



*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 Minutes of the Ordinary Meeting of the Council held on  
Wednesday the 8<sup>th</sup> February 2023 at Esh Village Hall.**

**Meeting commenced at 6:00pm**

**Ordinary Meeting of the Council**

**1. Record of attendance**

Chair Cllr. Joe Thompson, Cllr. George Hawxwell, Cllr. Kathryn Thompson, Cllr. Allison Wardman, Cllr Ollie Moat, Cllr. Karenza Passmore, Cllr. Edwin Simpson, Cllr. Jillian Crumbie

County Councillor Coult

There were no public members present at the meeting

Clerk: Leeanne Owens

**2. Apologies for absence**

Councillor Linda Bushell	Personal Commitments
Councillor Ruth Hughes	Personal Commitments
Councillor John Duddy	Personal Commitments
Councillor Ross Lardner	Work Commitments
Councillor Mike Quinn	Work Commitments
Councillor Louise Dudden	Personal Commitments

**3. Declarations of Interest**

There were no declarations of interest declared at the meeting.

#### **4. Minutes from the Ordinary Meeting on the 11<sup>th</sup> January 2023**

Cllr Wardman moved that we accept the minutes from the 8th January 2023 and Cllr Moat seconded this.

**Resolved** That the minutes from the meeting held on the 11<sup>th</sup> January 2023, be agreed as a true record.

#### **5. County Councillors Report**

County Councillor Coult was present at the meeting and read out her report to Councillors which highlighted some key areas, which included The Levelling Up Bid. The County Council were not successful with this bid and Durham County Council are now awaiting the criteria for round 3 of this bid.

During her report County Councillor Coult also advised that consultations are still ongoing in relation to the Protection Order and the Devolution. As part of the Warm Spaces campaign 140 care packs were put together from Esh Parish Council and County Councillor Coult and it was noted that these were greatly appreciated from residents of the village.

County Councillor Coult agreed to forward her report to the Clerk to share with Councillors.

**Resolved** That the report from County Councillor Coult be noted.

#### **6. Opportunity for the public to raise matters of interest.**

The Clerk read out a report from a public member who has suggested that it would be a nice idea if the former cricket ground was opened up and made into an open village green area.

It was confirmed that an asset order was put in place to protect the asset and this does not expire until the 24th January 2024. It was also confirmed that this land does not belong to the Parish Council therefore we can't do anything with the land.

**Resolved** That the information be noted;

**Resolved** That the Clerk contact the member of public to provide the information in relation to the land.

#### **7. Clerks report**

The Clerk read out her report which included information on new training courses which Councillors can attend if they wish.

In her report the Clerk highlighted the notice boards and advised that although it was agreed to purchase new notice boards in the meeting on the 14<sup>th</sup> December 2022 it was agreed to bring back costs and samples of notice boards for Councillors to make a decision. The Clerk explained that due to high winds the notice boards outside the Miners Hall were damaged beyond repair and therefore the Clerk took the decision to order new notice boards as these ones are the main ones in the village. Councillors at the meeting agreed with the Clerks action to order the new notice boards.

#### **IT**

The Clerk updated Councillors in relation to IT. The quote for the IT work which includes a new laptop for the Clerk which is backed up, a new email system and ongoing support at a total cost of £1,468.00.

The Clerk advised that her new email address will be [Clerk@eshparishcouncil.co.uk](mailto:Clerk@eshparishcouncil.co.uk) which she will start using from March. The Clerk will still have access to her old email address. The Clerk will start the process of letting her contacts know her email address.

During the discussion the Clerk advised that each Councillor can also have a new email address on the new system, however after discussions Cllr. Passmore suggested that in addition to the Clerks new email address the Chair and Vice Chair should also have their own email address and an enquiries email address should also be set up with the Clerk, Chair and Vice Chair having access. All Councillors present at the meeting were in agreement to this.

