

Esh Parish Council

Minutes of the Annual General Meeting held in The Harry Guildford Centre, Rear of Front Street, Langley Park on Tuesday 13th May 2008 at 7.00pm

Present: Councillor A.Mollon (Chairman), B Armstrong, C Bloor, R. Bowyer, A Harling, A Hiles, L Looby, P Mollon, M Sands

Apologies: Councillors G Coulson, H Guildford, S Rothwell, and W Tyrie

Also in Attendance: PC J Laws (Durham Police), M Berry (Member of the public), C Wayman (Assistant Clerk) and G Smith (Clerk)

AGM 01/08 Election of Chairman

It was proposed and seconded that Councillor A Mollon be elected as Chairman for 2008/09. He thanked members and staff for their support during the last year. Councillor Mollon signed the Declaration of Acceptance of Office witnessed by the Clerk and received by Council Members.

AGM 02/08 Election of Vice Chairman

It was proposed and seconded that Councillor C Bloor be elected as Vice Chairman for 2008/09

AGM 03/08 Appointment of Responsible Financial Officer and Deputy

It was agreed that:-

Mr G Smith, Clerk be appointed Responsible Financial Officer and MR M Ackroyd Assistant Clerk be appointed Deputy Responsible Financial Officer for 2008/09.

AGM 04/08 Cheque Signatories

It was agreed to accept the Clerks report below:-

Bank Accounts

The Parish Council to continue using the following Banks and Accounts:-

- a) The Co-operative Bank PLC (Current Account)
- b) AMC Bank (Bank Account No's 1 and 2 for commuted sums)
- c) C&G Channel Islands Ltd (Guernsey 30 Account – High Interest)
- d) Standard Life

Cheque Signatories

- a) Co-operative Bank PLC

By any two Councillors from five (Councillors G Coulson, H Guildford, A Harling, A Mollon and M Tyler).

- b) AMC Bank
By the Assistant Clerk (Mr M Ackroyd) and any two Councillors from three (Councillors A Hiles, A Harling and M Tyler)
- c) C&G Bank
By the Assistant Clerk (Mr M Ackroyd) and two Councillors (Councillors A Hiles and M Tyler)
- d) Standard Life
By the Assistant Clerk (Mr M Ackroyd) and two Councillors (G Coulson and A Mollon)

AGM 05/08 Membership of Committees

- a) Allotments
It was agreed that all the Councillors (to the exclusion of Councillor C Bloor) and the Clerk to be members of the Allotment Committee
- b) Playground Working Group
It was decided that all Councillors (with the exception of Councillors A Hiles and R Bowyer) would consider proposals from the EQUaL Partnership
- c) Trustees for the Bridgeway Recreation Ground
It was decided to keep in line with Charity Commission requirements that all Councillors would be Trustees on the Charity
- d) Scrutiny and Financial Risk Assessment Working Party
It was decided that at this time there was no need for this Working Party. Due to all Councillors being responsible for the financial spending of the public money.

AGM 06/08 Nominations for:-

- a) Derwentside District and Parish Councils Liaisons Committee
It was agreed that the Chairman, Vice-Chairman and the Clerk would be the Parish Councils representatives, together with such other Councillors as might be interested in attending any meeting connected with this committee.
- b) Planning Applications – Consultation procedure when comments are required before the next scheduled ordinary meeting
It was agreed that the Chairman, Vice Chairman and appropriate local members plus the Clerk

AGM 07/08 Review of Standing Orders

It was agreed to alter the following:-

Standing Order 57 to be replaced by:-

Standing Order 57A

“If a Member has a personal interest as defined in the Code of Conduct adopted by the Council (on 8th May 2007) then he/she shall declare such an interest as soon as it becomes apparent, disclosing the existence and nature of that interest as required”.

