

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD
IN THE COMMUNITY CENTRE ON TUESDAY 20th OCTOBER 2020 AT 7 pm.**

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

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

1. OPEN FORUM

There were no members of the public present.

2. BRITISH EMPIRE MEDAL-SANDRA MASON

The Chair, on behalf of all Members, congratulated Sandra Mason on her award of the British Empire Medal in the recent Queens Birthday Honours.

3. POLICE REPORT

The Police Report was circulated. It gave details of nine incidents of anti-social behaviour and incidents of criminal damage, vehicle crime, and a burglary.

RESOLVED-that the information given be noted.

4. MINUTES OF THE MEETING HELD ON 22nd September 2020

RESOLVED-that the Minutes of the Meeting held on 22nd September 2020 be confirmed.

5. MATTERS ARISING

There were no matters arising.

RESOLVED-that the information given be noted.

6. PLANNING MATTERS

- (a) Planning permission granted for single storey front extension at 92 Charters Crescent.
(b) Planning permission granted for dormer window, canopy, boundary wall and roof lights at 28 Logan Terrace.

RESOLVED-that the information given be noted.

7. CORRESPONDENCE

In response to a request for funding from the Great North Air Ambulance Service it was suggested that a donation of £100 be made.

RESOLVED-that the donation be made.

8. FINANCIAL POSITION-BANK RECONCILIATION

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

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

9. BUDGET 2020-2021

The Clerk submitted a report setting out details of income and expenditure for 2020-21.

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:- £

D Golden	Petrol/Mileage/Materials	28.63
T J's Heating	Plumbing Work	115.00
Premier Waste	Trade Waste Charges	219.86
B Garside	Expenses/Tel Top-up-Groundsman	130.00
Co-op Bank	Bank Fees	30.00
Builders Warehouse	Building Materials	39.90
SHCA	Management Contribution	2818.14
TSL	Fertiliser/Marker	207.00
TSL	Hire of Equipment	360.00

P Hutchinson & Sons	Woodchip	120.00
British Gas	Gas Charges	42.84
N Power	Electricity Charges	321.88
Viking	Equipment and Stationery	955.75
Viking	Stationery	35.38

11. PLAY EQUIPMENT

The Clerk advised that the application to the AAP for grant funding was currently being considered. In addition a further grant application for £5000 had been submitted to County Durham Community Foundation for provision from the E.ON Wind Farm Fund.

RESOLVED-that the information given be noted.

12. DELEGATION OF DECISION MAKING

The Clerk asked Members to review their decision made in March to grant delegated authority to him in consultation with the Chair and/or Vice Chair during the Coronavirus situation to ensure the continuous business of the Council if meetings cannot be held.

RESOLVED-that (a) the Council continue to delegate authority to the Clerk, in consultation with the Chair and/or Vice Chair of the Council, to do anything expedient and necessary to ensure the continuous business of the Council and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. (b) this delegation be reviewed by the Council six months from the date of this meeting.

13. WELFARE MATTERS

Members raised the issue of moss on footpaths in the Welfare Park. The Clerk advised that the Groundstaff had been instructed to remove the moss and ensure that footpaths were safe for the public. The Chair expressed concern that the Groundstaff should be more proactive and keep on top of the problem to avoid Members having to continually raise the issue.

RESOLVED-that the Clerk would speak to the Groundstaff.

14. REPORTS

(a) Durham County Council

County Councillor Huntington gave a report detailing a number of issues she was dealing with. These included footpaths and cycle tracks, street parking, feedback on Police action on speeding and landlord licensing.

(b) EAAP

J Shand reported that a representative from DCC's Corporate Finance Department had presented a report relating to the preparation of next year's budget.

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 17th November 2020.

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD
IN THE COMMUNITY CENTRE ON TUESDAY 22nd SEPTEMBER 2020 AT 7 pm.**

PRESENT: Councillors: C Charters, S Mason, D Rodgers, G Rodgers (Chair), J Shand,

APOLOGIES: Councillors L Haswell, R Stephenson, M Tempest, N Wade.
County Councillor I Cochrane.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police Report was circulated. It gave details of eight incidents of anti-social behaviour and incidents of criminal damage, vehicle crime, and a burglary.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 25th August 2020

RESOLVED-that the Minutes of the Meeting held on 25th August 2020 be confirmed.