**Resolved** That the update from the Clerk be noted;

**Resolved** That it be noted that all Councillors present at the meeting agree with the Clerks actions to ordering the new notice boards outside of the Miners Hall;

**Resolved** That the Clerk liaise with Alv It Solutions and ask them to create an email address in addition to the Clerk's email address for the Chair, Vice Chair and an enquiries email address;

**Resolved** That the Clerk also liaise with Alv It Solutions to establish if she needs an external hard drive;

**Resolved** That Councillors present at the meeting agree to the quotation received for the IT equipment and support from Alv It Solutions;

**Resolved** That the Clerk liaises with Alv It Solutions to ask for a quotation for a new Parish website.

## **8. Planning Applications Received - DM/23/00075/FPA, Fourwynds, Kaysburn, Witton Gilbert, DH7 6TJ**

Councillors have no objection in relation to the Planning application at Fourwynds, Kaysburn, Witton Gilbert.

### **DM/23/00090/FPA, Greenland Drift Mine, Hamsteels Lane, Quebec, DH7 9RS**

Discussions took place in relation to the planning application at Hamsteels Lane. Cllr. Moat said that it is not residential it is classed as an office and questioned if the planning team are aware that this application is purely for offices and an application will need to be looked at/submitted if it is a change of use.

Councillors present at the meeting discussed this application in detail and the general consensus was that they do have concerns if the property is turned into a residential property and the final decision of the Parish Council was that the Parish Council object to the glass roofs that are being fitted to the office as they are out of keeping with an office block. Councillors were also concerned that the building is being used for residential use and not business which is specified on the planning application form.

**Resolved** That the application in relation to Planning reference DM/23/00075/FPA be noted;

**Resolved** That the Parish Council do have concerns in relation to planning reference DM/23/00090/FPA as they are questioning if this application is purely for offices. The Parish Council also object to the glass roofs that are being fitted to the office as they are out of keeping with an office block. The Parish Council also raised concerns that the building is being used for residential use and not business use which is specified on the planning application form.

## **9. Emails Correspondence Received**

The Parish Council note all emails received.

**Resolved** That the emails received from the Clerk be noted.

## 10. Miners Hall

The Clerk explained that this item was placed on the agenda due to the concerns raised previously in relation to the roof at the Miners Hall. The roof at the Miners Hall is in need of costly repairs and as the Clerk has advised previously after contact with CISWO who the Parish Council lease the Miners Hall from, CISWO have confirmed that they are not able to contribute to any costs for the roof repairs; therefore, it was felt that a further discussion was needed in relation to the Miners Hall. Following a discussion Cllr. Simpson suggested that the Clerk liaise with CISWO to establish what the costs would be for buying the Miners Hall. Councillors present at the meeting were in agreement to the Clerk asking this question.

**Resolved** That the Clerk liaises with CISWO to establish the cost of buying the Miners Hall building and that this item be brought to a further meeting of the Parish Council for further discussion.

## 11. Signage for Emergency Contact

Following a discussion Councillors agreed on the wording of the sign for the Emergency Contact. The Clerk advised that she has received quotations for the signage from Print Me It for a cost of £13.00 plus VAT per A4 sign and a quotation from The Sign Shed for £10.40 plus VAT per A4 sign. Councillors present at the meeting agreed for the signs to be produced by Print Me It as it is a local company.

A discussion also took place in relation to keeping a log of all phone calls received once the mobile phone is in use with Councillors in agreement of this.

A rota for the emergency contact will be discussed at a future meeting.

The proximity of the defibrillators in the village was also discussed and it was suggested that the Clerk liaises with Diane Campbell who is involved in the Defibrillators in the area to establish what signage they already have.

**Resolved** That the Clerk liaises with Print Me It to order 7 A4 signs;

**Resolved** That the Clerk liaises with Diane Campbell who is involved in the Defibrillators in the area to establish what signage they already have.

## 12. Emergency Plan

Cllr Passmore advised that she needs more information on this agenda item and suggested that the Clerk looks at other Parish Councils policies on this item and bring this back to a future meeting. The Clerk also advised that she could liaise with CDALC to establish what policies other Parish Councils have in place in relation to this item.

