

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 19th NOVEMBER 2019**

PRESENT: Councillors: C Charters, L Haswell, D Rodgers, G Rodgers (Chair), J Shand,
R Stephenson, M Tempest, N Wade.
County Councillors: I Cochrane, E Huntington.

APOLOGIES: S Mason.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Clerk circulated the Police Report. It gave details of four incidents of anti-social behaviour, one burglary, two incidents of theft and handling, two incidents of criminal damage and one vehicle crime.

It also advised that on the 27th the Easington Team joined forces with the Off Road Bike Team for an operation in the area. A car was seized and also a quantity of drugs.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 19th OCTOBER 2019

RESOLVED-that the Minutes of the Meeting held on 19th October 2019 be confirmed.

4. MATTERS ARISING

J Shand reported that the Community Centre Trustees had not yet considered removal of the planting box.

RESOLVED that-the information given be noted.

5. PLANNING MATTERS

There were no planning matters.

6. CORRESPONDENCE

- (a) A letter of thanks for a recent donation was received from the Great North Air Ambulance.
- (b) A letter from DCC confirmed that the Parish Council had been successful in obtaining a grant of £150 for Tree Week.
- (c) The Clerk circulated a letter from DCC's Rights of Way Officer relating to the bridleway to the west of the former Station Hotel. It was noted that DCC were investigating the legal responsibility for maintenance.
- (d) In response to a letter from Durham Miners Association Brass Band the action of the Clerk was endorsed in making a donation of £300 towards the Remembrance Service in accordance with the annual practise.

RESOLVED-that the information given be noted.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for October.

RESOLVED-that the report be received and the information given be noted.

8. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

9. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
G W Wright	Fertiliser	216.00
P Hutchinson & Sons	Woodchip	120.00
P Blackett	Welding Work	80.00
N.Power	Electricity Charges	489.38
BACS-DCC	Net Salaries	3185.45
BACS-DCC	Salary Deductions	1570.22
Co-op Bank	Bank Fees	6.98
SHCA	Activities Programme	300.00
B Garside	Cleaning Materials/Tel-Groundsman	47.70

School Benevolent Fund	Donation	100.00
Great North Air Ambulance	Donation	100.00
SLCC	Subscription	156.00
Miners Brass Band	Donation	300.00
D Golden	Mileage	16.20
B Garside	Expenses	50.00
Royal British Legion	Wreath	50.00
Builders Warehouse	Building Materials	322.64
Trade UK	Materials	77.94
JRB Enterprise Ltd	Poop Scoop Bags	475.20

10. WELFARE MATTERS

The Clerk gave an update on work he and the Chair were undertaking in connection with proposals to replace the existing playground equipment in the Welfare Park. Details were given of a number of grant opportunities available including an initiative promoted by the Government called 'Pocket Parks'. This offered grants to local community groups working in partnership with their principal authority (DCC).

The Clerk would seek three quotes for the replacement of both playgrounds at the Welfare Park to enable grant applications to be prepared. The Chair also updated Members on the participation of the South Hetton Heritage Group in this process.

RECOMMENDED (a) that delegated authority be granted to the Clerk in consultation with the Chair to seek three quotations for replacement of playground equipment at the Welfare Park to enable grant applications to be prepared.

(b) If necessary, a Special Meeting of the Council be convened to consider the quotations.

AT THIS POINT THE CLERK LEFT THE MEETING

11. REQUEST FOR REVIEW OF EXPENSES

The Clerk submitted a letter requesting that the Council consider reviewing the expenses he currently received. The letter advised that the Clerk received £50 per month for using his home as an office and £20 per month for telephone. Both amounts were taxable.

RECOMMENDED (a) that from 1st December 2019 the Clerk be paid £100 per month expenses for using his home as an office and £30 per month telephone expenses.

(b) both amounts to be increased annually in accordance with the Consumer Price Index for September or 2% whichever is the greater, taking effect on 1st December each year.

(c) the Clerk receive an ex-gratia payment of £100 to recognise that a review has not been undertaken for nine years

THE CLERK RETURNED TO THE MEETING

12. REPORTS

(a) Councillor Cochrane advised that he had visited housing areas in the village with Home Group. This had resulted in a number of notices being served on tenants requesting that they improve the condition of their properties.

He also advised that DCC were considering improving the surface of mineral railway lines by depositing palings. In response to a request from N Wade he advised that he had been informed that tree pruning would commence shortly.

(b) Councillor Huntington advised that DCC and the Police were currently dealing with more incidents of antisocial behaviour with the onset of the winter months.

RESOLVED-that the information given be noted.

12. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on **Tuesday, 21st January 2020.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 15th OCTOBER 2019**

PRESENT: Councillors: S Mason, G Rodgers (Chair), J Shand, R Stephenson, N Wade.
County Councillor: I Cochrane.

APOLOGIES: D Rodgers, L Haswell, M Tempest.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Clerk circulated the Police Report. It gave details of two incidents of anti-social behaviour, three burglaries, two incidents of theft and handling and one vehicle crime.

It also advised that in a joint day of action the Easington Team joined forces with the Road Policing Unit and Street Wardens focussing on safety. Approximately 25 tickets were issued for various offences along with one vehicle being seized.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 10th SEPTEMBER 2019

RESOLVED-that the Minutes of the Meeting held on 10th September 2019 be confirmed.

4. MATTERS ARISING

The Clerk reported that he had requested quotes for various repairs/improvements in the Welfare Park.

