



*The Council of the
Parish of Esh*

The Miners Institute, Church Street, Langley Park, Durham, DH7 9TZ
0191 3736687

Clerk : Leeanne Owens
Chairman : Cllr Joseph Thompson

**The Council of the Parish of Esh Draft Minutes of the Annual Assembly Meeting of the Council followed
by the Annual Meeting held on**

Wednesday 11 May 2022 at The Miners Hall, Langley Park.

Meeting commenced at 6:00pm

Annual Assembly of the Council followed by the Annual Meeting

Annual Assembly

1. Apologies of absence

Councillor Ian Dowson	-	Personal reasons.
Councillor Louise Dudden	-	Personal Commitments

2. Chairmans Report

The Chair, Cllr. Joe Thompson presented his report and reflected on the last year as Chair. The Chair made reference to some key events the Parish have been involved with including the Christmas events which were a great success. The Chair noted that Sir Bobby Robson Play area has been open for 1 year now following its closure due to maintenance work and he highlighted that the park has not cost the Parish anything. The Chair reflected on the number of room bookings the Miners Hall has and commented on the income this is generating and the Chair also made reference to the Recreation Ground which has been cleared and is looking well.

Resolved That the Chairmans report be noted.

Annual General Meeting

1. Election of Chair and Acceptance of Office

Proposed members for the Chair was Cllr. Joseph Thompson as proposed by Cllr. Hawxwell. Cllr. Kathryn Thompson seconded this. Following a vote by full Council, Cllr. Simpson, Cllr. Moat, Cllr. Kathryn Thompson,

Cllr. Crumbie, Cllr Duddy, Cllr. Quinn and Cllr. Hawxwell voted that Cllr. Joe Thompson be elected Chair and it was **resolved that Cllr. Joseph Thompson will Chair the Council for the coming year.** Cllr. Joseph Thompson signed the acceptance of office witnessed by the Clerk.

Cllr. Hughes and Cllr. Bushell abstained from voting.

2. Election of Vice Chair and Acceptance of Office

Proposed members for Vice Chair was Cllr. Ollie Moat as proposed by Cllr. Simpson and seconded by Cllr. Duddy. Following a vote by full Council, Cllr. Simpson, Cllr. Joe Thompson, Cllr. Kathryn Thompson, Cllr. Crumbie, Cllr Duddy, Cllr. Quinn, and Cllr. Hawxwell voted that Cllr. Ollie Moat be elected vice Chair and it was **resolved that Cllr. Moat will be vice chair for the coming year.** Cllr. Moat signed the acceptance of office witnessed by the Clerk.

3. Record of attendance

Chair Cllr. Joe Thompson, Cllr. George Hawxwell, Cllr. John Duddy, Cllr. Ollie Moat, Cllr. Allison Wardman, Cllr. Kathryn Thompson, Cllr. Edwin Simpson, Cllr. Mike Quinn, Cllr. Bushell, Cllr Hughes, Cllr Jillian Crumbie.

2 members of the public were present at the meeting

County Councillor Coult

Clerk: Leeanne Owens

4. Apologies for Absence

Councillor Ian Dowson	-	Personal reasons.
Councillor Louise Dudden	-	Personal Commitments

5. Declarations of Interest

Cllr. Ollie Moat declared an interest in item 15

6. Minutes from the previous meetings held on the 13th April 2022

Cllr. Simpson moved that we move the minutes of the last meeting as an accurate and true record. Cllr. Wardman seconded this.

Resolved That the minutes from the meeting on the 13th April be agreed as a true record.

7. County Councillors Report

County Councillor Coult presented her report at the meeting which is available for viewing via the clerk.

Resolved That the report from County Councillor Coult be noted.

8. Opportunity for the public to raise matters of interest

The members of the public present at the meeting did not wish to raise anything at the meeting.

9. Clerks Report

The Clerk presented a verbal report to Councillors and discussed a range of things which included training for Councillors.

DBS Checks

As part of the Clerks report DBS checks were also discussed again. The Clerk confirmed that CDALC have advised that it is not a requirement for Councillors to have DBS checks. Following a discussion, it was agreed by Councillors that they are happy that DBS checks are not needed to enable Councillors to fulfil their roles.

