

Hurworth Parish Council

Minutes of the Parish Council Meeting held at Hurworth Grange on Thursday, 3rd May 2018.

Those present:-

Margaret Williams, Graham Wylie, Elaine Hedley, Wilma Campbell, Peter Foster, Janine Forster, Paul Walters, Dorothy Oughton, Richard Lawley. Jean Peacock, Mark Middlemiss.

Also in attendance:

Cllr Joe Kelley, Cllr Lorraine Tostevin and the Parish Clerk (Peter Allan), and 23 members of the public.

1. The Chair, Paul Walters opened the meeting and welcomed the councillors and members of the public.
2. **Apologies for absence:**
Nic Prior (At work)
3. **Declarations of Interest**
Jean Peacock - HCA
Wilma Campbell - HCA and EPICH
4. **Minutes of the Meeting held on 5th April 2018.**
The Minutes were accepted, Proposed by Mark Middlemiss, and Seconded by Peter Foster.
5. **Matters Arising**
 - a. **Data Protection Training** - Margaret Williams reported:-
Councillors Middlemiss and Williams and the Clerk attended an information meeting organised by the DBC about the new DPA rules which will be implemented in May 2018 and its implications for Parish Councils. The rules and regulations regarding a Parish Council and the kinds of data which might be held was outlined. Since we, the Council, hold various types of information and are therefore recognised as Data Controllers it was pointed out that the Council should register with the ICO.(Information Commissioner's Office).
 - b. **Oak trees on Manorfield** - Peter Foster reported
DBC has given permission for us to plant two oak trees on the Manorfield. This work is no win hand, and locations have been selected. DBC will be informed of the locations, once the trees are installed.
6. **Public Participation**
 - a. A resident informed the meeting that Bellway intended to cut down 11 trees on their development site. He requested that the Council's tree representative inspects the trees to see if they are diseased. **Action peter Foster agreed to make the inspection.**
 - b. Mr John Hedley raised his concerns and objections about the possibility of a playground being created on Manorfield. He also had heard that the Council intend to hold a Yes / No vote on the subject, to include the entire parish.

Mr Hedley appeared to be supported by a number of other residents who were present at the meeting.

Cllr Kelley addressed the meeting, explaining the process for considering a second playground and the siting of it. He said that the project would be funded by the section 106 contribution which will be paid to DBC when the site has been developed and 45 houses have been erected, this is likely to be in 2020.

Cllr Kelley stated that he has had initial discussions with Dean Scott, who is the Head of the DBC Playgrounds Department. DBC will be carrying out the planning arrangements, deciding on the site and size of the playground when the time is appropriate. DBC will be pleased to receive feedback from the Parish Council, and will also take into consideration the personal views of residents. He also said that DBC were cognisant with security and resident concerns and will address these with a variety of recommendations.

With regard to the DBC Plan, Cllr Kelley is expecting the consultation period to start in June and last about three months. At this point in time, it appears that there is no plan for many more housing developments in Hurworth, however, this is not a settled Plan yet.

7. Planning Applications – Jean Peacock reported:-

Planning Report – 3rd MAY 2018

- | | |
|--------------|---|
| 18/00275/OUT | Neasham Rd. Middleton-St-George
280 dwellings, 60 bed care home community
Park and public open space (Gladman Developments) |
| 18/00301/FUL | Abbey Farm Cottage, Neasham Road, Hurworth Moor
Conversion of existing two storey stables into a single dwelling. |
| 18/00302/NMA | Land Adjacent to 7 Croft Road
Non material amendment of Planning 14/00086/FUL
Erection of dwelling house to permit alterations to entrance door and side windows. |
| 18/00263/FUL | 44B Hurworth Road
Erection of single storey extension to rear elevation. |
| 18/00324/FUL | 33 Hurworth Road
Replace rear lounge window with French door arrangement and additional window to existing rear elevation. |
| 18/00347/FUL | 5 Belgrave Terrace, Sleights House
Erection of rear 2 storey extension. |

8. **Neighbourhood Plan Working Party** - Richard Lawley reported

A meeting of the working Party had been held on 26th April but was badly attended. Richard referred to the Minutes and said that it had been emphasised that the Plan will be required prior to the end of the DBC Housing Plan consultation period.

