

## **SACRISTON PARISH COUNCIL**

Minutes of the proceedings at the Ordinary Meeting of the Parish Council held in the Fulforth Centre on Wednesday 4<sup>th</sup> July 2018.

**PRESENT:** Councillors H. Dixon, Ms. E. Waldock, R. Harrison, G. Ludlow, F. Morrell, K. Wilson, Mrs. B. Smith, S. Wilson. L. Claughan, Ms L. Burn; B. Mulvey

### **53. APOLOGIES FOR ABSENCE.**

Apologies were submitted by Councillors D. Robson; Mrs K. Carter

Resignation received from Councillor G. Holmes

### **54. MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THE 6<sup>th</sup> JUNE 2018**

Agreed as a true record

### **55. DECLARATION OF INTEREST FROM MEMBERS.**

No members declared an interest.

### **56. POLICE MATTERS**

Members were updated with the contents of the monthly PACT report by PCSO James Robson

### **57. ISSUES / QUESTIONS FROM GENERAL PUBLIC.**

Members of the public included youth workers from Sacriston Youth Project (SYP). They described the work of the SYP including the number of children and young people who were participating in the project and the positive impact this was having on the local community. Youth workers confirmed that the work of the project was documented on SYP Facebook page.

**NOTED:** Youth worker queried the outcome of a previous grant application.

**RESOLVED:** Sacriston Parish Council confirmed at present no application had been submitted from SYP in the financial year. Any grant application would be considered when submitted.

**NOTED:** Youth worker asked what the criteria was for awarding a grant application?

**RESOLVED:** Sacriston Parish Council informed SYP that each individual application is assessed on merit and would be considered by the Parish at the next Council meeting on Wednesday the 5<sup>th</sup> September 2018.

**NOTED:** Youth worker was concerned as the grant application was to support a summer holiday project that the application may not be processed in time.

**RESOLVED:** Members agreed that the grant application would be considered as soon as it has been received.

Members asked if alternative funding had been requested including funding from other local Parish Councils.

Youth worker confirmed that a funding application had only been made with Sacriston Parish Council as the majority of children are from this local area.

Two members of the public who have children attending SYP described the positive impact the SYP is having on their children and the wide range of activities that have taken place. They also described how the project supported children with additional needs.

Parish Council agreed on receipt of the grant application from SYP a meeting would be convened to make an award (if appropriate) in a timely manner to support the proposed summer holiday project.

**ACTION:** *A grant application form to be e-mailed to the SYP on receipt of contact details.*

**RESOLVED:** *SYP contact details were collected by Parish Clerk and given to Parish Council for grant application to be e-mailed.*

SYP youth workers and members of the public left the meeting.

Councillor S. Wilson left the meeting.

## 58. GROWING SACRISTON TOGETHER / IN BLOOM.

Durham County Council has completed the work on the “cut out” flower beds at Findon Hill / Fyndoune area.

Correspondence has been received via e-mail from Durham County Council regarding the outstanding matter of the lamppost brackets.

Councillors would like the lamppost bracket work to be completed.

**NOTED:** That the brackets must be “stress tested” to comply with current Health & Safety legislation.

**ACTION:** *Parish Clerk to follow up lamppost bracket correspondence with the contractor.*

#### **59. PARTY IN THE PARK COMMUNITY EVENT.**

All Parish Councillors are welcome to volunteer at Party in the Park on Saturday 21<sup>st</sup> July 2018 between 11:00am and 3:00pm.

A further meeting has been arranged to organise the event facilitated by the Fulforth Centre Event Organiser on Tuesday the 17<sup>th</sup> July 2018 at 6:00pm.

**ACTION:** *Parish Clerk to send a reminder to all members with dates / times for the above.*

#### **60. FYNDOUNE SCHOOL / DCBC**

A major discussion took place with regards to ongoing relocations of Fyndoune School pupils.

Concerns have been raised with regards to the cost, route of transportation, continuity of education and the general manner in which the information regarding this matter has been shared with the local community.

**ACTION:** *Councillor Waldock to e-mail any unanswered questions for a response.*

**RESOLVED:** Extraordinary meeting minutes 16/05/2018 and 20/06/2018 were agreed as a true record.

Due to extreme temperature Councillor McLoughlin left the meeting for a comfort break.

#### **61. CORRESPONDENCE.**

##### **County Durham Plan:**

This has been made widely available by Durham County Council. This includes dates for public consultation.

##### **National Association for Local Councils ( NALC ).**

Information received that the Annual Conference will take place on the 30<sup>th</sup> and 31<sup>st</sup> October 2018.

### **Environment and Community Safety Task Group.**

Confirmation has been received that Derek Briggs has been elected Chair with Claire Todd as Vice Chair.

### **Karbon Homes Event**

A Karbon Homes “pop in” event will take place at the Fulforth Centre on Wednesday the 11<sup>th</sup> July at 9:30am to 11:00am. This is to introduce Karbon Homes to former Cestria and ISOS tenants.

**ACTION:** *A Parish Council representative to attend the Karbon Homes event.*

### **Fencing**

Confirmation has been received that Sacriston Parish Council Insurance Company are still looking at our outstanding claim

**ACTION:** *Parish Clerk to post a letter of apology for the delay and, a cheque to be written out for Hazeldene Fencing for £880:00 for work completed.*

### **CDALC Meeting.**

County Durham Association of Local Councils Executive Committee, Councillor Harrison ( Vice Chairman ) to attend the next meeting on Thursday the 26<sup>th</sup> July 2018.

### **Esh Fencing.**

This invoice has been returned.

