



SACRISTON PARISH COUNCIL
Minutes of the meeting held on the 5 December, 2018
Fulforth Centre, Sacriston

Present: Cllrs H. Dixon (Chair), E. Waldock (Dep Chair), D. Robson, P. McLoughlin, R. Harrison, B. Smith, G. Ludlow, F. Morrell, K. Wilson. K. Carter, L. Claughan. E. Metcalfe
 County Cllr S Wilson, Clerk J.Evans

Apologies: None recorded

Item No.	Subject	Discussion and Decision	Lead Cllr (s)	Action/ Timescale
1.	Introductions	Chair opened the meeting @ 6.30pm and welcomed everyone. Apologies: None received	HD	
2	Disclosure of Interest from Members	None		
3	Public Questions	<p><i>(Questions & Comments from the public in attendance – max 5 minutes per item/individual)</i></p> <p>Mrs Dawson addressed the meeting and asked Members if they would consider the possibility of buying a Defibrillator for the village.</p> <p>The item was discussed in full by Members including the types of equipment available and prime locations for installation.</p> <p>RESOLVED Cllr S. Wilson & Cllr Smith to make further enquiries into equipment and possible funding revenues. Chair informed Mrs Dawson that the Defibrillator was a good idea and following the outcomes of Cllr Wilson & Cllr Smiths investigations the Parish Clerk would be back in touch.</p>	<p>SW, BS</p> <p>HD, JE</p>	<p>1/1/2019</p> <p>1/1/2019</p>

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3	Minutes of the Previous Meeting	<p><i>Full Council Meeting held on Wednesday 7 November, 2018</i></p> <p>Agreed as a true record – points to note:</p> <ol style="list-style-type: none"> 1. The Clerk to contact Stephen Ragg for a Disclosure of Interests form for new co-opted member Cllr Metcalfe. 2. The Clerk informed Members that following discussions with Stephen Ragg the Parish could not purchase a new war memorial only repair the existing one. Cllr Smith to organise. 3. The Clerk request SYP involvement in Sacriston in Bloom. 4. Cllr Wilson to meet the Head of the Durham Federation and discuss the membership of the shadow governing body. 	<p>HD</p> <p>JE</p> <p>BS</p> <p>JE</p> <p>SW</p>	14/12/2018
4	Police Matters	<p>Both the Chair & the Clerk confirmed that they had not received a PACT report</p> <p>Cllr Wilson reported a disturbance outside of the Fulforth Centre during the Development Group Meeting – Police in attendance.</p> <p>A new PCSO has been appointed for the village..Luke</p> <p>Chair confirm that anti-social behaviour was to be discussed at the next TLP meeting on Wednesday 12 December @ 2pm in the Fulforth Centre.</p>	<p>HD, JE</p> <p>HD, DR</p>	
5	Clerks Report	<p>Bus Shelters – Correspondence had been received from the County that 2 more bus shelters had been vandalised. Cllr Dixon investigated and commissioned repairs.</p> <p>JE obtained a map of all the parish bus shelters to be shared with members.</p> <p>The Electoral Register – Clerk informed Members that this had been updated for December 2018 and she had obtained an electronic copy of the Sacriston Parish.</p> <p>Wild Flowers- Correspondence had been received inviting applications for funding (closing date 10 December). – Agreed to be too late for this financial year but consideration would be given next year</p> <p>Planning Applications – Only one received for Land @ Cuthbert's Drive: Change of brick type.</p> <p>Licencing – JE confirmed that she had circulated an email with regards to an establishment making application for “Drinks to be Delivered” @ 8a Front</p>	<p>HD, JE</p> <p>JE</p> <p>ALL</p>	