Cllr Kelley had addressed the Working Party and outlined the DBC procedure and approximate timeframes.

The questionnaire analysis and summarisation was now complete, however, Hugh Jackson who has undertaken this work, feels that it should now be evaluated by an independent party. A suitable person is being approached. It is hoped that a presentation of the results of the questionnaire can be given at the Annual Assembly. The council are considering reducing the scale of the Annual Assembly if appropriate presentations regarding the Neighbourhood Plan cannot be arranged.

9. **Tree Report** - Peter Foster reported:-

The tree opposite the Bay Horse Inn has been pruned and a large branch, which was potentially dangerous had been removed.

Our arborist will be selecting two oak trees, of reasonable height, and will undertake the planting on Manorfield.

Another batch of chippings will be delivered to the Strait Lane allotments.

10. **Finance Meeting Report** - The Chairman addressed the meeting.

The Finance Working Party held a meeting on 24th April 2018. The Minutes have been distributed to all council members. The Chairman asked the meeting to accept the Minutes and to adopt the recommendations made by the Working Party. Proposed by Peter Foster and Seconded by Graham Wylie.

The Chairman requested that the following statutory Motions be put before the council:-

1. The council is required to accept the **Standing Orders**, which also incorporate the **Financial Regulations** for Parish Councils.

The documents were sent to all councillors for perusal; the council passed the motion, Proposed by Margaret Williams, seconded by Jean Peacock, the vote was unanimous.

2. The **Internal Audit** has been completed and signed by the Internal Auditor. His report requires formal acceptance. A motion was tabled to accept the Financial Accounts for the year to 31st March 2018, and the Internal Auditors Report.

The documents were sent to all councillors for perusal. The council passed the motion, Proposed by Wilma Campbell, Seconded by Elaine Hedley, the vote was unanimous.

3. A **Financial Working Party Meeting** was held on 24th April, attended by ten councillors and the Clerk. The Minutes have been circulated to all councillors.

The meeting included recommendations of :-

- Pay increases
 - A review of the projects for 2018 and 2019, with recommendations
 - The Revised Budget for 2018-19
 - The ring fencing of £2000 for an Open Spaces project
- Also confirmation that the council has placed £20,000 on a three year bond with Cambridge County Bank

The documents were sent to you for perusal.

The council passed the motion, Proposed by Peter Foster, Seconded by Graham Wylie, the vote was unanimous.

4. A copy of the **Risk Assessment** for the year to 31st March 2018 has been sent to you. An item has been added to this assessment, which is the possible risk attached to a Court Claim relating to the allotments, total £10,455. This must be identified as a risk, plus the expense of Legal Expenses.

The council passed the motion, Proposed by Margaret Williams, Seconded by Wilma Campbell, the vote was unanimous.

5. The council is required to sign the **Annual Governance Statement** 2017/18. This has been completed and checked by our Internal Auditor, and needs to be accepted by the council.

The council passed the motion, Proposed by Mark Middlemiss, Seconded by Dorothy Oughton, the vote was unanimous.

6. Mark Middlemiss requested the council to purchase or lease a large size roller printer, which is required for printing the posters for the community notice boards. The council agreed this in principle, and quotations will be sought. The indicative cost of £1850 was agreed, Proposed by Mark Middlemiss and Seconded by Graham Wylie, the vote was unanimous.

7. Mark Middlemiss put forward a motion that the Clerk's paid hours be increased from 13 hours per week to 16 hours per week, as it is clear that the workload required is greater and requires additional attention. The motion was Seconded by Graham Wylie, and carried unanimously.