4. MATTERS ARISING

The Clerk reported that DCC had now removed the roundabout from Ravensworth Court.

RESOLVED-that the information given be noted.

5. PLANNING MATTERS

Planning permission refused for erection of two storey extension and two roof lights at 10 Brydon Crescent.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

(a) An e-mail was received from the Robin Todd Centre advising that an amount of £700 was not used at Easter. It was proposed that this amount be used to fund free lunches

for all children at South Hetton Primary School during the October half term holiday.

RESOLVED- that the Council fully support the proposal.

(b) The Clerk read out a letter from the National Joint Council for Local Government Services advising that a 2.75% pay award had been agreed and would be backdated to 1st April 2020.

RESOLVED-that the information given be noted and the pay award accepted.

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

RESOLVED-that the information given be noted and the Clerk thanked for his work.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted a report setting out details of the bank reconciliation for August.

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

8. BUDGET 2020-2021

The Clerk submitted a report setting out details of income and expenditure for 2020-21.

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:- £

Broxap Ltd	Litter Bins	815.76
Pictorial Meadows	Wild Flower Seeds	130.00
B Garside	Expenses	100.00
P Hutchinson and Sons	Woodchip	120.00
G W Wright	Fertiliser	126.00
DCC	Repairs to Tractor	321.79
Trade UK	Equipment and Materials	119.87
British Gas	Gas Charges	19.93
SHCA	Room Hire	300.00

BACS-DCC	Net Salaries	3198.13
BACS-DCC	Salary Deductions	1546.21
Co-op Bank	Bank Fees	6.98

10. RECEIPT OF TENDERS-PLAY EQUIPMENT

The Clerk reported that the tender period for the provision of play equipment had closed on Friday 18th September.

The Clerk together with the Chair and Vice Chair of the Council opened and recorded tenders on Monday 21st September.

Details were as follows:

TENDER A - £52,923.55 Plus VAT

TENDER B - £56,049.50 Plus VAT

TENDER C - £57,000.00 Plus VAT

Members were given sight of the tenders and the plans and details provided and it was agreed that further evaluation would continue before a decision was made to accept a quotation. The Clerk advised that this would also allow for confirmation to be received that a Neighbourhood Budget grant had been approved.

Members then discussed the financial contribution the Council should make towards the scheme. Following discussion and advice from the Clerk relating to the current financial position of the Council and the current level of balances it was agreed that the Council should allocate a maximum of £34,000 from balances towards the scheme whilst continuing to explore other opportunities for grant funding and fundraising.

RESOLVED-that (a) the details of the tender documents be recorded.

(b) no decision be made on acceptance until evaluation had been completed.

(c) confirmation be awaited on the allocation of a Neighbourhood Budget Grant.

(d) the Council contribute, from balances, an amount up to a maximum of £34,000 towards the scheme subject to award of an AAP grant.

(e) the Council continue to explore other opportunities for grant funding and fundraising.

(f) a further report be submitted to next month's meeting.

11. TREE PLANTING

The Chair advised that she had been successful with a tree pack application to the Woodland Trust. Members discussed ways in which the community could be involved in planting and which areas would be suitable and benefit most. As there were ownership and other issues involved the Chair agreed to give consideration to a plan to take this suggestion forward before the trees were delivered in November.

RESOLVED-that the information given be noted.

12. REPORTS

J Shand reported that he had attended the EAAP Meeting and advised that he had been elected to the Board.

He also advised that the EAAP had decided to set up only one priority group for the next 12 months. The “Social Fabric Group” would focus on issues arising from the Covid situation.

RESOLVED-that the information given be noted.

13. NEXT MEETING

It was **agreed** that the next Meeting of the Council would be held on Tuesday 20th October 2020.