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		<p>Street. She reminded Members that all representations had to be in by 17/12/2018.</p> <p>Cllr Wilson to make further enquires with regard to the type of business and ID requirements as Members have concerns over the availability of alcohol to under aged children.</p> <p>Roadworks – Highways had informed the Clerk that the roadworks at Crosslanes would be completed by 9/12/ 2018.</p> <p>Cllr Wilson confirmed that he had just received clarification prior to the meeting that due to unforeseen problems this had been put back to the 17/12/2018</p> <p>Finance Training – JE, HD, PMcL, RH had attended Finance training given by Michael Waterson at County Hall. Some interesting comments were presented about the precept which were discussed at the Finance meeting 15 Nov 2018.</p> <p>Petty Cash – The Clerk has opened a Petty Cash Account with the £200 provided at the previous meeting. A petty cash book has been purchased and the accounts are also available on the Parish PC.</p> <p>The Review of the Local Councils Charter - The Clerk has circulated the draft copy of the Charter which sets out ways in which the 2 tiers of Local Government should work together. Comments are to be forwarded to Stephen Ragg by January 2019.</p> <p>Correspondence from Cllr Liddle:</p> <ol style="list-style-type: none"> 1. Letter of thanks for the £1,000 contribution to the SYP. The Clerk to reply 2. Request for all correspondence to be directed via the Clerk so as not to confuse her various roles within the community. 3. Cllr Liddle circulated a consultation from the County Durham & Darlington Fire Brigade with reference to changes in their service. She asked for comments to be forwarded to her prior to her meeting on the 12 December and she will feedback. <p>RESOLVED Clerks report accepted and agreed.</p>	<p>SW</p> <p>ALL</p> <p>JE</p>	
6	Growing Sacriston Together in Bloom	<p>Cllr Waldock confirmed that she required a cheque for £125 for entry into competition</p> <p>Members had concerns over the car wash and the possibilities of improving the frontage. Consideration was given to fencing/planters etc.</p>		

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		<p>Cllr Wilson confirmed that the Environmental Health's enforcement team had been in attendance. Questions were raised over the involvement of the SYP.</p> <p>RESOLVED</p> <ul style="list-style-type: none"> • Payment was authorised for the entry fee. • The Clerk to contact the SYP 		
7	Christmas Extravaganza Feedback	<p>The Chair confirmed that the Extravaganza was a total success and thanked everyone and volunteers for their involvement.</p> <ul style="list-style-type: none"> • The Police were in attendance and reported no incidents. • The Fulforth Centre made a profit from the events (Raffle, Café & Tombola)..a welcome addition to their funding. • LGM Entertainment were late in setting up and did not provide adequate activities (snow machine limited etc).Also invoiced for 2 machines when there was only 1 ...this was similar to last year. The Chair obtained a refund of £40. <p>Lessons Learned – A external light is required near loading area – Cllr Waldock. Consideration to be given for a new entertainments company 2019.</p> <p>RESOLVED</p> <ul style="list-style-type: none"> • To write to the Police and extend the thanks of the Parish Council for their support. • To discuss an external light with the committee of the Fulforth Centre. 		
8.	Village Schools	<p>Cllr Metcalfe is still in contact with Julien Kramer the Interim Head of Education with regards to the ongoing concerns of The Durham Federation and in particular transport. Mr. Kramer reports that he is confident that Secondary numbers in the County will remain buoyant. Cllr Metcalfe reported that the new Head of Education Richard Craine is due to start very soon and he will continue to have discussions with him. Cllr Wilson conformed that he is meeting with the Head of the Federation and he intended to discuss the issues put forward by the council:</p> <ul style="list-style-type: none"> • Transport/Safeguarding issues • Governing Body Membership • Community involvement within the school (sportshall etc) 		

