



SACRISTON PARISH COUNCIL
Minutes of the meeting held on Wednesday 1st September 2021
The Fulforth Centre at 6.30pm

Present: Cllrs H. Dixon (Chair), G. Ludlow (Vice Chair), E. Waldock, K Wilson, D. Robson, L. Claughan, R. Harrison, F. Morrell, and C. Wilson (Parish Clerk)

Apologies: Cllrs S Wilson, R, Sharp

Item No.	Subject	Discussion and Decision	Lead Cllr(s)
1.	Introductions and Apologies for Absence	The Chair opened the meeting @ 6.30pm and welcomed everyone. Apologies accepted from Cllrs S Wilson, R, Sharp	HD
2.	Disclosure of Interest from Members	Nothing to report.	
3.	Public Questions	(Questions & Comments from the public in attendance – max 5 mins per item/individual)	
4.	Minutes of the Previous Meeting	Council meeting held on 7th July 2021. Extraordinary Meeting held on 28th July 2021. Extraordinary Meeting held on 11th August 2021. Minutes were then accepted as a true record and signed by the Chair.	HD

5.	Police Matters	<p><u>PACT Report</u> No report received.</p> <p>Cllr Waldock received a report which covered all areas of the division.</p> <p><u>Local PCSO</u> It was agreed to invite the Local PCSO to our next meeting.</p> <p>RESOLVED Clerk to contact local PCSO and invite to meeting.</p>	<p>CW</p> <p>EW</p> <p>CW</p>
6.	Clerks Report	<p><u>Letters received / sent</u></p> <p>Thank you letter from Help for Heroes regarding the donation of £150 which was made. Feedback received from schoolteacher regarding Active2Learn programme of which the parish donated to.</p> <p>Thank you letter was sent to the headteacher, at St Bedes' which thanked her for her support over the years and wished her well in her new job role.</p> <p><u>Festive Light Application</u> DCC have asked that we provide evidence of an Agreement of Connection of Unmetered Customer Installations with the DNO, ie an unmetered Meter Point Administration Number (MPAN) against which the energy useage will be declared.</p> <p>Emailed Northern Power Grid to ask for further information.</p> <p><u>Risk Assessment</u> The HR and Finance panel have agreed the Risk Assessment at the previous meeting.</p> <p>RESOLVED Risk Assessment discussed at meeting and has been agreed by all.</p>	<p>CW</p> <p>ALL</p>
7.	In Bloom	Pit wheel has now been moved to its new location. Questions raised as to whether repair work was completed.	HD
8.	Village Schools	Meeting to be held on 7 th September 2021 in County Hall with Cllr Amanda Hopgood, member of DCC assets team, Cllr S Wilson, Cllr E Waldock, Cllr H Dixon and parish clerk.	HD

		Cllr Dixon attended a virtual CDALC meeting today and provided them with a report of what had been happening since 2018 with regards to the school. CDALC are in in full support.	
9.	Parish Assets	<p>Bus Shelters – DCC have advised that the removal of the seat will be £120. Bus shelter at Findon Hill has been reported to DCC.</p> <p>RESOLVED Clerk to inform DCC that the Parish Councillors will remove the bus seat.</p> <p>Village Clock – Nothing to report</p> <p>Parish Building – Nothing to report</p>	<p>HD</p> <p>CW</p>
10.	County Councillor's Reports	<p>Cllr Simon Wilson Report</p> <ul style="list-style-type: none"> • Fyndoune - no further update than waiting on the meeting of next week. • Walk arounds - two have now been held in Findon Avenue and Fynway and have been well received and made some good progress around some local issues in those areas. Multi agency responses have been productive to help troubleshoot in these areas. The next is going to be in Nettlesworth, but if anyone would like walks in certain areas then please let us know. • Bus timetable - there has been a query about the No. 25 bus, with the issue of it not being on the timetable, I have in writing that the bus at 3.24pm is still running. • Lingey Close building site - this is now beyond a joke with Homes England now saying they don't have control of the land they are merely a lender and that it is still in possession of Cheviot Homes (who I thought had gone bust). I am asking planning to check this as the site is a mess. <p>Cllr Emma Waldock Report;</p> <ul style="list-style-type: none"> • Co. Wilson and I have had two walk abouts in Sacriston. The first in July around the area of Findon Avenue, and the second took place last week at Fynway and the top estate. This was conducted with members of Karbon Homes, Private Landlord team, PCSO's, members of Durham Constabulary, the neighbourhood warden as well as a member of the Durham County Council's ASB team. Community engagement was good, and we hope to continue this about once a month across the ward, the next month is likely to be Nettlesworth. Please let us know if there is a particular area you wish us to attend. • There have been several residential issues raised over the summer holidays. 	CW

