

## ESH PARISH COUNCIL

### **Minutes of the Esh Parish Council meeting held in The Harry Guildford Centre, Thomas Street, Langley Park on Tuesday 8th March 2011 commencing at 7.00pm**

**Present:** Councillors A. Mollon (Chair), B. Armstrong, M. Berry, C. Bloor R. Bowyer, M. Gordon, A. Harling, K. Heartfield, A. Hiles, S. Maddison, P. Mollon, M. Renneberg, M. Sands,

**Apologies:** Councillors R. Partridge, S. Rothwell and County Councillor M. Campbell, Mrs M.L. Rowland (Deputy Clerk) Miss P.J. Graham (Assistant Clerk).

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

#### **042/11 Declaration of Interest**

Councillor K. Heartfield declared an interest in Agenda items 6 and 7 – The Institute Building, Church Street, Langley Park.

Councillors Bloor, Gordon and Heartfield declared an interest in agenda item No 8A Parish report - Earl of Durham Allotments.

#### **043/11 Police Report**

Copy of the Police report to be sent to all Councillors by e-mail, copy attached to these minutes (for reference purposes).

#### **044/11 Minutes of the ordinary meeting held 8<sup>th</sup> February 2011**

Agreed as a true record and signed by the Chairman.

#### **045/11 Matters Arising (non agenda items)**

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#### **Bus Service to Local Swimming Baths (161/10)**

Item to be dealt with by the Partnership Committee (EQUaL).

#### **Reports (028/11) – Parish**

Rachel Davis – application for funding

Funding application to be considered at the meeting of the Finance and General Purposes Committee on the 11th April 2011.

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#### **Correspondence (031/11)**

A) Quebec and District Village Hall Association – application for funding

The Clerk reported that the donation cheque for £500 had been sent to the Association.

The offer of £1000 loan had been declined as the Association felt they could not afford to repay the loan.

#### **046/11 Minutes of the Special meeting held on 17<sup>th</sup> February 2011**

##### **1. Future of the Institute Building, Church Street, Langley Park**

Members agreed for the Parish Council to take over the unexpired years on the lease of the building (presently leased by the Langley Park Community Association) at a peppercorn rent of £52 per year.

##### **2. Bid for youth Provision in Langley Park**

Members agreed to support the funding application (£15,500) to the Board of the Mid Durham AAP (23<sup>rd</sup> March 2011).

**047/11 Matters Arising****Future of the Institute Building, Church Street, Langley Park**

Following minutes 046/11 in which Members agreed to take over the lease of the above building, they wished to add the following terms to the agreement:-

1. The Parish Council to obtain satisfactory lease terms before signing the document.
2. The Parish Council to receive satisfactory funding to carry out the alterations
3. Details drawing to be produced and costed
4. Obtain any drawing/reports held by the County Council (Library Services)
5. Obtain a survey of the state of the building (ie asbestos)
6. Appoint a solicitor to act on behalf of the Parish Council (Mrs Mc Manus, Meikles Solicitors, 8 North Street, Ferryhill, Co Durham DL17 8HX).

**048/11 Reports****A) Parish**

Outstanding items:-

i) Damaged half barrels flower tubs at Esh Village Green

Removed from site

ii) Earl of Durham Allotments – Rats

Following the visit to site by the Pest Control Officers (DCC) up to 60 rats had been disposed of by poisoning.

Awaiting a final report from the officers including a regular contract for this service (may involve a cost to the Parish Council).

iii) Council owned garage at the Earl of Durham Allotments

A) Burglar alarm installed 11<sup>th</sup> February 2011

B) Order placed with NJC Wrought Iron to repair/replate door.

Clerk to update at the next Parish Council meeting

iv) Meeting with Mr Ian Hoults (DCC)

No response received, Clerk to chase this matter up and report to the next Parish Council meeting.

v) Litter Bin replacement in Langley Park

2 new litter bins have been supplied and installed by DCC (Clifford Street and Langley Street).

vi) Boundary Fence at the Earl of Durham Allotments

Members agreed to defer this matter to the Allotment Committee meeting (Saturday 2<sup>nd</sup> April).

New Items:-

**1) Neighbourhood Warden report – January 2011**

E-mail contact ([stewart.liddle@durham.gov.uk](mailto:stewart.liddle@durham.gov.uk))

The report stated:-

**Langley Park**

Regular vehicle/foot patrols of area, with emphasis on Sir Bobby Robson memorial Park at present as dog fouling reports and youth nuisance on the park. Nuisance behaviour in the Park has lessened but may be to do with the weather.