### Fire Alarm

Following on from a discussion in relation to Emergency Plans, Cllr. Moat discussed a recent fire alarm activation that happened at the Miners Hall. Cllr. Moat is now in the process of producing a fire alarm procedure which incorporates the evacuation process for the Miners Hall. Cllr. Moat will continue to work on this policy and when complete she will share with full Council, the AAP and any groups using the Miners Hall.

**Resolved** That the Clerk looks at other Parish Councils policies in relation to an Emergency Plan and bring this information to a future meeting;

**Resolved** That the Clerk will share the fire alarm procedures with the AAP, other Councillors and groups using the Miners Hall once completed.

### **13. Christmas Committee**

It was agreed that this item be deferred to the next meeting of the Parish Council.

**Resolved** That this item be deferred to the next Parish Council meeting.

### **14. Planting – Esh Village**

Discussions took place in relation to the planting in the Parish Council areas. This was highlighted following the last meeting of the Parish Council where planting in Esh Village was highlighted from a resident. Following these queries, the Clerk received a quote from our Contractor to plant all areas in Esh Village at a cost of £192.00

Cllr. Simpson advised that he does not agree to plant all 29 planters and it was suggested that the entrance and exit to Esh Village be done only. Following this discussion, it was suggested that businesses in Quebec are also approached in relation to the Parish Council providing hanging baskets. This opened a wider discussion with some Councillors in disagreement to adding more hanging baskets in the Parish Council's areas due to the cost of this work already. To move this matter forward it was suggested that the Clerk moves forward with the proposal to add planters to the entrance and exit only of Esh Village and bring back the SLA for the planting to a future meeting for discussion.

**Resolved** That the Clerk liaises with our contractor to schedule in the work to plant the entrance and exit of Esh Village;

**Resolved** That the SLA for the planting of the Parish areas be brought to the next meeting of the Parish Council for further discussion.

### **15. Ongoing works at the Recreation Ground**

It was reported that the laurel clearance has been completed at the Old Recreation Ground and looks well. The Chair Cllr. Thompson asked for permission to reinstate the path at the Old Recreation Ground. Cllr. Crumbie moved that the Council accept this request and Cllr. Moat seconded this.

**Resolved** That the Parish Council approach suitable contractors to reinstate the path at the old Recreation Ground.

### **16. Dogs in The Miners Hall**

The Friendship Group have previously raised concerns over dogs being in the Miners Hall. This group advised that a member of the group brought a dog into the meeting but they advised that this was an assistance dog, however it was later found out that it was not. Discussions took place in relation to dogs being let into the Miners Hall at it was agreed that this decision would be down to the discretion of the groups.

**Resolved** That the update be noted;

**Resolved** That the Clerk advises the holders of groups using the Miners hall that it is down to their discretion that dogs be allowed in the Miners Hall.

#### **17. Payments to make and bank reconciliation**

The Parish Council move the payments received from the Clerk with the addition of the new payments mentioned from the Clerk from Alv IT Solutions for £1,468.00, Durham Electrics for the PAT Testing at a cost of £45.00 plus VAT and Peterlee Fire Company for the servicing of the Fire Alarms at a cost of £89.31 Plus VAT.

**Resolved** That the Council accept the payments received with the additions mentioned from the Clerk.

#### **18. Cleaners Hours and Checklist**

This was discussed as private and confidential and all Parish Councillors were updated accordingly.

**Resolved** That the update be noted;

#### **19. Update on current money claim**

This was discussed as private and confidential and all Parish Councillors were updated accordingly.

**Resolved** That the update be noted.

#### **20. Update on Complaint brought to the Parish Council Meeting on the 12th October 2022**

This was discussed as private and confidential and all Parish Councillors were updated accordingly.

**Resolved** That the update be noted.

#### **21. Date of next Ordinary meeting – Wednesday the 8<sup>th</sup> March 2023, 6pm, The Miners Hall.**

**Meeting closed at 7:15pm**

**CERTIFIED AS A TRUE RECORD**

**CHAIR .....**

**DATE .....**