Standing Order 59 to be replaced by:-

Standing Order 59A

“At all meetings of the Council, the Chairman may at his discretion and at a convenient time in the transaction of business, allow any member of the public to address the meeting in relation to the business to be transacted. Such sessions form part of the Council’s meeting in law and shall be duly minuted. The Code of Conduct which was adopted by the Council (on 8th May 2007) shall apply to Members of the Council in respect of the entire meeting. Where however Members of the Council exercise their rights pursuant to section 59B below, members of the public shall be allowed to attend the meeting to (a) make representations (b) answer questions or (c) give evidence relating to the business to be transacted”.

Standing Order 59B

“At all meetings of the Council, the Chairman may permit Members of the Council (including Co-opted Members as defined by section 49 of the Local Government Act 2000) who have a prejudicial interest in relation to any item of business to be transacted at the meeting to (a) make representations (b) answer questions or (c) give evidence relating to the business to be transacted Such sessions form part of the Council meeting in law shall be minuted. The Code of Conduct which was adopted by the Council (on 8th May 2007) shall apply to Members of the Council in respect of the entire meeting”.

AGM 08/08 Review of Financial Regulations

It was agreed to make the following amendments

1.2

Assistant Clerk to read “Clerk”

5.3

countersigned by the Clerk or Assistant Clerk to read “Assistant Clerk where approved by the Council”

6.4

Clerk and RFO to read “Clerk/RFO”

6.5

Clerk or RFO to read “Clerk or Assistant Clerk”

15.1

remove “[in consultation with the Clerk]”

15.2

remove RFO and replace with “Council”

16.1

remove Clerk and RFO and replace with “Clerk/RFO”

17.1 & 17.2

remove The Clerk [with RFO] to read “The Clerk/RFO”

AGM 09/08 Consideration of the Chairman’s Allowance

It was agreed to increase the Chairman’s allowance from £160.00 to £200.00

Signed by the Chairman.....Page 3

AGM 10/08 Annual Risk Assessment Statement

It was agreed to accept the statement (copy attached)

AGM 11/08 Assets Register of Council Property

It was agreed to accept the report from the Clerk (copy attached) Copies are available to members on request from the Clerk.

AGM 12/08 Dates, Time and Place of future ordinary meetings

It was agreed that the ordinary meeting would be held on the 2nd Tuesday of each month (excepting August when no meetings are held) commencing at 7.00pm unless following the Annual Assembly (April) or the Annual General Meeting (May). It was also agreed to continue with holding one meeting in the year at Esh, Quebec and Ushaw College(summer meeting).

The meeting finished at 7.33pm

Esh Parish Council

Minutes of the Esh Parish Council Meeting held at the Harry Guildford Centre, rear of Front Street, Langley Park on Tuesday 13th May 2008 commencing at 7.30pm. (After the Annual General Meeting).

Present: Councillors A. Mollon (Chairman), B. Armstrong, C. Bloor, R. Bowyer, A. Harling, A. Hiles, L. Lobby, P. Mollon, M. Sands and M. Tyler

Apologies: Councillors G. Coulson, H. Guildford, S. Rothwell. and W. Tyrie.

Also in Attendance: PC Jacklyn Laws (Durham Police) County Councillor J. Armstrong, Mr M. Berry (resident) and G. F. Smith (Clerk)

048/08 Declaration of Interest

Councillor Sands declared an Interest in Item 7D – Planning Matters; she took no part in the debate.

Councillor Bloor declared an Interest in Item 9B (2) – Parish Report, he took no part in the debate.

Councillor Bowyer declared an Interest in Item 7B - Planning Matters; he took no part in the debate.

Councillor Harling declared an Interest in Item 7G – Planning Matters; he took no part in the debate.

Councillor Bowyer and Hiles declared an Interest in Item 5 – Clerk’s Report (lease of land at Langley Park), They took no part in the debate.

049/08 Police Report

PC Laws presented the report to Council Members (copy attached to these minutes), followed by a question and answer session.

050/08 Minutes of the Ordinary Meeting held 8th April 2008

Members agreed the Minutes as a true record and they were signed by the Chairman.

051/08 Clerk’s Report including Observations from Councillors to the Minutes

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132/07 Reports B) – Parish

Langley Park Recreation Grounds

Orders have been placed for footpaths (L & G Plant), Fencing & Gate (Wharton Landscape) and information boards (Marcus Byron) all must be completed by the end of June 2008.

