



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

<b>Meeting</b>	Full Council
<b>Date</b>	Wednesday 30 <sup>th</sup> June 2015
<b>Time</b>	6.30pm
<b>Venue</b>	Quarrington Hill Community Centre

### **Minutes of the proceedings of the Coxhoe Parish Council meeting held at 6.30pm in Quarrington Hill Community Centre on Tuesday 30<sup>th</sup> June 2015.**

**Attendance:** Councillors; S Dunn, B Hepplewhite, K Pounder, W Lavelle, C Hogarth, A Plews and K Simpson.

**Apologies:** T Rowe, C Thirlaway, T Gorman, J Blakey and M Williams. **Absent:** P Doddsworth.

**Other:** The Clerk Mr G Price, Durham County Councillor's M Plews, Gavin Smith and Katie Rumble (Hellens). 0 Parishioners.

#### **43. Declarations of Interests:**

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

Cllr. T Plews declared an interest in Coxhoe Allotments.

Cllr. C Hogarth declared an interest in all matters relating to Quarrington Hill Allotments and the Kingswood Community Group.

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

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

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

Cllr K Pounder declared an interest in all matters relating to Quarrington Hill Community Centre and Quarrington Hill Village Partnership.

#### **44. Hellens Group Ltd, Limes Development.**

Gavin Cordwell-Smith from Hellens group advised of the current planning application for the Lime site which would consist of 55 dwellings of which 22 would be affordable homes with 8 of these being bungalows. Hellens were now registered as a Housing Association and were already running affordable homes. The previous application for this site was withdrawn and a revised submitted which it is hoped will be judged in September by DCC planning committee. This was an outline application as as yet no builder was appointed.

Hellens advised that as part of this development DCC was implying that the land adjacent and bordering the Crowtrees Reserve would be maintained in perpetuity by the developer and thereafter restricted from further development. Maintenance of this land would be overseen by Hellens via their Grounds Maintenance contractor and this work would be funded by a Service/Management charge in the deeds/conditions of purchase/rent thereafter.

DCC M Plews joined the meeting.

Cllr. M Plews expressed concern that such management charges were problematic when owners come to sell properties later and this should be avoided.

The Chair advised that at the public meeting he raised the possibility of the parish council taking over this land to preserve it but now that Hellens were making such arrangements this appeared not to be necessary. Furthermore, the Chair advised that the Section 106 funds attached to this proposal were to be split between the upgrade of the path into a nature reserve and the school, but the parish council had asked its DCC Cllrs to consider a proposal to restructure this funding

equally between the School, Coxhoe Village Hall and the Active Life Centre on the understanding that the path/cycle track was in good condition and did not require any upgrading.

Hellens advised that this revised proposal was smaller than the previous submission and would not have as much Section 106 funds as the original proposal and that DCC were stipulating the amounts that went towards school investment.

The council welcomed the proposal as it provided both affordable housing and bungalows and advised Hellens of a section of land that could be a further venture in providing bungalows. Hellens would make inquiries regarding this section of land.

The ownership of the Railway Gates was queried as the council was to have these painted and was considering installing a similar set on the opposite side of the road. Hellens would provide details of the contractors responsible for their installation.

**45. Representations from residents of the parish.** None.

**46. Police and Neighbourhood Wardens Reports**

PC M Ogilvy provided two reports covering this and the previous month.

Members expressed concern at the level of incidents and requested the Clerk to contact Mark regarding these matters to see if any additional action can be undertaken to reduce the level of incidents. Members also advised that the new Community Policing Officer was moving into the area who was working at grass roots level with young people.

**47. Minutes of the Meeting held on the 3<sup>rd</sup> June 2015.**

The clerk was advised of several amendments to be made and with these recorded it was **resolved** that the minutes provided a true record and accurate record of the meeting and were agreed. These amended minutes would be signed when amended.

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

The Clerk advised that no issues were outstanding from the previous meeting.

Progress on completing the Foundation Quality Award was progressing with further information to be loaded into website when Annual Return is received from External Audit.

**49. Durham County Councillors report.**

A report from DCC Cllr M Plews was circulated.

Cllr M Plews expressed concern at the issue of Devolution where Durham is expected to introduce an elected Mayor to cover the whole region. This issue is causing serious concern in DCC and where possible parish members and the wider public should lobby against this.

The impending emergency budget to be announced by the Chancellor due on the 8<sup>th</sup> July will also have repercussions for people in Durham as the austerity measures will affect many people.

It was **resolved** that the report be accepted.

Members advised Cllr M Plews of the lack of grass cutting to the entrance sign at Quarrington Hill. This lack of maintenance did not give the village a good impression. With concerns already raised regarding travelers members were concerned that the drop bollard between the Community Centre and the adjacent shop was not in situation. These matters would be address by Cllr M Plews.