### **Register of Interest ( ROI ) Forms.**

These have been completed by existing Parish Council members. Paper copies are stored in the Parish Council cabinet at the Fulforth Centre and a copy is sent electronically to Durham County Council to be displayed on their website.

**ACTION:** *Councillor Burn to return the completed ROI to the Parish Clerk.*

### **Citizens Advice Bureau.**

An e-mail requesting a grant application has been received.

## **Mazars - Annual Governance and Accountability Return ( AGAR )**

A reminder that all Statutory Information and hard copies for the audit must be returned to Mazars by the 20<sup>th</sup> July 2018.

### **County Training Partnership**

Training is available for Parish Councillors and Parish Clerk,

**ACTION:** *Councillor Dixon to circulate to all members. Members to confirm if they are interested in attending any of the training.*

## **62. REPRESENTATIVES REPORTS.**

### **(I) Development Group**

Nothing to report.

### **(ii) Fulforth Centre.**

Fundraising activities taking place include a car boot / table top sale on the 5<sup>th</sup> August 2018 and a Trivia Night on Thursday the 30<sup>th</sup> August 2018.

**ACTION:** Completed Fulforth Centre membership forms are required by Parish Councillor members. These will be available at the end of the meeting.

### **(iii) Allotment Association.**

The Chairman and Treasurer of Cross Lanes Allotment Association have resigned.

**Noted:** Query from the allotment association regarding the receipt of a Solicitor's letter.

**ACTION:** *Chairman to inform the Allotment Association that this should be delegated for a response to the elected committee.*

### **(iv) County Councillor Reports**

#### **County Councillor S. Wilson**

No changes to developments at Sacriston. Concern has been expressed by the public about the volume of traffic at Sniperley as a result of any future development,

**ACTION:** *Councillor Wilson to ask for a copy of the County Plan for the Fulforth Centre.*

**Car Wash site.**

Northumbria Water and Environment Health Agency have made a visit to the car wash site.

**St. Cuthbert's development**

No further information on the location of the standpipe.

**Fulforth Centre**

Good news that the funding had been agreed to provide a Summer Activity Programme at the Fulforth Centre for local children.

**Womble Park.**

New equipment to be installed and completed for the school holidays.

**Village Clock.**

No progress on this matter.

**Noted:** Members are concerned about the road surface coming out of the village at the top of Findon Hill.

**Noted:** Reports from the public of a strong smell at Findon Hill / Fyndoune School area.

**ACTION:** *Councillor Wilson to look into the above matter.*

**County Councillor H. Liddle.**

**Catholic Club.**

Diocese has accepted an offer for the Catholic Club. No further information at this stage.

Plawsworth Road.

A meeting has taken place to discuss the progress of the development of the Old Co-Operative Buildings.

Karbon Estates Visit.

County Councillors, two cabinet members and Chief Executives and Executive of Karbon Homes have visited Karbon estates in Sacriston.

**(v) Human & Financial Resource Panel.**

Parish audit and recommendations have now been completed. A copy of the report is available for the public to view at the Fulforth Centre and Sacriston Library until Friday the 10<sup>th</sup> August 2018.

**(vi) Quality Status Working Group**

Record management under development.

**ACTION: *Parish Clerk to arrange for a copy of the Audit report to go onto the Parish website.***

**ACTION: Members agreed that the Auditors fee of £150:00 to be donated to Help for Heroes Charity.**

**(vii) Other Reports**

Councillor Waldock to look at producing a newsletter in September.

**63. PLANNING APPLICATIONS**

Nothing to report.

**64. ACCOUNTS & GRANT APPLICATIONS.**

Durham Miners Gala Day – Saturday the 14<sup>th</sup> July – Members agreed that the Hade Edge Band donation should be increased from £1100.00 to £1400.00.

A copy of the Quarterly statement of Accounts was discussed, a copy of which is attached:-

**SACRISTON PARISH COUNCIL**  
**QUARTERLY RETURN ON ACCOUNTS STATEMENT**

<b>Balance as at 1<sup>st</sup> April 2018</b>	<b>£</b>
Community Directplus Account	£ 5,190.83
2018/19 Precept	£58,959.66

**Receipts**

DCC Refund ( Duplicate Payment )	£ 681.62
HMRC ( VAT Reclaim )	£20,847.65

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**£85,679.76**

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**Expenditure**

As of 1 July 2018	<b>£13,074.38</b>
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**Balance in Bank as of 1<sup>st</sup> July 2018** **£72,605.38**

**NB. We have outstanding VAT to reclaim from HMRC of £1,282.72**

( Quarterly Return of Accounts Statement )



**ACTION: Parish Clerk to file a hard copy of the Quarterly Statement of Accounts.**

**ACTION: Parish Clerk to produce a list of current contracts awarded within the Parish.**

**Expenditure.**

The current balance is £72,605.36

Members to be aware that outstanding VAT to be paid on Clerks wages for April, May and June.

	<b>(a) Payments</b>	
	<b>Resolved:</b> That the following payments be agreed:	
	(1)	That the sum of £880.00 to be paid to Hazeldene Fencing for work completed
	(2)	That the sum of £1400.00 be paid to Hade Edge Band – Durham Miners Gala Day Band, Saturday the 14 <sup>th</sup> July 2018
	(3)	That the sum of £90.00 be paid to Rayners Coaches – coach travel to County Hall ( Members of the Public )
	<b>(b) Receipts:</b>	
	<b>(c) Date of Next Meeting:</b>  5 <sup>th</sup> September 2018 to commence at 6:30pm  The meeting terminated at 8:55pm  <b>Signed:</b> _____ <b>( Chairperson )</b>  <b>Date:</b> _____	