

MINUTES OF PITTINGTON PARISH COUNCIL MEETING
Tuesday 17 February 2015

Present: Cllr GB Fenwick, Cllr D Hall, Cllr R Newlove, Cllr B Patterson
Cllr G Patton, Cllr J Steer, Cllr B Whitaker
Miss A Sutherland, Clerk

Members of the Public: 13

Due to the absence of Cllr Turnbull, Cllr Steer, as Vice Chair, took the meeting.

175/14 Apologies:

Apologies received from Cllr D Turnbull

Resolved: Apology approved and accepted

176/14 Declarations of Interest

Cllr Whittaker declared an interest in agenda item 9

177/14 Public Participation

A resident complained about the ongoing drainage issue regarding his allotment and that he has had to dig a trench to redirect the surface water.

Resolved: Cllr Turnbull to meet with resident at allotment to discuss the issue in detail. Item to be listed on next months agenda.

Resident informed Council that the East Durham photo club will be taking photographs with the church lit up if anyone wants to go along and take photographs tomorrow evening.

Resident informed Council that there have been flytipping problems outside the church entrance. Tree cuttings and overgrowth removed from a grave plot within the cemetery was left in a pile outside of church yard. This was removed by DCC. The other incident was general waste that has been left again outside the entrance of the church yard. This was reported to DCC who will arrange for the waste to be removed.

Resident asked about the trees that have been cut down near Priors Grange. This issue was raised at the January meeting and Cllr Steer and Cllr Newlove reiterated the information given at the January meeting.

Resident asked if member(s) of the Parish Council could attend the PACT meetings. Cllr Steer responded that sometimes due to diary commitments and schedules it was not always possible for members to attend but if members are available they do try and attend.

178/14 Minutes

Minutes from 20 January 2015 and 22 October 2014 (complaints meeting)

Resolved: Minutes approved as a true record. Chairman signed the minutes.

Cllr Steer commented that it is very useful for Cllrs and those Cllrs who cannot be present at a meeting to receive the minutes as soon as possible after the meeting. Clerk responded to say that was agreeable but if there has been an external person attending ie DCC representative then often when the Clerk has

typed the minutes she would send the minute item to the representative to confirm the minute item was a true reflection on the comments/report given by the representative.

Resolved: Clerk to distribute minutes to Cllrs by 7 days of the previous meeting. If confirmation needed by a representative then minutes to be sent as soon as possible after the meeting.

179/14 Updates

- Clerk updated Council that she is arranging with a representative from DCC regarding the cutting of trees at the buddle and this item should be on the next agenda.
- Clerk has been given the title deeds reference number and has applied for a copy of the title deeds for the cemetery to confirm ownership.
- A letter regarding the Boundary review has been sent to DCC.
- The Clerk has contacted the Asset Management Team at DCC and is waiting for clarification regarding the lease at St Johns playing field.
- The Clerk has tried to contact PC Madsen regarding vehicles speeding along Coalford Lane but has yet to make contact.
- Cllr Hall informed Council that he is meeting with a representative from DCC Highways Department on 27 February 2015 to discuss the bend on Coalford Lane and speed humps within the village.
- Cllr Steer informed Council that there had been some clearance on the footpaths in the village and Cllr Hall reported that the footpath from Low Pittington to Hallgath Lane/Lady Piece Lane junction was too far gone to dig the path out but it will be sprayed and cut back. Cllr Newlove requested footpaths to be on the agenda for next month for the Council to discuss in detail

180/14 Annual Parish Meeting

Clerk informed Council that the meeting must be held between March and June and most Council's hold the meeting in May. Council discussed when to hold the meeting.

Resolved: Council to hold the meeting before the AGM in May.

181/14 Police Report

A representative from the Neighbourhood Team was not available to attend the meeting tonight. A police report was received and read out by Cllr Steer.

182/14 Cemetery

Clerk informed Council that she and the Handyman are working together to produce a digital plot plan and burial record for the cemetery that can be displayed on the notice board. The Clerk said there are roughly 7,428 plots that are to be recorded and this process will be ongoing. Currently there are approximately 728 listed, Section A and part of Section B are recorded on spreadsheet.

The handyman is currently carrying out an inspection on the headstones in the cemetery. When this is completed the Clerk will update the Council.

The Clerk informed the Council that she has met with conservation restoration companies and has received a quote and is awaiting 2 other quotes and the War Memorial costings will be on next months agenda to be agreed.
Resolved: Council to set up a cemetery subgroup to look at long term projects to improve the cemetery. This will be an item on the next months agenda.

183/14 Allotments

The clerk informed the Council that there had been a request for the erection of a Polytunnel on Church Vale Allotments. As per PC policy the Allotment Officer has granted the request.

