



**SACRISTON PARISH COUNCIL**

**Minutes of the meeting held on Wednesday 4<sup>th</sup> May 2022 at 6.30pm  
In The Fulforth Centre**

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

**Apologies:** Cllr J Barrett, Cllr L Burn and Cllr R Sharp

**Item No:**

<b>1.</b>	<b>Introductions and Apologies for Absence</b>	The Chair opened the meeting at 6.30pm and welcomed everyone.  Apologies received and accepted from Cllr J Barrett, Cllr L Burn and Cllr R Sharp.
<b>2.</b>	<b>Disclosure of Interest from Members</b>	Nothing to report.
<b>3.</b>	<b>Questions from the public</b>	(Questions & Comments from the public in attendance – max 5 mins per item/individual)  Stuart Carter from DCC attended the meeting, gave a presentation, and provided information regarding Neighbourhood plans.  <b>RESOLVED</b> It was agreed that any further questions will be directed to Cllr S Wilson, and he will liaise with Stuart and relay any information back.
<b>4.</b>	<b>Previous meeting minutes</b>	Previous minutes from 6 <sup>th</sup> April 2022 were accepted and signed as a true record.
<b>5.</b>	<b>Police Matters</b>	No PACT report received this month.
<b>6.</b>	<b>Clerks Report</b>	<u><b>Resignation</b></u> Resignation received and accepted from Claire Waggott.  There are now 3 Parish Councillor vacancies.  <u><b>CCTV</b></u> The new CCTV cameras are to be fitted on Tuesday 24th May.  <u><b>Training</b></u> Clerk has enrolled on free courses: -

		<p>Understanding Safeguarding for Voluntary &amp; Community Organisations</p> <p>Completing a funding application</p> <p><b><u>Insurance Policy</u></b></p> <p>Insurance policy reviewed. Clerk notified members that there is no CCTV insured. The cost of the insurance for 2022/23 is £1779.43 which is a slight increase on last year.</p> <p><b><u>RESOLVED</u></b></p> <p>The clerk was informed that the CCTV should be insured under the Fulforth Centre insurance and nothing further was required to be done in relation to that. It was agreed to proceed with the policy renewal.</p> <p><b><u>SIM Card</u></b></p> <p>Clerk has bought a sim card which is £6 per month and will be used for work purposes instead of giving out her personal mobile number. She is to use this in one of her own mobile phones.</p> <p><b><u>Internal Audit</u></b></p> <p>Steve Ragg has agreed to carry out internal audit.</p>
7.	<b>Sacriston in Bloom</b>	<ul style="list-style-type: none"> <li>• Spring judging took place on 24<sup>th</sup> April 2022.</li> <li>• Powerpoint presentation was shown to the judges.</li> <li>• Judges did not want to go round the whole of the site.</li> <li>• Action plan has been produced for the next couple of months.</li> <li>• Special awards were discussed; St Bedes school has been submitted already, and in the process of completing Cross Lane allotment.</li> <li>• To date the amount which has been spent for the NIB project is £392.00.</li> <li>• Discussed mining seats to be placed around the pit wheel area.</li> <li>• Resin pathway designs and costs discussed – the cost would be approximately £10,000 plus VAT. Meeting to be held with Graham Cozens and a more accurate cost will then be provided.</li> <li>• Lighting was discussed around the pit wheel.</li> <li>• Children will be asked on the day of the Queens Jubilee to plant various bulbs in specific areas ready for the summer judging.</li> </ul> <p><b><u>RESOLVED</u></b></p> <p>CLlr Dixon is to discuss lighting around the pit wheel with the electrician who is installing the CCTV.</p>