Untaxed vehicle reported to DVLA on Park Drive and East Clere.

East Clere – continued foot patrols of area regarding previous dog foul complaints,

Areas showing improvement.

On-going patrols on waste collection days as problems with access on the bottom of Park Drive.

**Esh/Quebec**

No jobs reported to Council.

On-going patrols of areas, but nothing to report.

## 2) Parish Walk – May 2011

Councillor Bloor informed the meeting that the walk would take place on Sunday 29<sup>th</sup> May 2011, meeting at the Sir Bobby Robson Park, Langley Park at 1.00pm.

Refreshments would be served at Quebec Village Hall.

The walk is to be included in the County Council's Publication "County Durham Walks".

There will be a charge of £3 per person to participate (DCC).

## 3) The Harry Guildford Centre, Langley Park

The Clerk reported:-

A) On the 13<sup>th</sup> February 2011 four youths were caught stripping lead from the roof of the office. The incident has been reported to the Police (cautions have been given to the offenders) and Derwentside Homes (to carry out the repairs to the roof).

B) Fly Tipping to the side/rear of the building

The area has been cleared by the Probation Service (Community Pay Back Scheme).

## B) County Council

County Councillor J. Armstrong reported on:-

i) Langley Park Primary School – Governor required

ii) Repairing pot holes – commenced 7<sup>th</sup> March (6 gangs)

iii) Re-surfacing road (Midridge Road Estate) – programmed for 2011/12

iv) Neighborhood budgets – verge hardening

v) Fly tipping problem at Park Drive/Recreation Ground

County Councillor Campbell sent e-mail (received after the meeting)

Details as follow:-

Zebra crossing update

This work has been paid for and arranged but no start date. Sadly there is at present a significant backlog of work for most outside departments at Durham County Council and the approved contractors.

Following a recent discussion with Malcolm Berry I arranged to have the large metal library sign removed from outside the old library.

I have reported the lack of white give way lines at a number of side street and entrance roads and as with the zebra crossing painting this is in the queue.

## C) Members Report

Outstanding Items: -

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

Order placed with alternative supplier

New Items - none

## 049/11 Financial Statement and Report

Members agreed the details of the Financial Statement (vouchers 230 to 253) and that they should be paid;

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

Members also noted the summary of Expenditure and Income for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2010, details as follows:-

### Expenditure

Service	£
Admin/General	8053.28
Staff Costs	25648.38
ILP (IT Officer)	3376.70
Environment	13750.34
Donations	855.00
Esh Leaves	2804.00
Miscellaneous (In Grants)	<u>15324.44</u>
Total	69812.14

**Income**

Service	£
Precept	38594.00
DCC Contribution	13692.00
Double Taxation	134.00
Garage Rent	960.00
Vat Refund	3382.27
EL Adverts	667.50
Book of poems	56.80
Way Leaves	28.41
Interest – Standard Life	143.71
EQUaL	1302.47
Allotments	42.50
DCC Refund	384.88
Interest – Bank	17.81
Esh Leaves the Book	7.45
Miscellaneous	4784.00
<b>Total</b>	<b>64197.80</b>

**050/11 Planning Matters**

No applications received

**051/11 Correspondence****ITEMS FOR DISCUSSION:-**

A) Wood View Community Association - application for funding (£80 towards the cost of a celebration day for Royal Wedding). Members agreed to defer this item to the Finance and General Purposes Committee (11<sup>th</sup> April) for further discussion.

B) Butterwick House Children Hospice – application for funding (no financial details received). Members agreed to defer this item to the Finance and General Purposes Committee (11<sup>th</sup> April) for further discussion.

C) CDALC – Sports and Leisure facility review consultation – training session on community development trust, 11<sup>th</sup> April 2011. Cost £27 per delegate (2 Delegates per Local Council), Details with the Clerk.

D) BDO – External Auditors – Audit briefing; winter 2011

Clerk to copy the report to all Council Members and the Council's Internal Auditor.

E) Litter free Durham CPRE – spring clean campaign 19<sup>th</sup> March to 16<sup>th</sup> April. Information notices to be placed on the Council's notice boards and copy of details to be sent to the members of the Environment Committee. Item to be placed in the next edition of the Parish Newsletter.

