

# COTHERSTONE PARISH COUNCIL

## Minutes of the Parish Council meeting held in Cotherstone Village Hall on Wednesday 13 February 2019 at 7.00pm

In attendance:	Cllr John Birkett (Chair), Cllr Jenny Watson, Cllr Richard Green, Cllr Robin Quick, Cllr Tim Sabey, Cllr Alan Thorn
Absent:	Cllr Richard Hunter
Public:	None
Clerk:	Judith Mashiter
<b>1. Approval of apologies for absence</b>	<i>As Cllr Hunter had submitted apologies due to being on holiday, it was resolved that his absence be approved.</i>
<b>2. Declarations of interest</b>	None
<b>3. Requests for dispensations</b>	No requests had been received.
<b>4. Minutes</b>	Draft minutes had been circulated. <i>It was resolved that the minutes of the Parish Council meeting held 9 January 2019 are an accurate record.</i>
<b>5. Public participation</b>	No public were present.
<b>6. Update on progress of actions and resolutions</b>	An action log updated 5 February 2019 had been circulated. Following discussion: <ul style="list-style-type: none"><li><i>It was resolved to amend Cemetery Rules paragraph 13 to require undertaker to inspect grave mound for settlement 12 weeks following interment (rather than 6 weeks) and then close this action.</i></li><li>Quotation now received from AllAboutTrees. <i>Cllr Green declared an interest and took no part in this agenda item.</i> No decision was taken, as further research is required, including seeking help from Dave Martin of Trees for Cotherstone.</li><li>Planning application DM/15/02914/FPA (Cart Barn) – Clerk asked to confirm with the Planning Officer that the query was concerning the <i>expansion</i> of the curtilage which was the subject of the planning consent.</li><li>Clerk confirmed that Durham County Council's Rights of Way Officer Mike Murden will be inspecting Footpath 76 this week to assess the damage.</li></ul>
<b>7. Planning matters</b>	<ul style="list-style-type: none"><li>Application DM/18/03731/FPA (Haggworm Hall) is still pending consideration by Durham County Council.</li></ul>
<b>8. County Durham Plan</b>	Cllr Sabey had attended the consultation/information event organised by Teesdale Action Partnership on 11 February and confirmed that 8 March was the final opportunity to comment on the Plan prior to its submission. Discussion had been focussed on Barnard Castle (relief road), wind turbines at Hutton Magna, and housing developments (only major ones are those already in train and small-scale, in-fill developments can still be approved). Full dualling of the A66 is in the pipeline, so the impact on feeder roads to that needs to be considered. <i>It was resolved that, unless Cllr Hunter has a comment to make, the Parish Council does not submit a comment on the County Durham Plan at this stage; if Cllr Hunter has a proposed comment, this will be circulated to all councillors for approval before submission.</i>
<b>9. Correspondence</b>	A list of correspondence received had been circulated and was noted. Following discussion: <ul style="list-style-type: none"><li>(items 28, 37, 50) Agreed that Clerk unsubscribe from Rural Services Network</li><li>(item 43) Cotherstone does not wish to host a CDALC/DCC Local Councils Working Group meeting</li><li>(late item after list was published) — Invitation to comment to HGV Group (group of residents in Barnard Castle who are lobbying for an HGV ban from the town centre, similar to Kirkby Stephen) on any potential knock-on effect for the parish. Agreed to advise that no potential adverse impact would be anticipated.</li><li>(late item after list was published) — details given of vacancy for public representation on Teesdale Action Partnership, closing date for applications 1 March.</li></ul>

## 10. Cemetery matters

A paper had been circulated.

- a. *It was resolved to note the purchase of four Exclusive Rights of Burial (graves), one interment, the granting of permission for an additional inscription to an existing headstone and the purchase of Exclusive Rights of Burial (Garden of Remembrance) interment and erection of plaque, all since the last meeting.* Certificates, plot register and invoicing have all been dealt with.
- b. A request had been received from two former residents wishing to surrender their Exclusive Rights of Burial for two grave plots. Two options for a refund mechanism were presented, along with a procedure for handling a surrender request, and a draft Deed of Surrender proforma. *It was resolved that an additional clause be added to the Cemetery Rules stating that 'Cothorstone Parish Council will buy back graves which have not been used for burial and will refund the amount paid at the time of purchase less an administrative fee of £25.'* *It was resolved to approve both a procedure for dealing with a surrender request and a Deed of Surrender proforma.*
- c. It was reported that the footpath down the centre of the cemetery was being badly affected by yew tree roots. Agreed that councillors inspect the damage and at the March meeting discuss a remedy.

## 11. Allotment matters

- a. It was noted that all allotment rents for 2019 have been received.
- b. There were no other allotment matters raised.

## 12. Sign at The Hagg

Draft artwork and a quotation were presented. *It was resolved to purchase a new sign (P – This side only. Not overnight.) for fixing to the existing pole near Hagg House, at a cost of £45.25+VAT from William Smith Group 1832.*

## 13. Annual Parish Meeting

A paper had been circulated.

Cllrs Green and Sabey explained that until they joined the Parish Council they knew very little about what the Council did, how it worked, what it could do, and what it was restrained from doing, despite living in the village for all their life or many years respectively. They suggested that the Annual Parish Meeting could be a two-way communication about what the Parish Council is doing, as well as giving the many various groups in the village the opportunity to tell others about their work, share any common issues etc. *It was resolved to hold the Annual Parish Meeting (with the formal part incorporated into some less formal meeting with another name, and to which village organisations are specifically invited) on the same evening as the Annual Meeting of the Parish Council, ie. Wednesday 8 May, 2019.* Agreed that councillors consider how to publicise the event and whom to target.

## 14. Finance

A paper had been circulated.

- a. *It was resolved to receive a report of receipts and payments from 1 – 31 January and a bank reconciliation at 31 January.*
- b. *It was resolved to authorise payments due as listed and an additional payment (advised late) of £60 to Cothorstone Village Hall for room hires during November and December (2 for Parish Council and 2 for Neighbourhood Plan group).*

## 15. Reports from councillors

- Cllr Birkett presented Cllr's Hunter's update on the Neighbourhood Plan — the consultant is now working on a final 'sanity check' of all the Plan against the first consultation to ensure nothing has been missed and editing the chapters with the requisite 'planning speak' language; photographs of heritage assets will be included as the final stage.
- Cllr Sabey reported concerns about wheelie bins left permanently at the ends of Demesnes Lane and Mire Lane. Whilst understanding residents' reasons for leaving them out it was felt that it created something of an eyesore. Agreed that Cllr Sabey will make enquiries about whether the number of bins could be reduced, and them kept more tidily.

Meeting closed: 8.16pm