

## ESH PARISH COUNCIL

**Minutes of the Annual General Meeting held in The Harry Guildford Centre,  
Thomas Street, Langley Park on Tuesday 10<sup>th</sup> May 2011  
Commencing at 7.00pm.**

**Present:** Councillors A. Mollon (Chairman), B. Armstrong, M. Berry, C. Bloor, M. Gordon, A. Harling, K. Heartfield, P. Mollon, R. Partridge, M. Renneberg, S. Rothwell and M. Sands.

**Apologies:** County Councillor M. Campbell, M.L. Rowland (Deputy Clerk) and P.J. Graham (Assistant Clerk).

**Also Present:** County Councillor J. Armstrong, J. Spencer (resident) and G.F. SMITH (Clerk).

### **AGM 01/11 Election of Chairman**

It was proposed and seconded that Councillor A. Mollon be elected as Chairman for 2011/12. Chairman and Proper Officer signed the Declaration of Acceptance of Office.

### **AGM 02/11 Election of Vice Chairman**

It was proposed and seconded that Councillor M. Sands be elected as Vice Chairman for 2011/12.

### **AGM 03/11 Appointment of Responsible Financial Officer and Deputy**

It was agreed that

Mr G.F. Smith (Clerk) be appointed Responsible Financial Officer,  
And for Mrs M. L. Rowland (Assistant Clerk) be appointed Deputy Responsible Financial Officer for 2011/12.

### **AGM 04/11 Cheque Signatories**

Members agreed to close AMC Bank and Standard Life Savings Account.  
Continue with Co-operative Bank PLC (present signatories Councillors R. Bowyer, M. Berry, A. Harling and A. Mollon)

### **AGM 05/10 Membership of Committees**

Members agreed to the following committees (with five committee members, one Councillor could only sit on up to two committees:-

- A) Community Partnership (EQUaL)
- B) Environment
- C) Finance and General Purposes
- D) Planning
- E) Publicity

Meetings to be on an ad-hoc basic or regular meeting dates, first meeting to elect a Chairman and Vice Chairman and determine meeting dates and times.

Members also agreed that all Council Members would act as Trustees for the Langley Park Miners Welfare Institute and Recreation Ground (Charity No. 1003989) and for the Clerk to make arrangement for the Charity to be registered with limited liability (i.e. £1). Report to be prepared for the next Parish council meeting.

**AGM 06/11 Planning Applications**

Consultation when comments are required before the next scheduled ordinary Parish Council meeting. It was agreed:-

That committee members receive (via e-mail) a copy of the weekly planning applications received by Durham County Council's Planning Department, should they determine the application needs referring to a committee of the County Council for determination (objection or concerns) the Chairman will inform the local Councillor and the Clerk who in turn will contact the relevant Planning Officer with the details. Also report to the next appropriate Parish Council meeting.

**AGM 07/11 Standing Orders**

Planning details as above to be incorporated into Standing Orders, this is the only change. Copy to be placed on the Council's Web Site and Members can request a copy (paper) from the Clerk. Copy also attached to these minutes.

**AGM 08/11 Financial Regulations**

No change to the document. Copy to be placed on the Council Web Site and Members can request a copy (paper) from the Clerk. Copy also attached to these minutes.

**AGM 09/11 Annual Assessment Statement 2010/11**

Clerk to place report on the Council's Web Site and Members can request a copy (paper) from the Clerk. Copy also attached to these minutes.

**AGM 10/11 Asset Register of Council Property**

Clerk to place report on the Council's Web Site and Members can request a copy (paper) from the Clerk. Copy also attached to these minutes.

**AGM 11/11 Dates, Times and places for Future Meetings**

Members agreed the report, copy to be placed on the Council's web site. (Clerk to check availability of Ushaw College) Copy also attached to these minutes.

**AGM 12/11 Chairman's Allowance**

Members agreed for Chairman's Allowance to be £200.00 (no change)

**AGM 13/11 Donations 2010/11**

Members agreed to accept the report, copy to be placed on the Council's web site. Copy also attached to these minutes.

**AGM 14/11 Forward Plan 2011 to 2015**

Deferred to the June meeting of the Parish Council.

The meeting finished at 7.25pm

## ESH PARISH COUNCIL

### **Minutes of the Esh Parish Council meeting held in The Harry Guildford Centre, Thomas Street, Langley Park on Tuesday 10<sup>th</sup> May 2011 commencing at 7.27pm**

**Present:** Councillors A. Mollon (Chair), B. Armstrong, M. Berry, C. Bloor, M. Gordon, A. Harling, K. Heartfield, P. Mollon, R. Partridge, M. Renneberg, S. Rothwell M. Sands and J. Spencer.