Members agreed for the Clerk to arrange with Jeremy Cassidy to install (including concreting) the two information boards. Clerk to update at the next Parish Council Meeting.

Signed by the Chairman.....Page 1

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170/07 Parish Garage

The Clerk reported that the garage was let as from 1st May 2008.

009/08 Correspondence

c) DCC – Environment – Parish Paths Partnership application 2008

Parish Walk Booklet

The Assistant Clerk was awaiting quotations. As the closing date for the Funding application was the 31st May 2008 Members agreed to delegate to the Chairman, Vice Chairman, Clerk and Assistant Clerk authority to accept the most appropriate quotation within the limit of the fund (£900). Clerk to report to the next Parish Council Meeting.

011/08 Reports B) – Parish

2) Esh Village Green

Information was required from the District's Planning Officer regarding the requirement of planning permission for the proposed fencing. Clerk to report to the next Parish Council Meeting.

022/08 Parish Offices (The Harry Guildford Centre)

A quotation has been received from Interplan Signs (Pity Me) for four signs for the building at a cost of £375.00 plus vat.

Members agreed to accept the quotation and for the Clerk to place an order with the firm.

It was also agreed to arrange an official opening of the building around the end of May, subject to the availability of Councillor Guildford. The Clerk to make the necessary arrangements.

023/08 Correspondence

A) DCC – Environment – Field Boundary Restoration Grant Scheme 2003/04 at Kaysburn Road, Langley Park.

The Clerk reported that he was awaiting final details (from DCC and the Contractor). Clerk to report to the next Parish Council Meeting.

Q) Reported problems at the recreation ground, Langley Park (Provision of Boulders) the Clerk reported that he has been unable to acquire any boulders and has been unsuccessful in using allocated funding for the site – Members agreed for the Clerk to obtain a quotation for the supply of boulders to site and report to the next Parish Council Meeting.

033/08 Correspondence

F) Meikles Solicitors – Lease of Land at Langley Park

Members agreed to approve the Chairman's action in signing the following documents due to the urgency of completion:-

Item

- 1. Lease from Derwentside District Council**
- 2. Notice under the Landlord and Tenant Act**
- 3. The Tripartite Deed (Esh Parish Council, Equal and the Big Lottery Fund)**
Members agreed the action of the Chairman / Clerk in releasing the cheque to Meikles Solicitors (£1000 + vat = £1175.00) for their professional Charge in relation to the land at Langley Park.

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044/08 Planning Matters

- B) SW/1/2008/0176/DMFP and 0180/DMCA at Staplefield Hall Road, Esh.**
Detailed drawings of the site were circulated at the meeting. Members agreed to raise no objection to this development.

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045/08 Correspondence

- C) Karen Gibson, Equal – evaluation for the Coalfield Regeneration Trust**
Clerk to re-circulate the e-mail to all Council Members.
- F) Langley Park Angling Association (Junior Division)**
Financial Information was circulated at the meeting. Members agreed to donate £200 (Power within the Local Government (Miscellaneous Provisions) Act 1976 Section 10).
- G) Great North Air Ambulance Service**
Financial Information was circulated at the meeting. Members agreed to donate £250 (Powers within section 137 of the Local Government Act 1972). In addition Members agreed to review this application towards the end of this financial year.
- P) Durham Miners Heritage Group**
Financial Information was circulated at the meeting. Members agreed to review this application towards the end of this financial year.
- Q) Derwentside District Council – Parish Liaison Meeting**
Councillor Bloor updated the meeting on the District Council's contribution to Parish Council (and its possible affect when Unitary Council takes place on 1st April 2009) and the vacancy on the Local Standards Committee (filled by Councillor Bloor).
- R) DCC – Children and Young Peoples Services – Primary Strategy for**
Change awaiting response from the head teachers of three local Primary Schools. Clerk to discuss with the head teachers and report to the next Parish Council Meeting.

