



**SACRISTON PARISH COUNCIL**

**Minutes of the meeting held on Wednesday 5<sup>th</sup> October 2022 at 6.30pm  
In The Fulforth Centre**

**Present:** Cllr H. Dixon (Chair), Cllr G Ludlow (Vice Chair), Cllr D Robson, Cllr F Morrell, Cllr J Barrett, Cllr D Forth, Cllr A Page, Cllr L Burn, Cllr R Sharp, Cllr K Wilson, Cllr S Wilson and Claire Wilson (Parish Clerk)

**Apologies:** Apologies received from Cllr L Claughan, Cllr R Harrison and Cllr E Waldock

**Item No:**

1.	<b>Introductions and Apologies for Absence</b>	The Chair opened the meeting at 6.30pm and welcomed everyone.  Apologies received and accepted from Cllr L Claughan, Cllr R Harrison and Cllr E Waldock.
2.	<b>Disclosure of Interest from Members</b>	Cllr S Wilson – Planning applications
3.	<b>Questions from the public</b>	(Questions & Comments from the public in attendance – max 5 mins per item/individual)  No members of the public in attendance.
4.	<b>Previous meeting minutes</b>	Previous minutes from 7 <sup>th</sup> September 2022 were accepted and signed as a true record.  Amendment to minutes of 7 <sup>th</sup> September 2022 – Cllr K Wilson was present at the meeting.
5.	<b>Police Matters</b>	No PACT report received this month.  Cllr S Wilson has spoken to the Police regarding certain matters within the village. He has asked the Police to keep vigilant over the winter months and with the thought that there maybe increased crime rates due to the cost-of-living crisis. The police are looking to hold another Christmas event in the village, the same as last year.
6.	<b>Clerks Report</b>	CDALC - 76 <sup>th</sup> ANNUAL GENERAL MEETING COMMITTEE ROOM 2, COUNTY HALL, DURHAM DH1 3UF SATURDAY 8 OCTOBER 2022 AT 10:00 AM.  CDALC has requested we send two appointed representatives.  <b><u>Invitations – previously sent via email to all members</u></b> Invite to the opening of Hollyacre House. Invite to SYP Harvest Festival

		<p><b><u>RESOLVED</u></b></p> <p>There were no members wishing to attend any of the meetings or events.</p>
7.	<b>Sacriston in Bloom</b>	<p>Presentation was attended on 28<sup>th</sup> September and members are disappointed with the award that was given. This year we have been awarded with a silver gilt and last year we were awarded gold. It was felt that there was much more effort and work carried out this year. Cllr Dixon read out comments from the judges.</p> <p>The Parish Council have agreed that we are not to participate within the Northumbrian in Bloom competition next year as volunteers are putting extra pressure on themselves to get work completed for a certain time frame. It was agreed that work will continue within the village.</p> <p>The Parish Council are disappointed with the work carried out by DCC this year. Cllr S Wilson informed he is happy to speak to DCC with the Councils concerns. It was confirmed that the agreement was for 5 years and ends next year.</p> <p>Work around the village that is in the pipeline for next year was briefly discussed, and County Councillors are looking for projects to fund. Three quotes will be required for any proposed projects.</p> <p>St Bedes achieved bronze award and Cross Lane a silver award. Everyone was happy with these awards.</p>
8.	<b>Village Schools</b>	<p><b><u>Fyndoune</u></b></p> <p>Cllr S Wilson has contacted Claire Hanson to chase up reports however, there is still no sign of the reports, Section 1, options appraisals, or surveys.</p> <p>Cllrs Waldock and S Wilson met with Kevan Jones MP to discuss the situation with the school. Kevan Jones MP suggested that we propose a vision for the site to present to DCC. It was confirmed that this has already been carried out by Andy Hill. Members of the Council are disappointed that the Parish Council were not invited to this meeting.</p> <p>It was suggested that we ask members of the public their opinion as to what they would like to see on the site, or to publish on social media what plans we have for the site.</p> <p>Major concerns raised again about the state of the building.</p>

