



## Coxhoe Parish Council

<b>Meeting:</b>	Full Council
<b>Date:</b>	Wednesday 7 <sup>th</sup> December 2016
<b>Time:</b>	6.30pm
<b>Venue:</b>	Coxhoe Village Hall

Delivering Services to  
Coxhoe and Quarrington Hill

### Minutes of the proceedings of the Coxhoe Parish Council Meeting.

205. **Present:** Parish Councillors: Stuart Dunn (Chair), Colin Thirlaway, Keith Pounder, Eric Thompson, Ron Mayo (who arrived after the meeting had commenced), Wendy Lavelle, Barbara Hepplewhite, Kay Simpson and Anne Murphy. One member of the Public was present.
206. **Apologies:** were received from Parish Councillors Tony Plews, Carole Hogarth, PCSO Holly McCabe and County Councillors Jan Blakey and Maria Plews.
207. **Declarations of interests:** Cllr. Dunn declared an interest in all matters relating to Future Leisure in Coxhoe (FLIC), Cllr. Thompson declared an interest in Kingswood Community Partnership, Cllr. Mayo declared an interest in all matters relating to Coxhoe Community Partnership and Coxhoe Village Hall, Cllr. Lavelle declared an interest in all matters relating to FLIC and Coxhoe Community Partnership, Councillor Pounder declared an interest in all matters relating to Quarrington Hill Community Centre and Village Partnership. Cllr. Hepplewhite declared an interest in all matters relating to Coxhoe Village Hall and Coxhoe History Group, Cllr. Simpson declared an interest in all matters relating to Coxhoe Primary School, Cllr. Murphy declared (**please enter**), Cllr. Thirlaway didn't declare an interest.
208. **Representations from Residents of the Parish:** Mr John Leng (proprietor of Grange Farm, Coxhoe) asked to discuss his concerns about the maintenance of Coxhoe Cricket Pitch if Coxhoe Parish Council (CPC) acquire it. He raised concerns about his livestock in adjacent fields and asked what CPC would do to safeguard his livestock and prevent children letting his livestock out of their fields. Cllr. Dunn explained that CPC are interested in taking over the Cricket Pitch with the intention to maintain the ground as a community recreational space. RESOLVED to communicate to Mr. Leng, if and when, the Cricket Ground is taken over by CPC.
209. **Acquirement of Coxhoe Cricket Ground:** Cllrs. Dunn and Lavelle met with the Cricket Club Committee on the 9<sup>th</sup> November 2016 to discuss the land transfer to CPC with the aim to maintain the land as recreational area. Cllr. Dunn advised that the Committee were meeting on the 7<sup>th</sup> December to

discuss CPC's proposals to gift the land to CPC with heavy covenants to maintain it as a Cricket Ground.

210. **Policies and Neighbourhood Wardens Reports:** Report was received circulated for information after the meeting.
211. **Minutes from 2<sup>nd</sup> November 2016:** The minutes were agreed as a true and accurate record of the meeting.
212. **Clerks update on Matters Raised:** Clerk raised the proposal to donate insurance funding to Coxhoe Village Partnership. It was RESOLVED to review at the next Special Meeting on 14<sup>th</sup> December 2016.
213. **Clerk and Community Engagement Officer's Report:** It was RESOLVED to receive and note the progress of the Officers.
214. **Youth Workers Report:** The Council received and noted the report.
215. **Finance Report:** The Council received and noted the report and approved the schedule of payments. It was RESOLVED to invoice the Active Life Centre for the purchase of an Xbox games console for youth activities.

**a. Payment schedule for November 2016:**

<b>Creditors</b>	<b>Purpose</b>	<b>Invoice Date</b>	<b>Amount</b>
Altogether Greener	Grounds Maintenance	30/11/2016	-£516.19
Coxhoe Village Hall	1 Poppy Wreath	13/11/2016	-£20.00
NEREO	Advertisement on Jobs Portal	30/06/2016	-£360.00
Northern Stationery	Archive file boxes and stationary stamps	15/11/2016	-£71.48
Thinford Nurseries	Winter Planting	25/11/2016	-£285.60
Quarrington Hill Community Association	Poppy Wreath	20/11/2016	-£18.00
Cre8ive Graphics	Coxhoe Chronicle Printing	23/11/2016	-£724.10
ADH Building Services NE	New Concrete base at QH	17/11/2016	-£1584.00
INGRAM	Outdoor PA system	8/11/2016	-£150.00
County Durham and Cleveland County Training Partnership	Finance Training Session	8/11/2016	-£54.00
County Durham Association of Local Councils	Foundation stage accreditation fee	8/11/2016	-£80.00
		<b>TOTAL:</b>	<b>-£3,863.37</b>

216. **Correspondence for Information and Action:** The letter from the Post Office regarding the change to the mobile service was received and noted by the Council.

