

# SHADFORTH PARISH COUNCIL

## Minutes of an Ordinary Meeting of the Parish Council held in St Cuthbert's, Shadforth on Tuesday 6th November 2018 at 7.30 p.m.

Members	Cllr M Turner	Cllr R Woods	Cllr D Woods (Chair)
Present:	Cllr E Beattie	Cllr S Flude	Cllr L Priest
	Cllr L Young	Cllr B Hopper	

Members of the Public – County Cllr B Kellett, Mr Kell, Mr Baldwin, Ms Martin.

**57** **Apologies** – Cllr J Mace & Cllr B Sim.

**58** **Confirmation Of The Minutes** – Minutes 46.1 had 'This was agreed unanimously by a vote' added.

**59** **Matters Arising**

59.1 Clerks Update – There was no update needed.

59.2 Clerks Resignation – Members set up a sub-group with Cllrs D Woods, Turner, Beattie and R Woods. The clerk will send all her job details to the group to pull an advert and job description together, it was agreed to advertise locally to hopefully get someone who knows the parish. The clerk will put advert on the notice boards and website.

59.3 Vacancy – There is someone interested in the vacancy for Ludworth, they will need to follow the election process.

59.4 Skate Park – An update was given. The path is now in place and is serviceable. We have received the bill from the company providing the skate park, the clerk requested we pay them the money we have in the bank already while we await the rest. This was agreed by members. We received a £200 donation from the company to pay for a kids party, which was well attended.

59.5 Social Media – There was discussion about setting up a social media platform to pass information around and inform residents. It will need a moderator, Cllr Priest is happy to run it. There was concern it may incur negativity and it may be something the clerk may need to take over, so will need adding to the job description. We will need an email address to use, it was suggested all councillors have their own parish council email address. Cllr Priest will work out the time it will take to manage.

**60** **Durham County Council**

60.1 Planning: Plans Lists w/e – 8.10.18; 15.10.18; 22.10.18; 26.10.18;

Applications

None

60.2 Sherburn Hill Community Centre – Members received an update. The business plan is almost complete, 50 people attended the consultation event and provided ideas for activities for the centre. Members were thanked for the letter of support they provided to The Hub. 150 questionnaires have been received out of 600 delivered providing lots of ideas and support.

**61.** **Parish Paths Partnership & Groundwork**

61.1 Boardwalks 1 & 2 – There seems to be reoccurring damage to the boardwalks, mainly caused by trail bikes.

**62.** **Allotments & Garages**

62.1 Allotments 5 & 11 – Both tenancies have been ended by the tenants. The clerk will offer to the next people on the waiting list.

62.2 Vermin Control – The clerk informed members that Will-Kill could complete a programme for £80 every 8 weeks. Members asked the clerk to see what the County Council could offer. The Allotment Association run a course for a cost to train people on pest control. The clerk is to arrange Will-Kill to do a preliminary visit. It might be good to find out what other allotments do.

62.3 Allotments 7 & 10 – The rent for the allotments has been received, it was agreed to hold for now.

62.4 Allotment Course – Cllrs Flude & Beattie attended. To form an association they need Heads of Terms at a cost of £50. Tenancies run April to March so it would need setting up before April 2019. Cllr Flude, Cllr D Woods, Mr Kell and Mr Banks will work together.

**63** **Finance**

63.1 Wages

Cemetery Contractor

**Payments**

- Salaries, Allowances & Expenses

- Cemetery Pay & Expenses

£

£457.65

£253.00

Ludworth Community Centre	- Room Hire 1.11.18 + shortfall of £6.00	£21.00
PCC of Shadforth	- Room Hire 6.11.18	£15.00
St Giles Church EDYS	- SCUFFs Youth Group	£150.00
Mr D Woods	- Chair's Allowance	£60.00
Ludworth Community Centre	- Winter Plants	£98.42
The Royal British Legion	- 2 x Poppy Wreaths & 5 Wooden Crosses	£45.00
Inclusive Play	- Ludworth Skate Park Part Payment	£26,000.00
Ludworth Community Centre	- Skate Park Opening Event	£200.00

#### Income

Durham County Council	- Skate Park Funding	£22,000.00
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63.2 Christmas Events – It was suggested that the Parish Council give each village £100 towards a Christmas event for residents and £300 towards an outside Christmas tree. The tree would need to be fixed securely in a concrete pipe in the ground, and electricity would be needed or they could use solar lights. If on County Council land permission would be needed. There was discussion over where Sherburn Hill could have a tree. The donations were agreed unanimously with Cllr D Woods abstaining from the vote, councillors will let the clerk know before the end of the month if this is possible for their villages so cheques can be issued.

63.3 Finance Meeting – The finance meeting was held and it was a positive meeting. The budget was reviewed, £2,000 was moved from the Capital fund to the Renewals and Repair fund, the Cemetery Caretakers hours and wage was reviewed and also how he is to be paid. There was an increase in the payments to the two cenotaph caretakers and the precept has been increased by £2,000 after many years staying the same. There will be another finance meeting early 2019.

63.4 Precept 2019/20 – It was agreed to increase the precept from £14,000 to £16,000.

63.5 Bank Signatures – More signatures were needed to remove previous councillors (Mr D Hall, Mr D Barnes, Ms R Barnett, Mr P Woods, Mr D Bell and Mr R Bell), this was agreed and signed at the end of the meeting.

#### **64 Cemetery**

64.1 Cemetery Sub Committee – Unfortunately only Cllr R Woods attended the site visit. Money has been slow coming through from County Councillors to start the land work, we will ask the Cemetery contractor; for an additional cost, to tackle the thistles and spray the stubble. A new visit was arranged for 17 November at 3.00pm. Members agreed to authorize the payment for weed-killer from our previous supplier and to ask for advice on when is best to spray.

64.2 Cemetery Contractors Specification – This will need updating and agreeing before 1 April. The clerk will send his current contract to the sub-committee.

64.3 Burial – Mrs Rosina McIlroy into C109 - Noted.

64.4 Memorial – Mr Lawson Maitland on D359 - Noted.

#### **65 Donation Requests**

65.1 Sherburn Hill Hub – A donation towards the Community Centre event was requested. They are requesting £60 as funds currently held are for the development not the consultation. Cllr Kellett asked if they are registered as a charity and they are. Cllr Beattie declared an interest. Members stated they needed asking in advance of an event for help, rather than after the event. It was agreed to give £60. Members agreed we need a policy for donation requests.

#### **66 Other Correspondence**

66.1 Mencap – Members were informed of an invitation to the Annual Nativity Service on 22 December.

66.2 Campaign to Protect Rural England – Autumn 2018 - Noted.

66.3 Defibrillator – A request from a resident in Sherburn Hill to have a defibrillator was received. The possible location was discussed as there is no obvious place and with the size of the village it may warrant needing two. County Cllr Hall offered advice on this earlier in the year, Cllr Kellett may be able to help financially. Cllr Beattie agreed to look at grants and possible site positions.

66.4 LCR – Autumn 2018 - Noted.