**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 3rd July 2018 at 7.30 p.m.**

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

Present: Cllr B Sim Cllr R Abbot Cllr M Turner

 Cllr E Beattie Cllr S Flude

Members of the Public – County Cllr B Kellett, Ms Martin, Mr Kell, Ms Lyon, Ms Young and Mr Baldwin

**21 Apologies** – None.

**22 Confirmation Of The Minutes** – The minutes of the 5 June 2018 were altered, 13.4 was changed from AGM to APM and ‘residents in attendance wanted’ was changed to ‘residents in attendance needed’.

**23 Matters Arising**

23.1 Clerks Update – The clerk informed members of County Cllr Halls email saying he had arranged for Breedon to road-sweep the dusty roads in Sherburn Hill. The County Durham Plan consultation event is now underway, the clerk informed members of the event dates. The clerk has requested that Highways cut the grass to the East of Sherburn Hill cross-roads. Members discussed the grass and weedkiller order, they are happy for the clerk to proceed and order as soon as possible.

23.2 Skate Park – The equipment has now been ordered by the Parish Council, there is a 10 week turnaround. Hopefully everything is in place now, it was agreed that the clerk would contact councillors over the recess if a major decision was needed otherwise it should proceed as planned. Grace Crawford who was handling the project at Groundwork is going on maternity leave, Michele MacCallam will now take over the lead. A meeting with Groundwork and Sports England still needs to be arranged.

23.3 Ludworth Improvement Scheme – Phase 1 planters are now in place, the seating will be going in next.

23.4 Policies & Tenancies – A sub-committee to review policies and tenancies was agreed, members would be Cllrs Turner, Sim, Beattie, Mace and Flude. The clerk passed a file of current and new document to Cllr Turner so the committee could start to look at them. It was suggested that all members paid a visit to the cemetery to understand the issues and extension plans. The ivy will be removed from the wall thanks to a grant from County Cllr Kellett, an arboricultural assessment by the County Council will take place on the Churchyard trees near the wall. There may be a community grant we could access for this kind of work.

23.5 Vacancies – After the recent call for an election from a vacancy, there was only one applicant. Laura Young will now represent Sherburn Hill as its new member at the next meeting. However the clerk has received three new resignations, Cllr Duncan Barnes, Cllr Lynsey Robson-Witt and Cllr Bob Bell. The clerk will follow procedure and notify the Elections Officer at the County Council.

23.6 Vice-Chair and Sub Committees – After the resignation of Cllr Bell, we need to appoint a new Vice-Chair. Cllr R Woods proposed Cllr Sim seconded by Cllr Mace. Also Cllr Bell was chair of the finance committee, Cllr Sim proposed Cllr Turner seconded by Cllr Beattie.

**24 Durham County Council**

24.1 Planning: Plans Lists w/e – 11.6.18; 18.6.18; 25.6.18;

 Applications

 DM/18/01613/FPA Mr Jakub Smigielski – Application for the replacement of a concrete sectional garage at 1 Local Avenue, Sherburn Hill, Durham, DH6 1HG - Noted.

 DM/18/01797/FPA Taylormade Timber Products – Timber Pressure Treatment Building at Taylormade Timber Products, Old Colliery Yard, Sherburn Hill, Durham, DH6 1PS - Noted.

 DM/18/01238/OUT Haswell Moor Developments – Amendments to the 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 their original comments still stood.

24.2 Sherburn Hill School – There is to be a meeting on Thursday 5 July at the school between the County Council, Parish Council representatives and County Councillors. Ms Martin joined in discussions as she has been involved with the project as part of Sherburn Hill Hub. There is a problem with the Sure Start lease which is in need of being sorted out first. There is £400,000 in a fund for a new community centre but the concern if they use the school building is that it currently costs £50,000 a year to run. It has been questioned if using the school is sustainable? The layout would need a lot of work if rooms are to be rented out and the centre would need to be constantly in use to try to cover its costs. It would possibly need a 5 year business plan moving forward, a feasibility study and community consultation events held to get further input. There is concern from residents that they will not get a community center. Cllrs Flude and Beattie offered their support.

24.3 Speeding – Vehicles have been speeding through the villages recently. The camera has been in Shadforth but wasn’t there long, it may be we need to arrange volunteers to do a Speedwatch session. There has also been a burglary of farm gates at Hill House Farm, a van has been going around Ludworth stealing garden furniture and drain covers have been stolen from Sherburn Hill.

**25. Parish Paths Partnership & Groundwork**

25.1 Summer Planting – The cross-roads development now has their planters next to the memorial seat, the fire brigade have been asked if they could water the grass there. Sherburn Hill Hub have now planted up the remaining planters in Sherburn Hill and will maintain them, Mr Shead will maintain the others.

**26. Allotments & Garages**

26.1 Allotments 7 & 10 – This item is deferred until the sub-committee can have their review.

**27 Finance** **Payments** £

27.1 Wages - Salaries, Allowances & Expenses £451.15

 Cemetery Contractor - Cemetery Pay & Expenses £268.00

 St Cuthbert’s Church - Room Hire 3.7.18 £15.00

 M Savage - P3 Contractor 2nd cut £366.00

 Post Office Ltd - Recorded Delivery Letter (acct 2) £1.77 paid

 Tesco - Printer Ink and Paper (acct 2) £52.00 paid

 B&M - Cross-roads Planters and Compost (acct 2) £15.97 paid

 B&Q - Cross-roads Flowers (acct 2) £10.00 paid

 Ms Martin - Plants, Food & Compost for Sherburn Hill Planters £44.98

 Amazon - Measuring Wheel (acct 2) £22.49 paid

 Miss A E Simpson - Internal Audit Fees £160.00

 Sparkle Property Services - Fitting of Memorial Seat £34.00

 Shadforth Community Assoc. - Donation towards the Big Weekend £300.00

 Ludworth Community Assoc. - Donation towards the Summer Fair £300.00

 St Cuthbert’s Church - Donation towards Fathers Day Celebrations £200.00

 Durham County Council - Supply of Green Bin for Ludworth Cenotaph £20.00 paid

 **Income**

 HM Revenue & Custom - VAT refund 2016/17 £511.34

Mrs Tetro - Bank Transfer for burial from Canada D145 £105.00

27.2 Audit – The clerk informed members that the internal audit is complete.

**28 Cemetery**

28.1 Churchyard Overhanging Trees – A large tree branch came down in recent winds, it needs chopping up. The contractor has bought a small tractor to use for the grass cutting. There is some tidying up to do as families are not sticking to the cemetery rules, this will be looked at during the cemetery site visit, there is some confusion as families think that the land is theirs, which in fact it is not. The water supply has been an issue in this dry weather, running out on a daily basis, it was agreed that a tap that needs pressing to run be installed.

28.2 Cemetery Extension – A site visit will be held to look at how to proceed with the extension.

28.3 Grass Seed and Weedkiller – There is no proven risk to wildlife from roundup so this will now be ordered.

28.4 Cemetery Contractor – We received a request for the cemetery contractor to have an assistant. Members agreed as long as he was the responsibility of the contractor and had all the insurance and training needed.

**29 Donation Requests**

29.1 Mayor’s Appeal – £50 was agreed towards the Royal British Legion.

**30 Any Other Business**

30.1 The policies sub-group will arrange to meet by email.

30.2 The dog bin has disappeared from near the children’s play area in Ludworth, the pole is still their that it attaches to. The clerk will request its return as people are now using the bin in the play area.

30.3 Mr Bristow at the County Council can get large bags of bulbs, Ludworth school and the village are interested.