



**SACRISTON PARISH COUNCIL**  
**Minutes of the meeting held on the 3 April, 2019**  
**Fulforth Centre, Sacriston**

**Present:** Cllrs H. Dixon (Chair), E. Waldock (Dep Chair), D. Robson, P. McLoughlin, R. Harrison, B. Smith, G. Ludlow, F. Morrell, H. Hubber  
 L. Claughan, E. Metcalfe, Clerk J.Evans

**Apologies:** Cllr S Wilson, Cllr K Wilson, Cllr L Burn,

Item No.	Subject	Discussion and Decision	Lead Cllr (s)	Action/ Timescale
1	<b>Introductions</b>	Chair opened the meeting @ 6.30pm and welcomed everyone.  Apologies were accepted (Nb:Cllr Waldock will be late attending as she is a Mazars training event @ County Hall).	HD	
2	<b>Disclosure of Interest from Members</b>	None		
3	<b>Public Questions</b>	<i>(Questions &amp; Comments from the public in attendance – max 5 mins per item/individual)</i>  4 Members of the public present No questions all wanted to hear the outcome of the Allotments decision	HD	
4	<b>Co-opted Member</b>	Following a presentation from Ms C Waggot a membership vote was undertaken  <b>RESOLVED</b> It was decided to appoint Ms Waggot as a co-opted member of the Parish Council and members welcomed her to the meeting. She was provided with all the necessary enrolment documentation	All  JE	
5.	<b>Minutes of the Previous Meeting</b>	<b>Council Meeting Held on 6 March 2019</b>  Agreed as a true record and signed by the Chair. The repairs to the bus shelter @ Cross Lane will be considered once the road works have been undertaken	HD	

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		<b>Minutes of the Extraordinary Meeting held on 27 March</b> Discussed and agreed as being a true record of the events. The outcome was for the full parish council to discuss taking management control of the allotments as an interim measure. This is to be discussed further in the meeting.		
6.	Police Matters	Nothing to report	HD	
7.	Clerks Report	<p>Planning Applications – none to report in the time period.</p> <p>Highways Actions – Cross Lane, 3-way lights (Persimmons Homes) 25 March – 3 May  Poplar Street (rear of Plawsworth Road) 30April – 14 May 2019 (Electricity Supply)  Some minor resurfacing works are taking place throughout the Chester le Street Division</p> <p>Spennymoor Town Council invited members to a Quiz Wednesday 17 April 7pm</p> <p>Liz Brannigan from the National Allotment Association had been in contact with JE and advised her after reading through all the documentation that the Parish forwarded that the approach that they had decided upon was the best option to try to resolve the ongoing dispute. She also recommended that the Parish become a Member of the NAA.</p> <p>Stephen Ragg had advised all councils that a vacancy had arisen for a Parish Clerk at Kimblesworth &amp; Nettleworth Council. Closing date 30 April @ 5pm</p> <p>The Guide “Governance &amp; Accountability” a practitioner’s guide had been emailed to all Members for their attention.</p> <p>Information had been circulated with regards to the NALC Start Council Awards</p> <p>Members were informed that the Parish had been enrolled onto the Durham4 Website which is a portal to consider grant funding opportunities. All Members had been emailed with contact details and passwords</p> <p>Details had been circulated re the AAP Vacancy for Chester le Street &amp; District if any Members were interested.</p> <p><b>RESOLVED</b>  The Clerks Report was received with thanks</p>	<p>JE</p> <p>All</p>	