		<p><b><u>RESOLVED</u></b></p> <p>A meeting is to be requested again with Cllr Amanda Hopgood and Claire Hanson, and to request a timeline of events.</p>
9.	<b>Parish Assets</b>	<p>Bus Shelters – Report from the Police advising that the panes from the bus shelter at the Crossroads have been damaged. Police have checked CCTV and are not able to identify anything. They have provided a crime reference number. The clerk has requested a quote from DCC for replacement thickened Perspex panes.</p> <p>Village Clock – nothing to report.</p> <p>Parish Building – nothing to report.</p> <p>War Memorial – nothing to report.</p> <p>Pit Wheel – Resin pathway is now complete. Lots of positive comments received.</p>
10.	<b>County Councillor's Reports</b>	<p>No reports received from Cllr E Waldock and Cllr S Wilson;</p> <p>Cllr E Waldock;</p> <ol style="list-style-type: none"> <li>1. Meeting with PCSO's to have a discussion of issues across the Ward. Some concern about ASB in a couple of areas. These are being closely monitored and intelligence is coming through several areas.</li> <li>2. The woods have again been a bit of an issue, this has been raised with various agencies. With the dark and cold (and wet) weather, suspect this will not be an area of issue as the year goes on.</li> <li>3. Put in for a meeting with the Neighbourhood Warden and the Project worker.</li> <li>4. Have a meeting with the MP this afternoon, to discuss various issues, and particularly Fyndoune.</li> <li>5. Some of the lines outside of the St Bedes have not been redone, which was supposed to happen after meeting with all parties. Will chase up.</li> <li>6. Meeting to be had with Head of St Bedes to check for community involvement at the Remembrance Service and Christmas Extravaganza.</li> </ol> <p>Cllr S Wilson;</p> <ol style="list-style-type: none"> <li>1. Still lots of issues with housing.</li> </ol>

		<ol style="list-style-type: none"> <li>2. DCC is subject to a boundary review and the amount of County Councillors. This does not change any Parish boundaries.</li> <li>3. Crossleas – Council have accepted responsibility, but nothing left in the budget for this.</li> <li>4. Discussion around County Councillor’s budget as monies require allocation before the end of the financial year.</li> </ol> <p>Issues raised for County Councillors regarding the cutting of the welfare football pitch, and the tidying up of the area near to the vape shop, also concerns about the shop fronts on the Old Co-op buildings.</p>
11.	<b>Group Representative Reports</b>	<p><b>Fulforth Centre Committee Meeting</b></p> <ul style="list-style-type: none"> <li>• The centre seems to be running effectively</li> <li>• Meals are going well averaging between 35 to 45 meals per day</li> <li>• Currently looking at grants within the “warm space” environment to enable people who are struggling with energy bills to come and socialise with others</li> <li>• A steering group has been set up for the new project worker to report to and have requested a member of the Parish Council to sit on this group.</li> <li>• The centres web page has been updated letting people know what is happening throughout the week</li> <li>• A suggestion has been made for a “drop in” centre for citizens advice</li> <li>• A card payment system has been introduced for the café reducing time with regards to payments for meals and refreshments</li> <li>• The centres lawn mower isn’t working however, we have a lawn mower at the allotments which requires servicing</li> <li>• The allotments have donated a lot of fruit and vegetables to the centre which has reduced the cost of purchasing items for the meals</li> <li>• The centre has registered as a co-op food waste partner, and we can collect food which can be used in the lunch club or, to give away to people attending the centre</li> <li>• A new cooker is being purchased thanks to funding from our two county councillors</li> <li>• The Xmas extravaganza was discussed, the parish had increased the annual grant from 5K to 5.5K but this looks like the centre will still be 500 pounds short overall.</li> </ul>

- Discussed the insurance policy for the marquees for the Christmas Extravaganza as the company are wanting to charge £58.68 for insurance.

