



Delivering Quality Services to
Coxhoe & Quarrington Hill

Coxhoe Parish Council

Meeting	Full Council
Date	Wednesday 4 th March 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 4th March 2015.

Attendance: Councillors; P Dodsworth, S Dunn, B Hepplewhite, T Rowe, C Hogarth, W Lavelle, A Plews and K Simpson

Apologies: were received for Cllr K Pounder. **Absent:** C Thirlaway and T Gorman

Other: The Clerk Mr G Price, Durham County Councillor M Plews, M Williams, PC Mark Ogilvy and 6 parishioner.

184. Declarations of Interests:

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

Cllr B Hepplewhite declared an interest in all matters relating to Coxhoe Village Hall (CVH) and Coxhoe Community Partnership.

Cllr. P Dodsworth declared an interest in all matters relating to Coxhoe Village Hall.

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

Cllr. W Lavelle declared an interest in all matters relating to FLIC and Coxhoe Community Partnership.

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

185. Representations from residents of the parish.

Residents expressed concerns at the level of dog fouling that persists along the Parsons Walk. They had reported this matter to DCC and it had not been cleaned up. The chair advised that despite the parish's efforts with flyers and articles in the Chronicle this issue persists. DCC Cllr's would report this to the Cleansing Team.

Residents expressed concern at the road entrances to the Grove which were pot-holed and the footpaths around this area were also deteriorating. The Clerk would report this matter to DCC Highways.

186. Police report.

PC M Ogilvy provided a report for the meeting covering a number of minor incidents in the area. In addition, the police were seeking an injunction to prevent further Travelers from returning to the Sports Fields and have taken several statements to support this. The Bollard is now in place and a further security bollard is to be installed. Local police are also liaising with neighbouring forces to collate intelligence on Traveler movements to help stop a similar experience.

187. Minutes of the meeting held on the 4th February 2015.

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

188. Minutes of the Finance Sub-Committee held on the 24th February 2015.

The Chair advised of the work undertaken by the Clerk and the Finance Committee for the tendering exercises for the Grounds Maintenance, Hanging Baskets and Photocopying services. After analysis of all tenders received it was recommended to full council that;

- a) **Grounds Maintenance.** Altogethergreener be offered the contract and for the Clerk to arrange a meeting with them to discuss the offer as items will be excluded from the contract until such time when they proceed (i.e. the Quarrington Hill Environmental Improvements and Village Greens at Coxhoe) and that due to a cost implication the council will no longer proceed with maintenance of the Closed Churchyard due to cost implications.

It was **resolved** by full council that this recommendation be approved.

- b) **Hanging Baskets and Floral Containers.** Thindford Nurseries is offered the contract. It was **resolved** by full council that this recommendation be approved.

- c) **Photocopying Services.** In view of the poor response to this tendering exercise the Finance Sub-Committee Recommend to the Council that the Clerk canvasses directly with potential providers to obtain additional quotations.

It was **resolved** by full council that this recommendation be approved.

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

The Clerk had provided members with a report on the matters raised from last month and the actions undertaken. Some matter is re-agended in view of changes.

Minute 119. No response is received from the contractor regarding the repair to the sign in the Churchyard. Members suggested that the unit be collected by the parish.

Minute 161. Quarrington Hill Community Centre. Members advised that they were being consulted on the removal of support grant of £1,600 from DCC. Letters were sent to DCC Cllr's on this matter and concerns expressed in the DCC Survey Monkey.

Quarrington Hill Front Street Regeneration Scheme Planning Application. Issues were resolve and the planning application is now accepted by DCC.

Minute 162. DCC proposal to remove Street Lights affecting the minor road from Coxhoe to Kelloe (Sharon Avenue). Members advised that the section of lights from Coxhoe to Kelloe were jointly funded by these parishes and this matter needed further clarification. The Clerk had submitted an objection to DDC and sought support from Kelloe parish.

Minute 168. The chairman advised that the recent introduction of school bus fees was a particular concern for residents in the parish. It was resolved for the school governors with support from the parish council to lobby their DCC Councillors and MP regarding this matter. Letter sent to all DCC Cllrs and MP.

Minute 171. Policy for Social Media/Facebook. Final amendments were to be received by the Clerk.

190. Durham County Councillors report.

A copy of the report was circulated to members prior to the meeting. In addition to the written report members of the parish requested that when village walkabouts were being planned that the Clerk is advised so that the information can be circulated to members. It was **resolved** to accept the report.