11. Highways - Margaret Williams reported:-

a. Highways report April 2018

Following our meeting some time ago with DBC about highways issues the following is the latest response :-

- Drains on Nesham Road by Eurojag are blocked. The DBC do not have comprehensive details of the drains in this area and it is thought that the drains may be located in a farmer's field- Peter Foster stated that he is aware of the drainage system and can advise DBC if needed.
- Crash barrier on Croft Bank-Following the recent accident - DBC are investigating the provision of a high containment kerb on this section of the road to stop vehicles leaving the carriageway rather than a crash barrier because the pavement is narrow at this point. DBC are in discussion with the person who was struck by a car and his spouse. Estimated cost of implementation of the high kerb is circa £8000.
- Potholes at entrance to Hurworth Grange-have been assessed and areas needing improvement have been identified and orders placed for repair
- Yellow lines on Roundhill Rd – to be extended –work should begin early June and the lining should be in place towards the end of the summer subject to a successful consultation,
- Yellow lines on Westfield Drive at the rear of the Priory School. The Council opted for option 2 and this will be drafted up after further site observations. This will be progressed with the same timeline as Roundhill Rd.
- Sanderson Rd bus problems with parked cars. Feedback from Arriva is awaited

Some potholes that exceed the 40mm depth criteria in the village have been filled and the repair of other smaller, less deep potholes is awaited.

"No parking" signs have been put on grass verges in the village to try to prevent further damage. Sadly, at least one of these has been driven over and the metal stake has been severely damaged. I would think that the vehicle involved also sustained some damage too!

Speed monitor readings for April 2018

Hurworth Rd nr Academy - incoming

Vehicle count 78,770 max speed 75 mph on 6/4/2018@4.50 hrs
average speeder 33.5 mph % over 30 mph limit 48%

Roundhill Rd- incoming

Vehicle count 51,870 max speed 60 mph on 5/4/2018 @ 6.40 hrs
average speeder 33.0 mph % over 30 mph limit 20%

Lindon Court - incoming

Vehicle count 130,434 max speed 65 mph on 8/4/2018
average speeder 33.5 mph % over 30 mph limit 32.0%

Same trends as previous months - the Academy area is still showing that almost half of all vehicles exceed the 30 mph speed limit

b. SpeedWatch - Elaine Hedley reported:-

One session has been carried out in April and another is scheduled for 4th May.

The police have confirmed that drivers who have been reported as breaking the speed limit are receiving letters. Not all of the trained volunteers are participating in SpeedWatch and it is hoped they will join soon.

12. Matters of Interest

a. Meeting with Priory H H School - Margaret Williams reported:-

Councillors Paul Walters and Margaret Williams met with Sharon Pearson, Head of Priory School, to catch up on news and to discuss several items:-

- a) Plans for extra classrooms at the school. These are for the Primary section of the school and we were informed that any additional staff that might be needed would be using the front entrance on the Green and parking their cars in the spaces at the front entrance.
- b) The proposed yellow lines to be implemented by DBC at the rear of the school on Westfield Drive to address some of the parking problems in that area were discussed.- see highways report for progress
- c) Hurworth and Croft junior football teams are using the Priory sports field off Sycamore Drive for practice, and have a 2 year agreement for use of this facility. There is no intention on the part of the Priory to sell this land in the future.
- d) Following the recent village clean up there is an area of land behind the green fence to the left of the footpath which runs from Westfield Drive to Coach Lane where there is a build up of litter. The Priory school agreed to ask Mr Fulton for access to this piece of land so that the pupils can clear it of any litter.
- d) The school will support the Country Fair in September by giving a £250 donation and will also support the open air concert.
- e) There was a further education fair being held at the school where the staff from several colleges in the area were able to speak to the students about the courses available at their institutions. It was encouraging to meet both the course providers and to see the students showing interest about other educational options that are available to them in the future.

b. Village Clean Up - Dorothy Oughton reported:-

With the assistance of Cllr Tostevin, a clean up day has been arranged for 12th May, starting from the Green at 10.00am. The areas to be covered are Roundhill Road and Neasham Road. DBC have agreed to provide traffic control. Volunteers are requested to participate please.

