

ESH PARISH COUNCIL

Minutes of the Esh Parish Council meeting held in The Miners Institute Building, Langley Park on **Tuesday 14th October 2014** commencing at **7.00pm**

Present: Councillors: S. Rothwell (Chair), B. Armstrong, R. Bowyer, J. Carr, A. Hancock, G. Hawxwell, K. Heartfield, R. Hughes, A. Mollon, P. Mollon, R. Moralee, M. Renneberg and M. Sands.

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

Apologies: Councillor: S. Bell and M L Rowland (Deputy Clerk)

120/14 Declaration of Interest
Councillor B Armstrong declared an interest in agenda item 19 - Planning Applications
Councillors Heartfield/Moralee declared an Interest in agenda item 7a (4) - Inspection of allotments

121/14 Representation by residents
None

122/14 Pact Meeting
Councillor M Renneberg circulated a copy of the latest Pact Report and provided an update.
Concerns were raised about the signage (difficult to read) informing people to take their litter home.

123/14 Minutes of the Ordinary meeting held on 9th September 2014
Amendments:-
Page 1 – remove Councillor Sands from present list
Page 1 – add County Councillor J. Armstrong to also present list
Page 3 - minute 107/14 (a;iv) “two courses” should read “one Course”
4 laptops add “(2 laptops require admin lock removed)”
Page 4 – minute 107/14 (d;iv) WW1 Centenary update add “The Chair agreed (from the Chairman’s Allowance) to support this event for up to £100”.
Page 5 minute 111/14 Donation
Remove “The Chair agreed (from the Chairman’s Allowance) to support this event for up to £100”.
Subject to the above amendments the minutes were agreed as a true record and were signed by the Chair.

124/14 Co-option of Councillor - Ruth Hughes, 25 Willow Park, Langley Park.
Councillor Hughes signed the Declaration of Acceptance of Office of Councillor, countersigned by the Clerk and witnessed by all Councillors present at the meeting.
The Clerk handed to Councillor Hughes a Declaration of Interests form for her to complete and return to the Clerk.

Reports**a) Parish**

- 1) The Openness of Local Government Bodies Regulations 2014
The above Act provides "That a person may not orally report or comment about a meeting as it takes place if he/she is present at the meeting of a Parish Council or its Committee but otherwise may:-
- Film, photograph or make an audio recording of a meeting;
 - Use any other means of enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
 - Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting".

Members agreed to:-

- Amend the Council's Standing Orders
- Introduce a Chairman's Statement prior to each Council meeting.

"It was reported (on 14th October 2014) that there were new Regulations allowing the recording of meeting, and that Council approved a protocol for this.

I advise both Members of the Council/Committee and members of the public that part of today's meeting may be recorded by both audio and video, and it may be that photographs are taken".

ii) County Durham Association of Local Councils – Annual General Meeting

The Clerk informed members that the AGM is to be held on Saturday 8th November 2014 in the Council Chamber, County Hall, Durham commencing at 10.00 am. The Council can send up to two representatives, only one person can vote.

Members to advise the Clerk if they wish to attend.

iii) Outstanding matters report – to be reported to the next meeting

iv) Update on environment Issues

a) Allotment Inspection 23rd September 2014
Members agreed for the Clerk to write a letter to each tenant of the small holdings regarding the following matters which required their attention:-

Plots 35 -40 removal of dog from site.

Plots 41 – 45 side fence (repair) and removal of small caravan

Plots 79 – 81 reduce size of man-made dam and further removal of rubbish and general tidy up required

Members also noted the huge improvements carried out by the Allotment Association including the introduction of a Community Garden. (Clerk to write to the Allotment Association).

b) Seat Survey carried out on 2nd October 2014 (Councillors Hancock, Renneberg and Deputy Clerk)

Members agreed to refer the actions to the Community Pay Back Team (include also the painting of the silly steps railings and strimming of vegetation).

iv) Environment Issues at Esh Village

- additional sign (No dogs allowed) on the Village Green – still outstanding; Clerk to chase up supplier/contractor
- Replacement of two litter bins – Members agreed to replace the two damaged bins at a cost of £116.00 +vat each
- Additional litter bin outside Village Hall
Members agreed that further discussion was required with officers from DCC regarding the service arrangement

- v) Parish Newsletter – referred to the next Parish Council meeting (awaiting details regarding criteria for Quality Parish Council Status)
- vi) Cost of gravel for footpaths at the Recreation Ground, Langley Park. Members agreed to donate £120 to the Langley Park Environment Group to carry out the work.

b) County Council

County Councillor J Armstrong reported on the following:-

- Closure of Woodview Community Centre
- Future of Ex-Fire Station, Langley Park
- Funding to Langley Park Allotment Association
- Kaysburn Road (heap of soil left after road works by resident) Clerk to contact relevant officer of DCC
- Fencing at Hill Crest, Esh
- Fencing repairs on Esh Bank (commencing next week)
- All Saints Youth Centre (legal work to complete)

