

HEIGHINGTON PARISH COUNCIL
c/o 17 East Green, Heighington, Co Durham DL5 6PP

Minutes of Parish Council Meeting on Monday 20th May 2019 at 7.15 PM

Present

Cllr G Blenkinsopp
Cllr G Lee
Cllr M French

In Attendance

M Woodward
C Teare
Ann Holmes

Minutes taken by Cllr Blenkinsopp

020.2019 APOLOGIES FOR ABSENCE

L Dunn (Clerk to Parish Council)

021.2019 ELECTION OF CHAIRMAN

Cllr Blenkinsopp was elected as Chairman (proposed by Cllr French and seconded by Cllr Lee)

022.2019 ELECTION OF VICE CHAIRMAN

Cllr French was elected as Vice Chairman (Proposed by Cllr Blenkinsopp and seconded by Cllr Lee)

023.2019 CO-OPTION OF MEMBERS

Malcolm Woodward, Colin Teare and Ann Holmes were co-opted onto the council. Declaration of acceptance of office forms were completed the councillors were then invited to join the meeting by the Chairman.

024.2019 REVIEW OF BANK ACCOUNT SIGNATORIES

The council approved Chairman G Blenkinsopp, Vice Chairman M French and L Dunn (Clerk to Parish Council as co-signatures)

025.2019 ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2019

Covered in 035.2019 FINANCE

The agenda then followed that of an ordinary meeting:

026.2019 RECEIVE DECLARATION OF INTEREST IN AGENDA ITEMS

None

027.2019 APPROVE MINUTES OF MEETING ON 18th April 2019

The minutes of the meeting on 18th April 2019 were approved and signed by the Chairman accordingly

028.2019 MATTERS ARISING FROM PREVIOUS MINUTES

Cllr Lee informed the council that discussions with Heighington School regarding staff parking on the sports field car park (payment for use) was ongoing and was due to be discussed by the school Board.

Cllr Lee informed the council that he was scheduled to have a meeting with DBC planning officer to discuss the planning application for a caravan park on land adjacent to the Dog Inn Heighington. The size of the development was of concern possibly in excess of 200 pitches and clarification was needed to determine the mix of residential and temporary transit sites. It was thought that the original application was somewhat ambiguous in terms of pitches and this needed urgent discussion with Darlington planning officer (Dave Coates)

The parish council has requested that the clerk write a letter to Dave Coates as a matter of some urgency to raise the issue of the lack of consultation regarding the development which appeared to be significantly different than the original application and to raise the issue of groundworks starting prior to any environmental survey being undertaken (pond with newts in locality)

Cllr Lee informed the council he would be having a meeting with Dave Coates on 22nd May to discuss the camp site at Swan House roundabout.

029.2019 HEALTH & SAFETY

The Chairman agreed to speak to the former Chairman Brian Anderson to check on what risk assessments were undertaken on the sports field and also what fire risk assessments were done.

030.2019 SPORTSFIELD

The break in the hedge along Hall lane was still a potential hazard to children falling in the way of passing traffic. The council asked for the clerk to obtain quotes to install fencing in the gap. The clerk was asked to contact Cllr Teare who would advise on siting and height of fencing required

Cllr Woodward was given the former Chairman's keys to the changing room.

Cllr Teare reported that earth was encroaching on the sides of the Mugga and would need digging out. The chairman would check to see if this could be undertaken by member(s) of the parish council.

Cllr Teare informed the council that saplings/thorns were encroaching on the LHS of the playfield and would need cutting back and also boarding would be required to hold back growth. It was agreed to ask the clerk to obtain quotes for the boarding work (Clerk asked to contact Cllr Teare who would advise)

031.2019 FUNDING AND FUNDRAISING

Nothing to report

032.2019 REDWORTH

Cllr Tear advised that the notice board had been repaired and reinstated.
The chairman thanked Cllr Teare for his hard work.

