

## ESH PARISH COUNCIL

### **Minutes of the Esh Parish Council meeting held in Wood View Community Centre, Langley Park, on Tuesday 9<sup>th</sup> March 2010 commencing at 7.00pm**

**Present:** Councillors A. Harling (Chairman), B.Armstrong, M.Berry, R.Bowyer, G. Coulson, M.Gordon, A.Hiles, P.Mollon, M.Sands.

**Apologies:** Councillors A.Mollon, S.Rothwell, M.Tyler and M.L.Rowland, (Assistant Clerk) and P.J.Graham (Assistant Clerk)

**Also Present** County Councillor J.Armstrong, Inspector Dave Turner (Durham Police) David Rider (IT Officer) and G.F Smith (Clerk).

#### **042/10 Declaration of Interest**

Councillors M.Gordon declared an interest in agenda item No. 6 Clerk's report – allotment (128/09(1), (047/09) and (023/10(A4)).

#### **043/10 Police Report**

Inspector Turner update the meeting on the following:-

- 1) Lack of Officers attending Parish Council meeting
- 2) Youth Facilities at Langley Park on a Friday Evening
- 3) Speed Watch Scheme – Volunteers Required

Concerns were raised by Councillor P Mollon regarding the state and potential health and safety issue of the All Saints Youth Centre building. Inspector Turner agreed to make further enquires regarding classing the building under a public Safety issue (either secure boarding up or demolition of the building). He would liaise with County Councillor Armstrong.

#### **044/10Reports**

A) Parish

##### **1. Grass Cutting Contract 2010**

The Clerk reported that the Contractor (Wharton Landscape) had agreed to provide the same service as last year with no price increase.

Members agreed to accept this offer and let the grass cutting contract for 2010 to Wharton Landscapes.

##### **2. Staff Training – Paula J Graham**

Members agreed to confirm the attendance of Paula J Graham at the training course on allotments held on 24<sup>th</sup> February 2010 and the training cost of £27.50 per delegate.

Cheque to be made payable to County Durham Association of Local Councils.

##### **3. Esh Leaves – March 2010 Edition**

David Rider (Editor) updated Members on the next edition of Esh Leaves which is scheduled to be delivered in April 2010 .Members agreed for the Editor to e-mail members of the Editorial Committee for their comments prior to sending the final draft to the printer.

#### **4. Report on the Review of Effectives of Internal Audit for the year ending 31<sup>st</sup> March 2010.**

Member agreed to review the documents as follow:-

Appendix 1.1 meeting the standards – evidence of achievement

Amendment – agreed to appoint Mr Stuart Harris as Internal Auditor, remove “Risk Management Policy Statement and Anti-Fraud and Corruption Policy” replace with “list of Council Policies see Appendix 3”

Members also agreed to make no further amendments to the Document.

#### **5. Durham Net**

David Rider (It Officer) updated the Members on the ongoing problems with Durham Net. County Councillor Armstrong agreed to take up these concerns with the relevant Officer at Durham Net.

#### **B) County Council**

County Councillor Armstrong reported on the following:-

- 1) Library – hold up due to legal/lease problems with new landlord.
- 2) Quebec – Road Markings near the play area to be installed soon to hopefully stop parking on the footpath. Some vehicles not using the car park area (as signed), may be a need to install bollards within the footpath curtilage.
- 3) All Saints Youth Centre – demolition order has been raised awaiting details from the Natural England regarding the Bats.
- 4) AAP Funding update.
- 5) Grass Verges at Langley Park – Vehicle damage to areas.
- 6) Esh to Langley Park Footpath (to be discussed under agenda item13).
- 7) Parking Problems at Ivy Terrace/Aged Miners Homes.
- 8) Bus Shelters in Langley Park – Clerk to obtain details of maintenance/cleaning schedule, type/quality of shelters (who decides) and should bus shelters have seats installed. It was agreed to place this item on the agenda for the next Parish Council meeting. Councillor Armstrong agreed to look at the present Bus shelter at Front Street/Durham Street and discuss with the relevant Officer at Durham County Council.