Members advised Cllr M Plews of the chair's previous correspondence on issues in Coxhoe and again asked Cllr M Plews to progress the request to have the street bollards and fencing repainted and it was looking unsightly.

Members also enquired if DCC could fund the QH lettering landscape feature as part of the Quarrington Hill EIP scheme. Cllr M Plews agreed to pursue this.

Members also enquired if Cllr M Plews could pursue the council's concerns concerning several areas of land at the bottom of Coxhoe. A reminder on these matters would be forwarded by the Chair.

Members also expressed concern at the condition of the footpaths in the Front Street which were littered and had much detritus. A request for cleansing would be made by Cllr M Plews. Letters to shop proprietors could be undertaken after a cleansing operation.

With regards to the Village Green and the meeting with Mr. Cubello concerning the land for parking at the Village Care Centre DCC were prepared to sell the land to Cubello with covenant restriction for future development. It was **resolved** that the council would support this transaction and the Clerk would write to DCC Disposals Team on this decision.

## **50.Reports.**

- I. Quarrington Hill Village Partnership.** No report was received.
- II. Quarrington Hill Community Centre.** No report was received.
- III. Quarrington Hill Front Street Regeneration Scheme.** Members advised that a further funder had declined to support the project, however there were sufficient funds available to progress the central sculpture feature. The two village end smaller features would have to be held until later as the ownership of the land was now transferred to DC Homes and they did not have a procedure in place to dispose of the land to the parish council. Concerns were expressed at the Regeneration Group meeting by DCC that the land had not been advertised for disposal to the parish council however; the group considered that opposition was highly unlikely. The group would liaise with the Durham Community Foundation regard their grant award towards the project, to see if they could proceed on the central feature only and if so they would clarify the Contractual Terms with the Artist and proceed to let a contract to provide the central feature as a first phase. It was **resolved** for the group to proceed as outlined in their report.

With regards to the additional landscape scheme (QH lettering) on the adjacent land, Nick Jones from the working group would forward a detailed specification to the Clerk who would in turn seek costs to have implemented. It was **resolved** that delegated authority be given to the Clerk, Chair and Vice Chair to proceed with this landscape feature with a budget limit of £2,000.00.

- IV. Coxhoe Community Partnership.** No report received.
- V. Coxhoe Village Hall.** Members advised of the new hand washing facilities and insulation installed. Hand dryers and low energy lighting were to be installed in the weeks ahead. T Rowe was now appointed as part-time caretaker and the manager's post will be re-advertise as a permanent post. It was **resolved** to accept the report.
- VI. Active Life Centre Coxhoe.** Members advised that the flooring in the main hall was not renewed yet as the Badminton England grant was delayed. The lighting had been replaced. It was **resolved** to accept the report.
- VII. Young People – Youth Strategy.**

A meeting had taken place on the Youth Room and a plan of action developed to improve the facility. This was to include painting, new flooring initially as part of a long term refurbishment aim by the young people. DCC has suggested other potential users for the room and it was noted that the Active Life Centre may use the room for additional bookings when not required for youth activities.

Cllr M Plews advised that the DCC Youth Strategy was due to be considered and may hold significant issues concerning services to young people throughout the county.
- VIII. PP2.** Members were advised that the next Chronicle was due in September and work compiling this should start earlier because of the holiday period during the preparation time. So members should prepare in advance articles of interest that they want included. All to note.

- IX. Kingswood and Durham Ask.** A draft business plan for the Kingswood is near completion and the group is exploring charitable status to help access funding. The hand over is anticipated in June 2016 but in the meantime the group is seeking to establish links with DCC to work jointly with them for experience and training in preparation. A variety of organisations are involved with the Kingswood group and it is agreed to extend this to neighbouring parishes. The results of the household survey were presented to members and the chair advised that the public meeting on this was well attended and the residents of Quarrington Hill are up for it to happen. It was **resolved** to accept the report.
- X. Village Atlas.** Members advised that Cassop Cum-Quarrington were approached on this project and may also take part in this project.
- XI. Members reports from meetings attended.** The chair advised that Cllrs T Plews and C Hogarth had attended the Members training session and he had attended the Chairs training session. Notes from his training session would be circulated to members for information. Of particular interest was the issue of a council meeting being recorded by either the press or public and suffer editing at a later time to make a mis-representation of the meeting. Under such circumstances it was advisable for councils to make their own recording to counter such activity. The Clerk was request to source cost for such a device to record a full meeting in such an event happening. The Clerk was also requested to investigate a Hearing Loop System.

