



Coxhoe Parish Council

Meeting: Full Council
Date: Wednesday 1st March 2017
Time: 6.30pm
Venue: Coxhoe Village Hall

Delivering Services

to
Coxhoe and Quarrington Hill

Minutes of the proceedings of the Coxhoe Parish Council Meeting.

- 287. Present:** Parish Councillors: Stuart Dunn (Chair), Keith Pounder, Eric Thompson, Ron Mayo, Carole Hogarth, Tony Plews, Colin Thirlaway, Wendy Lavelle, Barbara Hepplewhite, Anne Murphy and County Councillors: Jan Blakey and Maria Plews. Parish Council Officers: Craig Rowbotham (Clerk) and Lisa Caine (Community Engagement Officer (CEO)).
- 288. Apologies:** were received from Parish Councillor Kay Simpson (Vice Chair). It was **RESOLVED** to send Cllr. Simpson a bouquet of flowers from the Council in the circumstances of her absence.
- 289. Declarations of interests:** The following interests were declared by members: Cllrs. Dunn, Lavelle and Murphy - Future Leisure in Coxhoe (FLIC), Cllr. Thompson - Kingswood Community Partnership, Cllr Hogarth - Quarrington Hill Allotments and Kingswood, Cllr. Mayo - Coxhoe Community Partnership and Coxhoe Village Hall, Councillor Pounder - Quarrington Hill Community Centre and Village Partnership, Cllr. Plews – Coxhoe Allotment Association, and Barbara Hepplewhite – Coxhoe Village Hall Committee and Village Partnership.
- 290. Representations from Residents of the Parish:** There were no representations from the general public.
- 291. Minutes from 1st February 2017:** Were accepted as a true and accurate record of the meeting.
- 292. Police and Neighbourhood Wardens Reports:** No report was presented at the meeting.
- 293. Clerk and Community Engagement Officer's Report:** The report was received and accepted by Council.
- 294. Update from Coxhoe Walkabout:** It was **RESOLVED** to present revised Grounds Maintenance contract and additional ad hoc quotes to the next meeting (5th April 2017).
- 295. Update from Quarrington Hill Walkabout:** It was **RESOLVED** to also defer to the next meeting.

296. **Notes of Youth Strategy Meeting and Actions Arising:** No notes were presented to Council and it was **RESOLVED** to send the notes to Members before the next meeting for consideration.
297. **Purdah and Election Arrangements:** Cllr. Dunn gave a verbal update on the DCC presentation which he attended on the 1st March 2017. He provided nomination forms to Members and gave a brief outline of the process and their responsibilities. He stressed that all papers must be hand delivered to the Returning Officer at County Hall before 4pm on 4th April 2017. He also notified Members, from the 23rd March 2017, the Council will be in Purdah and Council resolutions/communications cannot be made for a political purpose, but this does not stop Members conducting/performing the business of the Council.
298. **Chronicle Update:** Cllr. Dunn gave a verbal update on progress with the printing of the Spring Edition. He confirmed that the printing has been cheaper than the black and white versions printed on the Council owned photocopier due to the inclusion of advertising. He also updated that the Neighbourhood Survey has been included as an insert. He thanked and commended Cllr. Simson, Mrs. Caine (CEO) and Mr. Rowbotham (Clerk) for their work in preparing this edition of the Chronicle. It was **RESOLVED** (i) As there were no volunteers for Quarrington Hill, Mrs. Caine (CEO) was tasked with this action (ii) all Members are included in the proof reading stage of future editions.
299. **Youth Workers' Update:** A report was tabled. It was received and noted by Members. A discussion ensued regarding a disturbance in the Quarrington Hill which then involved the Council's Youth Team. Members thanked our youth work team for defusing the situation. Cllr. Hogarth suggested that the Council needs to put in place protocols to support staff. It was **RESOLVED** to raise this with our senior youth worker and seek advice from DCC.
300. **Finance Report:** It was **RESOLVED** to accept the report.
a. **Payment schedule for March 2017:** it was **RESOLVED** to approve the payments outlined.
b. **Council Risk Report:** it was agreed to accept the report.
301. **Correspondence for Information and Action:**
a. Residents Letters (CPC Land) – The positive comments and offers of support in maintaining and improving some of the recently acquired parcels of land were gratefully received by Members. **RESOLVED** to put on next month's agenda and for CEO to organise a meeting in May to encourage residents to get involved in a working group.
b. Residents Letter (Road Safety) – the resident was disappointed with his response from the Council. A discussion was held about the problems with the blind bends and car parking. County Cllr. Plews said she went to the Police, but they won't enforce or give advisory notices. She is not sure what the answer is to resolve the issue, because there are no parking restrictions on the road. Cllr. Plews is going to Highways Authority for advice. It was **RESOLVED** to write a letter of support to the Highways Authority.