**Apologies:** County Councillor M.Campbell, Mrs M.L.Rowland (Deputy Clerk) Miss P.J. Graham (Assistant Clerk).

**Also Present:** County Councillor J. Armstrong and G.F. Smith (Clerk).

#### **082/11 Declaration of Interest**

A) Councillor K. Heartfield declared an interest in the report of the Community Partnership (EQUaL) Committee; agenda item 13 – “The Tute”, Church Street, Langley Park.

B) Councillors Bloor, Gordon and Heartfield declared an interest in the report of the Environment Committee - agenda item 15 – Earl of Durham Allotments.

#### **083/11 Special Meeting held 12<sup>th</sup> April 2011**

Agreed as a true record and signed by the Chairman.

#### **084/11 Matters Arising**

None

#### **085/11 Co-option of Mrs Julie Spencer, 54 East Clere, Langley Park**

Members agreed to co-opt Mrs Julie Spencer, Councillor Spencer and the Clerk signed the Declaration of Acceptance of Office of Councillor, witnessed by all Councillors present at the meeting.

#### **086/11 Minutes of the ordinary meeting held 12<sup>th</sup> April 2011**

Agreed as a true record and signed by the Chairman.

#### **087/11 Matters Arising (non agenda items)**

##### **Page 2**

#### **Title of Dignitary – procedure (054/11)**

Clerk had no response from Lady Robson and was still trying to obtain alternative prices for the Freedom Scroll. Clerk to chase both matters up and report to the next Parish Council meeting (June).

##### **Page 4**

#### **All Saints Youth Centre, Langley Park (078/11)**

Update report from Terry Coult (DCC) dated 9<sup>th</sup> May 2011

“The licence application is written but I’m waiting for some information for one section which I don’t have, as soon as it is done it will be submitted. I’m still aiming for a late summer, early autumn demolition”.

County Councillor Armstrong informed the meeting that officers of DCC are exploring other financial avenues as opposed to “reserve position (ie no bats)” which would cost up to £900.00.

**Matters raised by a Resident (080/11)**

A) Litter outside food take away outlets in Langley Park  
Details passed onto the Neighborhood Wardens (DCC) for them to action.

B) Anti-Social behaviour in Esh Hillside, Langley Park

Letter sent to Nomad Housing Association.

**088/11 Police Report**

Copy of the report (Pact Police report) covering period 5<sup>th</sup> April to 3<sup>rd</sup> May 2011 was circulated at the meeting.

Councillor Berry reported that no members of the Neighbourhood Policing Team Officers were present at the Pact meeting (officer from Catchgate).

Members agreed for the Clerk to write to Inspector Turner regarding the above position and also repeating the disappointment of Police not attending Parish Council meetings.

**089/11 Reports****A) Parish****Outstanding items:-**

i) Council owned garage – repairs/replace door

The work is still outstanding, Clerk had written to Ladycraft asking them to remove a skip so that the work can be carried out.

ii) Training for the Power of Well Being

Clerk to arrange another training event (for three Members Councillors Heartfield, Partridge and Spencer).

Councillors Maddison and Renneberg had attended the training event on 14<sup>th</sup> April held at Willington.

**B) County Council**

County Councillor J. Armstrong reported on:-

i) Repairs to the roof at “The Tute”, Langley Park

ii) Woodview Community Centre (roofing work)

iii) Faith School Transport Review

iv) Road lining in Langley Park

**C) Members Report**

Outstanding Items: -

**i) Parking Sign at Quebec Play Area**

Due to the poor state of fencing the Clerk had asked for quotations to repair the fencing before the signs are fixed.

**New Items:-**

1) Damage to play area at Esh (Councillor Gordon)

Clerk to obtain prices to repair the soft play area and report costs to the next Parish Council meeting. As this damage had previously happened (twice) Members agreed for the editor of the Council's newsletter to prepare an article asking for residents to pass on any information they may have of this and any previous incidents.

2) Fencing at the Village Green, Esh (Councillor Gordon)

Members agreed for part removal (temporary) of the fencing to allow a wedding procession to take place during the following week-end, fencing to be replaced after the ceremony. Members also agreed that no further gaps will be allowed in the fencing, in order to further protect the Village Green.

3) Browney Court, Langley Park – Anti-Social Behaviour (Councillor Heartfield)

Reported to Police and Neighbourhood Wardens (DCC).

4) New bungalow development at Langley Park (Councillor Heartfield) – closure of footpath and removal of wall.

Clerk was checking details (planning application) with the Planning Officer

5) Parish Walk – 29<sup>th</sup> May 2011 (Councillor Bloor)

Walk to commence at 1.00pm, refreshments at Quebec Village Hall, walk leader Elaine Field. Clerk to produce leaflets for the Council's Notice Boards.