**County Councillor Campbell not present, no report sent.**

#### **C) Members Reports**

1) Councillor Sands reported on holes being dug into newly laid tarmac pavement along Front Street, Esh. Members agreed for the Clerk to write to the County Council complaining about not relevant any notice of this work and hope that the reinstatement works are monitored and replaced satisfactorily.

Copy of letter to be sent to County Councillors Armstrong and Campbell.

2) Councillor B Armstrong reported on the containers at Quebec still being on site and were subject to an enforcement order. Clerk to write to the Planning Officer at Consett to ask for an update and to report to the next Parish Council meeting.

3) Councillor Berry reported on grassed areas in Langley Park being damaged by vehicles. There was a need for Members/public to report this to the Police as this was an Enforcement issue. Item to be placed on the agenda for the next Parish council meeting.

#### **045/10 Minutes of the ordinary meeting held on 9<sup>th</sup> February 2010**

Agreed as a true record and signed by the Chairman.

**046/10 Clerk's Report (Matters Arising)****Page 1****Reports (023/10-A) Parish**

1. The Harry Guildford Centre, Langley Park

The Chairman/Clerk had agreed to carry out a trail on 1<sup>st</sup> April to re-locate the meeting room within the IT suite room and other office reorganisations.

It was agreed to continue meeting in Wood View Community Centre until a satisfactory solution can be found for a suitable meeting room for the Parish Council.

2. Notice of Vacancy of Office of Councillors

Agenda Item No.14

3. Brief – Langley Park Needs Survey

Agenda Item No.11 (Parish Plan)

4. Allotment – Earl of Durham No.61

The Clerk reported that the tenant of the above allotment had now paid the allotment rent for 2010 (delay due to ill health).

Members agreed to withdraw the notice to quit and for the tenancy to continue.

**Page 2****5. Residents Concerns****a) Dog Fouling and litter**

Item had been placed in the next edition of Esh Leaves and details had been forwarded onto the relevant Officer at Durham County Council.

**b) Salt Grit Bin at Kingsway /Springwell Close, Langley Park.**

Details had been forwarded onto the relevant Officer at Durham County Council. Copy to be e-mailed to County Councillors Armstrong and Campbell.

**7. Parish Paths Partnership Grant (P3)**

Clerk to meet with Councillor Hiles after the meeting. Item to placed on the agenda for the next Parish Council meeting.

C) Members Reports

1) Road Gully problems in Front Street, Langley Park

The Clerk had spoken to the relevant Officer at DCC and the work was scheduled to be inspected this week. Clerk to update at the next Parish Council meeting.

**Page 3****Youth Provision in Langley Park (165/09)**

Agenda Item NO.15

**Fencing at Esh Village Green (145/09)**

Fencing work complete, Members agreed to accept the line of fencing.

**Allotment Condition of Tenancy (livestock) (128/09 (1))**

Following a training session on allotments on 24<sup>th</sup> February the Clerk was informed that the national agreement stated each mixed allotment should be a minimum of 70% vegetation 30% livestock. Members agreed for the Clerk to carry out a survey of allotment and where possible introduce a new tenancy agreement with the national agreement as from 1<sup>st</sup> January 2012 (12 months notice).

All new tenancy agreements to include the national agreement as from the date of this meeting.

**Earl of Durham Allotments – Security Gates (047/09)**

Gates to be installed this week

**Play Equipment at Esh – Repairs (067/09)**

Repairs (Treatment of rust areas) to be complete before the Easter time holidays

**Former Hippodrome Building, Langley Park – Planning Matters (080/09)**

The application had been dealt with by Officer Delegation on 9<sup>th</sup> July 2009.

Details of the Planning Permission had now been received.

Members can view the documents by arranging with the Parish Clerk.

**Page 4****The Co-operative, Langley Park; Advertising Consent – Planning Matters (115/09)**

The application had been dealt with by Officer Delegation on 6<sup>th</sup> October 2009.

Details of the sign was a full frontage fascia (7 metres) + 600x600 projected lighting, this was the normal type of signage approved for Co-operative stores in other locations.

