	Central Services: Postage	12.72	
HMRC	Central Services: Tax & NI	511.76	
Notice Board Company	PP2 QHill Notice Board	1,000.80	
G Smith (Electrician)	Central Services: Xmas Lights	970.00	
Northumbrian Water	Quarrington Hill Water Rates	14.81	
Three	Mobile Telephony	28.40	
Totals		£4,726.75	£232.24

Members **resolved** to approve the above schedule of payments (vouchers 400884 to 400891).

152. Clerk's Report. The Clerk circulated and update on the progress made on various items. It was **resolved** to accept the report.

153. Exclusion of the Press and Public. 3 tenders were received for undertaking the internal Audit. It was **resolved** to appoint Gordon Fletcher.

154. Date and time of next meeting.

4th February 2015 at 7pm in Coxhoe Village Hall.

The meeting closed at 9.00pm.

Signed on 4th February 2015 as a true record of the meeting.

Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice-Chairman)