- c. Coxhoe Primary (20MPH Zone) – Noted and received. The Council offers its full support.
- d. Park Hill (Proposed Development) – County Cllr. Blakey put forward her concerns regarding the potential impact on both Parishes. She described that Cassop cum Quarrington Parish Council are not supporting the scheme. Cllr. Dunn shares Cllr. Blakey's concerns and offered to write a letter replicating responses about the speed limits on B6291. **RESOLVED** to request from Cassop cum Quarrington Parish Council for their response so that Coxhoe Parish Council can echo their concerns.
- e. Determination Letter (Removal of lights) – Noted and received by Members. Cllr. Blakey recommended contacting Durham County Council for high visibility strips for school children.
- f. DCC Weight Restrictions – Received and noted by Members who expressed support for the plans.
- g. Auckland Castle – County Cllr. Blakey spoke highly of them and their work they are now doing in the Community. Cllr. Hepplewhite has invited them to the Coxhoe History Group.
- h. City Durham Civic Dinner - Received and noted.
- i. Spennymoor Race Night – Received and noted.

302. Planning Applications: Received and noted by Members.

303. Durham County Councillors Update: County Cllr. Plews give a County Cabinet update. She updated the Council stating that DCC will have to make £26 million of cuts in 2017/18. They will be using £12 million from reserves. The number of cuts will inevitably increase Council TAX by 1.9% and Social Care TAX by 2%. On the other hand, DCC has been awarded two environmental awards and all County Cllrs. will now have to hold a DBS check. Cllr. Blakey informed the Council that she conducted a walkabout with Durham City Homes at Quarrington Hill three weeks ago. She observed general wear and tear and abandoned household waste. One week ago she conducted an observation of Coxhoe and noticed the deterioration of footpaths because they are predominately in the shade. Also more dog bins have been requested for footpaths around the village. Cllr. Thirlaway raised an issue regarding a fallen down fence on Parsons Walk. **RESOLVED** to investigate the maintenance work required.

304. Members' Reports from meeting attended: Cllr. Murphy provided a written update from the Small Council Forum. This was received and noted by Members.

305. CDALC & EDRCAAP- the following were received and noted:

- a. Neighbourhood Planning Grants
- b. Parish polls
- c. Annual Returns Training
- d. Gambling Act Consultation
- e. Armed Forces Grants.

306. PP2: It was **RESOLVED** that Cllr. Dunn will review what hasn't been achieved in PP2 for members to review and what may need to be considered for inclusion in PP3.

307. Neighbourhood Plan: Survey will go live this month. Ian Forster was thanked for preparing the Survey Monkey version of the survey. Concerns were expressed that if there are a significant number of paper responses received that it could take a considerable time to input these. It was proposed to seek volunteer support but to give delegated authority the Clerk & CEO to bring in casual staff resource to assist Cllr.Hogarth raised concerns over unbudgeted expenditure on staff. Mr. Rowbotham (Clerk) did advise that the appointment of casual support will result in an overspend in this year's budget as this expenditure is not budgeted for until 17/18. **RESOLVED** to delegate authority to Clerk & CEO to appoint support staff if required within the 17/18 budget limits.

308. Community Reports:

- a. Quarrington Hill Community Centre – received and noted.
- b. Quarrington Hill Front Street Regeneration Group – no update given.
- c. Coxhoe Community Partnership – No update given.
- d. Coxhoe Village Hall – Cllr. Hepplewhite informed Members of the AGM (30th March 2017). Cllr. Hepplewhite also updated the Members on recent improvements made to the Hall.
- e. Active Life at Coxhoe – Cllr. Lavelle informed Members of the improvements being made to the Centre including improvement to the toilets.
- f. Kingswood Community Group – Cllr. Hogarth updated Members on the donation of £500 to the Council to support the installation of new seating.

309. Date and time of next meeting: 5th April 2017, 6.30pm at Coxhoe Village Hall.

310. Exclusions of Press and Public:

- a. **Quarrington Hill Community Association Grant Application:** Standing Order 7a was moved to discuss this item again. (Cllr. Pounder was asked to leave the room as he had declared an interest). A discussion ensued and it was **RESOLVED** to:
 - i. Request a balance sheet and statement of accounts;
 - ii. Outline of use of the funding and its appropriateness of its use;
 - iii. Provide a full and complete plan for increasing the building usage to boost income generation;
 - iv. Be presented at April's Full Council Meeting.

Stuart Dunn (Chairman)

Kay Simpson (Vice Chairman)