Cllr Woodward agreed to look at a fence that needed removing which had previously been discussed by HPC

033.2019 THE CHESTNUTS / OAKLANDS

Cllr Lee informed the council that he had received a complaint from a resident about drainage blocked up from sand running off from the building site at the Oaklands. Millers had been informed.

Cllr Lee advised that Miller Homes had agreed to replant shrubs in the area where shrubs had previously been removed for drainage works in the Chestnuts. Work was expected to start soon.

The chairman agreed to discuss the siting of a dog waste bin and a parish council notice board with Miller homes.

Cllr Teare left the meeting

034.2019 PLANNING

Cllr Lee did not vote on planning

- Appeal on planning application 18/00034/FUL – Residential development comprising of 5 no. dwellings (amended plans and additional information received 9th February 2018 and 16th May 2018), Land to rear of East Green and Manor Court. The council had no change to its original comments as the changes to the development were minor (Clerk to please check what the original comments were)

- Planning Application 19/00383/FUL – Erection of single storey rear garden room to east elevation and associated alterations, 17 Darlington Road
No objection as plans were available and reviewed at the meeting.

- Planning Application 19/00416/FUL – Erection of single storey extension to side and rear elevations with decked area, stone boundary wall and entrance gates to front, 1.8m high closed board timber fence and landscaping to rear garden.
Pebblebrook House Redworth Hall Estate main Road.

No comment

Planning Application 19/00424/FUL – Erection of a first floor side extension above existing garage and kitchen and construction of pitched roof over existing porch to the front. 11 Westwood Avenue Heighington

No comment

035.2019 FINANCE

- Internal Audit

Despite assurances from the Internal Auditor that the audit would be completed by 30th April, the Internal Audit report and return of the original documentation has not yet been forthcoming.

The auditor claims that everything was posted on 7th May but they have not been received and despite requesting electronic copies of the audit report and AGAR in order for them to be considered at this meeting they have not been sent.

The Clerk will continue to chase with a view to the information being shared at the June meeting.

- Annual Governance and Accountability Return

In the meantime, the draft AGAR which was sent to the Internal Auditor was presented for review at the meeting

- 2018/19 Accounts

The bank reconciliation, up to date budget monitor and cashbook as at 31st April 2019 will be forwarded in due course once the bank statements are returned by the internal Auditor.

- Clerks Report

The clerk contacted a local insurance broker regarding the insurance policy which was due for renewal following the end of a long-term agreement with Zurich. Despite going out to a number of suppliers none were able to come up with an alternative which would compete with the quotation supplied by Zurich.

1 year- £1,571.54

3 year- £1,509.06

5 year- £1,446.59

The council voted for the 5-year option with Zurich

036.2019 REPORTS/CORRESPONDENCE

- Contact from Corporate Fun Fair Events regarding Family Fun Fair

The council asked the clerk to write a letter of acknowledgement to the fun fair informing the company that no village Fete was planned this year and therefore no fun fair was required.

- Contact from WI regarding planters around village

The council discussed the request from the WI regarding planters and thought it was a reasonable request but needed more information as there were a number of questions raised at the meeting. The council asked if a WI representative could attend the next meeting so a quick decision could be made.

- Seafarers UK – Fly the Red Ensign for Merchant Navy Day on 3rd September

The parish council has no flag pole so was unable to fly a red ensign.

- SCOPE request for siting of collection container for clothing

The parish council felt that there were no suitable centrally located sites for a collection bin and on that basis was unable to support the request .

037.2019 ITEMS TO BE DISCUSSED ON NEXT AGENDA

Recruitment of councillors

Defibrillator fund raising & support

Local plan for Heighington (Clerk to start researching costs and consultants)

Facebook page (Ann Holmes to discuss with Lisa to coordinate)

038.2019 Thanks to former Chairman and councillors

The parish council would like clerk to send a letter of thanks on behalf of the parish council to Brian Anderson (previous chairman) Eric Thompson and Les Gardner (if he does not wish to be co-opted) thanking them for their hard work and service to the residents of the parish.

The meeting closed at 8.25