



*Delivering Quality Services to
Coxhoe and Quarrington Hill*

Coxhoe Parish Council

Meeting: Council Meeting
Date: Wednesday 6th December 2017
Time: 6.30pm
Venue: Coxhoe Village Hall

Councillors Present: Councillor S Dunn (Chairman)
Councillors: E Cutter, B Hepplewhite, A Hedley, C Thirlaway

Also present: County Councillors J Blakey & M McKeon
I Thompson- Senior Youth Worker

The Chairman welcomed the newly appointed Clerk, Claire Llewelyn, to the meeting and thanked the Locum Clerk for her assistance during the past months.

Three members of the public were present at the meeting.

Thanks was given to the Parish Council for the removal of the street furniture from Coxhoe Village Hall.

The general untidiness of Coxhoe village was raised, in particular the Blackgate area and ongoing problems with regards to the car wash business near to this area.

The Chairman welcomed any suggestions for improvements and confirmed the issues would be referred to the relevant departments at Durham County Council.

132

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Downham, W Lavelle K Pounder, K Simpson, J Slater.

RESOLVED apologies received and accepted.

133

DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

A declaration of interest was received from Councillor S Dunn re item 10, in relation to Future Leisure in Coxhoe (FLIC) and item 13 planning application DM/17/03659/FPA.

134

TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON THE 1st NOVEMBER 2017

A draft copy of the minutes for the above meeting had been issued with the agenda.

RESOLVED the minutes be approved, confirmed and signed as an accurate record.

135

DURHAM COUNTY COUNCILLORS' REPORTS

County Councillors gave verbal reports on a number of issues:

- Impact of Government changes to school funding
- Durham County Council response to the proposed Boundary Commission review
- Defibrillator funding update
- Update re traffic issues at Cassop Primary School
- Site visits with Durham County Council Highways officers re ongoing issues at Quarrington Hill crossroads- arrangements have been made for the large shrubs in line of sight view to be cut back
- The issue regarding the non-collection of recycling bins has now been resolved with Durham County Council
- Update on the proposed traffic calming measures at Grange/Green Crescent - no clear support therefore the matter has been referred back to Durham County Council Highways for a further review
- Charter Trustees for the City of Durham have awarded the County Durham 607 squadron of the Royal Auxiliary Air Force freedom of the city.

RESOLVED the information be received and noted.

136

COUNCILLORS' REPORTS OF THEIR ATTENDANCE AT MEETINGS/EVENTS ON BEHALF OF THE PARISH COUNCIL

No reports received.

137

SENIOR YOUTH WORKER REPORT

A written report was presented to members which included:

- Details of the proposed Monday evening provision at Quarrington Hill commencing 15th January 2018 and an update of attendance at the Coxhoe sessions
- The young people had been unsuccessful in securing funding for equipment from the AAP "It's up to you" event, the group intend to apply elsewhere
- Proposal to move the Coxhoe Wednesday club to a Tuesday to access the sports hall at the Active Life in Coxhoe centre
- A window had been damaged in the Active Life Centre which would need to be paid for by the Council.

RESOLVED the information be received and noted.

138

MATTERS ARISING

Kingswood Maintenance (min ref 78)

Durham County Council Countryside Rangers have now provided the Council with a management plan for this area which will be utilised going forward.

Kingswood Improvements AAP funding (min ref 125)

The Locum Clerk confirmed all of the furniture had now been installed and is insured; the items need to be added to the Council's asset register and the completed AAP monitoring form requires signing and returning to the funding team as soon as possible.

RESOLVED the information be received and **FURTHER RESOLVED** the Clerk ensures the items are added to the Council's asset register and the required form is returned to the AAP.

Christmas Tree Provision (min ref 80)

The Chairman advised due to time constraints the provision of Christmas trees for 2017 would not be possible. However, it is hoped a budget can be allocated for provide trees in the next financial year.

RESOLVED the information be received and noted.

139

APPROVAL OF REVISED CODE OF CONDUCT

A copy of the revised Code of Conduct as agreed between the County Durham Association of Local Councils and Durham County Council's monitoring officer had been distributed with the agenda for approval.

RESOLVED the Code of Conduct be approved and adopted by the Council.

140

FINANCIAL MATTERS

Schedule of Payments

The following payments were submitted for approval:

East Durham Trust	DBS fees	£59.00
NEREO	Recruitment adverts	£360.00
L Wardle	Re-imbusement of postage & telephone charges	£40.98
CDALC	GDPR training course	£54.00
Thinford Nurseries	Autumn bedding	£405.60
Altogether Greener	Grounds maintenance & other works	£3507.16
HMRC	Tax & NI for November	£1085.38
Mastercopy	Photocopier charges	£41.33
HMRC	NI owed 2016/17	£1411.64

RESOLVED that the payments be received and approved.