RESOLVED that-the information given be noted.

5. PLANNING MATTERS

Approvals for tarmac drive replacing block paved drives at 106 and 107 Charters Crescent.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

- (a) In response to a request from Great North Air Ambulance the Council **agreed** to donate £100.
- (b) In response to a request from the School Benevolent Fund the Council **agreed** to donate £100.
- (c) In response to a letter from South Hetton Community Association the Council **agreed** to provide £300 towards Halloween and Xmas events from the ring fenced Activities Budget.

RESOLVED-that approval be given to the requests.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for September.

RESOLVED-that the report be received and the information given be noted.

8. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

9. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
B Garside	Expenses	50.00
P Hutchinson & Sons	Fertiliser	276.00
Builders Warehouse	Materials	255.84
Trade UK	Equipment and Materials	56.36
BACS-DCC	Salary Deductions	1570.42
BACS-DCC	Net Salaries	3195.65
Co-op Bank	Bank Fees	6.98
D Golden	Petrol	46.58
Wave	Water Charges Allotments	40.15
TSL	Hire of Equipment	360.00
British Gas	Gas Charges	47.49
TSL	Spreading of Seed/Loam	1059.60

TSL	Top Dressing/Seed	940.00
SHCA	Management Contribution	2818.14
Premier Waste	Trade Waste Charges	215.90
B Garside	Expenses/Tel/Postage/etc	272.75
Co-op Bank	Bank Fees	30.00
TSL	Hire of Machinery	360.00
D Golden	Petrol	11.49
Wave	Water Charges	199.50

10. WELFARE MATTERS

- (a) The Clerk reported that DCC's Tree Week would commence on 23rd November and that he would be making an application for a grant.
- (b) Discussion took place relating to the condition of the Planting Box at the Community Centre and it was agreed that the Trustees would decide if they wanted to have the box removed and inform the Council.
- (c) The Chair gave an update on work being carried out by volunteers in the wildlife area and said that the learning curve furniture for children would be installed before the last week in October.

RESOLVED-that the information given be noted.

11. REPORTS

- (a) County Councillor Cochrane reported that he had chased up with DCC the problem at Rose Cottages relating to leaves. He also reported that he had been investigating complaints relating to the poor condition of the surface of the public right of way to the west of the Station Hotel. The Clerk agreed to refer this issue to DCC'S Public Rights of Way Officer.
- (b) Councillor J Shand gave an update from the recent AAP meeting he had attended.

RESOLVED-that the information given be noted.

12. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on **Tuesday, 19th November 2019.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 10th SEPTEMBER 2019**

PRESENT: Councillors: C Charters, L Haswell, S Mason, D Rodgers, G Rodgers (Chair), J Shand,
R Stephenson, N Wade.
County Councillor: E Huntington.

APOLOGIES: M Tempest.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Clerk circulated the Police Report. It gave details of six incidents of anti-social behaviour, four incidents of criminal damage and six incidents of theft and handling.

It also advised that on the 5th of September a Community Speedwatch was carried out. It was reported that 151 vehicles passed and 17 were speeding.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 16th JULY 2019

RESOLVED-that the Minutes of the Meeting held on 16th July 2019 be confirmed.

4. MATTERS ARISING

The Clerk reported that the neighbouring resident had removed her plants from the small area of land adjacent to the Cricket Club.

RESOLVED that-the information given be noted.

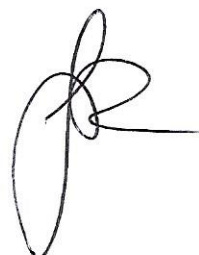
5. PLANNING MATTERS

(a) Application for change to front drive from block paving to tarmac at 106 Charters Crescent.

(b) Refusal for hay storage shed on land to the rear of Charters Crescent.

(c) Approval for bungalow with landscaping and parking at Ashwood.

RESOLVED-that the information given be noted.



6. CORRESPONDENCE

(a) Responses from DCC and Durham Constabulary relating to speeding issues in the village.

The Clerk circulated replies from both DCC and Durham Constabulary in response to concerns expressed by the Council. Both responses appreciated the issues raised by the Council but were unable to offer immediate solutions for various reasons set out in the letters.

RESOLVED-(a) that a copy of the letter from DCC be passed on to the residents who raised issues at the Council Meeting in July.(b) that the Council liaise with the local police to request more Community Speedwatch Campaigns be undertaken and Council Members and residents be encouraged to continue to provide details of speeding vehicles to the Police.

(b) Use of Football Pitch

The Clerk reported that a request had been received to use the football pitch for a tournament on Saturday October 19th.

RESOLVED-that the request be refused as Shotton Colts use the pitch on a Saturday.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted reports (attached) setting out details of the bank reconciliations for July and August.

RESOLVED-that the reports be received and the information given be noted.

8. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

9. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

D Golden

Hanging Baskets/Petrol

£ 40.98

1972



Builders Warehouse	Equipment and Materials	102.35
Retroflo	Provision of Lighting	2462.35
SHCA	Summer Activities Programme	1205.00
BACS-DCC	Salary Deductions	1570.02
BACS-DCC	Net Salaries	3185.25
Co-op Bank	Bank Fees	6.98
B Garside	Cleaning Materials	16.34
D Golden	Mileage	10.80
Bowcom	Line Marker	210.24
Light and Dry Ltd	Supply/Fit Doors at Cricket Club	1530.00
B Garside	Expenses/PC Support Agreement/Keys Cut	201.00
Darlington BC	Summer Bedding	1034.99
P Hutchinson and Sons	Fertiliser	240.00
Trade UK	Equipment and Materials	436.37
Mazars LLP	External Audit Fee	480.00
B Garside	Tel Top Up Groundsman/Materials	42.30
NBB Recycled Furniture	Learning Arena	2064.00
NBB Recycled Furniture	Picnic Tables and Benches	2268.00
SHCA	Room Hire	300.00
BACS-DCC	Salary Deductions	1570.62
BACS-DCC	Net Salaries	3185.45
Co-op Bank	Bank Fees	6.98
G W Wright	Fertiliser and Seed	209.00

10. EXTERNAL AUDIT

The Clerk reported that the External Audit had been satisfactorily completed and the Auditors, Mazars LLP had confirmed that there were no matters to bring to the attention of the Council.

RESOLVED-that the information given be noted.

11. REMOVAL OF SHRUB BEDS AT DONALD AVENUE

The Clerk reported that DCC had asked if the Council had any objections to the removal of three shrub beds at Donald Avenue.

RESOLVED-that DCC be informed that the Council would have no objection and would be in agreement with the beds being grassed over.

12. WELFARE MATTERS

The Clerk and Chair outlined repair and maintenance issues in the park which required attention. These included fencing around the tennis courts, the five-a-side court, the tarmac

footpath around the cricket pitch and playground equipment. Members agreed that schemes would incur considerable expenditure and suggested that a rolling programme would be required. It was suggested that the first priority would be obtaining quotations to repair the tennis court fencing.

It was also suggested that the Clerk should contact Andy Laundon to chase up progress on the proposed scheme for the 5-a-side court and investigation into the sourcing of external funding.

RESOLVED-(a) that the Clerk would seek quotations for the repair of the tennis court fencing. (b) the Clerk would contact Andy Laundon in connection with the proposed 5-a-side court scheme

11. REPORTS

- (a) Councillor Huntington gave details of two DCC initiatives-the Heritage Open Days and the Book Festival. She also gave an update on her discussions with DCC officers relating to issues in Phalp Street.
- (b) Councillor G Rodgers reported that the demolition of garages at Jubilee Crescent would commence within the week. She also advised that the Village Scarecrow Competition would commence shortly.

RESOLVED-that the information given be noted.

12. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on **Tuesday, 15th October 2019.**

Signed *G. Rodgers*
CHAIR
15th OCT. '19

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 16th JULY 2019**

PRESENT: Councillors: C Charters, G Rodgers (Chair), J Shand, R Stephenson,
M Tempest, N Wade.

County Councillor: I Cochrane.

APOLOGIES: L Haswell, S Mason, D Rodgers, E Huntington.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Clerk circulated the Police Report. It gave details of four incidents of anti-social behaviour, five incidents of criminal damage, four incidents of theft and handling and a burglary.

It also advised that on both the 6th and 15th of July, a Community Speedwatch was carried out.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 18th JUNE 2019

RESOLVED-that the Minutes of the Meeting held on 18th June 2019 be confirmed.

4. MATTERS ARISING

N Wade requested that Councillor Cochrane contact representatives from DCC and Believe Housing to chase up progress relating to dangerous trees in Charters Crescent.

RESOLVED that-the information given be noted.

5. PLANNING MATTERS

(a) Application for tarmac drive replacing block paved drive at 107 Charters Crescent.

(b) Approval granted for single storey extension to side of dwelling at 1 Ullswater Terrace.

(c) Approval granted for single storey rear extension at 3 The Bungalows.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

- (a) The Clerk reported that Mrs E Trudgill had advised that the Church were preparing an application for closure of part of the Churchyard.

RESOLVED-that the information given be noted and details of the application awaited.

- (b) A letter was received from South Hetton Community Association requesting funding of £1205 towards Summer Activities.

RESOLVED-that an amount of £1205 be paid to the Community Association from the ring fenced budget of £3000.

- (c) The Clerk circulated a letter from South Hetton Cricket Club which expressed concerns relating to an incident at a recent under 15 cricket match. It was alleged that a resident shouted at a child who was playing on a grassed area adjacent to the Cricket Club and that the resident told the child he could not play in that area. The Cricket Club reported that the child and his mother became upset and they reported the incident to Cricket Club Officials. The Clerk confirmed that the land was Council owned and part of the recreational area for public use.

RECOMMENDED-

- (a) **That the Clerk should write to the resident to make it clear that the small grassed area in question was for recreational use by the public and users of the Cricket Club and was not a private garden. Management of the area was the responsibility of the Council and their tenants, the Cricket Club.**
- (b) **The resident should be asked to remove her plants from Council land.**

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for June.

RESOLVED-that the report be received and the information given be noted.

8. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

9. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
DCC	Allotment Rent	30.00
DCC	Machinery Repairs	418.00
Premier Waste	Trade Waste Charges	236.00
N Power	Public Lighting	60.65
N Power	Public Lighting	129.31
BACS-DCC	Salary Deductions	1685.36
BACS-DCC	Net Salaries	3185.85
Co-op Bank	Bank Fees	6.38
South Hetton Cricket Club FC	Donation	200.00
TSL	Seed/Marking Powder	100.95
HMRC	Employers NIC's	61.27
Wave	Water Charges	204.12
N Power	Electricity Charges	53.97
British Gas	Gas Charges	72.49
Viking	Equipment, Stationery and Materials	866.46
Viking	Paper	97.60
South Hetton Community Association	Management Contribution	2818.14
J & M Lawnmower Services	Collect/Return Mower	20.00
Co-op Bank	Bank Fees	30.00
B Garside	Expenses/Mileage/Tel/Postage	300.35
P Hutchinson & Sons	Woodchip	120.00
Trade UK	Equipment and Materials	163.44
B Garside	Norton Security Subscription	99.99

10. WELFARE MATTERS

The Clerk circulated a letter from South Hetton Heritage Group which had been submitted by the Chair. It gave details of fund raising and grant funding for the wildlife area of the Park. A grant of £1187 had been received from E.D.A.A.P. From the fund raising, the Heritage Group had made a donation of £2000 to the Council. This was to contribute to picnic tables, seats and outdoor learning furniture. The Clerk confirmed he would meet with representatives of the Group and the Groundstaff to discuss plans for the wildlife area and location of furniture.

The letter also confirmed that an outline plan was in place to carry out improvements to sports facilities and play areas in the Park.

It was agreed that the Chair and the Clerk would meet with DCC's Playgrounds Manager to discuss refurbishment plans for the small play area.

RESOLVED-that

- (a) The grant of £2000 from South Hetton Heritage Group be gratefully received and used for improvements to the wildlife area.**
- (b) The Clerk and Groundstaff meet with representatives of the Heritage Group to discuss proposals.**
- (c) The Chair and Clerk meet with DCC's Playground Manager to discuss play area refurbishment,**
- (d) The Clerk would pass on the Council's appreciation to the Groundstaff for the work they had done in the wildlife area and also thank them for the excellent condition of the Park and the sporting facilities.**

11. REPORTS

- (a) Councillor Cochrane gave an update on discussions he had with DCC officers relating to Phalp Street. He also advised that he would monitor progress with DCC's investigations into a rat problem adjacent to Regent Court.**
- (b) J Shand circulated copies of presentations from the EAAP meeting.**

RESOLVED-that the information given be noted.

12. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on **Tuesday, 17th September 2019.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 18th JUNE 2019**

PRESENT: Councillors: L Haswell, S Mason (Chair), J Shand, R Stephenson,
M Tempest, N Wade.
County Councillor: E Huntington.

APOLOGIES: C Charters, D Rodgers, G Rodgers, I Cochrane.

1. OPEN FORUM

Two residents of The Bungalows were in attendance. They expressed serious concerns regarding the continued speeding through the village and the lack of measures implemented to deal with this. They gave an account of a recent serious traffic incident involving their vehicle which was stationary on the highway outside their residence. They felt that the crash involving a vehicle being driven erratically and at speed could have resulted serious injury or even a fatality. They asked the Council to make strong representation to the Police and DCC to consider implementing measures to deal with the speeding problem in the village.

Members advised the residents that numerous representations had been made to both DCC and the Police over the last ten years. This had resulted in the implementation of a number of highway improvements and more Police monitoring of speeding. It was suggested however that further measures were needed.

RESOLVED that-

- (a) County Councillor Huntington would raise the issue as a matter of urgency with DCC and the Police Traffic Division.**
- (b) The Clerk would also write to DCC and the Police expressing the Parish Council's concerns following the residents' representations relating to the recent incident.**

2. POLICE REPORT

The Clerk circulated the Police Report. It gave details of four incidents of anti-social behaviour, two vehicle crimes and incidents of theft, burglary and criminal damage. It also advised that a successful operation tackling anti-social use of off road bikes had recently been carried out.

The Clerk also advised that notice had been given of a horse fair on 26th to 30th June.

RESOLVED-that the information given be noted.

3. MINUTES OF THE ANNUAL MEETING HELD ON 21st MAY 2019

RESOLVED-that the Minutes of the Annual Meeting held on 21th May 2019 be confirmed.

4. MATTERS ARISING

N Wade reported that a site meeting had been held attended by himself, Councillor Cochrane and representatives from DCC and Believe Housing, to look at concerns about dangerous trees in Charters Crescent.

RESOLVED that-the information given be noted.

5. PLANNING MATTERS

(a) Approval granted for demolition of dwelling and erection of detached two storey dwelling at Duncombe Moor Farm.

(b) Approval granted for retention of timber decking and boundary fencing at 28 Pinedale Drive.

(c) Application for bungalow with associated landscaping and parking on land at Ashwood.

RESOLVED-that the information given be noted.

6. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for May.

RESOLVED-that the report be received and the information given be noted.

7. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

8. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
B Garside	Tel Top Up-Groundsman	30.00
BACS-DCC	Salary Deductions	1455.31
BACS-DCC	Net Salaries	3294.54
Co-op Bank	Bank Fees	6.98
D Golden	Fuel	28.19
B Garside	Expenses	50.00
Complete Weed Control	Application of Herbicide	600.00
DCC	Payroll SLA Charge	1467.55
N Power	Electricity Charges	328.07
Builders Warehouse	Topsoil	33.64
P Hutchinson and Sons	Woodchip	120.00
TSL	Feed and Weed	55.20

9. WELFARE MATTERS

The Clerk reported that, following summer refurbishment, the football pitch would be available by 14th July.

RESOLVED-that the information given be noted.