8.	Village Schools	<p><b><u>Fyndoune</u></b></p> <ul style="list-style-type: none"> <li>• Awaiting meeting with Cllr Amanda Hopgood.</li> <li>• Graham Cozens has been asked to look at the fields.</li> <li>• Schedule 1 has still not gone through.</li> <li>• Cllr S Wilson is still waiting for a multi-agency meeting.</li> </ul> <p><b><u>RESOLVED</u></b></p> <p>Cllr S Wilson is to contact PA to Amada Hopgood and various members to find out further information regarding the options appraisal.</p>
9.	Parish Assets	<p>Bus Shelters – Cllr Waldock is still chasing the bus stop at Ennerdale.</p> <p>Village Clock – nothing to report.</p> <p>Parish Building – nothing to report.</p> <p>War Memorial – nothing to report.</p>
10.	County Councillor's Reports	<p>Cllr E Waldock;</p> <ul style="list-style-type: none"> <li>• Report received from neighbourhood warden.</li> <li>• To speak to police and fire brigade regarding reports that fires have been started in the woods, and also ASB.</li> <li>• 2 Litter picks have been carried out.</li> <li>• Litter pick to be arranged for 3<sup>rd</sup> July 10.30am - 12 noon.</li> <li>• Council tax rebate payments have now been processed and most payments have been made, if not received let Cllr Waldock know. All payments are expected to have been paid by 13<sup>th</sup> May 2022.</li> </ul> <p>Cllr S Wilson;</p> <ul style="list-style-type: none"> <li>• Crossleas light is still ongoing.</li> <li>• Still chasing up information with regards to the separation fence between Cinder Strip and Springside.</li> <li>• Chasing information regarding the bottom site.</li> <li>• A lot of issues have been raised regarding housing queries.</li> <li>• Meeting with Graham Cozens about the pit tub.</li> <li>• Requesting a chair to be put in at the top of Blackett's bank.</li> </ul>
11.	Group Representative Reports	<p><b>Fulforth Centre Committee Meeting</b></p> <ul style="list-style-type: none"> <li>• CCTV discussed;</li> <li>• NIB discussed;</li> <li>• Easter festival was a good day and well supported;</li> <li>• Funding has been granted;</li> </ul>

		<ul style="list-style-type: none"> <li>• Meetings to be held every Sunday 2-3pm in The Fulforth Centre for The Queens Jubilee Party in the Park.</li> <li>• Project worker job has been advertised; 5 people have shown interest, which includes the Parish Clerk. There will be an independent panel.</li> </ul> <p><b>Sacriston Community Development Group</b></p> <ul style="list-style-type: none"> <li>• £29.32 in the bank.</li> </ul> <p><b>Sacriston Parish Allotment Committee</b></p> <ul style="list-style-type: none"> <li>• Meeting is to be held next week.</li> </ul> <p><b>New Hill Allotments</b></p> <ul style="list-style-type: none"> <li>• Further email received from member of the public regarding the rubbish.</li> <li>• Cllr Dixon has spoken to Tony Coils (Chair of New Hill allotment site) who has advised that the rubbish will be cleared.</li> </ul> <p><b>HR &amp; Finance Group</b></p> <ul style="list-style-type: none"> <li>• Meeting is to be held next week.</li> </ul>
12.	<b>Budget &amp; Grant Applications</b>	<p>As at the 4<sup>th</sup> May 2022 there was £124,072.23 in the bank.</p> <p><b><u>To Pay</u></b>  Insurance renewal - £1779.43  Printer ink subscription - £9.99</p> <p><b><u>Already paid</u></b>  NIB fruit trees - £50.00  Clerk wages - £733.84  HMRC - £127.01  Stationery - £3  Recorded delivery - £2.35</p> <p>Clerk has worked an extra 3 hours compiling the AGAR documentation.</p> <p><b><u>RESOLVED</u></b>  Agreed to pay clerk 3 hours overtime.</p> <p><b><u>Financial Projection</u></b>  A copy has been sent to everyone via email. No comments or changes made.</p> <p><b><u>Grant Application</u></b>  Received from Durham United Sporting Club for the purchase of a defibrillator.</p>

		<p><b><u>RESOLVED</u></b> Clerk is to obtain further information from DUSC as email request is quite vague.</p> <p><b><u>AGAR</u></b> Steve Ragg has agreed to carry out the internal audit. All members are happy with AGAR documentation to be submitted to the internal auditor.</p>
13.	<b>Parish Councillor Vacancies</b>	<p>Andrew Page attended the previous meeting to observe and would like to apply for one of the vacant positions. He provided the meeting with some brief background information and explained why he would like to apply for the position.</p> <p><b><u>RESOLVED</u></b> It was discussed and agreed by everyone that Andrew would be co-opted onto the Parish Council.</p> <p>Now that Cllr Waggott has resigned there are still two positions available.</p> <p><b><u>RESOLVED</u></b> Agreed to advertise for the positions on Facebook.</p>
14.	<b>Date and time of next meeting</b>	<p>Next meeting to be held Wednesday 1<sup>st</sup> June 2022 at 6.30pm</p> <p>Meeting closed at 20.04pm</p>

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