County Councillor B Armstrong reported on the following:-

- Playing field at the Sports and Social Club, Langley Park

c) Chair

Outstanding item – storage unit

d) Members

i) Environment Group – Councillor Heartfield reported on the following:-

- use of Pit Wheel at the Wetlands Site
- Wetlands Site (update)
- Painting of Bridge
- Cycle paths (joint working)

ii) WW1 Centenary

Councillor Renneberg reported on the following:-

- Next group meeting 15th October
- Display etc in the Institute Building on Saturday 8th November 10am to 5pm.
- Remembrance Day Sunday 9th November
- Monday 10th November – school visits

126/14

Miners Institute Building, Church Street, Langley Park

Councillor B Armstrong updated the Members on the activities programme ongoing in the building

127/14

Langley Park Miners Banner

Councillor Renneberg updated the members on his visit to the Miners Headquarters at Redhills, Durham City. He had located the banner which was in fair condition but required some repairs.

Members agreed for the Clerk to write a letter to Mr David Hopper at Redhills to release the banner into the safe care of the Parish Council and to obtain further advise on the restoration and safe keeping of the banner.

128/14 Esh Parish Environment Issues
Councillor Hancock reported/updated on the Draft Plan 2014/15. Members agreed to place the action plan on the agenda for each Parish Council meeting.
She also reported on a number of Environmental Issues that had been discussed at previous Parish Council meetings,
Including:-
Meeting with Martin Briscoe and Andy Coulthard (DCC) and the two County Councillors to discuss
i) Bulb Planting – costs required
ii) Provision of additional litter bin at bus shelter on Low Moor Road, Langley Park. Discuss with Martin Briscoe regarding possible transfer of a litter bin which is on the opposite footpath (not used).
iii) Educational campaign to reduce the amount of litter dropped in Langley Park. Meeting to be arranged with DCC Councillors and Staff, Parish Councillors and Head Teacher of Primary School.
iv) Sweeping areas in front of shops and bus shelter in Front Street, Langley Park. Martin Briscoe to meet with staff to make some improvements in the area.
Councillors wished to place on record their thanks to Councillors Hancock and Heartfield for the work carried out on environmental issues.

129/14 Remembrance Day 9th November 2014
Members agreed that the Parish Council would be represented at the services by the following Councillors:-
Langley Park – Councillor Rothwell
Esh – Councillor Sands

130/14 Councillor Vacancies
a) Members agreed to implement the process for replacing a Councillor (as circulated by the Clerk). They also agreed that the procedure for the Parish Council would be:-

- Councillor Nomination and/or
- Advertise in Parish (Notice Boards etc)
- Council interview candidates
- Agreed set answer/question session
- Select successful candidate/s

b) Members also agreed to interview Mrs L. Finch, 16 Lilian terrace, Langley Park, County Durham DH7 9YF (Nominated by Councillors Armstrong and Renneberg). Chair and Vice Chair to discuss with the Clerk a suitable interview date.

131/14 Council Web Site
Site to “go live” on the 18th October 2014

132/14 Working Relationship with other Organisations (including residents)
Ongoing, to be reviewed each Parish Council meeting

133/14 Financial Statement and Report
Members agreed the details of the Financial Statement and for vouchers 77 to 92 should be paid, a copy of the voucher report will be attached to these minutes.

134/14 External Auditor comments on Annual Return for the year ended 31st March 2014.

The Clerk had circulated the External Auditors report to all Councillors prior the meeting. Matters raised included the following:-

- Minor issue – Precept/Grant Monies (to be corrected on next year’s Annual Return).
- Bank Reconciliation – outstanding cheques (to be corrected on next year’s Annual Return)
- Printed minutes – minutes to be consecutively numbered and initialled/signed by the person signing the minutes (as present system)
- Internal Audit Report – Internal Auditor to produce a letter to state that there are no issues that came to their attention and should be reported to the Council (to be corrected at next year’s Annual Return).

Members also agreed to re-appoint Mr Gavin Richards as the Council’s Internal Auditor for the year 2014/15

135/14 Woodview Community Centre

The Clerk reported that he was still awaiting further details from Steve Ragg (CDALC)

Councillor Moralee reported on the formation of a Community Group to work on nominating the building as an asset of Community Value. County Councillor J. Armstrong suggested that officers from DCC would be of assistance to the group.

136/14 Planning Matters

a) Planning Application DM/14/01955/FPA by Derwentside Homes to erect a new lobby to properties at 38, 46 and 64 East Clere, Langley Park

Decision – No objections

137/14 AAP/PCC/SCF

Next AAP Board Meeting 12th November 2014 (Venue TBA) at 6pm

Next PCC meeting is the 22nd November 2014 at Langley Moor (10am)

Next SCF Meeting is the 21st November 2014 at Sedgfield (2pm)

138/14 Date and time of the next meeting

The next Ordinary Meeting of Esh Parish Council is on Tuesday **11th November** 2014 at the Village Hall, Front Street, Quebec commencing at 7pm.

The meeting finished at 8.45pm

Signed by the Chairman.....page 5