**Citizens Advice Bureau – Use of the Harry Guildford Centre (121/09)**

Awaiting details from the CAB (Durham office), Clerk to report to the next appropriate Parish Council meeting.

**Mapping Ordnance Survey – CDALC (135/09 (F))**

Awaiting details from Steve Ragg, Clerk to report to the next appropriate Parish Council meeting.

**Durham Biodiversity Partnership (135/09 (K))**

The Clerk had received further details on ways that Parish and Town Councils can deliver biodiversity conservation:-

**1. Parish Plan**

Raising the profile of the issue that are most important to the Parish.

**2. Planning Application**

Will the proposed development result in harm to the Wildlife?

Will the proposed development result in benefits to the Wildlife?

**3. Management of land**

Factoring Biodiversity conservation into the management of a site

**4. Creating By Laws**

Further information can be obtained by visiting [www.durhambiodiversity.org.uk/NERCact.htm](http://www.durhambiodiversity.org.uk/NERCact.htm) where a number of guidance notes are available to download.

**Community Engagement – Councillor Training (170/09)**

Awaiting details from Steve Ragg (CDALC)

**County of Durham School Benevolent Fund – Application for Funding (174/09 (A))**

No further details received.

**(A)Charter Arrangement – Local Councils and Durham County Council (010/10)**

Item in the next edition of Esh Leaves. Document to be placed on the Council's Web Site.

**Setting the Budget 2010/2011 (027/10)****Agenda item No.8****Page 5****Correspondence (029/10)**

C) Great North Air Ambulance – Application for Funding

Awaiting financial details.

D) DCC – Esh Parish P3 Group

Clerk had discussed with Elaine Field (DCC) and she had agreed to act as leader on the next walk (May 2010), afterwards the item will be placed in the next edition of County News (winter walk to be included). The Clerk had included Councillor Bloor in all discussions and he was aware of the position.

G) Wearangleypark – Application to add link to the Council's website

The group had been made aware of the Council's decision.

H) DCC – Consultation on Contaminated Land Strategy

Details had been e-mailed to all Councillors.

**Page 6****Parish Plan (030/10)**

Agenda item No.11

**Litter Problem in Langley Park (Hospital Road) (031/10)**

The Clerk had spoken to an Officer of DCC and confirmed that Hospital Road is unadopted. Members agreed that the next step was to involve the Probation Service / Youth Engagement Service to litter pick/tidy up the area, Clerk to make the necessary arrangements.

The Clerk also reported that he had been invited to the Morrison Busty Depot to view drawings of the Parish which shows adopted/unadopted roads.

Members agreed for the Clerk to provide a report on adopted/unadopted roads in the Parish for the next appropriate Parish Council meeting.

**Recreation Ground Langley Park (032/10)**

Agenda Item No.17

**Area Action Partnership/Parish Councils Committee (033/10)**

Agenda Item No.18

**All Saints Youth Centre, Langley Park (034/10)**

Agenda Item No. 19

**Langley Park Library (035/10)**

Agenda item No.20

**Sir Bobby Robson Park (036/10)**

Agenda Item No. 21

**Partnership Sub Committee (037/10)**

Agenda Item No. 22.

**Winter Gritting /Footpath Clearance (038/10)**

Members noted that the Parish Councils Committee had sent a response to DCC.

Members agreed for the Clerk to send a letter to DCC regarding the lack of gritting/salt in the Parish area in particular with Esh and Quebec.

Also the letter should include the lack of salt bins in parts of the Parish area (resident concerns).

**Page 7****Confidential Items (040/10 and 041/10)**

Agenda Items No. 25A and 25B

**047/10 Financial Statement and Report**

Amendment to vouchers 224 and 225 the amounts shown (£36.19 and £15.99) were included in the VAT column but should be in the net cost column.

Subject to the above amendment Members agreed the details of the financial statement (vouchers 221 to 243) and they should be paid; where appropriate confirm the Chairman / Clerk's action in issuing cheques in advance of the meeting.