14. REPORTS

- (a) The Clerk reported that County Councillor Cochrane had advised that DCC had undertaken repairs to speed humps in Charters Crescent. Councillor Cochrane had also advised that he had purchased a “speed gun” and was involved in a speed monitoring scheme backed by DCC and the Police in South Hetton, Haswell and Shotton.
- (b) County Councillor Huntington reported that she would be meeting DCC’s Oliver Sherratt in connection with issues raised by C Charters relating to the walkway. In response to a request from the Clerk she also agreed to chase up with DCC a further issue raised by C Charters relating to Phalp Street.
Councillor Huntington also gave an update on a number of County Council issues.
- (c) J Shand reported that he had been informed that the Peterlee Walk In Centre would shortly close and be replaced by a Home Visit Process.

RESOLVED-that the information given be noted.

14. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on **Tuesday, 16th July 2019.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 17th APRIL 2019**

PRESENT: Councillors: C A Charters, L Haswell, M Tempest, D Rodgers, G Rodgers (Chair),
J Shand, N Wade.

County Councillors: I Cochrane, E Huntington.

APOLOGIES: S Mason, R Stephenson.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

PCO's Edson and Wardle were in attendance. The Clerk circulated their report. It gave details of two burglaries, one incident of anti-social behaviour, one incident of criminal damage and two thefts. It also advised that a community speedwatch was conducted in Front Street. 112 vehicles passed through and one was travelling above the speed limit. Members expressed concern with the growing level of speeding in the village and did not feel this result accurately reflected the extent of the problem. Many views from residents on social media echoed this concern. It was agreed that County Councillors Huntington and Cochrane would raise the issue with David Battensby of DCC and Maxine Stubbs of the Police Traffic Division.

It was also agreed that the Clerk would write to Sergeant Paul Footes and P C Dean Wilson to express Members concerns.

PCSO's David Edson and Jonathan Wardle gave Members an update on the details they had received so far relating to the Horse Fair which was due to commence on 1st May.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 19th March 2019

RESOLVED-that the Minutes of the Meeting held on 19th March 2019 be confirmed.

4. MATTERS ARISING

The Clerk and the Chair gave feedback on a meeting they had attended with DCC relating to target hardening and reported that it was hoped that works would commence on site within the next week.

RESOLVED-that the information given be noted.

5. PLANNING MATTERS

(a) Approval for conversion of shop with flat above to a detached house at 4 Welfare Crescent.

(b) Application for retention of timber decking at 28 Pinedale Drive.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

A letter was received from Citizens Advice, County Durham requesting financial support.

RESOLVED-that a donation of £300 be made.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for March.

RESOLVED-that the report be received and the information given be noted.

8. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
P Hutchinson and Sons	Fertiliser	120.00
DCC	Play Area Inspections	334.80
BACS-DCC	Salary Deductions	1488.66
BACS-DCC	Net Salaries	3050.24
Co-op Bank	Bank Fees	6.98
G Rodgers	Materials	43.50
B Garside	Expenses/Mileage/Tel etc	249.22
Wave	Water Charges	17.24
Wave	Water Charges (Allotments)	167.34
Co-op Bank	Bank Fees	30.00
Information Commissioner	Data Protection Fee	40.00
SHCA	Management Contribution	2818.14
DCC	Machine and Building Repairs	394.54
TSL	Feed and Weed	79.20
B Garside	Expenses	50.00
British Gas	Gas Charges	203.00
Premier Waste	Trade Waste Charges	273.79

9. FINANCIAL YEAR 2018/19 INTERNAL AUDIT

The Clerk submitted the following documents (Appendices C-N) for the year ending 31st March 2019.

- (C)** Annual Bank Reconciliation.
- (D)** The Receipts and Payment Account for the Year End.
- (E)** The Annual Return-Statement of Accounts.
- (F)** The Balance Sheet.
- (G)** The Supporting Statement.
- (H)** Comparison of Expenditure.
- (I)** Fixed Asset Register.
- (J)** Details of Section 137 Payments.
- (K)** Summary of Insurance Cover.
- (L)** Schedule of Charges.
- (M)** Annual Governance Statement.
- (N)** End of Year Budget.

The Clerk reported that the Internal Auditor had undertaken his audit and confirmed that it had been satisfactorily completed.

RESOLVED-that the financial documents be received and it be noted that the Internal Audit had been satisfactorily completed.

10. ANNUAL GOVERNANCE STATEMENT 2018/19

The Clerk circulated the Annual Governance Statement 2018/19 for Members' approval.

RESOLVED-that the Annual Governance Statement be approved.

11. STATEMENT OF ACCOUNTS 2018/19

The Clerk circulated the Statement of Accounts 2018/19 for Members' approval.

RESOLVED-that the Statement of Accounts be approved.

12. WELFARE MATTERS

(a) Lighting at Park

The Council considered two quotes from Retroflo for the provision of additional lighting

in the park as follows:

- (I) Additional lights to scoreboard - £1600.86
- (II) Additional light on existing column near top gate - £451.10.

**RESOLVED –that (I) a breakdown of the quote for the scoreboard lights be requested
(II) permission be granted for the purchase of an additional light on the
existing column at a cost of £451.10.**

(b) Park Sub-Committee

**Resolved that Councillors L Haswell, S Mason, G Rodgers, J Shand and
R Stephenson would form the Park Sub Committee.**

(c) South Hetton Heritage Group

The Clerk circulated a letter from South Hetton Heritage Group and the Chair advised Members that, following an invitation for volunteers to get involved in fund raising for improvements to the park, an initial meeting had been held. A phased approach was being prepared by the Group which would look at funding a number of improvements and initiatives.