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD
IN THE COMMUNITY CENTRE ON TUESDAY 28TH JULY 2020 AT 7 pm.**

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

APOLOGIES: County Councillor E Huntington.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police Report was circulated. It gave details of five incidents of anti-social behaviour, four incidents of theft and handling, a burglary and one attempted vehicle theft. It also advised that a Community Speedwatch had been carried out on 9th July and a visit to the Grey Horse Shop by the Police and a DCC Licensing Officer.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 21st APRIL 2020

RESOLVED-that the Minutes of the Meeting held on 21st April 2020 be confirmed.

4. MATTERS ARISING

There were no matters arising.

5. PLANNING MATTERS

Application for dormer window, boundary wall and fence and installation of four roof lights at 28 Logan Terrace.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

(a) In response to a letter requesting financial support it was **agreed** that £300 be donated to Citizens Advice, County Durham.

(b) The Clerk reported receipt of an e-mail from DCC's Sustainable Travel Officer advising that they had secured a DFT Grant via Sustrans to deliver significant improvements to National Cycle Network Route 1. This included two small sections within our Parish.

(c) The Clerk reported that South Hetton Colts had advised that they no longer wished to rent the football pitch.

RESOLVED- that the information given be noted.

7. FINANCIAL POSITION-BANK RECONCILIATION

The Clerk submitted reports setting out details of the bank reconciliations for April, May and June.

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

8. BUDGET 2020-2021

The Clerk submitted a report setting out details of income and expenditure for 2020-21.

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	Petrol	27.65
BACS DCC	Net Salaries	3198.53
BACS DCC	Salary Deductions	1568.62
Co-op Bank	Bank Fees	6.98
CDALC	Subscription	368.42
NPower	Electricity Charges	152.46
NPower	Electricity Charges	71.43
B Garside	Expenses	100.00
British Gas	Gas Charges	65.85
Builders Warehouse	Topsoil	36.48
TSL	Seed	65.00
BACS-DCC	Net Salaries	3197.93
BACS-DCC	Salary Deductions	1545.81
Co-op Bank	Bank Fees	6.98
Viking Payments	Cleaning Materials	128.44
TSL	Overseed Football Pitch	1008.00
DCC	Light Disconnection	120.00
Complete Weed Control	Application of Herbicide	612.00
B Garside	Expenses	100.00

Wave	Water Charges	24.69
P Hutchinson & Sons	Woodchip	120.00
B Garside	Petrol/Refuse Sacks	14.82
Trade UK	Equipment and Materials	40.84
British Gas	Gas Charges	25.24
DCC	Payroll- SLA	1540.91
HMRC	Employers NICS	61.27
BACS-DCC	Net Salaries	3198.33
BACS-DCC	Salary Deductions	1546.41
Co-op Bank	Bank Fees	6.98
Pemier Waste	Trade Waste Charges	204.31
SHCA	Management Contribution	2818.14
Co-op Bank	Bank Fees	30.00
B Garside	Norton Protection/Cloud Storage	338.99
B Garside	Expenses/Tel Top up Groundsman	130.00
B Garside	Quarterly Expenses	227.26
British Gas	Gas Charges	11.61
NPower	Electricity Charges	362.81
BACS-DCC	Net Salaries	3197.93
BACS-DCC	Salary Deductions	1546.41
Co-op Bank	Bank Fees	6.98
D Golden	Petrol/Oil	22.22

10. WELFARE MATTERS

The Clerk reported that Councillor Cochrane had funded the provision of a defibrillator at the Cricket Club and this would be installed very shortly.

RESOLVED-that the information given be noted.

11. REPORTS

Councillor Cochrane reported that working remotely had proved to be difficult over the last few months but DCC had successfully dealt with residents' concerns relating to financial and health and welfare issues referred to them.

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 25th August 2020.

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD
REMOTELY BY ELECTRONIC MEANS ON TUESDAY 21st APRIL 2020 AT 7 pm.**

PRESENT: Councillors: C Charters, D Rodgers, G Rodgers (Chair), S Mason.