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8.	<b>Growing Sacriston Together in Bloom</b>	<p>Members met the judges 3 April 2019 at the Fulforth Centre Cllr Dixon made a presentation with respect to all the many projects and work that is to be undertaken for village in bloom prior to the judging period.</p> <p>It was decided that a fence was to be provided to the rear of the Fulforth centre to provide a safe and secure area for local children to assist with some of the planting activities.</p> <p>3 Quotes had been sought for Members to consider.</p> <p>Sacriston Development Association &amp; the Fulforth Centre will provide funding towards the costs of the works.</p> <p>Discussions had taken place with Graham Cousins (Grounds DCC) re ideas for floral schemes and planting to achieve maximum results and longer lasting floral decorations (perennials, weeding, bulbs etc). The Judges from Northumbria in Bloom had also commented that trees would be a good addition. Judging to take place 12 July 2019</p> <p>Cllr Dixon confirmed that a new Lawnmower had been purchased to replace the broken one. Cllr Smith asked if the old one could also be repaired to assist with the work needed around the village prior to the judging and during the summer. She advised that a gentleman able to undertake repairs lived on the Cathedral View estate at the top of the village.</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>• Members considered all 3 quotes for the new fencing and decided to go with Deerness Fencing @ £3,808 inc VAT as the best value quote.</li> <li>• Cllr Ludlow expressed his thanks to Cllr Dixon for his presentation to the judges and commented upon how good it was.</li> <li>• Cllr Smith asked if anyone from St. Peters Court had been asked to help. Cllr Dixon confirmed that he would contact them.</li> <li>• The budget was discussed and it was decided that following further talks with GC re the size and number of circular plant decorations at the bottom of Plawsworth Road (Uphill Drive Bank &amp; near the Aged Miners Homes) a budget would be discussed in the first instance at the HR &amp; Finance Committee and reported back to full council. It was noted that it was possibility the wrong time of the year to plant trees but this would be discussed further with GC.</li> <li>• Cllr Dixon to consider the repairs to the old lawn mower.</li> </ul>	<p>ALL</p> <p>HD</p> <p>HD</p>	

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9.	Village Schools	<p>Cllr Metcalfe confirmed that he was still awaiting a reply from the new Head of Education at County Hall, Richard Crane re the many differing reports of school transport as we go forward with children and young people being taught on the Durham Federation site at Ushaw Moor.</p> <p>Confusing leaflets from the Durham Federation had been seen on village bus stops offering support with transport. It is unclear from these if free transport would continue.</p> <p>Cllr Ludlow confirmed from his own personal experience that some children had 3 different Mathematic teachers in a short time period.</p> <p><b>RESOLVED</b></p> <p>Members discussed the various concerns in full and it was decided that Cllr Metcalfe should write to MP Kevan Jones for his views and support.</p>	EM       EM	
11.	Parish Assets	<p>Bus Shelters – Gratify reported on the Bus Shelter @ the Cross Roads</p> <p>Village Clock – 3 quotes had been received for the repairs to the clock. All discussed in full.</p> <p>Parish Building – Nothing to report</p> <p>War Memorial – Cllr Smith clarified that this was not a village asset as it belonged to the British Legion and she would be looking at some of the repairs and would make a grant application bid to the Parish for their consideration.</p> <p>Christmas Lights – Cllrs Dixon &amp; Robson had met with “Lite” the company that the Parish are currently in contact with to supply, fit and turn on village Christmas lights. They had provided 3 options for extending the current light show to include more around the centre of the village which will add presence for the Christmas Extravaganza. The company will also consider disposing of the old lights and providing a refund on the contract value should any of them be worth scrap value.</p> <p><b>RESOLVED</b></p> <p>Cllr Dixon to examine and action any repairs to the bus shelter</p> <p>Quote 2 was agreed as the best option for repairs to the Village Clock (all 3 faces &amp; service @ £550 + £185 + VAT)</p> <p>Members would consider the bid for grant funding to undertake repairs to the war memorial.</p>	BS  HD    BS   HD, DR	
12	Reports from Group Representatives	<b>Development Group</b> – A contribution to the new fencing had been agreed @ £700	DR	

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		<p><b>Fulforth Centre</b> – To contact the Cricket Club to determine if they can help with Northumbria in Bloom</p> <p><b>Allotments</b> – Following the outcomes of the Extraordinary meeting it was decided by all to consider taking the management of the allotments back under parish control. Members debated this at length and the ways in which this could be achieved. It was decided that an Allotment Group should be formed which would be all the members of the HR &amp; Finance Group. BS also expressed an interest to be included and it was decided that allotment holders would be asked for one volunteer from each site to sit on the group and represent the gardeners from both Cross lane and Daisy Hill.</p> <p><b>HR &amp; Finance Group</b> – Discussions had taken place over the Internal Audit and Cllr Dixon reported that the file was in order for forwarding to Stephen Ragg who was going to undertake the Audit. Annual Governance statement to be considered at the May Parish meeting. The Accounting statement would be considered at the June meeting.</p> <p>Allotments – A flow chart had been prepared by PM to help simplify the process of management handover to the Parish. EM confirmed that he had not received the Allotment accounts for audit - JE to contact Peter Dawson once again asking for the accounts.</p> <p>Sacriston in Bloom – Further advice and discussions needed with regards to the purchase of flowers &amp; shrubs.</p> <p>HMRC – Both EM &amp; JE had managed to get the system up to date with Jocaster Lawton (previous Clerk's) details. EM to consider details for Angela Lawton &amp; Julie Evans.</p> <p>Discussions had taken place over the employment of a Development worker to be discussed further by the HR &amp; Finance Group.</p> <p>County Councillor Reports:  <b>Cllr H Liddle</b> <ul style="list-style-type: none"> <li>• She will be chairing the first road safety steering group meeting on 1st May. Updates will be provided if relevant Sacriston parish</li> <li>• First weekly parent group session at Sacriston medical centre is 5th April</li> <li>• Period poverty will be launched after the school holidays and free sanitary products are available to anyone, not just female residents in the Sacriston division.</li> </ul> </p>	<p>ALL</p> <p>HD</p> <p>JE</p> <p>EM JE HD</p>	