The Council welcomed the proposals, expressed appreciation for the Group's community involvement and ideas and looked forward to working in partnership. It was felt that some initiatives could be achieved in the short term and it was accordingly

RESOLVED-that

- (I) The Council agree to picnic tables and seats being provided as part of a scheme to develop the wildlife area and that a 'crafting' day be held in the spring half term holidays.**
- (II) The Council agree to support the purchase of a storage box and sports equipment for use by the public to encourage the use of facilities in the park.**

(d) Cricket matches

The Chairman of the Cricket Club suggested that the Council may wish to close the use of the new play area during cricket matches to prevent risk to children. Much discussion ensued and Members felt that there were many areas around the ground where children played and members of the public congregated. These included the other play area, picnic tables, park benches, the tuck shop and all footpaths around the ground. It was felt that the play area should not be closed off.

RESOLVED-that no action be taken.

13. REPORTS

- (a) Councillor Cochrane reported that a hedgerow had been removed near Fallowfield Farm and DCC were investigating. He also advised that DCC had won an appeal for ground re-instatement works by the land owner on land south of Charters Crescent.
- (b) Councillor Huntington reported that she was chasing up progress relating to target hardening proposals on the former Sinclair garage site. In response to a request from the Clerk she agreed to check whether works had started on the bridle way between South Hetton and Haswell.

14. NEXT MEETING

It was **agreed** that the Annual Meeting of the Council would be held on **Tuesday, 21st May 2019**.

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 19th MARCH 2019**

PRESENT: Councillors: C A Charters, S Mason, D Rodgers, G Rodgers (Chair),
J Shand, R Stephenson, N Wade.

APOLOGIES: L Haswell, M Tempest, County Councillors: I Cochrane, E Huntington.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police were not in attendance and the Clerk circulated their report. It gave details of eight incidents of anti-social behaviour, two vehicle crimes, two incidents of criminal damage and one theft. It also advised that Officers had recently been patrolling Ravensworth Court Park following complaints of anti-social behaviour.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 19th February 2019

RESOLVED-that the Minutes of the Meeting held on 19th February 2019 be confirmed.

4. MATTERS ARISING

The Clerk advised that a reply had been received from DCC advising that they would not be prepared to install 'cats eyes' on West Lane.

RESOLVED-that the information given be noted.

5. PLANNING MATTERS

(a) Approval for Modular Unit with above ground effluent tank at former Hawthorn Coke Works site.

(b) Application for single storey rear extension at 3 The Bungalows.

(c) Application for demolition of dwelling and erection of replacement detached two storey dwelling with garden at Duncombe Moor Farm.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

- (a) A letter of thanks was received from the Community Association relating to financial support for activities in February.
- (b) A letter was received from DCC relating to the review of Polling Districts and Polling Places.

RESOLVED-that the information given be noted.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for February.

RESOLVED-that the report be received and the information given be noted.

8. BUDGET

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

9. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
TSL	Fertiliser	145.20
G Rodgers	Printing of Notices	83.00
G Rodgers	Cable Ties/Tape	22.37
B Garside	Expenses	50.00
Trade UK	Equipment and Materials	62.81
Trade UK	Equipment and Materials	167.65
SHCA	Donation-Activity Programme	690.00
JRB Enterprise	Poop Scoop Bags	462.72
BACS-DCC	Salary Deductions	1488.26
BACS-DCC	Net Salaries	3050.24
Co-op Bank	Bank Fees	6.98
Wave	Water Charges	899.59
Trade UK	Cleaning Materials	8.99
School Benevolent Fund (Re-Issue)	Donation	100.00
N Power	Electricity Charges	276.78
B Garside	Expenses/Tel Top-up-Groundsman	80.00
T J's Heating	Plumbing Work	437.00

10. TARGET HARDENING-UNAUTHORISED ENCAMPMENTS

The Clerk reported that funding towards the cost of £4,500 had now been secured and the Parish Council's contribution would be £750.

The Clerk also gave details of a site meeting he had attended with G Rodgers, J Shand, Michael Ball from DCC and two local residents. It was noted that DCC's Clean and Green Team would be requested to undertake works as a matter of urgency.

RESOLVED-that the information given be noted.

11. DOG FOULING ISSUES

The Clerk gave an update on the partnership work with DCC's Neighbourhood Wardens and the Police which had resulted in an increased number of visits to the Welfare Park and discussions with residents. It was felt that there had been a reduction in dog fouling and that was endorsed by the Chair who gave an account of positive feedback from residents through social media and one to one discussions. The Chair also informed Members of the involvement of local school children in a project to encourage the uses of poop scoop bags.

RESOLVED-that the information given be noted.

12. REPORTS

J Shand reported that he had attended the AAP Meeting and advised that there were currently two vacancies on the Board.

RESOLVED-that the information given be noted.

13. NEXT MEETING

It was **agreed** that the next meeting of the Council would be held on **Wednesday, 17th April 2019.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON MONDAY 11th FEBRUARY 2019**

PRESENT: Councillors: C A Charters, S Mason, D Rodgers, G Rodgers (Chair),
J Shand, M Tempest, R Stephenson, N Wade.

County Councillors: I Cochrane, E Huntington.

APOLOGIES: L Haswell.