Miners Hall Roof

The Clerk advised that the insurance company are happy with the quote received from D.J Building Contractors for the storm damage to the roof at the Miners Hall and have agreed to pay £570.00 towards the cost of the repairs. The original quote was for £820.00. Councillors agreed that we accept the quote from the roofing company and move forward with this work.

Garage Roof

The Clerk advised Councillors that in relation to the garage roof, 3 roofing companies have been approached, however only D.J Building Contractors have provided a quote for the works. A discussion took place over this and as quotes from other contractors have been requested over a period of time and the damage to the garage roof is getting worse, it was agreed that the Councillors are happy for the work to the garage roof to go ahead with the one quote from D.J Building Contractors and Councillors are happy for the Clerk to contact this company to proceed with the work.

Notice Boards

As part of the Clerks report notice boards throughout the Council ward were discussed as it was noted that these have not been kept up to date for some time. It was highlighted that there have been issues with the keys, however it was agreed that the locks to all notice boards are to all be changed to enable these to be kept up to date going forward.

Village Green

Cllr. Simpson provided Councillors with an update on the Village Green course he recently attended. In addition, the Clerk discussed the email she received from the school at Old Esh where they have asked if a dog bin can be provided to eliminate the amount of dog waste been placed in the bins in the school grounds. Following a lengthy debate it was agreed that a bin will be placed near the village green, however a location is to be decided.

PC Paige Hart was in attendance at the meeting and provided Councillors with an update on the Polices work. PC Hart advised that to ensure the issues in the village are tackled members of the public and Councillors need to keep logging any incidents with the Police in order to make change happen. It was noted that some PACT meetings have also been arranged and the dates will be shared to all Councillors.

HR Advice and Support SLA

The Clerk also presented information from Durham County Council on the HR Service the Parish are able to access and if in agreement this is at a cost of £75.00 per hour. It was agreed that the Parish wish to sign up to this service as there may be times when this will be beneficial to the Parish.

Resolved That the Clerks report be noted;

Resolved That the Clerk contacts the insurance company to advise that the Parish wish to proceed with the insurance claim for the Miners Hall roof and that the Clerk contacts D.J Building Contractors to proceed with the work;

Resolved That the Clerk contacts D.J Building Contractors to confirm that the Parish wish to proceed with the roof work at the garage;

Resolved That the Clerk purchases a bin to be placed in an agreed area at the Village Green;

Resolved That the Clerk liaises with the HR Team at County Hall to advise that the Parish wish to proceed with the HR SLA.

10. Planning Applications Received – 22/00546/FPA – West House, Front Street, Esh, Durham, DH7 9QU

DM/22/01185/FPA – Joyous Gard, Wallnook Lane, Langley Park, Durham, DH7 6TL

All Councillors in attendance agreed that they have no objections and agree that we move both the planning applications received.

Resolved That Councillors agree to the planning applications received.

11. Review and nominations of Committees 2022/2023

A review of the current committees was discussed at the meeting.

The HR Committee currently consists of Chair Cllr. Joe Thompson, Vice Chair Cllr. Ollie Moat, Cllr. Jillian Crumbie and Cllr. John Duddy. Cllr. Kathryn Thompson proposed that Cllr. Mike Quinn be elected to this committee and Cllr. Jillian Crumbie seconded this.

The Environment Committee currently consists of Chair Cllr. Joe Thompson, Cllr. Edwin Simpson and Cllr. Ian Dowson. Cllr. Jillian Crumbie proposed that Cllr. Kathryn Thompson be elected to this committee and the Chair Cllr. Joe Thompson seconded this.

Resolved That the HR Committee includes the following Councillors: Chair Cllr. Thompson, Cllr. Moat, Cllr. Crumbie, Cllr. Duddy and Cllr. Quinn

Resolved That the Environment Committee includes the following Councillors: Chair Cllr. Thompson, Cllr. Simpson, Cllr. Dowson and Cllr. Thompson.

12. Review of Policies and Procedures

The Clerk presented Councillors with details of all the current Policies and Procedures the Parish has in place and that are due for renewal. Cllr. Quinn proposed that he looks at the procedures the Parish has in place and suggested the possibility of having a sub meeting to look at the procedures then bring back the procedures to a meeting in July for discussion and ratification.