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		<ul style="list-style-type: none"> <li>Child poverty - the cost of the school day. Reports that we have 22,000 children aged 0-16 living in poverty in County Durham and a number of parents struggle with the cost of food and heating. Cllr Liddle reports an increasing problem in the Sacriston division and Karbon Homes money matters team (this service is open to all residents not just Karbon Homes tenants) are available for advice.</li> <li>PREVENT is high on the Council's agenda and county council members are encouraged to be vigilant about any activity in their divisions. Cllr Liddle is a member of the North East PREVENT forum which is made up of officials from the Home Office, officers from Special Branches across all police forces in the North East, councillors and officers from local authorities across the north east and the LGA.</li> <li>Co-op buildings - following a site visit with DCC H&amp;S officers, it is hoped in the next few days a temporary licence to occupy will be issued for use for funding applications and permission to access a section of the building will be granted to allow the Woodshed to start the restoration work during the school holidays. Parish members and other community groups will be invited to an information event in the forthcoming week.</li> <li>Walk of Witness - Churches Together are Holding a Good Friday Walk of Witness from the Salvation Army at 10am, members are invited to take part.</li> <li>The youth project has been short listed for a High Sheriff award and will be attending a celebration at Durham town hall 3/4/19</li> <li>Cllr Liddle confirmed that she wishes the Parish Council good luck with the In-Bloom Spring judging about to take place</li> </ul> <hr/> <p><b>Cllr Wilson</b></p> <ul style="list-style-type: none"> <li>Bins had been requested for Plawsworth Road and Cllr Wilson had confirmation they will be installed. Potential that the parish will not be billed for these</li> <li>Continuing to raise road cleaning concerns around developments</li> <li>Confirmation from police regarding lorries on the road that they will look at a traffic survey for the speeds, there is no intention to prohibit any vehicles from using roads</li> <li>Reported that the first meeting of the shadow Governing body @ the Durham Federation had been held</li> </ul> <p><b>RESOLVED</b> The Chair thanked everyone for their reports showing the depth of work currently going on in the village</p>	JE pp Cllr HL	

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13	Risk Management	<p>The Risk Management Register has been updated with comments received from Members</p> <p>Cllr McLoughlin asked if Members would like him to start looking at the Asset Management Register.</p> <p><b>RESOLVED</b></p> <p>Members agreed to Cllr McLoughlin considering the Asset Management manual and reporting back in the 1<sup>st</sup> instance to the HR &amp; Finance Group.</p>	HD	
14	Budget & Grant Applications	<p>Confirmed the balance in the Bank to be £38,715.50</p> <p>A Grant application has been received from Nathan Hopkins, Woodshop Workshop. He works closely with young people to produce benches, tubs etc. His application is for £3,000 to help with this and work he will be undertaking at the old Co-op buildings. Normal Parish procedures normally allow a max grant of £250 per application.</p> <p><b>RESOLVED</b></p> <p>That the Clerk invites Mr. Hopkins to the next Parish meeting to discuss his application and work area</p>	<p>HD</p> <p>JE</p>	
15	AOB	<p>Cllr Smith brought the state of some of the village roads following minor resurfacing works to the group's attention.</p> <p><b>RESOLVED</b></p> <p>That it should be brought to the attention of the Highways Section at County Hall</p>	BS	
16	Date & Time of Next Meeting	<p>Next meeting Wednesday 1 May, 2019 @ 6.30pm</p> <p>Chair thanked everyone for their attendance</p> <p>Meeting Closed @ 8.30 pm</p> <p>Signed ..... Date ...../...../.....</p> <p style="text-align: center;"><i>Chairperson</i></p>	HD	