191. Community Reports.

I. Quarrington Hill Village Partnership. No report.

II. Quarrington Hill Community Centre. No report.

III. Quarrington Hill Front Street Regeneration Scheme. The Clerk advised that the Planning application was submitted and the recent tendering exercise has established costs for the implementation and maintenance of ground works and sought quotes for the concrete plinths to support the sculptures. Funding applications are submitted by Members and an agreement is in place with Home Housing to use the land at Belle Vue and Hawthorn Crescent to site sculptures. The Clerk will prepare the Artiste contract for when the commission starts. Members from the group were aware that the cost to undertake the landscape work were below the estimates and that this spare funding could be utilised to provide additional planting schemes in Quarrington Hill. Members agreed for the Clerk to work with the group to look at additional landscaping/planting.

IV. Coxhoe Community Partnership. No report.

V. Coxhoe Village Heritage and Learning Project.

Members advised that following the recent meeting the group are looking at the village street landscape and may consider further features of sculpture to the village green, additional railway gates. The old Potteries site which is subject to a planning application will have an Archaeological survey undertaken that could have community participation. Any findings could add to the study of village history. Cllr M Williams advised that the site may have asbestos and dangerous gases and will need to be examined prior to such activities. If the application is approved Section 106 funds have been requested to support a pumping station and there is none available for village schemes.

The Clerk was requested to write to DCC concerning the Section 106 Planning Gain and to request that all future applications are mindful of the parish needs to support community facilities and the Village Green.

VI. Coxhoe Village Hall.

Members advised that the website had been updated and traffic at the site was greatly improved. The AGM will be held next week. A vacancy exists for a Caretaker/Cleaner. The funding application for the Heating system renewal is submitted. Blinds have been installed, new stage rear curtains installed with help from the Hop group. Events and bookings are going well with schedule of events published on the website. The previous report advising that Barretts were to renew the kitchen may not materialise.

VII. Active Life Centre Coxhoe.

Members advised that despite an electrical fault gratefully repair by DCC it had been a good start to the year. Badminton England has expressed interest in assisting the renewal of the sports hall lighting and the flooring. Some repainting works have taken place. The Trustees give their thanks to the volunteers who help to distribute the leaflet with Chronicle. A member of staff is leaving and this will allow a further review of staffing.

It was **resolved** to accept the report.

VIII. Young People including Coxhoe Youth Room.

Members advised that Investors in Children (IIC) will start work on the project at end of March initially focusing on circulating information and engaging with young people. The group are also working on the Job Description and Personal Specification of Youth Worker. It was **resolved** to accept the report.

IX. PP2 Two Years On.

Members provided a 4 page update that was attached for information. It was proposed to include this update in the June Chronical Edition and this draft required input from members. It was **resolved** to accept the update and for members to provide feedback on the draft.

192. Correspondence for Information and Action.

- a) Members noted the reply received from MP Roberta Blackman on the School Bus Fees.
- b) The Clerk advised that additional information was received from DCC (Oliver Sherratt) concerning the use of CCTV camera's that would give parish council's more control over their use should they purchase one. In view of this the Clerk was requested to seek additional information from DCC (statistics on Fly-Tipping in the parishes of Kelloe and Coxhoe) to provide further information for the council's deliberations.
- c) The Clerk advised that further information was received from Kelloe Parish who were against the DCC's proposal to turn off the Street Lights along Sharon Avenue between Kelloe and Coxhoe. The Clerk had submitted the parish's objection on this proposal.
- d) The Clerk had circulated information to members on the North East Combined Authority (NECA) who were consulting on the proposed 'Devolution of Powers from Government'. The papers circulated provide members with an opportunity to make comments on this. It was **resolved** that members would submit comments individually.

193. Offer of Grant (£500) from Civic Pride/It's your Neighbourhood.

Members were unsure of the grant intention and requested the Clerk to circulate the original application on this matter.

194. Feedback from the Quarrington Hill Tip Site Visit/Meeting.

Members advised that the site visit had proved to be a real eye-opener as very little was known of what was inside. Members attending were advised that landfill operations had ceased in June 2014 and since then works to cap off the remaining landfill cell were being undertaken. This involved reshaping the cell, covering it with protective soils, and then placing an impermeable membrane over the top before covering with restoration soils to be finally grass seeded. These

works had caused some disruption to the site which was perhaps why odours were released but work on this had progress well and all the afore works were on schedule to be completed by late summer 2015. The Environment Agency will require Gas extraction and the capturing of liquids to continue for years to come but eventually the internal landscape of the site could provide a location for public access such as walking.