- c. A letter has been received from the Village Hall advising that the Open Gardens Day will be incorporated with the Forces Day, and that the Village Hall will serve refreshments of the Green. A band has been contacted and will hold a concert on the Green as part of the community event. A Section 137 Award is requested to cover the costs of the band. The council awarded £300, as in the past two years.

13. Open Spaces and EPICH Reports - Wilma Campbell reported:-

OPEN SPACES

The hedge at Westfield Drive has been cut back and cleared up before the nesting season begins.

The Tees River Trust has contacted us regarding the annual spraying of Giant Hogweed within the Parish. This happens twice yearly Spring and Autumn.

Cost £450 each time. Is the Council happy for this to continue? Agreed.

The Government's 25 Year plan to improve the environment. 2018

"Population growth and economic development will mean more demand for housing and this Government is committed to building many more homes. However, we will ensure that we support development and the environment by embedding the principle that new development should result in net environmental gain with neglected or degraded land returned to health and habitats for wildlife restored or created."

Neighbourhoods for Nature

With growing demand for new housing in rural areas and concerns regarding wildlife HPC needs to encourage DBC to set clear goals to the developers to ensure that wildlife friendly features are achievable in almost any development within the Parish.

This would benefit not only UK's already beleaguered wildlife but also enhance the quality of life of the homeowners.

I would ask that HPC approach DBC to discuss the strategies they have put in place to implement the Government's principle to ensure net environmental gain from new housing developments within the Parish.

EPICH

Two hundred Yellow Rattle wildflower plugs were planted today in the wildflower meadow. It is parasitic on grass roots and is grown in wildflower meadows to reduce grass and allow the flowers to thrive.

Our Hedgehog Highways project is underway with posters planned for EPICH Facebook, general distribution and in both allotment areas. We have a meeting next week to discuss information leaflets and school visits

14. Police Report - Mark Middlemiss reported

Hurworth Crime Figures - April

Burglary 2

06/04 – Tees View – House has been broken into whilst resident was away, mostly small items like jewellery were stolen.

27/04 – Tees View – Property that is undergoing maintenance has been broken into. Tools left on site were taken.

Criminal damage 0

ASB 3

14/04 – Eamont Drive – Youths have thrown a brick at caller's doors, causing no damage to the door. Youths unknown by the caller

21/04 – Westfield Drive – Males drinking heavily whilst sitting on the roof of the house. The males are also playing the music very loud and are being verbally abusive when asked to turn the music down. Matter resolved prior to police arrival.

25/04 – Tees View – Youths kicking football at the caller's property. The ball has hit a window and caller is afraid the window might smash if it happens again. – CCTV has been reviewed and children will be spoken to.

Theft 2

28/04 – The Lanes - Theft of a bicycle that was left unattended "on the grass" – The bike has been returned by an elderly male who saw Facebook post about the stolen bike.

30/04 – Blackwell Golf club – theft of flags from the golf course – investigation on-going.

Road related 2

11/04 – Croft Road – Obstruction by a HGV with Foreign registration plate.

17/04 – Croft Road – Jack knifed lorry blocking the road – recovery attended and unblocked the road approximately an hour after the call.

Animal/wildlife 0

Other suspicious 2

06/04 – Dale Close – caller found a bone size of a forearm in a hay bale. Caller thought it could be human – Upon inspection by CSI it was confirmed it was a farm animal bone.

27/04 – The Wayside – roofing company workers have been sighted at a roof that was not meant to have any works done. When challenged they said they must have got a wrong address. – Possibly a genuine mistake, however it was logged in case of further incidents.