Resolved That Councillors meet prior to July to review the Policies and Procedures and that the Policies and Procedures are then brought back to the meeting in July for approval.

13. Parks Update

A discussion on the parks ensued and Cllr Quinn discussed having consultations for anything new that is happening with the existing parks.

Cllr Quinn suggested a forum for users to link back to the public and parents having ideas and feeding these back to the group.

A discussion took place in relation to the skate park and the Clerk advised that she will speak to other Contractors in relation to the maintenance of the skate park as the current contractor has not got back to us.

Cllr. Hughes highlighted a concern she has over another Councillor asking for families to upload photographs of them enjoying the parks and asked for it to be noted that she does not agree with photographs been shared on this page. The Chair ended this conversation, and it was noted that with the exception of Cllr. Hughes and Cllr. Bushell other Councillors did not see this as a cause for concern as it was confirmed that all posts on this page are vetted prior to being published.

Resolved That the clerk contacts other contractors for the maintenance work needed at the Skate Park at Sir Bobby Robson Play Park and feedback at a future meeting.

14. Alternative sites for new Play Park

Discussions took place around the proposed new play park. The Old Recreation Ground where the proposed new park was to be located is no longer looking feasible as an area for the Play Park. The Chair advised although the Old Recreation ground has been cleared up the area is in a bad state of repair.

Chair Cllr. Joe Thompson said a suggestion for the new play park is the back of the 5 a side pitch at the top of Langley Park. The new suggested area meets the criteria for the play park as this can be fenced.

Cllr. Hughes asked if we have a new timescale for the new play park, however it was confirmed that we don't. The Clerk confirmed that she is due to meet with the AAP Team to look at ideas for the new play park and will feed this information back to Councillors at the next meeting.

Resolved That the Clerk provides Councillors with an update on the new proposed play area once she has met with the AAP Team.

15. Funding Requests

Two funding requests were received from Quebec and District Village Hall and the DH7 group in relation to funding up to the value of £300 to help them prepare for the Platinum Jubilee. In addition, Cllr. Quinn advised that the Langley Park Defib and First Aid Awareness Fund are also sending in an application form.

Cllr. Simpson moved that we agree to the funding request for Quebec and District Village Hall and Cllr. Kathryn Thompson agreed to this. Following a discussion Chair Cllr. Joe Thompson, Cllr. Hawxwell, Cllr. Duddy, Cllr. Wardman, Cllr. Crumbie, Cllr. Simpson, Cllr. Quinn and Cllr. Kathryn Thompson agreed to fund this application and agreed by a show of hands.

Cllr. Hughes and Cllr. Bushell abstained from voting.

Councillors discussed the application form from the DH7 group and Cllr. Hughes advised that no constitution has been provided with the paperwork and bank statements from last year are missing.

Cllr. Simpson noted that as a Parish we can offer and fund up to the amount requested subject to invoices being provided and proof that the money is spent on what it is intended for.

As the paperwork for the Langley Park Defib and First Aid Awareness Fund was missing, Cllr. Quinn said he would be happy to have an extra ordinary meeting to discuss this however Cllr Wardman said she was not happy with having an extra ordinary meeting and pointed out that time was running out for agreeing applications and it had been agreed at the previous meeting that funds would be ring fenced for Jubilee activities, therefore Cllr. Wardman proposed that all applications in respect of the Jubilee events be approved and that the recipients be asked to provide invoice evidence of spending to the value of £300. The following Councillors agreed to these funding requests by a show of hands;

Chair Cllr. Joe Thompson, Cllr. Hawxwell, Cllr. Duddy, Cllr. Wardman, Cllr. Crumbie, Cllr. Simpson, Cllr. Quinn and Cllr. Kathryn Thompson.

Cllr. Hughes and Cllr. Bushell abstained from voting.

A funding application form was also presented from the Wetlands for £300 for the grant that the Parish offer to Community Groups. Following a discussion, it was agreed that the Parish are happy to accept this funding request.

Resolved That the Parish funds The DH7 Group, Quebec and District Village Hall and the Langley Park Defib and First Aid Awareness Fund up to the value of £300 providing that invoices are provided to the Clerk and these relate to spend for the Platinum Jubilee.

