

COTHERSTONE PARISH COUNCIL

Minutes of the Parish Council held in Cotherstone Village Hall on Wednesday 10 October 2018 at 7.00pm

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| In attendance: | Cllr John Birkett (Chair), Cllr Jenny Watson, Cllr Robin Quick, Cllr Alan Thorn |
| Absent: | Cllr Richard Green, Cllr Tim Sabey, Cllr Richard Hunter |
| Public: | None |
| Clerk: | Judith Mashiter |
| 1. Approval of apologies for absence | <i>As Cllrs Green and Sabey had submitted apologies due to being out of the area for work, and Cllr Hunter due to being on holiday, it was resolved that their absences be approved.</i> |
| 2. Declarations of interest | None |
| 3. Requests for dispensations | No requests had been received. |
| 4. Minutes | Draft minutes had been circulated. <i>It was resolved that the minutes of the Parish Council meeting held 12 September 2018 are an accurate record.</i> |
| 5. Public participation | No public were present. |
| 6. Update on progress of actions and resolutions | An action log updated 10 October 2018 had been circulated. <ul style="list-style-type: none">• Clerk to remind Durham County Council that tree debris is still to be removed from Balder Bridge• Noted that overgrown vegetation on The Hagg path has been removed, and The Hagg grass cut• Noted that pothole opposite Glenair on The Hagg remains, but that other reported potholes were promptly filled In addition to the circulated update: <ul style="list-style-type: none">• Cllr Hunter has removed watercress from the middle green stream |
| 7. Planning matters | None. |
| 8. Correspondence | A list of correspondence received had been circulated and was noted. Two late items of correspondence: <ul style="list-style-type: none">• Details given of Electric Vehicle Roadshow at Durham on 15 October• <i>It was resolved to grant permission for Cotherstone Pre-School to use east green for a Halloween event (serving hot food and hosting children's games) on Wednesday 31 October, 5-7pm.</i> |
| 9. Cemetery matters | <ul style="list-style-type: none">• Cllr Hunter has put a marker line across the rows and checked spacing on the right hand side rows 43 to 46 with the result that everything is in order provided lining up is done to the wall row numbers.• Cllr Hunter and Mr Watson had felled and removed a large sapling tree.• Clerk to check with Teesdale Memorials on the repositioning of J Wilson headstone (44L)• Cllr Birkett will spray weedkiller to address groundsel which has appeared in kerbed plots. |
| 10. Allotment matters | Clerk to check that Klondike strimming has been done by Richard Toward as requested. |
| 11. New noticeboard for east end of Cotherstone | Clerk tabled details of seven options for noticeboards of various sizes and materials, including recycled plastic. <ul style="list-style-type: none">• Agreed that best location might be in the cemetery, facing outwards over the low wall, with the hedge trimmed back |

- Following discussion of the costs, agreed that Cllr Quick will prepare a design and price the materials for constructing a noticeboard to hold six A4 sheets, with polycarbonate single lockable door and plywood back to take separate acrylic poster holders. Construction to be of softwood and mounted on two posts, with the acknowledgement that this would need re-coating every few years. Clerk will send dimensions of required board to all councillors.
- Agreed councillors will consider further at the November meeting.

12. Repainting of the bus shelter

Three quotations had been received, but there was uncertainty whether they were directly comparable. Agreed Clerk should contact the lowest bidder to check the specification and that Cllr Quick inspect the bus shelter and assess whether all quotations should include replacement of any timber.
Agreed decision deferred until November meeting.

13. Application for wayleave – The Hagg

A paper had been circulated.

- *It was resolved that Clerk advise Openreach that the Parish Council has no objection to a wayleave application being prepared for the burying of cable in land at The Hagg.*
- Noted that the Parish Council details at Land Registry need updating and Clerk will undertake this.

14. Neighbourhood Plan

As Cllr Hunter was not present, there was no progress reported.

15. Finance

A paper had been circulated.

- It was resolved to receive a report of receipts and payments from 1-30 September and a bank reconciliation at 30 September.*
- It was resolved to receive a report of expenditure and income against budget for 2018/19 Quarters 1 and 2.*
- It was resolved to authorise payments due as listed, with the additional payment of £200 to A R Toward.*

Noted that invoices for Hearse House rent are now due and Clerk will issue.

16. Clerk's Certificate in Local Council Administration (CILCA)

A paper had been circulated.

- It was resolved to note the Clerk's achievement of the CILCA qualification. Congratulations were offered.*
- It was resolved to approve the one-salary-point increase in the Clerk's salary, as per the contract of employment.*
- It was resolved that the Parish Council make a 17% contribution towards the Clerk's study time in achieving the CILCA qualification, equating to £123.86 and that this be recorded under the training budget.*

17. Reports from councillors

None.

Clerk handed out a new issue of 'The Good Councillor's Guide 2018' to each councillor.

Meeting closed: 8.03pm