APOLOGIES: Councillors: L Haswell, D Rodgers, J Shand, R Stephenson, M Tempest, N Wade.

1. MINUTES OF THE MEETING HELD ON 17th March 2020

RESOLVED-that the Minutes of the Meeting held on 17th March 2020 be confirmed.

2. MATTERS ARISING

There were no matters arising.

3. PLANNING MATTERS

Application for two storey rear extension and installation of two roof lights at 10 Bryden Crescent.

RESOLVED-that the information given be noted.

4. FINANCIAL POSITION-BANK RECONCILIATION

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

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

5. BUDGET 2019-20

The Clerk submitted a report setting out details of income and expenditure for 2019-20.

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

6. ACCOUNTS

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

Builders Warehouse	Building Materials	£ 325.68
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B Garside	Tel Top up-Groundsman	30.00
JRB Enterprise Ltd	Dog Bag Dispensers	829.20
Bowcom	Line Marker	210.24
BACS-DCC	Net Salaries	3187.25
BACS-DCC	Salary Deductions	1552.02
Co-op Bank	Bank Fees	6.98
WAVE	Water Charges-Allotments	53.76
WAVE	Water Charges-Welfare	78.70
Northern Tubs	Oak Planters	270.00
SHCA	Activity Programme	717.80
British Gas	Gas Charges	60.81
B Garside	Quarterly Expenses	248.73
Co-op Bank	Bank Fees	30.00
B Garside	Expenses	100.00
Builders Warehouse	Building Materials	286.55
Premier Waste	Trade Waste Charges	326.84
DCC	Play Area Inspections	334.80
Information Commissioner	Data Protection Fee	40.00
SHCA	Management Contribution	2818.14
Gordon Fletcher	Internal Audit Fee	200.00
Trade UK	Equipment and Materials	164.16
N Power	Electricity Charges	586.71

7. INTERNAL AUDIT REPORT 2019/20

A copy of the Internal Auditor's Report was circulated.

Resolved-that the Report be received and noted.

8. ANNUAL GOVERNANCE STATEMENT 2019/20

A copy of the Annual Governance Statement for 2019/20 was circulated for Members' approval.

RESOLVED-that the Annual Governance Statement be approved.

9. ACCOUNTING STATEMENTS 2019/20

A copy of the Accounting Statements for 2019/20 was circulated for Members' approval.

RESOLVED-that the Accounting Statements be approved.

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 17th MARCH 2020**

PRESENT: Councillors: C Charters, S Mason (Chair), N Wade.

APOLOGIES: Councillors: L Haswell, D Rodgers, G Rodgers, J Shand, R Stephenson, M Tempest.
County Councillor: I Cochrane.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police report was circulated and gave details of seven incidents of anti-social behaviour, two burglaries and incidents of theft and handling, vehicle crime and criminal damage. An off road bike operation was carried out on 15th March 2020.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 18th FEBRUARY 2020

RESOLVED-that the Minutes of the Meeting held on 18th February 2020 be confirmed.

4. MATTERS ARISING

There were no matters arising.

5. PLANNING MATTERS

There were no planning matters.

6. CORRESPONDENCE

(a) An e-mail was received from Andy Laundon, Retroflo, providing an estimate of £2500 for an additional light in the Welfare Park adjacent to the gate at the eastern boundary.

RESOLVED- that the Council do not proceed with this at the moment.

(b) A letter was received from South Hetton Community Association requesting an amount of £717.80 from the ring-fenced Activities Programme Budget.

RESOLVED - that an amount of £717.80 be paid to South Hetton Community Association for Easter Activities at the Community Centre.

(c) A letter was received from South Hetton Cricket Club requesting that Newcastle Cricket Club be allowed to use the Cricket Pitch on available Saturdays when South Hetton were playing away games. This could be accommodated for nine games in the coming season as South Hetton now have only one Saturday team.

RESOLVED- that permission be granted for this arrangement for the coming season and reviewed at the end of the season.

(d) The request for the use of the football pitch for a youth tournament was withdrawn by the applicant.

