**S H A D FO R T H P A R I S H C O U N C I L**

**Minutes of an Ordinary Meeting of the Parish Council held in**

**Ludworth Community Centre on Tuesday 4th September 2018 at 7.30 p.m.**

Members Cllr J Mace Cllr R Woods Cllr D Woods (Chair)

Present: Cllr B Sim Cllr E Beattie Cllr S Flude

 Cllr L Young

Members of the Public – Ms Lyon, Mr Kell, Mrs Nelson, Mr Priest, Mr Baldwin and Mr Charlton

**31 Apologies** – Cllr M Turner.

**32 Confirmation Of The Minutes** – The minutes of the 3 July 2018 were agreed and duly signed.

**33 Matters Arising**

33.1 Clerks Update – The clerk informed members that the grass and roundup had been delivered to the cemetery caretaker. The Silent Soldier was now in place at Ludworth cenotaph. The clerk now has the Pitman’s Parliament token and circulated it around the room.

33.2 Vacancies – After the recent call for an election on vacancies arranged for 27 September which was uncontested, we have two new councillors Mr Lucas Priest and Mrs Barbara Hooper for the Shadforth ward.

33.3 Skate Park – A meeting with contractor, Groundwork, Durham County Council and Councillors is set for 6 Sept at 10.00 am.

**34 Durham County Council**

34.1 Planning: Plans Lists w/e – 9.7.18; 16.7.18; 23.7.18; 27.7.18; 3.8.18; 13.8.18; 20.8.18; 24.8.18; 3.9.18

 Applications

 DM/18/02213/FPA Mr Darren Salicki – Application for the stopping up of former highway and utilizing space to enhance safety when entering and exiting the site and also to improve parking facilities at Three Horse Shoes, Running Waters, Durham, DH1 2SR - Noted.

 DM/18/2494/FPA Mr Jakub Smigielski – Application for a blockwork garage to replace existing garage at 1 Local Avenue, Sherburn Hill, Durham, DH6 1HG – This application is a resubmission due to a change of materials - Noted.

34.2 Ludworth Park – The seat has been stolen, the police are looking into it.

**35. Parish Paths Partnership & Groundwork**

35.1 Poppy Wreaths – The wreaths have been ordered. The Chair asked for a good turnout on Remembrance Day, the vicar and a bugler are attending. Mr Charlton stated there are educational programmes and books aimed at primary school children available for schools.

35.2 Parish Paths – Mr Charlton offered his help in walking the parish paths with a group of volunteers. The Chair thanked him for his offer.

**36. Allotments & Garages**

36.1 Allotment and Garage Rents – Members looked at current rents and voted on keeping them the same. Cllrs Flude and Beattie declared an interest. Ludworth residents have asked if they could have allotments in Ludworth, they have a list of more than 20 people interested. Further information from the County Council has been requested to see if this is an option.

36.2 Car Park & Fence – An email from Mr Kell was circulated around members as requested. This item is to be looked at by the sub-group. Mr Flude read out the email and wanted it noted that it stated in the email the fence was the responsibility of the parish council (minutes March, May and June 1989). Residents had not asked for the car park to be re-surfaced and stated it is theirs to maintain (minutes of September and October 2003). After discussion members agreed to abolish the parking restrictions recently imposed then subsequently suspended and an apology was given to residents and allotment users as the letter was sent ultra vires. The Chair reminded everyone that the parish council owns the land therefore what happens on the land is the decision of the council.

**37 Finance** **Payments** £

37.1 Wages - Salaries, Allowances & Expenses (August) £427.74

 Cemetery Contractor - Cemetery Pay & Expenses (August) £253.00

 Wages - Salaries, Allowances & Expenses (September) £434.24

 Cemetery Contractor - Cemetery Pay & Expenses (September) £253.00

 M Savage - P3 Contractor Repair to Board Walks (Path 1) £45.00

 Ludworth Community Centre - Room Hire 4.9.18 £9.00

 Durham County Council - Ludworth Improvement Scheme £3,912.00

 J Owston - Computer Repair £60.00

 PC World - Computer Parts, New Fan £35.00

 Wave - Cemetery Water Bill £13.79

 PC World - Printer Ink £32.99

 Agrii - Grass Seed & Weed Killer £181.60

 Co Durham Assoc of Local Councils - GDPR Training on 25 April 2018 £27.00

 Mayors Appeal - Donation (Royal British Legion) £50.00

 Boots - Replacement First Aid Kit for Cemetery £19.99

 D Woods - Planters and Plants for Ludworth Scheme £44.92

 D Woods - Chairman’s Allowance £60.00

 **Income**

 CDCF - Ludworth Development Scheme Grant £3,438.00

 Mrs Tetro - Memorial Vase on D145 £7.00

 Ludworth Post Office - Donation to Ludworth Development Scheme £40.00

 Co-op Bank - Interest on 14 Day Account £2.90

 Durham County Council - Cllr Hovvells donation to Ludworth Bulb Planting £100.00

 Mr Howe - Donation to Ludworth Development Scheme £100.00

37.2 ICO – Yearly direct debit mandate signed.

37.3 Co-op Bank – We need to have a change of account signatories on the bank accounts due to a change in councillors. The clerk will bring a new mandate to the next meeting for signing.

**38 Cemetery**

38.1 Cemetery Site Visit – The soil pile needs removing and spreading. The ivy from the wall needs removing. The County Council is to crown the trees as branches are dropping down. The circle flower bed is to be planted up and possibly add another flower bed and ask the County Councillors to contribute. Mr Charlton asked about the twelve loose memorials, the clerk is trying to trace relatives. An inspection visit is needed to check plots are adhering to cemetery rules.

38.2 Burial of Ashes & Memorial – Mrs E Tetro into D145 - Noted.

38.3 Review Contractors Contract – The contract will renew in November. Cllr Beattie will look into what the National Living Wage is. Members will look at this and the contract at the next meeting. Cllr Hovvels is looking into funding options and maybe sponsors to raise money for the cemetery. It was stated that Taylormade had donated planters to Sherburn Hill. The clerk will send a copy of the caretaker’s contract to all members.

38.4 Cemetery Fees – A review of fees was discussed. It was agreed to increase burials to £60, memorial inscriptions to £20 and new memorials £30.

**39 Other Correspondence**

39.1 Previous Minutes – Request by Cllr Flude to make electronic back-up copies of old hard copy minutes. The clerk transferred the books and responsibility for the past minutes to Cllr Flude.

39.2 Campaign to Protect Rural England – Summer 2018 - Noted.

39.3 The Clerk – July 2018 - Noted.

39.4 Clerks & Councils Direct – July 2018 - Noted.

39.5 LCR – Summer 2018 - Noted.

39.6 Countryside Voice – Summer 2018 - Noted.

39.7 Campaign to Protect Rural England – Summer 2018 - Noted.

**40 Any Other Business**

40.1 Members looking at policies deferred it for a future meeting.

40.2 Members were informed that Sherburn Hill school will be a new community centre and also have businesses using parts of the building. There is a possibility the stage could be used as a theatre. Ethicare are to use the building, the transfer will hopefully start in January.