**RESOLVED**

It was agreed to increase funding from £5500 to £6000 to accommodate the rising costs this year.

The Parish Council insurance would cover the marquees however, as this event is being held at The Fulforth Centre this should be covered under their insurance and the clerk is to contact the project worker so she can establish if they are covered under their insurance.

**Sacriston Community Development Group**

- No meeting held.

**Sacriston Parish Allotment Committee**

- Cross Lane Allotments received a silver award within the Special Categories at the recent Northumbria in Bloom presentation
- Comments from the judges stated that *“ The Parish Council has worked hard to reinvent this traditional allotment site after a dark period of mis-management and have great plans to create a more inclusive site for the whole community. This includes the addition of a new picnic site complete with a fledgling community orchard, plots allocated for disabled and special needs users, and new plots to encourage a wider use by younger members of the town”*
- Work had been completed to DH9 plot at Daisy Hill
- We identified six plots vacant at Cross lanes and one plot vacant at Daisy Hill
- There are six people on the waiting list for Cross Lanes with one for Daisy Hill
- There is a concern about three of the plots at Cross Lanes that are currently unfit for purpose and require some major renovation work carried out on them
- Some heavy plant hire is needed to complete this work and the committee agreed that this should be raised at the parish meeting to ask for this to be paid from parish accounts
- It is expected that the plant hire would be in the region of one thousand pound with up to five hundred pounds for labour.

		<p><b><u>RESOLVED</u></b>  Agreed to provide funding of £1500 to the Allotment Association which will pay for the plant hire and labour costs.</p> <p><b>New Hill Allotments</b></p> <ul style="list-style-type: none"> <li>• No new developments, nothing to report.</li> </ul> <p><b>HR &amp; Finance Group</b></p> <ul style="list-style-type: none"> <li>• Finance report discussed.</li> <li>• Completion of the AGAR.</li> <li>• Dignity at Work Policy was reviewed and discussed HR committee recommend acceptance of the policy.</li> <li>• We discussed reviewing our website to make it more user friendly and we have agreed to look at our website at our next meeting in November.</li> <li>• Clerk has contacted the Pensions Regulator regarding the re-enrolment and redeclaration.</li> </ul> <p><b>CDALC</b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul>
12.	<b>Budget &amp; Grant Applications</b>	<p>As at the 5<sup>th</sup> October 2022 there was £82,923.72 in the bank.</p> <p><b><u>Invoices to pay – all agreed</u></b>  Printer subscription September- £9.99  Mobile phone bill - £6 renewed automatically  Mazars - £340 plus VAT £68.00 = £408.00  SLCC - £144 – annual renewal  GCS Medical - £200  Lee Vest - £375  Clerks wages – £691.20  HMRC - £110.21  NIB tickets - £52.50</p> <p><b><u>VAT</u></b>  The clerk has sent off the VAT reclaim which was in the sum of £2803.99</p> <p><b><u>Grant Application</u></b>  Dawn Winn has requested a gift voucher to use for her fundraising raffle.</p> <p><b><u>RESOLVED</u></b>  The Parish Council are unable to make payments to individuals bank accounts and can only make payments to registered charities/companies/community groups. Clerk is to contact Dawn to inform her of such.</p>

		<p><b><u>AGAR</u></b>  Completed AGAR has been received from Mazars. It has been published on the website for the public to view. Comments made by Mazars were that no minor issues had been identified.</p>
<b>13.</b>	<b>Policies and Procedures</b>	<p><b><u>Dignity at Work Policy</u></b>  Discussed and agreed at HR and Finance meeting that the current Policy is more than sufficient. Full Council have also agreed that the Policy is satisfactory and that the Clerk and Chair are to sign on behalf of the Council.</p>
<b>14.</b>	<b>Date and time of next meeting</b>	<p>Next meeting to be held Wednesday 2<sup>nd</sup> November 2022 at 6.30pm  Meeting closed at 20.05 pm</p>

Agreed and signed by Chair of Sacriston Parish Council ..... Date .....