**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**

**St Cuthbert’s, Shadforth on Tuesday 5th June 2018 at 7.30 p.m.**

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

Present: Cllr B Bell Cllr B Sim

Members of the Public – Mr Flude, Ms Beattie, Mrs Nelson, Mrs Turner, Mr Turner, Ms Martin, Mrs Fletcher, Mr Kell, Ms Lyon and Mrs Priest.

**11 Apologies** – None.

**12 Confirmation Of The Minutes** – The minutes of the 1 May and 8 May 2018 were confirmed as a true and accurate record.

**13 Matters Arising**

13.1 Clerks Update – The clerk has now received details of the Sherburn Hill Hub committee. The clerk has enrolled with the ICO, however there is a backlog processing the application due to recent changes in legislation. The repair to the cross-roads has now been completed. The garden bin has now been ordered for the Ludworth cenotaph caretaker.

13.2 Skate Park – We are awaiting word from Sports England and groundwork to when the work can commence. All paperwork is now in place.

13.3 Ludworth Improvement Scheme – The funding is now in place and the work should start next week. There will be planters and seats. A silent soldier and raised flower beds will go in at the cenotaph. The Chair thanked County Cllr Hovvels and the clerk for their work.

13.4 Policies & Tenancies – The review of policies and tenancies was agreed at the APM, members need to form a sub-group to work on them, this was moved to the next meeting as residents in attendance needed it advertised on next month’s agenda. The allotments and car park will also be looked at, the Chair was happy to hold a surgery for residents. Members would like the car park used with consideration. The sub-group would measure the allotments and include the size on the tenancies. Residents asked if Mr Banks from the Allotment Association could attend the surgery, it was agreed as it would be an open meeting.

13.5 Vacancies – Members looked at co-option for the vacancy in Shadforth, they have received one applicant, Mrs Turner who explained what she could bring to the council and members agreed unanimously to co-opt her on, the Chair welcomed her. Members looked at the two vacancies at Sherburn Hill, we had four people interested. The first Ms Martin, explained she was an active members on local and voluntary groups. Then Ms Beattie spoke, she wants more diversity, she works in the charity sector and also works locally, she has skills in policy development. Then Mr Flude spoke, he would like to put in place legal structures and equality. The forth applicant did not make the meeting. Members voted – Ms Martin got all 4 votes, Ms Beattie got 4 abstentions, Mr Flude got 1 against and 3 abstentions. Ms Martin was offered the co-option but declined due to family commitments. Discussion moved to the school closure and what it could be used for. We are awaiting information from our solicitor as to what is happening with the allotment evictions, it was suggested that there could be a conflict of interest with Ms Beattie and Mr Flude, but members were told it would mean they could not take part in any decisions. The Chair explained we are a small group with a lot to do, we need people with forward thinking skills. Another vacancy for Sherburn Hill has recently been advertised after a resignation at the AGM, this has resulted in a valid petition for an election by some residents if more than one person applies for the vacancy. This will result in a cost to the parish council of between £3,080 and £3,830. This is a great chunk of our precept and very unfortunate, the expense will impact on future projects and possibly the necessity to up the precept next year affecting all resident’s council tax. Members took another vote on the two remaining candidates, Cllr Sim declined to vote, members agreed to co-opt Ms Beattie and Mr Flude. Cllr Bell and Cllr Sim left the meeting.

**14 Durham County Council**

14.1 Planning: Plans Lists w/e – 4.5.18; 14.5.18; 21.5.18; 25.5.18; 1.6.18

 Applications

 DM/18/01238/OUT Haswell Moor Developments – Application for the erection of four detached dwellinghouses, one double garage and associated access drive at land between Church Villas and Rectory View, Church Lane, Shadforth – Members felt that some of the issues with the previous application were still an issue, the problem with the entrance and the parking to the rear of the development making it easy to develop the field behind at a later date. Previous issues with traffic, access, church parking, conservation and green-field land are still an issue and planners would like the gap between the current homes to remain as a conservation area. The clerk will object and send residents and parish councillors concerns to planners.

**15. Parish Paths Partnership & Groundwork**

15.1 Summer Planting – £100 per village was allocated for summer planting, Ms Martin will work with The Hub to arrange planting and maintenance of the six planters in Sherburn Hill. The clerk has been approached by the parish paths contractor who wants to do an extra cut, members agreed he could cut the worst paths for an additional cost.

15.2 Paths 1, 2 & 3 – It has been reported that the boardwalks have now been repaired. A list of future dates for community events was handed round.

**16. Allotments & Garages**

 We are awaiting advice from our solicitor.

**17 Finance** **Payments** £

17.1 Wages - Salaries, Allowances & Expenses £464.59

 Cemetery Contractor - Cemetery Pay & Expenses £248.00

 St Cuthbert’s Church - Room Hire 8.5.18, 5.6.18 & 1.5.18 (reissued) £45.00

 Sherburn Hill Hub - Donation towards Insurance for Litter Pick £100.00

 Shadforth Community Assoc. - Donation towards Summer Planting £100.00

 NWG Business - Cemetery Water Bill £13.12

 Ludworth Community Centre - Donation towards Summer Planting £80.00

 Wix.com - Additional Website Fee £12.46

 **Income**

 Mrs Bryson - Logs bought from the Cemetery £200.00

 Mrs Lennox (Ludworth Post Office) - Donation towards Summer Plants £40.00

17.2 Audit – Members discussed the confirmation of the accounts and the governance statement which had been emailed round, the chair and another councillor had read through the accounts. Ms Beattie wasn’t happy to agree with the statement, she didn’t think there was an issue with the accounts but felt that procedures need looking at and updating, Ms Turner wasn’t able to comment as she didn’t have enough knowledge. The remaining members agreed to sign the statement and agreed the accounts.

**18 Cemetery**

18.1 Churchyard Overhanging Trees and Stumps – The overhanging trees from the churchyard need cutting back. The clerk will contact the County Council and send a firm letter. The stumps also need removing where the path will go into the new section. The cemetery neighbour has agreed access for a tractor over her land to help with the spreading of the soil pile and stump removal. A measuring wheel is to be bought to measure and develop a detailed plan, and an extended ashes section could go up the side of the new path.

18.2 First Aid Kit – We need to replace the first aid kit in the cemetery container. Members agreed the clerk purchase a new one.

18.3 Grass Seed and Weedkiller – The cross-roads needs more grass seed as there are bare areas and also seed is needed in the cemetery. The clerk had a cost from her husband’s company of around £73 plus VAT for 14kg bag. Members agreed to order the seed. The caretaker needs more roundup for the cemetery, the clerk also had a costing of around £65 plus VAT for 20 litres. Cllr Beattie was concerned that the roundup would affect bees and agreed to look for a replacement to the roundup.

18.4 Measuring Wheel – The clerk will order a measuring wheel to develop a cemetery plan and measure allotments.

18.5 Burial of Ashes & Memorial – Mrs E Tetro into D145. This lady is being repatriated from Canada.

**19 Donation Requests**

19.1 Shadforth Community Association – Donation towards the ‘Big Weekend’ - £300 agreed.

19.2 Ludworth Community Association – Donation towards Ludworth Summer Fair - £300 agreed.

19.3 St Cuthbert’s Church – Donation towards Father’s Day celebrations - £200 agreed.

**20 Other Correspondence**

20.1 Clerks & Councils Direct – Issue 117 - Noted.

20.2 The Clerk – Volume 49 - Noted.