1. OPEN FORUM

The Council welcomed two residents and Neighbourhood Wardens Kendra Milne and Colin Mason to the meeting. The residents raised an issue relating to the provision of a dog bin near Woodland Walk at the western end of the village. They explained that there was a real need for a bin at the end of the walkway but they had been unsuccessful in their requests to DCC so far. The Wardens took details and agreed to look into what they believed was a reasonable request.

RESOLVED-that the information given be noted.

2. DOG FOULING

The Neighbourhood Wardens were in attendance for this item. The Clerk updated them with discussions he had had with Senior Officers in DCC's Neighbourhood Services Department and the serious problems that were being experienced in the village and particularly in the Welfare Park. Members also expressed their concern at the amount of dog fouling that was taking place and the need for immediate monitoring and enforcement at the Park.

The Wardens agreed that they would work in partnership with the Parish Council to put an action plan in place to deal with the problem. Members also agreed that the Clerk should discuss the issue with the Groundstaff to ensure that they were aware that there was a legal responsibility placed upon the Council to ensure health and safety of all visitors to the play areas and sports facilities. This would mean keeping these areas clean to protect the public and to protect against claims and litigation.

Members also asked the Clerk to ensure that the Groundstaff were issued with protective clothing and all tools and equipment necessary to ensure that there was no risk to their health when carrying out their duties to keep the area clean.

RESOLVED-that (a) the Clerk continues to liaise with DCC Officers to put an action plan in place for the Neighbourhood Wardens working in partnership with the Parish Council and (b) the Clerk would liaise with the Groundstaff to ensure they are fully aware of the implications for them and to assess their requirements relating to protective clothing, tools and equipment.

3. POLICE REPORT

The Police were not in attendance and the Clerk circulated their report. It gave details of four incidents of anti-social behaviour, one vehicle crime, two incidents of criminal damage, three burglaries and four thefts. It also advised that Officers recently took part in a Farm Watch Operation patrolling rural areas looking for suspicious activity.

RESOLVED-that the information given be noted.

4. MINUTES OF THE MEETING HELD ON 15th JANUARY 2019

RESOLVED-that the Minutes of the Meeting held on 15th January 2019 be confirmed.

5. MATTERS ARISING

The Clerk advised that on 13th February he would be meeting with a representative of AMG Sport to discuss the play area installation.

RESOLVED-that the information given be noted.

6. PLANNING MATTERS

Application for hay storage shed on land to the rear of Charters Crescent.

RESOLVED-that the information given be noted.

7. CORRESPONDENCE

A letter was received from the Community Association requesting financial support for activities in February be released from the funding previously ring-fenced.

RESOLVED-that the balance of the ring-fenced activities budget of £690 be paid to the Community Association.

8. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report (attached) setting out details of the bank reconciliation for January.

RESOLVED-that the report be received and the information given be noted.

9. BUDGET

The Clerk submitted a report setting out details of income and expenditure to date.

RESOLVED-that the report be received and the information given be noted.

10. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

£

British Gas	Gas Charges	162.40
B Garside	Expenses/Mileage/Tel etc	284.85
Playdale Playgrounds Ltd	Play Equipment (50%)	3733.20
BACS-DCC	Salary Deductions	1488.66
BACS-DCC	Net Salaries	3050.64
Co-op Bank	Bank Fees	6.98
B Garside	Cleaning Materials	15.20
Zurich Municipal	Insurance Premium	4165.07
T J's Heating	Plumbing and Heating Work	220.00
T J's Heating	Plumbing and Heating Work	390.00

11. NEIGHBOURHOOD BUDGETS

Councillor Huntington confirmed the amounts that she had allocated towards the statue and play equipment, target hardening and the sports courts improvements.

Councillor Cochrane confirmed that he would be matching Councillor Huntington's amount for target hardening.

RESOLVED-that the information given be noted.

12. RISK ASSESSMENT

RESOLVED - that, following review, the Council's Risk Register, including the Risk Assessments be approved.

13. SYSTEM OF INTERNAL CONTROL

RESOLVED - that, following review, the effectiveness of the Council's System of Internal Control be approved.

14. REPORTS

- (a)** Councillor Cochrane advised that he had resolved an issue relating to the accumulation of leaves affecting an elderly resident's property at Rose Cottages.
- (b)** Councillor Huntington advised that she was progressing an issue with County Durham Homes relating to derelict garages in Jubilee Square. She also reported that she was dealing with a complaint relating to dogs and rubbish at a house in Pinedale.
In response to a query raised by the Clerk, she reported that she was still pursuing the commencement of the scheduled works to the bridle path between South Hetton and Haswell.
- (c)** Councillor Wade asked the County Councillors if they would submit a request to DCC Highways to investigate the possibility of providing 'cat's eyes' along West Lane.

RESOLVED-that the information given be noted.

15. NEXT MEETING

It was **agreed** that the next meeting of the Council would be held on **Tuesday, 19th March 2019.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 15th JANUARY 2019**

PRESENT: Councillors: C A Charters, L Haswell, S Mason, D Rodgers, G Rodgers (Chair),
J Shand, M Tempest, R Stephenson, N Wade.

County Councillors: I Cochrane, E Huntington.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police were not in attendance and the Clerk circulated their report. It gave details of four incidents of anti-social behaviour, two vehicle crimes, two incidents of criminal damage, two burglaries and three thefts. It also advised that Officers from Easington NPT recently took part in an operation tackling off road bikes. Two bikes were seized and an arrest made for drug offences and another male reported for traffic offences.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 20th NOVEMBER 2018

RESOLVED-that the Minutes of the Meeting held on 20th November 2018 be confirmed.