217. **Planning Applications:** Planning Applications were received and noted by the Council.
218. **Durham County Councillors Update:** No update was provided.
219. **Members' Reports:** None reported.
220. **CDALC & EDRCAAP:**
- a. Adoption of policy statement from AGM and it was RESOLVED to put it on the next agenda;
  - b. The Royal Garden Party nominee: It was RESOLVED that Cllr. Simpson would be nominated to attend the event of CPC;
  - c. Operation "Spruce up": There was a discussion of the Council of potential areas for improvement in the Parish and it was proposed to nominate the car wash on Blackgate due to Members' concerns over drainage and signage. Members also suggested for improvement of the demolished "old office" building on Front Street which currently has planning permission for eight houses. It was RESOLVED to approach the landowner to discuss further and to ascertain timescale for building work to commence. Cllr. Simpson nominated the "old Co-op" building for improvement. It was RESOLVED to write to Coxhoe Timber requesting whether improvements could be made to the building. Cllr. Dunn nominated the footpath and parking bay abutting the chemist and traffic lights on Sanderson Street ("Avenue"). It was RESOLVED to contact the Highways department to investigate possible improvements to said footpath and parking bay.
221. **PP2:** The objectives of PP2 should be achieved and can be reported at the annual meeting in September 2017 which will act as a platform for the new Council to establish plans for PP3.
222. **Neighbourhood Plan:** Cllr. Dunn and CEO attended on 01.12.2016 a neighbourhood planning meeting. It was RESOLVED that a neighbourhood survey to establish the views of the community would be drafted and published in the new year.
223. **Community Reports:**
- a. Quarrington Hill Community Centre: Report was provided. Received and noted;
  - b. Quarrington Hill Regeneration Group: It was updated that a quote is being received from our maintenance contractor to remove the mound. Cllr. Pounder nominated a member of the public who would be willing to carry out the work. It was RESOLVED to request a quote for that member of the public;
  - c. Coxhoe Community Partnership: No report received;
  - d. Coxhoe Village Hall: Cllr. Hepplewhite gave a verbal report regarding solar panel installation and potential improvements to the village hall.

- e. Active Life at Coxhoe: Cllr. Lavelle gave a verbal report stating that they have been successful in receiving £15k from the AAP to carry out maintenance work. Cllr. Dunn advised on the staffing issues.
  - f. Kingswood Community Group: No report was received.
224. **CPC Foundation Status:** It was RESOLVED to write to CDALC to formally accept our new status as a Council and to request a signed certificate from the Chairman.
225. **Maintenance of QH Sculpture:** Council received and noted the maintenance requirements provided by the sculptor and it was RESOLVED to review the maintenance in one year's time to see if a wood treatment is required.
226. **Quarrington Hill Allotments Rents Year:** It was RESOLVED to maintain the rent year from December to December and not follow the financial year. Rent letters notifying allotment holders for payment of rent should be sent out in respect of 2017. It was also RESOLVED to reduce plot 14's rent (due to its condition), a six-month rent reduction was applied.
227. **Kingswood Access (Wayleave Agreements and Seating):** It was RESOLVED to ascertain, what if any, Wayleave Agreements are in place in respect of utilities gaining access to the Kingswood site and to request keys back from County Durham Rangers. To consult with Members and volunteers of Kingswood site on the purchase and location of seating.
228. **Maintenance of St. Mary's Church Yard:** It was RESOLVED to purchase a grit bin and salt for the Churchyard. There was a discussion on working with St Mary's to improve and maintain the Churchyard following a meeting with Cllr. Simpson and CEO and parochial Church Council. It was RESOLVED to enquire with the Church Council whether they had met and decided upon proceeding with CPC's plan. It was RESOLVED to enquire about a missing interpretation panel. It was RESOLVED to contact DCC about their maintenance of the closed Churchyard.
229. **Date and time of next meeting:** 11<sup>th</sup> January 2017 at 6.30pm at Coxhoe Village Hall.
230. **Exclusions of Press and Public:**
- a. Replacement of CYPS co-ordinator: a discussion was held by Council;
  - b. Date of 17/18 budget meeting: it was agreed to hold this meeting on the 14<sup>th</sup> December 2016 at 6.30pm at Coxhoe Village Hall.
231. **Minutes Approved:**
- a. Stuart Dunn (Chairman) .....
  - b. Kay Simpson (Vice Chairman) .....