Resolved That the Parish fund The Wetlands £300 based on their Grant application form.

16. Security of the Miners Hall

The Chair queried the bars that are on some of the windows at the Miners Hall and suggested these be removed. Queries were raised over whether or not the bars on the windows are on the insurance and if the insurance company and CISWO are happy for these to be removed, then Councillors are happy to proceed with this.

Keys for the Miners Hall were also discussed, and the Clerk asked Cllr. Bushell if she was able to hand back the keys she has. Cllr. Bushell advised that she will try and locate the keys and hand back at the next meeting.

Resolved That the insurance company and CISWO be approached about the bars on the windows at the Miners Hall and if they are happy for these to be removed, then Councillors agree to this;

Resolved That Cllr. Bushell locates the keys she has for the Miners Hall and hands these back at the next meeting.

17. Update on the Tractor

Discussions took place regarding the ongoing issues with the tractor that can no longer be traced. As the tractor has gone missing and it was signed for on behalf of the Parish Council then if it cannot be located, this leaves the Parish Council liable for the tractor's whereabouts.

Following previous discussions with the Police on this matter they have said it is a civil matter. Cllr. Bushell stated that she has information from the police confirming that they are not going to take this matter forward, however Cllr. Quinn advised that in his opinion he feels that the Parish Council need to go back to Police so we can conclude on this matter.

Following a lengthy discussion Cllr. Quinn proposed that the Parish go to the Police over this matter and Cllr. Moat seconded this. The following Councillors in attendance agreed that the Parish go to the Police over this

matter and agreed by a show of hands. Chair Cllr. Joe Thompson, Cllr. Simpson, Cllr. Wardman, Cllr. Moat, Cllr. Hawxwell, Cllr. Duddy, Cllr. Crumbie, Cllr. Kathryn Thompson, Cllr. Quinn

Cllr. Bushell and Cllr. Hughes abstained from voting.

Resolved That Cllr. Moat goes to the Police in relation to the ongoing concerns over the location of the tractor and feeds back to the Council at the next meeting.

18. Update on the Small Holding

Chair Cllr. Joe Thompson advised that he has met with the Neighbourhood Wardens in relation to the fly tipping at one of the small holdings and they are looking into this.

Following a discussion, it was agreed that the Clerk writes to the tenant we are experiencing the concerns with and request that they vacate the land immediately.

Concerns were raised over the condition of the land, and it was agreed that the land needs fencing and cleared immediately, however Cllr. Moat advised that we need to be selective in which company we use to clear the land.

Following a lengthy discussion, it was;

Resolved That fencing companies are approached, and that the Parish Council authorise the Chair and Vice Chair to make the decision on which company we use to proceed with the work;

Resolved That quotes be received to clear the land, and these are brought back to full Council for a decision.

19. Parish Council Equipment

A discussion took place around the Mobile Jet Wash and the Petrol Grass Cutter that the previous contractor who maintained the parks for the Parish is still in receipt of. Discussions took place over this and it was agreed that the Clerk liaises with this contractor asking for the equipment to be returned immediately or the Parish Council will invoice the previous contractor for this equipment.

Councillors took a vote on this, and the following Councillors agreed to this by a show of hands:

Chair Cllr. Joe Thompson, Cllr. Hawxwell, Cllr. Simpson, Cllr. Duddy, Cllr. Crumbie, Cllr. Wardman, Cllr. Moat, Cllr. Quinn, Cllr. Kathryn Thompson.

Cllr. Hughes and Cllr. Bushell abstained from voting.

Resolved That the Clerk contacts the previous contractor to ask that the equipment is returned to the Parish with immediate effect, otherwise the Parish Council will invoice the previous contractor for this equipment.

20. Payments to make and bank reconciliation

The Clerk presented a list of payments to Councillors that are due for payment which are shown on a separate sheet.

Resolved That the payments are authorised by the Council.

21. Date of next Ordinary Meeting

The next ordinary meeting is scheduled to take place on Wednesday the 8th June from 6pm at Esh Village Hall.

Meeting closed at 7:45pm.

CERTIFIED AS A TRUE RECORD

CHAIR

DATE