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		<ul style="list-style-type: none"> Staffing 2019 Admission numbers 		
9.	Village Clock	<p>Cllr Dixon confirmed that the lights had been repaired but further electrical work is needed amounting to £270, thereafter the repairs to the clock face facing the Fulforth Centre will be actioned.</p> <p>RESOLVED</p> <ul style="list-style-type: none"> Agreement agreed for repairs 		
10.	Village Bus Shelters	Discussed as part of the Clerks report.		
11.	Reports from Groups	<p>Development Group – The Development Group has been cancelled and will amalgamate with the Fulforth Group.</p> <p>Fulforth Centre – The Café is closing 20/12/2018.</p> <p>Investigations required to determine if 2 charities can operate from the same address.</p> <p>The Chair is to have discussions with the Development leader to establish her future role.</p> <p>HR & Finance Group – The minutes from previous meeting were circulated and accepted with no comments.</p> <p>Discussions took place over the need for a fence in the memorial garden and it was agreed that contact should be made to the Cricket Club with regards to the costs of their fence.</p> <p>The Chair distributed his calculations on various combinations of a precept increase.</p> <p>Option 1 – no increase provided a return of £58,959.82</p> <p>Option 2 a band rate increase of 2% (83p increase over the year for households) would provide a precept of £60,039.23</p> <p>Discussions took place over other combinations with the extra being identified as a possible means of support to the Fulforth Centre to ensure the longevity of the Community facility.</p> <p>Witton Gilbert Trust – Cllr Morrell confirmed that the trustees had met and awarded grants to 9 individuals, approx. £350 each. These grants are for students in HE.</p>	HD & DR	

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		<p>Newsletter – This has gone off for print and will need to be distributed upon its return. Thoughts were around the local children's clubs being asked to assist.</p> <p>Allotments – Cllr Wilson confirmed that his meeting with the Allotments Association advisor (Mike Brannigan) had been cancelled and rescheduled until week commencing 10/12/2018.</p> <p>Cllr Dixon is to meet with Independent Advisor 6/12/2018</p> <p>RESOLVED</p> <ul style="list-style-type: none"> • Costs should be obtained for a fence after discussions with Cricket Club • To discuss with the Fulforth Centre to determine if they will contribute towards the costs of the fence • The Chair to examine the possibilities of precept changes 		
12.	County Councillor(s) Report	<p>Clerk confirmed that a communication had been received from Cllr Liddle much of which was discussed in her report (section 5). Cllr Liddle had no further information to report other than individual constituent work which would not be appropriate to share with the Parish.</p> <p>Cllr Wilson provided his verbal report including:</p> <ol style="list-style-type: none"> 1) Cross lanes – Have requested roads be cleaned and also appears to be two weeks behind 2) Wardens/Parking – Sacriston now on strategic watch as per email sent a few weeks back 3) Hedge cutting – passed onto appropriate bodies, one next to cemetery has been progressed 4) Durham Federation/Fyndoune – have requested staffing numbers from the school after being advised it was best to go through them. Investigation underway into safeguarding incident re SEN pupil on the wrong bus 5) Environmental health – Have requested them visit Fyndoune school farm and also speak to Priory Court residents regarding this. <p>RESOLVED</p> <ul style="list-style-type: none"> • Chair thanked Cllr Wilson 		

13	Accounts & Grant Applications	<p>Chair confirmed that there had been no grant applications The Bank balance is £50,432 (4 outstanding chqs to clear) Further cheques to be authorised :</p> <ul style="list-style-type: none"> • Entry for Sacriston in Bloom • Printing (Fulforth Centre) 		
14	AOB	<ul style="list-style-type: none"> • Cllr Ludlow to contact Cllr Burn to determine her future role • Cllr Dixon advised Members that he had received a letter of resignation from Cllr B. Mulvey. • Cllr Smith made everyone aware of a fundraising event for a little boy who had recently died in the village and extended an invitation to all Members <p>RESOLVED</p> <ul style="list-style-type: none"> • Cllr Dixon would write and thank Cllr Mulvey for his long serving support and assistance to the Council and advertise post. 		
15.	Date & Time of the next meeting	<p>Next Meeting Wednesday 2 January,2019 @ 6.30pm Next meeting of the HR & Finance meeting Thursday 13 December, 2018.</p> <p>Chair thanked everyone for their attendance</p> <p>Meeting closed @ 8.45pm</p> <p>Signed Date...../...../..... <i>Chairperson</i></p>		