**ITEMS FOR INFORMATION:-**

F) DCC – The County Council of Durham (public footpath No.56 Esh Parish)

Public path diversion and definitive statement modification order 2010:

Copy of order and relevant plan

G) CDALC – E – bulletin (various items)

H) Clerks and Councils direct magazine; March 2011; issue 74

**052/11 Report of the Committee Partnership (EQUaL) Committee**

Minutes of the meeting held on 8<sup>th</sup> March 2011 were circulated at the meeting

Members agreed to:-

A) The Community Development worker to continue to research for funding for the schemes listed in the report

B) The Clerk to contact members of the Langley Park Mining Memorial Group to discuss their possible role in the Community Partnership (EQUaL) Committee and also discuss the Financial situation of the group and possible transfer of funds to a special account with the Parish Council

C) Publicity for Credit Union

Item to be discussed at the Publicity Committee meeting (article in the next edition of the Parish Newsletter)

**053/11 Report of the Finance and General Purposes Committee**

Minutes of the meeting held on 8<sup>th</sup> March 2011 were circulated at the meeting.

(Note: Councillor Bowyer did not attend the meeting, report to be amended)

Members agreed to:-

A) For the Clerk to contact the grass cutting contractor (Wharton Landscapes) to arrange for the first cut (March) to be carried out whilst negotiations continue with Durham County Council (Mr Ian Hoult)

B) For the Clerk to obtain competitive prices for the electrical works (dressing the trees) in addition to the price from Service Direct

C) For the income/expenditure for allotments to be ring fenced (Clerk to provide administrative costs)

D) To re-negotiate the office accommodation (The Harry Guildford Centre) agreement to extend the period from February 2012 to February 2013

**054/11 Title of Dignitary – procedure**

Members agreed the report subject to the following:-

A) The Clerk checking what the Title of Honorary Freeman or Honorary Freewoman may bestow on the holder

B) The Clerk to check that the two nominees wish to accept the titles

**055/11 Area Action Partnership / Parish Councils Committee**

Next AAP Board meeting is on Wednesday 23<sup>rd</sup> March at Castleside WMC commencing at 6.00pm

Next Parish Councils Committee meeting is on Saturday 19<sup>th</sup> March at Lanchester Parish Council's office commencing at 10.00am

Councillor B Armstrong informed the meeting that discussions were ongoing with Inspector Dave Turner for Police representative (Durham north division) on the AAP board

**056/11 All Saints Youth Centre, Langley Park**

Outstanding Items: -

**i) Letter to Chief Executive, DCC**

No further update, Clerk to chase this matter up and report to the next Parish Council meeting

**ii) Update from Terry Coult, DCC**

No further progress, Clerk to chase this matter up and report to the next Parish council meeting

**057/11 Councillors Vacancy**

Outstanding item:-

i) Notice of vacancy – closing date for request an election was 11<sup>th</sup> February 2011.

The Clerk had received a letter from the Electoral Manager (DCC) confirming that no request had been received for an election to take place, therefore the Parish Council may co-opt a replacement Member.

Members agreed to co-opt

ii) Application for vacancy of Councillor

An application had been received from Mrs Julie Spencer, 54 East Clere, Langley Park for the vacancy of Councillor.

Members agreed to interview Mrs Spencer at a special Parish Council meeting on Tuesday 12<sup>th</sup> April 2011 in The Harry Guildford Centre Langley Park commencing at 6.30pm.

The Members agreed for the Clerk (Chairman/Vice Chair and Councillor Hiles) to review/amend the questions for the candidate.

**058/11 Appointment of Internal Auditor**

Members agreed to re-appoint Mr Stuart Harris as Internal Auditor for the year ending 31<sup>st</sup> March 2011.

**059/11 Review of Effectiveness of Internal Audit**

Members agreed to accept the following reports:-

1. Meeting the standards (expected standard/evidence of achievement/areas of development)

2. Characteristics of effectiveness (evidence of achievement/areas of development)

Report to be placed in the Internal Audit file copy sent to the External Audit with Annual Return and a copy placed on the Council's web site.

**060/11 Risk Assessment Statement**

Members agreed to accept the statement (subject to some minor alterations) (District should read County – item 6; District should read County – item 7 and hazards should read hazardous – item c: high risk).

Statement to be placed in the Internal Audit file, copy sent to the External Auditor with Annual Return and a copy placed on the Council's web site

**061/11 Date and Time of the Next Meeting**

The next meeting of Esh Parish Council is on Tuesday 12<sup>th</sup> April 2011 in The Harry Guildford Centre, Thomas 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 8.45 pm

Signed by the Chairman.....Page 7