Audit Action Plan (min ref 126)

Following the conclusion of audit as at 31st March 2017 an audit plan had been prepared detailing the following actions:

- Newly appointed Clerk/Responsible Finance Officer is to complete Certificate in Local Council Administration within one year of appointment
- Clerk to have access to training and support, for example Society of Local Council Clerks
- Accounts Software has been purchased by the Council to ensure compliance
- Governor and Accountability in Local Councils in England to be made available to all Councillors
- Training to be arranged with local NALC Association for Councillors and newly appointed Clerk
- Review of internal audit provision.

RESOLVED the information be received and approved.

Review of banking facilities

Members were request to approval the removal of L Wardle from the administration of the Council's bank account and add C Llewelyn.

RESOLVED approval be given to the changes.

Notification of external auditor appointment

Confirmation has been received the Council's external auditor for the years 2017/18 to 2021/22 will be Mazars LLP.

RESOLVED the information be received and noted.

At 8.30pm the Chairman requested members' agreement, as per Standing Order 3(w), to extend the meeting beyond the standard 2-hour period.

RESOLVED Standing Order 3(w) be invoked and the meeting continue.

141

TO AGREE COUNCIL BUDGET 2018-19

A detailed review of the budgets took place.

Councillor Dunn declared a registerable interest in the matter relating to ALiC. He left the room whilst the matter was discussed and took no part in the vote or discussion which took place with regards to the future funding for ALiC.

Councillor Hedley took the Chair whilst this matter was discussed.

Councillor Dunn then returned to the meeting and resumed as Chairman.

Budgets for the year 2018-19 were agreed in principle, however due to time constraints it was agreed the proposed budget is circulated for consideration and approval at the next Council meeting to be held on Monday 8th January 2018.

RESOLVED agreement of budget for 2018-19 be deferred until the next meeting to be held 8th January 2018.

142 **TO DETERMINE THE PARISH PRECEPT FOR 2018-19**

This matter was deferred until the Council meeting to be held on 8th January 2018.

RESOLVED the information be received and noted

143 **REQUESTS FOR FINANCIAL ASSISTANCE**

The Locum Clerk confirmed all required information had been received from applicants: Learning Library, Coxhoe United and Coxhoe Scout Group.

Learning Library

RESOLVED no award is made.

RESOLVED the following payments be made:

Spending Power LGA 1972 S137

Coxhoe United FC	£250.00
Coxhoe Scout Group	£250.00

144 **PLANNING & CORRESPONDENCE REPORTS**

Councillor Dunn declared a non-registerable interest in application DM/17/03659/FPA; the applicant is a neighbour and he took no part in the discussion or in the vote with regards to this application.

Planning notices received by Durham County Council

DM/17/03710/FPA Mr David Brooks	Bridge House 9 Bridge End Coxhoe Durham DH6 4HU	Change of use from public open space to private garden use.
DM/17/03568/FPA Stray Aid	Stray Aid East Pasture Farm Cornforth Lane Coxhoe	Demolition of existing barn containing 30 kennels and storage. Proposed single storey building for 30

	Durham DH6 4EL	kennels and associated facilities, single storey energy centre/plant room and associated facilities, two storey barn for storage, replacement of existing night drop-off kennels.
DM/17/03611/FPA Mr Peter McCreesh	4 Westlands Coxhoe Durham DH6 4LH	Erection of single storey extensions to side and rear and apply render to all elevations.
DM/17/03659/FPA Mr Paul Dodsworth	85 Ashbourne Drive Coxhoe Durham DH6 4SP	Erection of part first floor/part two storey/part single storey extension at front, side and rear of dwelling.
DM/17/03296/FPA Keepmoat Homes Ltd	Land to the East of St Mary's Terrace Park Hill Coxhoe Durham DH6 4JB	Formation of temporary construction access.

Planning applications approved by Durham County Council

None received.

Planning applications refused by Durham County Council

None received.

RESOLVED the Parish Council has no comments to make for applications except DM/17/03568/FPA where members would wish to request consideration is given to the erection of a form of acoustic screening.

Correspondence

Email: Mr and Mrs Fitt; request for purchase of Council land for customer parking.

After discussion **RESOLVED** the Parish Council do not wish to dispose of this area of land for this purpose.

Bulletins

CPRE (NE) Autumn newsletter
Durham Community News
TUC Dying to Work Campaign
CDALC Chief Executive's Bulletin 41

RESOLVED the information be received and noted.

145

COMMUNITY REPORTS

No reports given.

146

DATE AND TIME OF NEXT MEETING

RESOLVED the next meeting will be held on Monday 8th January 2018, 6.30pm at **Quarrington Hill Community Centre, Quarrington Hill.**

The meeting closed at 9.30pm.

CERTIFIED AS A TRUE RECORD

CHAIRMAN.....

DATE.....