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 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	Cleaning Materials	15.93
BACS-DCC	Net Salaries	3203.85
BACS-DCC	Salary Deductions	1570.42
Co-op Bank	Bank Fees	6.98
Trade UK	Equipment and Materials	186.14
British Gas	Gas Charges	105.33
B Garside	Expenses	100.00

10. REQUEST FOR NOTICE BOARD AT WELFARE PARK

A request was considered from the South Hetton Parks Group for the provision of a Notice Board in the Welfare Park for the use of their group, the Council and teams using the Park. The Clerk informed Members that two quotes had been obtained for 800mm single sided notice boards. Post mounted was £1676 plus VAT. Wall mounted was £1226 plus VAT. It was noted that the Parks Group had indicated that they would make a contribution towards the cost.

RESOLVED-that (a) in view of the cost, a decision be deferred until it was ascertained what contribution would be made by the Parks Group (b) the Clerk would investigate a cheaper option.

11. APPOINTMENT OF AUDITOR

The Clerk reported that the Council's Internal Auditor would no longer be available to undertake the annual audit.

The Clerk gave details of an Internal Auditor, Mr Gordon Fletcher, who had shown an interest and would be available immediately. Mr Fletcher currently provides an Audit Service for approximately 20 Parish and Town Councils in the County. He was previously Audit Manager for Easington District Council. The annual fee would be £200.

RESOLVED- that the Council appoint Mr Fletcher with immediate effect to undertake the Annual Audit.

12. PLANTING IN VILLAGE

The Clerk reported that a request had been made to the Chair from a resident in Connishead Terrace for more flowers to be planted in her area.

The Clerk advised that he had recently purchased an additional ten oak barrel planters for location around the village and discussions would take place with the Groundstaff and Members regarding suitable locations and that this request should not be looked at in isolation.

RESOLVED- that the information given be noted.

13. REQUEST FOR MEMORIAL BENCH

The Clerk advised that a request had been received from the family of the late Derek Hellyn to site a memorial bench in the park and they would bear the cost.

RESOLVED- that the request be granted and the Clerk would liaise with the family.

14. RISK ASSESSMENT

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

15. STANDING ORDERS

RESOLVED-that following review, an amendment be made to Standing Order 55 to read as follows:-

"The annual precept shall be set no later than the January meeting of the Council and shall have regard to the agreed budget"

16. SYSTEM OF INTERNAL CONTROL

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

17. DELEGATION OF DECISION MAKING

The Clerk reported that he was in receipt of legal advice relating to Council Meetings and the effect of the Coronavirus and in particular regarding delegation of decision making to an Officer of the Council to ensure that the authority remains functional during the next few weeks/months. This is possible under the Local Government Act 1972, Section 101. Members felt that it would be prudent to delegate functions to the Clerk to ensure the continuous business of the Council if meetings cannot be held.

RESOLVED-that (a) the Council delegate authority to the Clerk, in consultation with the Chair and/or Vice Chair of the Council, to do anything expedient and necessary to ensure the continuous business of the Council and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. (b) this delegation be reviewed by the Council six months from the date of this meeting.

18. WELFARE MATTERS

Members asked if the event scheduled for April involving the School would still take place in view of the Coronavirus situation.

RESOLVED-that the Clerk would contact the school.

19. REPORTS

C Charters reported that the voluntary group, South Hetton Helping Hands, would be distributing leaflets to all households advising that assistance was available to help residents through the Coronavirus situation. The Community Centre has offered to print leaflets subject to appropriate checks being undertaken by the Group relating to GDPR. Members felt that, upon receipt of a request to a future meeting the Council may be able to make a donation towards printing costs.

RESOLVED-that the information given be noted.

20. NEXT MEETING

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

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 18th FEBRUARY 2020**

PRESENT: Councillors: S Mason, D Rodgers, G Rodgers (Chair), R Stephenson, N Wade.
County Councillors: I Cochrane, E Huntington.

APOLOGIES: C Charters, L Haswell, J Shand, M Tempest.

1. OPEN FORUM

There were no members of the public present.