195. Big Spring Clean.

Members advised that as part of the Keep Coxhoe Clean Campaign volunteers are needed. Several areas were noted where broken glass and grit was lying on footpaths and required cleaning. Cllr M Plews advised of the group in Bowburn that was already set up and would be a good contact to find out how they operate. It was also suggested that the Scout who had done such work in the past could be resurrected. Contact would be made with them.

196. Durham Ask Update from the previous meeting held on 11th February 2015.

The Clerk had circulated the notes from this meeting and members requested the Clerk to clarify with DCC the statement on the Kingswood, whereby the parish council was seeking the 'transfer of ownership' to the parish rather than just the management of it.

197. Land to the North East side of Coronation Terrace.

The Clerk had circulated papers on the proposal by DCC to omit this section of land from the village green transfer as a way of progressing this matter as the Care Centre needed parking space. It was **resolved** for the Clerk to reply to DCC advising that the parish would rather this land was transferred to the parish who could then lease it back to the Care Centre.

198. Coxhoe Village Green Scheme.

A meeting on this took place on the 25th February.

199. Cornforth Lane Road Closure and Green Crescent Vehicle Trespass.

A public consultation event is to be held in the Village hall concerning these matters on the 18th March at 7pm.

200. Proposed Changes to Parking Restrictions.

The Clerk had circulated the draft proposal scheme received from DCC Highways. It was resolved that the Clerk write to all residents on Sanderson Street and those opposite on these proposals suggested by DCC.

201. Transfer of Coxhoe Village Hall (CVH) to the Council and Lease back to CVH.

The Clerk advised that a meeting with Nick Hadrofield had taken place and this agreement will be progressed to a conclusion over the next 2 months.

202. Policy for Social Media.

The Vice-Chairman advised that the policy had been amended as previously discussed and circulated. It was **resolved** that this amended copy be adopted by the council.

203. Purchase of internal Notice Board for the Parish Office.

It was resolved that a budget of £500 be set and the Clerk to liaise with Coxhoe Village Hall on its size, colour and design prior to purchase.

204. Applications submitted or under consideration.

Planning Applications for Consideration.

DM/14/03858/FPA & DM/14/03864 for 2 & 3 Church Street, Coxhoe – Installation of new Shop Frontage. No objections were raised on these proposals.

DM/15/00356/FPA for 17 The Avenue, Coxhoe – Extension and alteration to existing dwelling including raised roof height and forming first floor bedroom, two storey rear extension and a single storey garage extension (amended plan to approval 14/00950. No objection was raised on this proposal.

DM/15/00166/FPA for various locations along Front Street, Quarrington Hill – 2 no. village entrance artwork features sited at junction of Hawthorn Crescent and Belle Vue with Front Street and 1 no. mid village artwork sculpture. No objections raised on these proposals.

DM/15/00501/FPA for 1 Ashbourne Court, Coxhoe – Erection of first-floor extension at side of dwelling. No objection raised on this proposal.

DM/15/00578/FPA for 25 Church Street, Coxhoe – Change of use from dwelling (C3) to shop (A1). No objection raised on this proposal.

DM/14/01771/OUT Application previously considered and now under appeal. For land to the North East of St Mary’s Terrace Coxhoe – Outline application (all matters reserved except for partial means of access) for up to 190 dwellings. The Clerk was requested to check online that previous submissions were included.

205. Finance.

I. Schedule of payments for February distributed for member’s approval.

Payee	Category	Withdrawal	Deposit
HMRC	Reclaimable VAT		283.34
Total Business Computers Ltd	Central Services Stationary	97.80	
Clerk	Salary	1,466.43	
Clerk	Postage	19.64	
Three	Mobile Telephony	27.00	
HMRC	TAX & NI	483.84	
Total Business Computers Ltd	Central Service Photocopier Usage	77.21	
Totals		2,171.92	283.34

Members **resolved** to approve the above schedule of payments (vouchers 400899 to 400903).

II. **Proposal to purchase Alpha Financial Management Software.** Members resolved to purchase the Software.

III. **Financial Performance to date.** The Clerk had circulated in advance details of the council’s income/expenditure to date and performance against budget set.

206. Clerk’s Report. The Clerk circulated an update on the major projects he had been working on and the progress to date.

207. Exclusion of the Press and Public. None.

208. Date and time of next meeting.

1st April 2015 at 7pm in Coxhoe Village Hall.

The meeting closed at 9.45pm.

Signed on 1st April 2015 as a true record of the meeting.

Cllr. P. Dodsworth (Chairman)

Cllr. S. Dunn (Vice-Chairman)