4. MATTERS ARISING

The Clerk agreed to write to DCC to chase up a meeting relating to 'target hardening'.

RESOLVED-that the information given be noted.

**5. MINUTES OF THE SUB-COMMITTEE MEETING HELD IN THE COMMUNITY CENTRE ON 13th
DECEMBER 2018**

RESOLVED-that (a) the Minutes of the Sub-Committee Meeting held on 13th December 2018 be confirmed (b) the decision of the Sub-Committee be endorsed and the quote of Playdale/AMG be accepted.

6. PLANNING MATTERS

- (a)** Permission refused for land to the west of Murton West Moor Farm for the erection of a stable block and associated works.
- (b)** Approval granted for erection of detached garage on land to the rear of 1 Frederick Terrace.

RESOLVED-that the information given be noted.

7. CORRESPONDENCE

- (a)** A letter of thanks was received from Rebecca Crawford for the Council's recent donation.
- (b)** A letter of thanks was received from the Community Association for the Council's financial support for the Xmas and New Year's events.

RESOLVED-that the information given be noted.

8. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted reports (attached) setting out details of the bank reconciliations for November and December.

RESOLVED-that the reports be received and the information given be noted.

9. BUDGET

The Clerk submitted a report setting out details of income and expenditure to date.

He advised that, due to additional expenditure incurred by the purchase of the park bench sculpture, allotments fencing and the proposed purchase of play equipment, it was envisaged that the budget would be overspent by approximately £15,000.

RESOLVED-that the report be received and the information given be noted.

10. ACCOUNTS

RESOLVED-that it be noted and recorded that the Clerk has made the following payments:-

		£
B Garside	Tel Top up/Stamp	30.67
BACS-DCC	Salary Deductions	1488.46
BACS-DCC	Net Salaries	3050.24
Co-op Bank	Bank Fees	6.98
Darlington BC	Plants	798.80
DCC	Machine Repairs	207.60
Trade UK	Equipment and Materials	140.15
DCC	Play Area Inspections	334.80
TSL	Lawn Sand	95.42
SHCA	Donation	300.00
TJ's Heating	Service Boilers	245.00
SHCA	Activity Programme	500.00
D Golden	Mileage	22.50
B Garside	Expenses	50.00
New Row Farm Nurseries	Trees	148.20
N Power	Electricity Charges	422.65
P Hutchinson & Sons	Fungicide/Woodchip	246.00
J G Paxton & Sons	Parts/Equipment	321.99
Builders Warehouse	Kiln Sand/Trowel	31.00
DCC	Service/Repair Machines	2355.57
Retroflo	Xmas Lights	1264.42
BACS-DCC	Salary Deductions	1488.66
BACS-DCC	Net Salaries	3050.24
Co-op Bank	Bank Fees	6.98
Wave	Water Charges	22.26
Premier Waste	Trade Waste Charges	205.03
SHCA	Management Contribution	2818.14
Retroflo	Electrical Repairs	76.60
Machine Mart	Rubber Mat/Parts	83.96
Co-op Bank	Bank Fees	30.00

11. BUDGET REPORT 2019/20

The Clerk submitted a report (attached) proposing a draft budget for the forthcoming financial year and Members were requested to set the Budget and Precept for 2019/20. The Clerk advised that the Local Council Tax Reduction Scheme Grant (LCTRS) for 2019/20 would be £11,989. DCC had calculated South Hetton's tax base for 2019/20 and the upgraded position meant that there would be an increase in Council Tax Yield of £1,026.99 for 2019/20.

In setting the budget the Clerk advised that he had taken account of the two year pay award proposed by the National Employers for Local Government Services in 2018.

The Clerk also advised that he had built in a small element of growth for next year as the Council had made a number of improvements in the Welfare Park this year and resolved to continue to make improvements to the Park for the benefit of residents. The Clerk suggested that the budget be increased by £5000.

It was proposed that net expenditure for 2019/20 would be £111,336. This would mean that there would be an increase for Council Tax Payers for South Hetton of 5.3%. This would amount to an increase of approximately 14p per week to the current Band D Council Tax.

The Clerk also proposed that, in relation to income, the budget had been prepared on the basis that fees and charges continue to be frozen at the level of last year.

RESOLVED-that

- (a) The Budget for 2019/20 be accepted as submitted - £111,336.**
- (b) It be noted that the LCTRS Grant for 2019/20 would be £11,989.**
- (c) The Precept for 2019/20 be set at £99,347.**
- (d) Fees and Charges be kept at the present rates.**

12. WELFARE MATTERS

In response to a request from Members the Clerk agreed to investigate the cost of providing one or two additional floodlights in the Welfare Park.

RESOLVED-that the information given be noted.

13. REPORTS

- (a)** Councillor Huntington gave an update on a number of issues involving DCC. These included recognition of improvement in Primary Schools, development of policies relating to homelessness and housing development and the review of GP's Surgeries.
- (b)** Councillor Cochrane also referred to the issues with GP's Surgeries. He also advised that another tour of the village was being organised.

RESOLVED-that the information given be noted.

14. NEXT MEETING

It was **agreed** that the next meeting of the Council would be held on **Tuesday, 19th February 2019.**