15. Accounts for Payment

The Schedule of Accounts for Payment having been distributed to all councillors has accepted by the meeting.

Accounts for Payment as at 30th April 2018

<u>Name</u>	<u>Cheque No</u>	<u>Details</u>	<u>Amount</u>
Fresh air Fitness parts	103026	Parts for Exercise equipment	219.58
Viking	103027	Files, etc	109.80
Wave water rates	103028	Allotment water	23.91
M. Harrison	103029	Westfield Drive hedge cutting, and handyman	375.00
Zurich Insurance	103030	Insurance renewal	276.81
Data Protection Registration	103031	Data Protection Registration fee	35.00
HCA	103032	Newsletter printing	60.00
Gordon Fletcher	103033	Internal audit fee	250.00
Bob Iles	103034	Salary	451.12
P D Allan	103035	Salary	686.60
Inland Revenue	103036	PAYE	222.80
Skipbridge printers	103037	No Parking' signs	180.00
P D Allan	103038	Postage and Admin	33.59
TalkTalk	DD	Communications final cost	2.92
Cambridge County Bank	103022	Transfer to 3 Year Bond	20000.00
Bank Charges	DD	Bank charges	2.30
Total Expenditure for April 2018			22929.43

16. Financial Report as at 30th April 2018

The Financial report, with the new 2018-19 Budget having been distributed to all Councillors was accepted by the meeting. The Detailed Report is in the Minutes Annex, and on the web site under 'Financial Reports'.

Richard Lawley requested that HPC become a member of CPRE with a subscription of £36 per annum. The council agreed. **Action Clerk to pay the subscription.**

17. Web Site and Guest Book - Mark Middlemiss reported:-

There have been six new Guest Book dialogues, to which Mark has responded.

There has also been a lot of activity on Facebook, largely relating to Hurworth Grange; this topic has now been clarified.

Graham Wylie will be monitoring the web site and Guest Book during Mark's vacation.

18. Parish Walks - Janine Forster reported:-

One walk had been organised in April, which covered pathways 9, 21, 11 and 10.

The walk was 3.4 miles, and was attended by 10 people.

Further walks are planned for Sunday, 20th May, and another on Wednesday 30th May starting at 7:00pm

19. Allotment Report -- Graham Wylie reported:-

All the plots are taken and there is a small waiting List at Strait Lane. ALL THE NEW Tenancy Agreements have been signed and returned.

There is a lawn mower at each site and a strimmer located at Strait Lane.

Posters have been put up on the notice boards regarding the Hedgehog highways project.

More chippings are required at strait Lane, and Peter Foster is arranging a delivery.

The new plot numbers have been installed at strait Lane.

Arrangements for the grass cutting at strait Lane have been made at a cost of £280 plus petrol.

20. Association Reports

There were no reports.

21. Any Other Business (Non Financial)

- a. Mark Middlemiss said he had been approached by a director of Sparta Security Services, who would like to make a presentation to the council, in relationship to increasing the security of the village. A motion was tabled Proposed by Mark Middlemiss and seconded by Paul Walters, a vote was taken and motion defeated by 6 vote against and 5 votes in favour.
- b. Graham Wylie reported that he had approached Hurworth Academy with regard to using a school bus for the evening bus service into Darlington. The school agreed, in principle, but need to confirm that adequate insurance can be arranged to cover Graham as a driver. It was also made clear that no fares or donations can be made for the service. **Action: Graham will continue to liaise with the Academy.**
- c. Dogs in the church grounds. Dorothy Oughton expressed her concern that dogs were being let off their leashes and fouling in the church grounds. This is consecrated land and needs to be protected.
- d. The council agreed that notices should be put on the church gates, stating 'No Dogs Allowed' in the churchyards. **Action Clerk to confirm agreement with the church and obtain the notices.**
- e. The new waste bin requested for the area between the Spar shop and Hurworth Grange has still not been installed. **Action Clerk.**

The meeting closed at 8:36pm