		<ul style="list-style-type: none"> • There have been several complaints regarding issues with grass cutting and paths becoming overgrown. These have been reported, unfortunately some are pockets of land which are privately owned; however, I'm hoping to have a bit of a walk around with a member of the clean and green team to see about resolving some of the issues. Please again let me know if you are aware of any areas. • The old Catholic Club, identified as a grot spot previously, has been sold at auction after the previous sale fell through. Currently I'm waiting to hear back as to who now owns that plot of land. • There are issues regarding a wall at the library which I'm looking into. • On a happier note, I had the chance to pop into the Summer Holiday Club at the Fulforth Centre by Live Well North East. It was lovely to speak to the children and see the positive impact this has made on the children of our village. It is spoken about so positively that I know parents from further afield have been in contact about it. • Very positive comments from residents regarding the Party in the Park and the Children's Birthday Party. It is lovely to see our village and community come together on these events and able to Showcase Sacriston so well. 	
11.	Reports from Group Representatives	<p>Fulforth Centre Committee Meeting</p> <ul style="list-style-type: none"> • Discussed party in the park • Discussed project worker <p>Sacriston Community Development Group</p> <ul style="list-style-type: none"> • Discussed party in the park <p>Sacriston Parish Allotment Committee</p> <ul style="list-style-type: none"> • Information received from solicitor regarding the fence at Daisy Hill. • The number of grass cuts at Cross lane requires increasing. • Two fires at Cross Lane allotments. • Internal fencing has been put up to create further plots to reduce waiting list. • Discussed vacant plots and plot which has erected Harris fencing, which is higher than rules allow. • Insurance discussed. Members in agreement for the Parish Council to obtain insurance through NAS. • Letter received from member of the community advising that they are not happy that the allotment gates being locked as they cannot make use of the community garden. Member did not leave any contact details on correspondence so no reply can be sent. 	HD

		<ul style="list-style-type: none"> Gates are opened on a morning and closed late at night and have been open for the past couple of months once covid restrictions were relaxed. However, gates will be locked during the winter months. <p>RESOLVED</p> <ul style="list-style-type: none"> It was agreed that we are to inform Persimmon Homes to proceed with drawing up a draft agreement, and then pay for the agreement which is in the sum of £750 plus VAT. To increase the number of grass cuts per year at Cross Lane. Warning letters to be sent to tenants who have erected Harris fencing on plots. Facebook post to inform community that gates are open between 9am-6pm during the summer months for the use of the community garden. <p>New Hill Allotments</p> <ul style="list-style-type: none"> Chairman was invited to the meeting, however, has not attended. <p>RESOLVED</p> <ul style="list-style-type: none"> Agreed to invite the Chairman and the rest of the committee to our next Parish Council Meeting. <p>HR & Finance Group</p> <ul style="list-style-type: none"> Discussed clerks' salary pay scale. Risk assessment was reviewed Two policies will be reviewed per month <p>CDALC</p> <ul style="list-style-type: none"> Would like confirmation that the Parish has accepted the Code of Conduct Report from Cllr H Dixon regarding the school. CDALC in support of this. Parish Council duties discussed but does not affect Sacriston. 	<p>CW</p> <p>CW</p> <p>RH</p>
12.	Budget & Grant Applications	<p>As at the 1st September 2021 there was £90,015.56 in the bank.</p> <p><u>Invoices to be paid</u> HP Ink Payment x 2 £3.49 each Still waiting for invoice from GCS medical for Party in the Park.</p>	CW

		<p><u>Invoices paid during July and August</u> Mascots R Us (Party in the Park) - £140.00 CDALC – end of year accounts training - £30.00 Mark Hodgson Teeside Adventure (Party in the Park) - £450.00 Hugh Dixon – Purchased equipment for allotments - £1497.47 The Fulforth Centre – Walworth Birds of Prey (Party in the Park) - £450.00 DCC – Annual grounds maintenance - £9,902.32 Sacriston Community Association – DFY Party Planning (Party in the Park) - £260.00 Sacriston Community Association – O’Briens Fun Fair (Party in the Park) – £975.00 Claire Wilson – Clerks wages - £686.03 HMRC – income tax - £80.60 Sacriston Community Association – Food purchased for party in the park - £288.56 DUSC donation - £1500.00</p> <p><u>Accounts</u> VAT Return completed on 3rd August 2021 in the sum of £466.78, this has now been paid into the bank account. New beneficiaries have a 36 hour cooling off period before any payment can be made. HMRC (PAYE) paid £252.14 into the account on 21/07/2021 – this was in connection with an overpayment of the clerk’s income tax.</p> <p>It was discussed how long there is left on the DCC grounds maintenance agreement.</p> <p>RESOLVED It was agreed that the clerk is to be paid £252.14 back in connection with the overpayment of income tax. Clerk to email DCC to see how long is left on contract.</p>	<p>CW</p> <p>ALL</p> <p>CW</p>
13.	Events and Information	<p>Christmas extravaganza briefly discussed.</p> <p>Parish Councillor Vacancies The Parish Council had five interested parties regarding the vacancies however, only two applicants attended the meeting. They provided the meeting with some background information about themselves.</p>	HD

		<p>RESOLVED Lauren Burn and John Barrett were in attendance and co-opted by all present onto the Parish Council and have now been appointed Parish Councillors.</p>	ALL
14.	Date & Time of Next Meeting	<p>Next meeting – Wednesday 6th October @ 6:30pm.</p> <p>Chair thanked everyone for their attendance.</p> <p>Meeting Closed @ 19.45pm</p> <p>Signed <i>Chairperson</i></p> <p style="text-align: right;">Date/...../.....</p>	HD