

# COTHERSTONE PARISH COUNCIL

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

In attendance:	Cllr John Birkett (Chair), Cllr Jenny Watson, Cllr Vince Bendin, Cllr Tim Sabey, Cllr Richard Hunter and Cllr Richard Green
Clerk:	Judith Mashiter
Public:	None
Press:	Nicky Carter from the <i>Teesdale Mercury</i>
<b>1. Approval of apologies for absence</b>	All councillors were present.
<b>2. Declarations of interest</b>	Cllr Green declared an interest in item 10(d) (planning application DM/19/02959/FPA); Cllr Watson declared an interest in item 8(c) as Chair of Cotherstone Village Hall committee; and Cllrs Sabey and Birkett declared interests in item 8(c) as a committee member and landlord, respectively, of Play@Cotherstone.
<b>3. Requests for dispensations</b>	No requests had been received.
<b>4. Minutes</b>	Draft minutes (paper 131119-1) had been circulated. <i>It was resolved that the minutes of the Parish Council meeting held 9 October 2019 are an accurate record.</i>
<b>5. Public participation</b>	No members of public were present.
<b>6. Governance</b>	Paper 131119-2 had been circulated. <i>a. It was resolved that no revisions to the Asset Register are necessary, but that bench seating will be added to the Register on completion of a mapping and condition survey exercise.</i> <i>b. It was agreed to defer the review of the Complaints Policy and Procedure pending clarification and inclusion in the policy of the procedure a complainant can follow in the event that they are not satisfied with the outcome of a referral to full council.</i> <i>c. It was resolved that no revisions to the Grant Awarding Policy are necessary.</i>
<b>7. Update on progress of actions and resolutions</b>	Paper 131119-3, an action log updated 3 November 2019, had been circulated. Following discussion: <ul style="list-style-type: none"><li>• Tree inspection work — noted that two quotations have been received; one further quotation is expected.</li><li>• Cllr Watson reported that the broken-down fence on the Teesdale Way has been repaired.</li><li>• Lifebelt at The Hagg — Clerk reported that Durham County Council have written to the owner of Hagg House advising that the safety equipment is not currently required, but that some public information signage should accompany the public rights of way signs. Durham County Council will arrange for the removal and signage if approved. Agreed that, as landowner, the Parish Council writes to Durham County Council with approval for this action (copied to Hagg House owner) and requesting a copy of the risk assessment for the council's records.</li><li>• Dog waste bins — Cllr Bendin to establish whether a new bin has been installed</li></ul>
<b>8. Finance</b>	Paper 131119-4 had been circulated. <i>a. It was resolved to receive a report of receipts and payments from 1 to 31 October and a bank reconciliation at 31 October.</i> <i>b. It was resolved to authorise payments due as listed, contributing £25 to The Poppy Appeal, and with the addition of £200.00 to A R Toward, (invoice received since paper was prepared).</i> <i>c. Cllrs Sabey and Birkett took no part in the resolution to contribute £150 towards the costs of Play@Cotherstone. Cllr Watson took no part in the resolution to contribute £500 to Cotherstone Village Hall.</i>

## 9. Correspondence

Paper 131119-5, a list of correspondence received, had been circulated and was noted. Following discussion:

- (item 24) — Cllr Birkett to confirm whether he will attend.
- (item 17) — Clerk reported further information from Mickleton Parish Clerk. Agreed to respond that the Parish Council supports what Startforth and Mickleton/Romaldkirk wish to do, but have no road crossing; however there is a North Yorkshire directional sign, with two of three arms missing, on Briscoe Lane, which is identified as a heritage asset in the forthcoming Neighbourhood Plan and this will be retained and restored as resources allow.
- (item 42) — no nominations were made
- (item 46) — Agreed to fund 10% of cost, time and travel in Clerk attending two-day Practitioners' Conference in Warwickshire in February 2020.

## 10. Planning matters

Paper 131119-6 had been circulated.

- It was resolved to note the Parish Council's response to applications DM/19/02584/LB and DM/19/02583/FPA (both Brook Lea) considered prior to the meeting due to the response deadline.*
- It was resolved to note Durham County Council's decision on application DM/18/03731 (Haggworm Hall).*
- It was resolved to note a summary of planning applications since November 2018.*
- Cllr Green took no part in the Council resolving to submit a neutral response, with no further comment, to application DM/19/02959/FPA (Bellview Cottage).*

## 11. Tree inspections

Two quotations have been received, though clarity is needed before a fair comparison can be made. Agreed to defer a decision until a third quotation is received and comparative figures are prepared.

## 12. Cemetery matters

- It was resolved to approve a memorial stone to Joyce Jean Rabbitts in the Garden of Remembrance.*
- It was resolved to approve a memorial stone to Herbert and Margaret Alderson in the Garden of Remembrance.*
- There were no other cemetery matters.

## 13. Allotment matters

- Further advice from Durham County Council's Senior Tree Officer on the multi-stemmed sycamore on the Klondike Allotments boundary is still awaited.
- There were no allotment matters raised, although Clerk reported that annual rent reminder letters will be sent to all tenants w/c 18 November.

## 14. Community-run shop/post office

- It was resolved to agree Terms of Reference for the Cotherstone Community Shop Steering Group (working group) as drafted and as already agreed by the working group.*
- Cllr Bendin provided an update on recent Steering Group activity:
  - A huge amount of work has been carried out, with great commitment and enthusiasm, although there is still a great deal to do.
  - The Steering Group is meeting at this moment to decide on the best format for the public meeting which will be held on Thursday 28 November. The event will be interactive, aiming to engage the community in the consideration of various options, and also gauge support level for various aspects of any potential project.
  - Research has covered premises options, funding opportunities, operating models and viability.
  - Three Steering Group members attended a Plunkett Foundation networking event and returned highly enthused and inspired.
  - Initial (and potentially ongoing) support has been provided by the Plunkett Foundation.
  - Case studies and experiences from other communities has been identified, with varying levels of parish council involvement.
  - The Steering Group is adamant that any decision on the way forward will be made by the community as it is only with strong community support that any project could succeed.
  - The only strong pointer on potential options to date is that a shop van or a virtual shop have been ruled out, and that the social value of a community shop should not be underestimated, and this might be greatly enhanced by a café facility.

As matters decided at the public meeting on 28 November might necessitate or inform Parish Council decisions, it was agreed to hold an Extraordinary Parish Council meeting on Wednesday 11 December, at 7pm.

- c. *It was resolved to note that a public meeting will be held on Thursday 28 November, at 7pm, at Cotherstone Village Hall. Agreed that Clerk circulate details of the meeting to neighbouring council Clerks with a request to disseminate as widely as possible.*

**15. Forward planning**

*It was resolved that some budget allowance be made in 2020/21 for tree inspections and cherry tree work at the Cemetery, but for no other new projects with the exception of the Community Shop.*

**16. Reports from councillors**

- Cllr Hunter reported that he will be in a position to report on the Neighbourhood Plan at the December meeting.
- Cllr Watson reported that streetlight #21, between the Chapel and shop, was out. Clerk will report.

Meeting closed: 8.10pm

DRAFT