**51. Correspondence for Information and Action.**

- a) Members received the Hackney Carriage and Private Hire Licensing Policy consultation (previously circulated by the Clerk).
- b) Members received the LCR Magazine (Summer 2015).

**52. Cornforth Lane Road Closure and Green Crescent update.** The Clerk advised that no information was received from DCC Highways on this matter. It was **resolved** to ask for an update on Cornforth Lane and progress on Green Crescent for the next Chronicle.

**53. Parking Restrictions along Sanderson Street and Cooperative Terrace.** The Clerk advised that DCC Highways officers were willing to meet on the 6<sup>th</sup> July at 4pm on site to discuss this matter.

**54. Community Funding – Draft Application Form.** In considering the draft application form members requested a smaller 4 page version be drafted and a further 2 page version for smaller groups. Cllr Lavelle would provide assistance in redrafting these versions.

**55. Planning matters.**

**55.1 Planning Applications for Consideration.**

The Clerk advised that 2 planning proposals were received since the agenda was compiled.

**DM/15/01771/FPA.** Mr. C Peters, 18 Commercial Road East, DH6 4LD. For the demolition of 1 No. existing unit and erection of 3 No. units. The Clerk advised that the link to the planning portal was not yet established and would forward this when it became live.

**DM/15/01897/FPA.** Mr. & Mrs. Paul Redmond, 4 The Paddock, DH6 4SF. For the erection of two storey pitched roof extension to side of existing dwelling. The Clerk advised that the link to the planning portal was not yet established and would forward this when it became live.

**55.5 Proposals previously consider and now approved.**

The clerk advised that planning proposal DM/15/01446/FPA was now approved by DCC.

**56. Neighbourhood Planning**

The Clerk advised of the offer received from MP Roberta Blackman concerning a joint meeting with Cassop Cum-Quarrington PC and assistance form Cllr Frank Salisbury. This offer would be taken up and Clerk would arrange the meeting. In preparation of this the Clerk would provide copies of guidance for member’s information in readiness.

## 57. Youth Development Worker – Job Description, Person Specification and Timescale of Appointment.

It was **resolved** that the Job Description and Person Specification are agreed and the timescale of appointment be changed to suit members availability. The Clerk would prepare the Job Advert for circulation to members for approval/comment and post the vacancy in a variety of methods.

## 58. Coxhoe Village Hall – Draft Lease

It was **agreed** that this matter be deferred until it was determined by the Village Hall Management Committee.

## 59. Finance.

- a) **The Right Worshipful the Mayor of Durham Cllr J Blakey** – Mayor’s Appeal 2015/2016. It was **resolved** to provide £200 on this occasion.
- b) **Kingswood Community Partnership** - Request for start-up grant of £100. It was **resolved** to provide the £100 requested.
- c) **Coxhoe Youth Room** – request for funds to support room refurbishments. It was **resolved** to provide up to £1,000 from the Coxhoe Youth Access funds to support this refurbishment of the room.
- d) **Letter of appeal from local student from St Leonards School for Expedition to Mexico.** It was **resolved** not to provide any financial support but to offer the opportunity to place appeal in the September Chronicle and to refer to Coxhoe Village Hall for ability to provide a stall at an event.
- e) **Schedule of payments for May 2015 distributed for member’s approval.** It was **resolved** that the accounts presented to members be accepted this included vouchers 400939 to 400944, receipts and transfers.

Payee	Category	Withdrawal	Deposit
Investors in Children	Youth Research	3,144.24	
G Price	Salary	1,518.07	
Three	Mobile Telephony	28.02	
HMRC	PAYE	497.03	
Northumbrian Water	Q Hill Allotments	26.78	
GE Capital	Photocopier Lease	282.00	
Coxhoe Allotment Association	Section 137	400.00	
	Transfer		4,000.00
	<b>Totals</b>	<b>5,896.14</b>	<b>4,000.00</b>

- f) **Internal Auditors Report for Year ending 31<sup>st</sup> March 2015.** This matter was deferred to the next meeting due to time constraints.

## 60. Exclusion of the Press and Public.

- I. Information was received by members concerning outstanding repayment of loan from Coxhoe Allotment Association.
- II. The council **resolved** to appoint a contractor from the quotations received to undertake the painting of village street furniture.
- III. The council **resolved** to accept the reply to be made concerning the complaint received.

## 61. Date and time of next meeting.

The next meeting of the council would be on the 2<sup>nd</sup> September 2015 starting at 6.30pm in Coxhoe Village Hall. The meeting closed at 10.00pm.

**Signed on 2<sup>nd</sup> September 2015 as a true record of the meeting.**

**Cllr. S Dunn (Chair)**

**Cllr. C Hogarth (Vice-Chair)**