The Clerk informed Council that she will be sending letters out to inform tenants that allotment rents are due on 1 March 2015 at £35 per plot.

184/14 Planning

No planning applications have been received

185/14 CCTV Camera

Clerk had distributed information from DCC regarding the CCTV Scheme prior to the meeting. Council are asked to pay £1600 to purchase a camera which will go into a pool to be used by DCC in 'hot spot' areas within County Durham. The Clerk reported that after speaking to CDALC who had confirmed with DCC that if the PC purchased a camera for them to use/oversee they would have to deal with court cases and procesutions. It was reported that DCC said they advised PC's not to do this but to participate in the scheme as DCC had the resources and knowledge to deal with court cases, procesutions/fines.

Resolved: Council decided not to participate in the scheme and the Clerk to look into costs for signs ie CCTV camera's operate in this area.

186/14 NIB

Clerk was asked to agenda this item to discuss idea's for NIB. Council discussed idea's.

Resolved: Councillors to organise for an article to be put into the newsletter which is due to go out in March to gage an interest in setting up a volunteer group.

187/14 Finance

Monthly finance report

Finance 01.01.2015 – 30.01.2015

Current Account

		Balance 31.12.2014	£6,419.87
Debits	Cheque	Payments Cleared	
	S/O	Wages	£716.83
08.01.2015	201327	Office expenses	£78.80
	201334	Newsletters	£224.00
	201320	Plants NIB	£21.95
Credit			
		Balance 30.01.2015	£5,378.29

Payments not yet cleared £750.35

Cheque No	Amount	Recipient	Payment for:
201329	£11.48	K Stock	Paint
201331	£87.60	HMRC	Tax
201332	£87.60	HMRC	tax
201336	£2.07	K Stock	expenses
201338	£250.00	SLCC	CILCA Course
201339	£87.60	HMRC	tax
201340	£109.00	SLCC	membership
201341	£115.00	NIB	entry

Savings Account (£4,500 is parish plan funding)

	Balance 31.12.2014	£10,489.28
	Balance 30.01.2015	£10,489.28

Clerk informed Council on finance report, which was distributed to Councillors before the meeting.

Resolved: Council agreed report

AAP Funding application

Councillor Hall informed Council that the Phase 1 of the Path Project from Hallgarth to Sherburn was £50,000. This was made up from funding sources and Neighbourhood budget. Councillor Hall asked the Council if they would agree to be the applicants for funding for Section 106 monies for £5000 and AAP grant of £10,000. Councillor Hall will complete applications. The Clerk asked if the quote given included VAT, who would pay the final invoice and who would apply for VAT refund as the money had come from grants. Cllr Hall will report back at a future meeting. The Clerk informed Council that she had spoken to Durham APP and confirmed that there is no limit to the amount of grants applied for so in future if the Council wanted to apply there would be no restrictions

Resolved: Council agreed to the applicants for grants/funding

188/14 Donation Requests

Council discussed donation requests.

Resolved: Council agreed that at the AGM there should agree on an annual budget for donations and donation request criteria.

Little Miracles – Council agreed to £30 donation

School Benevolent Fund – Clerk to find out how many pupil from the area benefit from the fund. Deferred to next meeting.

Littletown Cricket Club – Council to receive breakdown of finance and a business plan before making a decision. Deferred to next meeting.

189/14 Newsletters

Clerk asked Council to agree on a procedure for distributing newsletters in High Pittington as there is a delay in responses from Councillors to who will distribute newsletters for that area.

Resolved: Councillors to respond asap to which streets they can distribute newsletters.

190/14 Grass cutting machinery servicing

Clerk informed Council that the grass cutting equipment should have a service before being used at the start of the season to avoid possible delays in machinery needing servicing in the high usage months.

Resolved: Clerk to organise for machinery to be serviced.

191/14 Correspondences

Council approved correspondences received

Date	From	Re:	Email/post
19.01.2015	Individual	FOI request	Email
19.01.2015	County Durham School Benevolent Fund	Donation request	Post
21.01.2015	DCC	Allotment sites	Post
04.02.2015	DCC	Smaller Councils Forum	Email
04.02.2015	DCC	NALC newsletter	Email
05.02.2015	DCC	Notification of Planning Appeal – Section 78 Town and Country Planning Act 1990 (as amended)	Post
05.02.2015	DCC	Fly tipping campaign	Email
06.02.2015	Littletown Cricket Club	Donation request	Email
06.02.2015	DCC	Operation Stop It – fly tipping	Email
06.02.2015	Individual	Request for polytunnel	Email
06.02.2015	Cllr D Hall	PCC to be applicant for AAP funding for paths	Email
06.02.2015	DCC	Durham Association News – February newsletter	Email
08.02.2015	Little Miracles UK	Donation request	Email

Signed _____