2. POLICE REPORT

The Police report was circulated and gave details of two incidents of anti-social behaviour, three burglaries and incidents of theft and handling, vehicle crime and criminal damage. The report stated that anti-social behaviour was showing as down 25% in a projected year to date comparison. Similarly, crime was showing as down 10%.

RESOLVED-that the information given be noted.

3. MINUTES OF THE MEETING HELD ON 21st JANUARY 2020

RESOLVED-that the Minutes of the Meeting held on 21st January 2020 be confirmed.

4. MATTERS ARISING

There were no matters arising.

5. PLANNING MATTERS

Application for proposed access and turning area to existing hay storage shed on land behind Charters Crescent.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

An e-mail was received from Andy Laundon confirming that it was still the Cricket Club's intention to source a grant and fund raise to refurbish the five a side court. He hoped that

this process would commence in March.

RESOLVED-that the Clerk invite Mr Laundon to the Council Meeting in April to provide an update.

7. 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.

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:-

		£
BACS-DCC	Net Salaries	3185.45
BACS-DCC	Salary Deductions	1572.42
Co-op Bank	Bank Fees	6.98
Zurich Municipal	Insurance Premium	4280.55
DCC	Machine Repairs/Maintenance	2600.23
Wave	Water Charges Allotments	52.57
B Garside	Expenses	100.00

10. SPEEDING ISSUES-A182

The Chair and Clerk reported on the Public Meeting which was held on 12th February to discuss speeding issues in the village. They advised that the meeting was well attended and there was a very useful and positive discussion with the public. An update was given on the work DCC, the local Police and Durham Constabulary were doing in advance of the next public meeting which it was hoped would be held in approximately ten weeks.

RESOLVED-that the information given be noted.

11. WELFARE MATTERS

(a) Pocket Parks Grant Application

The Clerk reported that an application for grant funding from the Pocket Parks Programme had been unsuccessful.

RESOLVED-that the information given be noted.

(b) Use of Welfare Park by School

The Clerk and Chair reported that a request had been received by the Primary School to use the Welfare facilities in the coming months. This will include setting up an outdoor classroom, using the play facilities and the sports/play equipment provided. Children will also engage in environmental activities in the wildlife area.

RESOLVED-that the Clerk would make appropriate arrangements with the school.

(c) Provision of defibrillator

The Chair reported that Councillor Cochrane had funded provision of a defibrillator for the village from his Neighbourhood Budget. This would be situated on the wall of the Cricket Club abutting the car park.

RESOLVED-that the information given be noted.

12. REPORTS

Councillor Huntington reported that Durham County Council were dealing with complaints in relation to rubbish and litter at the Pizza Shop on the Industrial Estate. She also advised that she had donated £2000 from her Neighbourhood Budget towards new automatic doors for the Community Centre.

Councillor Cochrane advised that Believe Housing would be taking up office accommodation in Seaham.

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 March 2020.**

**MINUTES OF THE MEETING OF SOUTH HETTON PARISH COUNCIL HELD IN THE
COMMUNITY CENTRE ON TUESDAY 21st JANUARY 2020**

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

APOLOGIES: M Tempest.

1. OPEN FORUM

Two residents were in attendance to discuss with Members their concerns relating to speeding problems in the village. They informed Members that residents were expressing major concerns about the issues and the perceived lack of action by the Police and Durham County Council. The Chair reported that a recent meeting had been held, attended by representatives from DCC, Durham County Police, the Neighbourhood Police Team and representatives from the Parish Council. PC Wilson advised of actions being planned by the Neighbourhood Police Team.

It was agreed that, because of the strong feeling in the village, a Public Meeting would be arranged in 2/3 weeks to discuss the issue with residents.

2. POLICE REPORT

PC Dean Wilson gave details of an incident of anti-social behaviour, two burglaries, six incidents of theft and handling, and two vehicle crimes.

RESOLVED-that the information given be noted.

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

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

4. MATTERS ARISING

N Wade reported that the tree pruning at Charters Crescent had been carried out.