**048/10 Setting the Budget 2010/11**

Members agreed to the following:-

- a) To set a provisional budget on the figures used for 2009/10 plus the agreed increase in the precept figure (£7.57).
- b) For the Clerk to produce an income/expenditure/budget report to each monthly Parish Council meeting.
- c) For the Clerk to send agenda/minutes/reports by e-mail on an emergency only basis and to return to copies posted / hand delivered for the monthly Parish Council meeting.
- d) That the Bank balances (reserve) report be noted (estimated total balances £32587.03)

**049/10 Planning Matters**

A) CMA/1/46 – Waste Transfer Station at unit 10 Langley Park Industrial Estate.

Members agreed for the Clerk to contact the Planning Officer to obtain further details of this proposed development.

Copies to be sent to all Council Members.

B) 928/1/164 (5) – Erection of boundary fencing and construction of overflow car park at Langley Park Primary School.

Members agreed for the Clerk to contact the Planning Officer to obtain further details of this proposed development. Copies to be sent to all Council Members.

C) MS/1/2010/0034/DMFP – Demolition of corrugated iron garage, replacement timber windows, installation of dormer windows and erection of two storey extension at 1 and 2 Esh Hall Cottage, Esh.

Members agreed for the Clerk to contact the Planning Officer to obtain further details of this proposed development.

Copies to be sent to all Council Members.

**050/10 Correspondence**

Items for Discussion:-

A) DCC, Regeneration and Economic Development – Transit 15, A691/C62 Kaysburn roundabout – proposed West bound approach widening.

Copy of drawing showing proposed work to the Kaysburn roundabout was circulated at the meeting.

Members agreed for the Clerk to respond to the County Council stating the concerns on the need to improve the roundabout site lines which would help with the traffic flow at busy times, this with the other proposed alterations would be acceptable.

B) DCC, Regeneration and Economic Development – footpaths No.56 Langley Park – temporary public footpath closure from 22<sup>nd</sup> February 2010 up to 6 months.

Members noted the situation.

C) DCC, Regeneration and Economic Development – unclassified road at Hilltop View, Langley Park – temporary road closure from 22<sup>nd</sup> February 2010 until 21<sup>st</sup> August 2010.

Members noted the situation.

D) BDO External Auditors – Audit Briefing; winter 2010; issue No.1 (points to note)

Members noted that the review of Risk Assessment Statement and Review of Effectiveness of Internal Audit were Agenda Item No.12.

Copy of document to be sent to the Internal Auditor (Mr Stuart Harris) and a copy placed in the audit file.

E) Teesdale AONB – North Pennines under threat; potential wind turbine sites.

Members agreed to make no response to the documents.

F) Victim Support – Application for Funding.

Clerk had requested further information (financial details), Members noted the position.

**Item for Information:-**

G) DCC – Sustenance Newsletter; February 2010

H) Clerks and Council Direct magazine; March 2010; Issue No.68

**051/10 Parish Plan**

Quotations were being obtained to carry out the Needs Survey. Clerk to provide an update at the next Parish Council meeting.

**052/10 Review of Risk Assessment Statement / Effectiveness of Internal Audit 2009/10**

Members agreed to accept the Clerk's report as follows:-

**a) Risk Assessment Statement 2009/10**

Agree the review of the Council's services and activities and identified and classified any risks into low, medium and high (none identified). Copies to be sent to the External and Internal Auditors placed on the Council's Web Site and placed in the Council's audit file

**b) Effectiveness of Internal Audit 2009/10**

Members agreed to:-

- i) Appoint Mr Stuart Harris as Internal Auditor
- ii) To accept the list of Council Policies
- iii) To amend the document to include i) and ii) as shown above

**053/10 State of Footpath Esh Village to Langley Park**

Councillor Gordon raised a number of concerns on the state of the footpath from Esh Village to Langley Park (Copies of photographs of the area were circulated at the meeting).

Members agreed for the Clerk to write to County Councillor Armstrong and Campbell stating the concerns of the Parish and requesting this matter to be raised at the next appropriate meeting of the AAP Board (funding issue).

