

COTHERSTONE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in Cotherstone Village Hall on Wednesday 10 July 2019 at 7.00pm

In attendance: Cllr John Birkett (Chair), Cllr Jenny Watson, Cllr Vince Bendin, Cllr Richard Hunter
Absent: Cllr Richard Green, Cllr Tim Sabey
Clerk: Judith Mashiter

1. Approval of apologies for absence

As Cllr Sabey was on holiday, and Cllr Green had a work commitment, it was resolved their absences be approved.

2. Declarations of interest

None

3. Requests for dispensations

No requests had been received.

4. Minutes

Draft minutes had been circulated.

It was resolved that the minutes of meeting of the Parish Council held 12 June 2019 are an accurate record.

5. Public participation

No public present.

6. Governance

A paper had been circulated.

- a. *It was resolved that no revisions are necessary to the Council's Publication Scheme.*
- b. *It was resolved, with the addition of the sentence 'Unattended recording equipment is not permitted' to paragraph 2(l), the Standing Orders be approved.*
- c. *It was resolved that no revisions are necessary to the Council's allotment rules/tenancy agreement. Discussed and agreed that informal sharing of plots is acceptable, but that no sub-letting is permitted.*

7. Update on progress of actions and resolutions

An action log updated 3 July 2019 had been circulated. Following discussion:

- Trees risk assessment / inspection schedule — Cllr Hunter has carried out further survey work to supplement David Martin's report and concludes that probably only three trees will be a potential cause of concern. Cllr Hunter will prepare a risk assessment for presentation at the September meeting.
- Street lighting (Nº17) — agreed to remove from action log
- Grass cutting at The Hagg — agreed to remove from action log
- Briscoe Bridge — agreed to remove from action log
- Flower bed at Cotherstone entrance sign — agreed to remove from action log
- Wheelie bins — agreed to remove from action log
- Lifebelt at The Hagg (more recent than on reported log) — Clerk has requested documentary evidence from Durham County Council of the alleged transfer of responsibility
- Street lighting (Nº51) — Clerk has reported light as permanently on

8. Finance

A paper had been circulated.

- a. *It was resolved to receive a report of receipts and payments from 1 – 30 June and a bank reconciliation at 30 June.*
- b. *It was resolved to authorise payments due as listed, with the addition of £200.00 to A R Toward, £27.00 to Co. Durham and Cleveland County Training Partnership, £45.00 to Cotherstone Village Hall, and £20 to Roy Siswick (all invoices received since paper was prepared) and with the exception of the payment to HMRC as notice had been received that the account is in credit.*
- c. *It was resolved to note the report of expenditure against approved budget for 2019/20, Quarter 1.*

9. Correspondence

A list of correspondence received had been circulated and was noted. Following discussion:

- (item 8) — Agreed that attendance at NACL national conference probably not necessary to gain the information provided there
- (item 22) – Agreed that no formal protocol needs to be put in place for Operation London Bridge

10. Planning matters

A paper had been circulated.

- It was resolved to note the Parish Council's response to applications DM/19/01829/FPA (Four Winds) and DM/19/01793/FPA (Greys Lodge) considered prior to the meeting due to response deadlines.*
- It was resolved to note a summary of planning applications relevant to the Parish Council since July 2018. Update noted that Durham County Council has raised no objection to DM/19/01799/TCA (trees at The Limes).*
- It was resolved that no objection be made to the removal of the public telephone at Marwood Terrace and that the Parish Council should take the opportunity to purchase the kiosk from BT, for £1, as a heritage asset, with the intention of using it as a noticeboard.*

11. Neighbourhood Plan

A paper had been circulated.

- It was resolved to note the background to Neighbourhood Planning and the work and progress of the Cotherstone Neighbourhood Plan Group to date, giving thanks especially to Cllr Hunter for his perseverance and hard work.*
- It was resolved to note the current position and next steps in the Neighbourhood Plan process. Cllr Hunter reported that the second consultation event is now likely to be in September at the earliest. Thorough GIS mapping is underway and final checks of consistency of wording with the County Durham Plan.*
- It was resolved to note the income and expenditure account for the Neighbourhood Plan work and to approve a financial support of £5,000 from the Parish Council (£2,500 of this from earmarked reserves and £2,500 from general reserves).*

12. Community enterprise

A paper had been circulated.

Councillors agreed that, in principle, a community-run shop/post office would be a good idea, but that difficulty might be experienced in gaining sufficient hands-on volunteers. Cllr Sabey had suggested that retention of the shop is critical to the social fabric of the village and that the Parish Council's role should be to actively support the development of a separate team to take the idea forward and to garner the support of the whole community, as the Council itself doesn't have sufficient capacity to do this. *It was resolved that the Parish Council takes the initiative to organise a public meeting in September and invite a specialist adviser to present an overview of options, case studies and funding opportunities in relation to rural community-run shops/post offices.*

13. Cemetery matters

- Clerk reported that six companies had been approached about repairing the cemetery footpath, three of whom would sub-contract such work to J&J G Gill & Son Ltd, and one of whom referred the sixth company which submitted a quotation for £800+VAT. *It was resolved to accept the quotation from J&J G Gill & Son Ltd, for £500+VAT to carry out the cemetery footpath repair work.* When the work is complete Cllr Hunter will trim the overhanging yew tree.
- There were no other cemetery matters raised.

14. Allotment matters

- A request had been received for the tenant of Plot 2 at The Close to surrender half the plot. *It was resolved that half of Plot 2 at The Close be offered to Mr & Mrs Franks who are at the top of the waiting list and have an adjacent plot.* If this is accepted, new agreements will take effect from January; if it isn't accepted, then the existing tenant will be asked to just keep the plot tidy.

15. Footpaths

It was resolved that Durham County Council be asked to look at Hagg Scar footpath (partly FP77) with a view to permanently closing it due to the very dangerous, inaccessible condition and removing the footpath sign at the Hagg end of it.

16. Reports from councillors

- Cllr Watson reported that *Our Cotherstone* deadline is 26 July.
- Cllr Bendin reported that the councillor training on 19 June had been well worth attending, with excellent trainers providing really useful information about council processes, structures etc, however he felt that improvement could be made to the format, pace, number of attendees and perhaps better targeting for new or more experienced councillors and he has fed this back to the organisers as requested.

Meeting closed: 8.53pm

APPROVED