

HEIGHINGTON PARISH COUNCIL

c/o 7 The Garth, School Aycliffe, Newton Aycliffe, Co Durham. DL5 6QL

MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY 17 SEPTEMBER 2015 AT 7.00 PM

PRESENT: Cllr B Anderson (Chairman)
Cllr C Teare
Cllr E Thompson
Cllr M Woodward (from 7.10pm)
Cllr M French
Cllr L Bedocs
Cllr G Blenkinsopp

S Lenegan

NOT PRESENT: Cllr L Garner

APOLOGIES: Cllr G Lee

115:2015 APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Lee.

116:2015 RECEIVE DECLARATIONS OF INTEREST IN AGENDA ITEMS

None

117:2015 APPROVE MINUTES OF MEETING ON 16 JULY 2015

The minutes of the meeting on 16 July 2015 were approved and signed by the Chairman accordingly.

118:2015 MATTERS ARISING FROM PREVIOUS MINUTES

The Clerk had received a quotation for CCTV at the sportsfield from Barrier. A copy of the quotation was circulated to those present and amounted to £1445 plus VAT. As this expenditure was not included in the 15-16 budget it was unlikely that this investment could be made in the near future. However, the Clerk was asked to get some alternative quotation from a company that Cllr Bedocs had found in the local press as a comparison. Cllr Anderson had also been offered a second hand system with one camera only for £200. This was to be considered again when a further quote was available.

ACTION: PARISH CLERK

The Clerk was to write to Alan Wilson regarding the maintenance of the wetlands area.

ACTION: PARISH CLERK

With regard to the football nets, a meeting was taking place with the football managers next week where this matter was to be discussed.

ACTION: PARISH CLERK

Cllr Bedocs reported back on the latest village hall meeting. The Association were keen to have support from the Parish Council for events to be held in the village and the councillors were invited to the next meeting on 23 September which was to determine whether sufficient interest could be

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generated to hold a celebration for the Queen's birthday in June 2016. Cllr Anderson and the Clerk were attending

a football meeting at the same time, but anyone else available was asked to try to support this meeting.

ACTION: ALL

The Clerk was to remind the VHA of the dates the Parish Council need the meeting room.

ACTION: PARISH CLERK

119.2015 HEALTH AND SAFETY & RISK ASSESSMENT REVIEW 2015

Cllr Anderson reported that the monthly risk assessments were up to date and no matters had been identified.

A copy of the Parish risk assessment had been circulated prior to the meeting for review. Cllr Blenkinsopp took the councillors through each risk and the current level of risk attached to each. The Clerk was instructed to make a few small changes, but on the whole the assessment remained appropriate. It was agreed that the assessment of the Warden's role was due to take place shortly. Cllr Woodward was to review the assessment criteria and the assessment was to be discussed with the warden. Once all were satisfied of the matters assessed the Warden would be asked to sign it off. It was also agreed that a COSHH record sheet was to be introduced for cleaning materials held by the Warden.

ACTION: PARISH CLERK/CLLR WOODWARD

Following a full review of the risk assessment IT WAS UNANIMOUSLY AGREED that the assessment be APPROVED for 15/16. A further review was to take place in September 2016.

ACTION; PARISH CLERK

120.2015 SPORTSFIELD

Cllr Anderson reported that the defibrillator has been installed and Newton Press had come to take photographs. The cabinet had been purchased at £590. This had been reimbursed by the charity and paid into the Parish Council bank account.

Two training sessions relating to the defibrillator had been arranged and were to take place in the Village Hall on 26 and 27 September 2015 at 12pm both days. The defibrillator had been registered with the Ambulance service. It was agreed that any actions required in relation to the defibrillator needed to be clarified and understood with the football teams so that it was operating and properly maintained at all times. It was going to be the responsibility of the footballers but the processes needed to be documented.

ACTION: CLLR ANDERSON/PARISH CLERK

Cllr Anderson reported that the remediation works on the sportsfield following the taking underground of the powerlines had been very poor. This was mainly due to a lack of communication between Northern power Grid and the remediation contractors. The project manager had also changed during the process. Northern Power Grid had been informed in writing that the Parish Council was not happy with the work and that it needed to be rectified. In summary, the trenches

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were left open, then filled with sub-standard material that included stones and bark. A great deal of rubbish

had been left in the carpark and the contractors sought to blame this on flytippers. A site meeting was to take place soon and the Councillors would be kept informed.

ACTION: CLLR ANDERSON/PARISH CLERK

121:2015 FUNDING AND FUNDRAISING

Nothing to report, though Sport England would be reporting back regarding the car park extension soon.

122:2015 REDWORTH

Cllr Teare and Cllr Anderson were to install the new notice boards over the next few days.

ACTION: CLLR TEARE/CLLR ANDERSON

It was agreed that the names and addresses of all Councillors were to be included in each of the notice boards.

ACTION: PARISH CLERK

There had been a report of a hedge/brambles overhanging the path from a garden in Redworth. It was unclear where exactly this was, but if the area and garden owner could be identified, they would be asked to remove the obstruction.