**054/10 Council Vacancies**

Two Council vacancies remain unfilled. Members were reminded to forward names of any prospective Councillors to the Clerk, item to be discussed at the next Parish council meeting.

The Clerk read out a letter of resignation from Councillor Liam Lobby, Members agreed to accept the resignation and for the Clerk to inform the County Council's Returning Officer of the vacancy. A notice will be placed on the Council's Notice Boards when the details/procedure have been agreed.

Clerk to report to the next Parish Council meeting.

**055/10 Youth Provision in Langley Park**

Councillors B Armstrong and P Mollon updated the meeting on the progress of this activity on a Friday night at Wood View Community Centre.

Up to 30 young people were attending on a regular basis, some equipment had been purchased (TV, DVD, Wii, Games, Air Hockey Game).

A constitution had been agreed and signed by the Chairman (Councillor A Harling), Secretary (Councillor B Armstrong) and Treasurer (The Clerk).

Funding application forms were being completed, Members agreed for the forms to be signed by the officials and for the Clerk to arrange to set up a separate Bank Account with the Council's banking organisation (Co-operative Bank PLC).

**056/10 Litter Problems at Langley Park**

Clerk to make arrangements with Probation Service/Youth Offending Service to carry out a litter pick at the Hospital Road area.

Members agreed for the Clerk to contact DCC regarding the times and number of visits to the Parish to carry out litter picking/road sweeping routes and report to the next Parish Council meeting.

**057/10 Recreation Ground, Langley Park**

Complaint has been received from a local resident regarding fly tipping at the area, Clerk to arrange with DCC to have this removed as soon as possible.

Councillor Hiles informed the Clerk that Durham University Conservation Society would carry out a litter pick throughout the grounds, Clerk to arrange.

The Clerk would meet Councillor Hiles after the meeting to discuss the completion of the paths within the grounds and to prepare an application/funding form to the Parish Paths Partnership (DCC).

**058/10 Area Action Partnership/Parish councils Committee**

Next meeting of AAP Board was Wednesday 17<sup>th</sup> March 2010 at Lanchester Primary School. Meeting to receive a presentation on the consultation on proposed closure of 7 homes throughout the County at 5.30 to 6.15pm. AAP Board meeting 6.30 to 8.00pm.

Copies of agenda and reports available from the Clerk,

The next meeting of the PCC was on Saturday 20<sup>th</sup> March 2010 commencing at 10.00am in the Parish Offices at Lanchester.

The Chairman was unable to attend Councillor P Mollon agreed to attend.

The Clerk had a copy of a letter sent on behalf of the PCC to Durham County Council regarding a number of issues raised on the Winter Maintenance issue, copy available from the Clerk.

**059/10 All Saints Youth Centre, Langley Park**

Item discussed in Police report/County Councillor's report. Item to be placed on the agenda for the next Parish Council meeting.

**060/10 Langley Park Library**

Item discussed in County Councillor's report. Item to be placed on the agenda for the next Parish Council meeting.

**061/10 Sir Bobby Robson Park**

The Clerk had to call out Jeremy Cassidy to carry out a litter pick as the site was untidy.

The missing bolts/parts had been ordered and would be replaced as a matter of urgency.

Councillor Coulson had been unable to contact the County Council's officer (Lee Spraggon) regarding the CCTV system at the site. Members agreed for the Clerk to write a letter to the relevant Director (copies to Councillors Armstrong and Campbell) at Durham County Council complaining at the lack of service to the CCTV system.

**062/10 Partnership Sub-Committee**

Councillor Bowyer and Hiles were to meet the Chairman and Clerk after the meeting to discuss EQUaL's financial details and other management issues. Item to be placed on the agenda for the next Parish Council meeting.

**063/10 Date and Time of the next meeting**

The next meeting of the Parish Council will be held on Tuesday 13<sup>th</sup> April 2010 in Wood View Community Centre, Langley Park immediately following the Annual Assembly which commences 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 9.15 pm

Signed by the Chairman.....Page 9