#### **090/11 Financial Statement and Report**

Members agreed the details of the Financial Statement (vouchers 1 to 24) and that they should be paid;

Where appropriate confirm the Chairman/Clerk's action in issuing cheques in advance of the meeting.

Members requested that the costs of litter picking (Recreation Ground and the Sir Bobby Robson Park) be referred to the Environment Committee for further discussion (alternative methods – use of volunteers).

#### **091/11 Planning Matters**

##### **Outstanding Item:-**

i) Application MS/1/2011/0178/DMTP – Mr C Roebuck for the felling of one Sycamore Tree (TPO 20A) at the Cottage, Esh Hall Farm Esh.

A report from the Tree and Contracts officer (DCC) was circulated at the meeting.

The condition of the tree is poor and it is advised to remove the tree to ground level.

As this tree is protected under the Tree Preservation Order regulations, a replacement tree is required, however, away from the Cottage.

Members agreed to accept the report and for the Clerk to write to the Planning Officer about the decision.

#### **092/11 Correspondence**

No items to report.

#### **093/11 Report of the Committee Partnership (EQUaL) Committee**

Minutes of the meeting held on 5<sup>th</sup> May 2011 were circulated at the meeting.

Members agreed the following:-

##### 1) Staffing Structure

Clerk/Deputy Clerk to be paid an additional 4 hours per week, at £15 p/h as from 1<sup>st</sup> May 2011 until the funding (£4000) from the County Councillors Members Initiative Fund is spent.

They will work on the finance/funding/obtaining quotations/other administrative duties. The Parish Council to pay the salaries on a monthly basis and to be reimbursed from EQUaL bank account.

##### 2) AAP Funding for Young People

That the £15500 funding from the Mid Durham AAP would be used for young people to use premises throughout the Parish. Councillor B Armstrong suggested that the scheme should start in September/October 2011.

#### **094/11 Report of the Finance and General Purposes Committee**

The meeting scheduled for the 9<sup>th</sup> May 2011 was cancelled, a further meeting to discuss budgets etc will be held within the next few weeks. Clerk to e-mail all Councillors with the end of the year reports as soon as possible (w/c 16<sup>th</sup> May)

#### **095/11 Report of the Environment Committee**

Minutes of the meeting held on 5<sup>th</sup> May 2011 were circulated at the meeting.

Members agreed the following:-

##### 1) Grass Cutting Contract 2011

To award the contract to Durham County Council (details attached to these minutes) and for the Clerk to monitor the quality/quantity of the cutting.

##### 2) Bus Shelter, Front Street, Langley Park

Matter to be raised with the County Councillors

##### 3) Wallnook Lane, Langley Park

Matter to be raised with the County Councillors

4) State of the Parish Event

To hold a special meeting on 6<sup>th</sup> September 2011 to discuss this proposed project and to include the schools, businesses and any other organisation and for this item to be included in the June edition of the Council's newsletter.

**096/11 Report of the Publicity Committee**

Councillor Gordon updated the meeting, Members agreed to:-

- 1) Parish Newsletter to be produced on a Bi – monthly basis (printing costs estimation at £295).
- 2) Newsletter to be delivered to all households in Langley Park (estimated cost £100)
- 3) Delivery of newsletter to Esh, Quebec, Wilks Hill to continue as present (no cost)
- 4) Refer the costs of printing to the Finance Committee for further discussion (ie competitive prices).

**097/11 Area Action Partnership / Parish Councils Committee**

Next AAP Board meeting is on Wednesday 18<sup>th</sup> May 2011 at Burnhope Ivy Leaf Club, commencing at 6.00pm.

Next Parish Councils Committee meeting is on Saturday 21<sup>st</sup> May 2011 at The Harry Guildford Centre, Thomas Street, Langley Park, commencing at 10.00am.

**098/11 Date and Time of the Next Meeting**

The next meeting of Esh Parish Council is on Tuesday 14<sup>th</sup> June 2011 at the New Parish Hall, Front Street, Esh. Commencing at 7.00pm

**THAT PURSUANT TO SECTION 100A OF THE LOCAL GOVERNMENT ACT 1972  
THE PUBLIC BE EXCLUDED FOR THE REMAINDER OF THE MEETING DURING  
CONSIDERATION OF THE ITEMS LISTED BELOW ON THE GROUNDS THAT IF  
THEY ARE PRESENT DURING DISCUSSION OF THESE ITEMS THERE COULD BE  
DISCLOSURE OF THEM OF EXEMPT INFORMATION AS DEFINED IN SECTION 100.**

The meeting finished at 8.40 pm

Signed by the Chairman.....Page 4