123:2015 THE CHESTNUTS

The Clerk tabled a revised agreement from Lightsource relating to the Community Benefit Funding payable on the completion of the solar farm. Following review of the agreement, IT WAS UNANIMOUSLY AGREED that it be signed and it was signed on behalf of the Parish Council by Cllr Anderson.

124:2015 PLANNING

Planning Application **Ref: 15/00646/FUL** was considered. It related to the erection of a two storey extension at 2 South Cottages, School Aycliffe Lane, DL5 6QE. Following consideration of the information provided, it was agreed that the application be APPROVED. **ACTION: PARISH CLERK**

Planning Application **Ref: 15/00692/OUT** was considered. It related to outline planning permission for the construction of a detached dwelling and detached garage adjacent to No 2 Main Road, Redworth DL5 6NW. Following consideration of the information provided, it was agreed that there were concerns about access onto Mill Lane that would need to be addressed. Provided this was raised, it was agreed that the application be APPROVED. **ACTION:**

PARISH CLERK

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Planning Application **Ref: 15/00724/ADV** was considered. It related to the display of a non illuminated notice board at St Michael's church. Following consideration of the information provided, it was agreed that the application be APPROVED.

ACTION:

PARISH CLERK

The Clerk tabled a letter from Mr and Mrs Routledge who own a field on the edge of Heighington. In the letter they explained how they would like to build a single dwelling on the field for their retirement. They requested initial thoughts on their proposals from the Parish Council. The letter was circulated and the accompanying plan reviewed. As always, the PC was unable to pass any comment on proposals until they were formally consulted by DBC. The Clerk was instructed to write to Mr and Mrs Routledge and direct them to DBC who will assist on preliminary matters.

ACTION: PARISH CLERK

125:2015 ACCOUNTS (including post audit update)

The Clerk had now received the final audit notice for 14-15. The completion of audit notice had been published. There were no matters raised that were of concern and the report was circulated for information and noted by all present IT WAS UNANIMOUSLY AGREED THAT the report be approved.

The monthly accounts were presented to the meeting, along with the bank account reconciliation. Each transaction was noted. The balance at the end of August was £10750.80.

126:2015 REVIEW OF ASSET SCHEDULE

The 2014 Asset Register was circulated for review, along with details of the items added since the last review, which included:

- Solar panels with a value of £5K
- The additional skate park ramps with a value of £10K

Each item was considered and IT WAS UNANIMOUSLY AGREED THAT the asset register was approved.

ACTION: PARISH

CLERK

127:2015 REPORTS/CORRESPONDENCE

The Clerk updated the Councillors in respect of the adverse possession claim. It was noted that the applicant had been in discussion with Cllr Lee about coming to an agreement in relation to parking. After a detailed discussion IT WAS UNANIMOUSLY AGREED THAT the applicant was to be asked to outline its proposals in writing so that they could be considered formally and without any doubt as to what was being requested. Cllr Lee was to be asked to request this. **ACTION: PARISH CLERK**

128.2015 REPORTS/CORRESPONDENCE

The Clerk had been in contact with DBC for advice relating to third party use of the village greens generally and was awaiting a reply. In the meantime, a letter was to be sent to the George and

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Dragon reminding them to move the picnic tables at grass cutting times so that the grass cutter could cut under them.

ACTION: PARISH

CLERK

The Parish Clerk explained the introduction of the Transparency code which applies to Parish Councils with expenditure below £25K in any financial year. This would include Heighington if it had not been for the projects undertaken in recent years which placed expenditure well above the threshold. It

appeared that the legislation was aimed at Council's who do not need to undergo an annual audit. The Clerk wanted to put this on the Parish Council's radar as it may begin to apply at some point in the future. The main requirements are for such council's to have a website and to publish all expenditure details on it for their electorate and the public, including the year end accounts, variances and final cash position, details of councillors and current assets.

128.2015 OTHER MATTERS

It was noted that an up to date electoral register was needed from DBC but that it needed to be signed for. Cllr Woodward was to collect this from DBCs office, after the Clerk had notified Democratic Services.

ACTION: PARISH CLERK/CLL

WOODWARD

Cllr Woodward reported that soil was encroaching on the shared hedgerow at the sportsfield and possibly damaging it. Cllr Anderson was to have the soil removed.

ACTION: CLLR ANDERSON

Cllr Anderson reported that there had been some incidents over weekends recently where the gents toilets had been left in a terrible mess with excrement in the cubicles and on the walls. It was possible that locking the toilets on an evening was the only way to stop this. In the first instance, Cllr Bedocs was to check the lighting as adequate lighting may deter the culprit(s). He was to report back at the next meeting.

ACTION CLLR

BEDOCS

OCTOBER MEETING: IT WAS AGREED THAT DUE TO AVAILABILITY ISSUES THE OCTOBER MEETING WAS TO BE MOVED FORWARD ONE WEEK AND HELD ON THURSDAY 8TH OCTOBER AT 7PM.

There being no further business, the meeting closed at 9.15 pm.