

Shadforth Parish Council

Minutes

of a meeting of Shadforth Parish Council held on **Tuesday 5 October 2021** at 6pm at Sherburn Hill Community Hub.

Attendees: Parish Cllrs Beattie, Flude, Kell, Martin and Thompson. Parish Clerk - Marcia Sproat. County Cllrs - Lucy Hovvells and Jake Miller.

1. Apologies for absence: County Cllrs - Bill Kellett, Chris Varty, David Hall

2. Minutes

Minutes of meetings held on 7th September agreed as a true record.

3. Disclosures of Interest

4. Correspondence received

Email from David Woods – re. Summer planting.

The parish council agreed to pay for summer planting 2021 and agreed an amount to pay each village for winter 2021 and summer 2022. WM to draft an email for MS to send to all villages.

ACTION: WM/MS

5. Updates from County Councillors

Lucy Hovvells and Jake Miller informed the parish council of the below:

- The Ludworth Woodland Walkway project is moving forward.
- Emma Kay is our temporary police inspector.
- Motorshow was a success
- Upcoming food bank/food surgery at Ludworth Community Centre on Saturday 9 October 2021, 10:00-11:30am.
- There has been reported flooding in the back gardens of Believe properties
- New Ludworth defibrillator is up and running
- Shadforth Church guttering has funding in place
- The Harvest Festival will take place on Sunday 10 October at Shadforth Parish Church

6. Update from PCSO

No report received.

7. Co-option procedures and advertising PC vacancies

The co-option procedure is on our website. Advertisements are required to be advertised on noticeboards and the website for 35 days. To advertise in due course on all forums.

ACTION: WM/MS

8. Remembrance Day

The parish agreed to buy a wreath from British Legion for each village. Also each village should be offered a community-made wreath.

ACTION: WM/MS

9. Defibrillators

Cllr Thompson informed the parish council that the upkeep for a defibrillator was around £30 per year. The council agreed to agree to budget £150 for all three when they are all up and running. This can be promoted as a success story at a later date.

ACTION: EB/MS

10. Parish Noticeboards

The parish agreed to assess the damage and to seek advice from CDALC as to who can help with any repairs or replacement.

ACTION: WM/MS

11. Sherburn Hill play area

Cllr Thompson is organising the funding and looking at the layout/design for new play equipment. To ask if the 'Find and Fix It team can do repairs to the paintwork of existing equipment.

ACTION: DT

12. Cemetery – Ash Trees

There is a concern about Ash Tree safety in the cemetery. Two quotes have been received but we need a third, Cllr Davison will seek to find a third quote.

ACTION: CD

13. Parish Paths and Cemetery

Agreed to go out to tender for the contract for the maintenance of parish paths and the cemetery for 2022. MS to prepare tender documents, including specification and schedule of works.

ACTION: MS

14. Allotments and Garages

a) **Annual rent** - The parish clerk will send out the renewal letters for all allotments and garages.

ACTION: MS

b) **Vacant allotment** – The parish clerk will offer the vacant allotment to the next person on the waiting list.

ACTION: MS

c) **Conflict of interest** - The parish clerk will consult with CDALC about the conflicting information surrounding pecuniary interest and disclosures.

ACTION: MS

- d) **Churchill Terrace garage agreement** – The draft garage agreement has been circulated to parish councillors for comment. WM requested a few changes to the wording be made before publishing.

ACTION: SF/EB

15. Ludworth

- a) **Skate park** – Parish Council will arrange an independent inspection of the skate park.

ACTION: WM/MS

- b) **Land for allotments** – Parish Clerk to find out whether this offer of land still stands. Interest levels also need to be checked before we decide to proceed with this project.

ACTION: WM/MS/DT

16. Shadforth Boardwalk

Cllr Martin to discuss a third quote from DCC with Filomena Solan. To come back to this at the next meeting to decide how we plan to proceed with the work.

ACTION: WM

17. Anne Peachey's Memorial Bench

Cllr Kell has spoken to Anne's daughter and she will provide the wording for the bench in due course.

18. Crime Rigg Bank

Parish Clerk to get in touch with County Cllrs Bill Kellett and David Hall for them to get in touch with the farm the hedge belongs to.

ACTION: MS

19. Payments update

- a) **Clerk's salary** – agreed to automatically pay until the end of the 13 weeks probationary period. After which it will be considered again.
- b) **Mazzars invoice 2021 - Audit** – agreed to pay.
- c) **Shadforth Village Hall - room hire** – agreed to pay.
- d) **SE Landscaping - cemetery** – agreed to pay.

20. Parish Clerk

The parish council approved the clerk's contract. Also approved any IT equipment or other supplies/expenditure needed to complete the task.

21. Parish Councillor reports

No additional reports received.

The parish did not discuss points 23/24 due to lack of time. To bring forward to November's agenda.

The date of the next Parish Council meeting will be Tuesday 2 November 2021, 6-8pm at Shadforth Village Hall.