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046/08 Reports – B) Parish

Inspection of Allotments

The scheduled Meeting on 29th April 2008 did not go ahead (only the Chairman attended). Members agreed to reschedule the meeting for Saturday 31st May 2008 at 10.00am (meeting at the Parish Office and then onto the allotments sites).

Joint Working with Langley Park branch of Sunderland Supporters.

The Clerk was awaiting further details (cost etc) from the organiser. Clerk to report to the next Parish Council Meeting.

Signed by the Chairman.....Page 3

Joint Working with Parent and Teachers Committee of Langley Park Primary School.

The Clerk was awaiting further details (costs etc) from the committee. Members agreed for the Chairman, Vice Chairman and Clerk to agree the way forward with the Summer Fayre (14th June 2008) and report to the next Parish Council Meeting.

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052/08 Financial Statement

After receiving details of all Financial Statements for 2007/08 (vouchers V339, V359 and V369) and for 2008/09 (vouchers V18 to V49) Members agreed they should be paid and where appropriate confirm the Chairman/Clerk’s action in issuing cheques in advance of the meeting. Members agreed to transfer £25,000 from the general account (Co-operative Bank PLC) into a High Interest Account (Co-operative Bank PLC) for 6 months at 5.03% p.a. (subject to withdrawal clause – penalties)

053/08 Planning Matters

A

No GB/1/2008/0203/DMFP

Applicant M. P. Eastern

Proposed Change of use of land from Agricultural to Domestic garden

At Mayfield, Esh

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

B

No TA/1/2008/0209/DMFP (Re – submission)

Applicant Mr. R. Mitford

Proposed Erection of two storey rear extension and erection of bay window to rear.

At 6 Herrington Close, Langley Park

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

C
No GB/1/2008/0246/DMFP

Applicant Mr & Mrs Griggs

Proposed Erection of 1.8 metre high boundary fence

At 1 Green Court, Esh

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

D
No TA/1/2008/0256/DMFP (Re – submission)

Applicant Mr. Yates

Proposed Erection of two storey and single storey extension

At 25 Beech Court, Langley Park

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

E
No GB/1/2008/0255/DMFP

Applicant Mr. Rumfit

Proposed Erection of two storey and single storey extension
To side and rear including a garage and
Swimming pool.

At 17 Beech Court, Langley Park

Members requested for the Clerk to obtain a set of drawings (from the Planning Officer) for this application and to inform each Member of the Council of the proposed new dwelling (size, location etc). Clerk to inform the Planning Officer of the Council's action.

Signed by the Chairman.....Page 5

Item

F
No TA/1/2008/0266/DMFP (Re – submission)

Applicant S. Wicks

Proposed Pitched roof and stone outer leaf to existing flat roofed two storey rear extension, bay window to front.

At 12 Wilkes Hill, Quebec

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

G
No GB/1/2008/0243/DMFP

Applicant A and E Harling

Proposed Change of use of land to domestic garden

At 3 Middridge Road, Langley Park

Members agreed to raise no objections subject to adjacent occupants being consulted and for their views to be taken into account when making a decision on this development.

054/08 Correspondence

- A) Durham County Council; Chief Executive's Office – Local Government Reorganisation update.
- B) Durham County Council; Environment – Surface Dressing Programme 2008/09 Kaysburn – Langley Park dated 4th June 2008
Esh Winning – Cornsay Colliery dated 2nd June 2008
- C) Durham County Council; Corporate Procurement – Access to DCC Corporate Procurement Service.
- D) Derwentside District Council; Environmental Services Directorate – containers on agricultural land to the rear of Aged Miners Bungalows, Quebec.

Members agreed to review the situation in November 2008.

- E) Derwentside District Council; Environmental Services Directorate – Proposed removal of BT Payphones – Hill Top, Esh.
Members agreed to object to this proposal.

Signed by the Chairman.....Page 6

Item

F) County Durham and Cleveland County Training Partnership – Update.

G) CDALC – Quality Status update.

H) CDALC- Election costs

Members agreed for the Clerk to provide the Election costs charged by Derwentside District Council to the CDALC.

I) CDALC – Development of Structures and Policies for new Unitary Authority (Parish/Town Council involvement).