RESOLVED that-the information given be noted.

5. PLANNING MATTERS

The Clerk reported details of a discussion he had had with David Chong, Planning Enforcement Officer for DCC, relating to a potential change of use for a unit on the industrial estate. Mr Chong advised that he would update the Clerk in due course following further investigations.

RESOLVED-that the information given be noted.

6. CORRESPONDENCE

There was no correspondence.

7. 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.

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:-

		£
TSL	Lawn Sand	122.40
New Row Farm Nurseries	Trees	189.36
Darlington B C	Plants	1300.49
BACS-DCC	Net Salaries	3185.45
BACS-DCC	Salary Deductions	1570.42
Co-op Bank	Bank Fees	6.98
TJ's Heating	Service Boilers	200.00
B Garside	Expenses	100.00
B Garside	Ex-Gratia Payment	100.00
British Gas	Gas Charges	123.15

Builders Warehouse	Materials	371.60
DCC	Service Machines	629.06
Trade UK	Equipment and Materials	251.29
KDB Gas Services	Plumbing Repairs	120.00
TJ's Heating	Fit CO2 Alarms	90.00
BACS-DCC	Net Salaries	3185.45
BACS-DCC	Salary Deductions	1570.42
Co-op Bank	Bank Fees	6.98
SHCA	Management Contribution	2818.14
Wave	Water Charges	76.25
Premier Waste	Trade Waste Charges	190.33
Retroflo	Xmas Lights	540.00
Co-op Bank	Bank Fees	30.00
B Garside	Quarterly Expenses	318.15
P Hutchinson and Sons	Fertiliser	1044.00
Builders Warehouse	Materials	61.81
Trade UK	Equipment and Materials	112.21
D Golden	Mileage	12.15
N Power	Electricity Charges	641.90

10. BUDGET REPORT 2020/21

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 2020/21. The Clerk advised that the Local Council Tax Reduction Scheme Grant (LCTRS) for 2020/21 would be £10,084. DCC had calculated South Hetton's tax base for 2020/21 and the updated position meant that there would be an increase in Council Tax Yield of £3244.21 for 2020/21.

In setting the budget the Clerk advised that he had taken account of a potential staff pay award being considered by the National Employers for Local Government Services.

The Clerk also advised that he had built in a small element of growth for next year for repairs and maintenance of buildings, machinery, plants and fertilisers.

It was proposed that net expenditure for 2020/21 would be £114,586. This would mean that there would be an increase for Council Tax Payers for South Hetton of 1.86%. This would amount to an increase of approximately 5p 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 2020/21 be accepted as submitted - £114,586.

- (b) It be noted that the LCTRS Grant for 20/21 would be £10,084.**
- (c) The Precept for 2020/21 be set at £104,502.**
- (d) Fees and Charges be kept at present rates.**

11. WELFARE MATTERS

The Clerk reported that an application for Pocket Parks Grant Funding for Playground Equipment had been submitted to the Ministry of Housing Communities and Local Government on 23rd December 2019.

RESOLVED-that the information given be noted.

12. SPEEDING ISSUES-A182

Following lengthy discussions in the Open Forum part of the Meeting the Chair and Clerk gave more detail about the work Maxine Stubbs (Police Traffic Management Officer) and David Battensby (DCC) had agreed to undertake over the next few weeks. David Battensby had advised that he would report back to the Council in approximately ten weeks with details of agreed actions. With regard to the proposed Public Meeting, the Clerk advised that he would arrange for this to take place in the Community Centre on a Wednesday evening in early February.

RESOLVED-that the information given be noted,

12. REPORTS

(a) Councillor Cochrane gave an update on the discussions he had had with DCC and Believe Housing relating to the pruning of trees in Charters Crescent. He also advised that reports of fly tipping incidents seemed to have reduced.

Further to a previous request he also confirmed that he was dealing with a fencing reinstatement issue near Fallowfield Terrace.

(b) G Rodgers advised that she had again been successful with an application to the Woodland Trust for provision of trees and shrubs for next Autumn.

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, 18th February 2020.**