Members agreed for the Clerk to be nominated onto one of the workstreams dealing with the new Unitary Authority’s Structures and Policies etc.

J) County Durham and Cleveland Training Partnership – Training sessions “Chairmanship Training” at County Hall, Durham on Saturday mornings (10-12) during July, August and September 2008. Cost £27.00 per module (total 6).

K) County Durham Society for the Blind and Partially Sighted – Application for a donation towards “Talking Newspaper Appeal 2008”, copy of application and Financial details attached to this report.

Members agreed to donate £200 to the organisation (under Powers section 137 Local Government Act 1972).

L) The National Association of Local Councils – Latest Update.

M) Meikles Solicitors – Lease of land at Langley Park from Derwentside District Council, Lease Notice under The Tenant Act and the Tripartite Deed of Dedication (Big Lottery Fund, Equal and Esh Parish Council).

N) Zurich Municipal – Annual Health and Safety Local Council Advisory Service seminars 2008, programme includes Contracts and Partnerships, sensible Risk Management and Claims Reviews.

O) Zurich Municipal – Enhanced cover in light of the Corporate Homicide and Corporate Manslaughter Act 2007.

P) Butterwick Hospice Care - Thank you for donation.

Q) KPMG – Escom UK Ltd (in liquidation) – update.

R) County Durham Learning Disabilities Partnership Board newsletter; March 2008.

S) Local Council Review – Volume 60; No. 2; May 2008.

T) Derwentside District Council – Trade Waste Collection from the Parish Offices.

Members agreed the Trade Waste charge for 2008/09 of £147.00 + VAT for a 240 litre container (annual charge) and for the Clerk to sign the Trade Waste Agreement / Waste Transfer note.

U) CDALC – Co-ordination Group – Workstream involvement.

Members noted that the Clerk had been nominated onto the workstream dealing with Community Governance Reviews (Creation of Parish and Town Councils etc.)

Item

055/08 Reports

A) Equal Partnership

- 1) **Planning Approval received for the Sir Bobby Robson Park, start date 13th May 2008.**
- 2) **AGM on the 15th May 2008.**
- 3) **Continuation of funding for Development Worker (Karen Gibson).**

B) Parish

1) **Parish Council contribution towards the Sir Bobby Robson Park. Members agreed the report of the Assistant Clerk with the following recommendation:- That the remaining £472.05 of the intended £5000 contribution be transferred to 2008/09 and be used as a contribution towards the Legal costs (V22 Refers).**

2) **Request for co-tenancy of Allotment ED32. Members agreed that Mrs J Galt and a Mr A Brown can co-tenant Allotment ED32.**

3) **Inspection Schedules for play equipment at Quebec and Esh Play Areas Members accepted the report of the Insurance Officer at Derwentside District Council dated 9th April 2008 and noted the following:- All equipment was free from any defect likely to affect its continued safe usage and also noted that the climbing frame and junior slide at Esh have some rust appearing. (The Clerk had instructed Jeremy Cassidy to carry out the necessary remedial works).**

**c) District
No Report**

D)County

County Councillor Armstrong Reported:-

- 1) **Path at Esh Laude**
- 2) **Path at Hilltop**
- 3) **Quebec grass verges**
- 4) **Drop kerbs, Front Street, Langley Park (Co-op)**
- 5) **Scheme for parking at Aged Miners Homes, Langley Park**
- 6) **EDF Wind Farm – Funding Allocation**
- 7) **Youth Provision for Langley Park**
- 8) **Properties at The Haven, Langley Park**
- 9) **County Councillor’s Funding allocation**
- 10) **Library Provision at Langley Park**
- 11) **Drainage/ Road Surfacing at Hawthorn Terrace. Langley Park**
- 12) **Future of Church Street Community Centre, Langley Park**

Signed by the Chairman.....Page 8

Item

056/08 Date of the next meeting

The next Meeting will be held on Tuesday 10th June 2008 in the Harry Guildford Centre, rear of Front Street, Langley Park 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 9.15pm

Signed by the Chairman.....Page 9