

Minutes of Meeting held Monday, 14th July 2014 at 7.00 pm,
Parish Community Room, Monteith Close, West Auckland

Present: Cllr J Bell
Cllr H Charlton
Cllr J Ferguson
Cllr C Mairs
Cllr V Raine
Cllr M Roberts
Cllr W Robinson
Cllr G Smith
Cllr N Thomas
Cllr A Turner
Josephine Ellis, DCC

14.33 TO ACCEPT APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Rielly and Cllr Farrer

14.34 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.

There were no expressions of interest.

14.35 TO CONFIRM MINUTES OF PREVIOUS MEETING

With the exception of two amendments, Cllr Rielly was missing from the attendance and Cllr Smith's name was omitted from the Finance Group members, the minutes were agreed to be a true account of the previous meeting and signed accordingly

14.36 TO INVITE ANY COMMENTS FROM MEMBERS OF THE PUBLIC.

There were no members of the public present.

14.37 CLERK'S TABLING OF CORRESPONDENCE/ENDORISING INVOICE CHEQUES.

The Clerk tabled all correspondence received and cheques were endorsed for invoices as below.

01/07/2014	SO	Clerk's Salary			£600.00
01/07/2014	SO	Domestic 1 Salary			£5.00
01/07/2014	SO	Domestic 2 Salary			£5.00
08/07/2014	SO	Domestic 1 Salary			£5.00
08/07/2014	SO	Domestic 2 Salary			£5.00
14/07/2014	100500	Chair's Trip to Queen's Garden Party			£464.00
14/07/2014	200001	BDO External Audit			£240.00
15/07/2014	SO	Domestic 1 Salary			£5.00
15/07/2014	SO	Domestic 2 Salary			£5.00

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(i) To receive Westlife articles

It was confirmed that some articles have been received and this Westlife edition is almost complete. Cllr Roberts proposed and Cllr Ferguson seconded that an anniversary article be included in the next edition. This was unanimously agreed.

The recent cold calling initiative will also be included in the next Westlife edition.

(ii) To consider communication process for management of Monteith groups

This item has been addressed and Cllr Charlton plans to meet periodically with session group leaders to discuss any issues that may arise. ACTION: Cllr Charlton to confirm meeting dates and outcome.

(iii) To consider the continuation of the book exchange

The book exchange was considered and it was unanimously agreed that the book exchange should remain where it is and be reviewed as part of the overall use of rooms following completion of asset transfer. This was proposed by Cllr Charlton and seconded by Cllr Robinson.

(iv) To consider updating the website

Cllr Mairs proposed that the website be updated to include a photograph of the football monument. It was unanimously agreed that the horse photograph be replaced with a football monument photograph. ACTION: Clerk to request via DCC.

14.38 TO RECEIVE FINANCE WORKING GROUP UPDATE.

i. To approve quarter end accounts

The Clerk met with the Finance Working Group, including Cllr Ferguson, Cllr Mairs, Cllr Smith and Cllr Turner. It was agreed that Cllr Mairs will chair future quarterly and finance meetings. All spending for period 1st April – 30th June 2014 was reviewed, the Annual Return and recommendations of the External and Internal Audit reports were discussed. It was agreed that the final accounts will be circulated to all Parish Councillors. It was agreed that auditors' recommendations will be considered at each of these meetings to provide assurance on future financial management. The Finance Group highlighted that no future adhoc purchases can be made without agreement of more than one Parish Councillor.

ii. To receive update on potential siting of permanent Christmas tree

Each member of the Parish Council was asked whether they agree that a permanent Christmas tree being sited would benefit the village; everyone present agreed it would. Due to the initial expense of providing power to the originally considered triangular green, alternative sites have since been considered. It was unanimously agreed that neither of the proposed alternative sites on the main village green are appropriate. Cllr Roberts suggested that the site of the existing tree be considered and a permanent tree be allowed to grow for a few years prior to removing the annual tree and planter. It was proposed by Cllr Roberts and seconded by Cllr Robinson that costs of the two options be obtained and a decision be made at the September meeting on the following:

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- (i) Investigate planting site adjacent to the existing annual tree planter to grow permanent tree for several years until established alongside current annual tree planter. This site already has electricity supply but old building foundations remaining may hinder planting.
- (ii) Investigate cost at centre of the triangular green site with uninterrupted root growth but no electric supply.
- iii. To consider replacing Pant slip road with turf.

Cllr Roberts agreed to seek cost per meter for replacing tarmac with soil. It was suggested that this could be a project for inclusion in a Neighbourhood Plan.

14.39 TO RECEIVE ENVIRONMENT/PLANNING WORKING GROUP UPDATE.

i. To consider progressing with Neighbourhood Plan – Josephine Ellis

Josephine Ellis attended the meeting and requested the Parish Council's views on progressing with the Neighbourhood Plan, emphasising that the Plan can be as large or small as required. Cllr Roberts advised how the Parish Council have attempted to promote a Neighbourhood Plan and highlighted areas of land and problematic buildings that the Parish Council could influence improving via a Plan. It was highlighted that the Neighbourhood Plan would need to coincide with the County Plan. Potential building areas were considered to include East Green, Johnson Terrace, The Mill. Cllr Smith suggested building a structure for creating a Neighbourhood Plan prior to debating what areas would benefit.

Cllr Robinson requested Josephine's advice on how to engage local residents. Following discussion it was agreed that the Parish Council need to agree the focus areas of the Plan and a meeting to discuss this will be held 22nd September 2014 at 7.30 pm. Examples of what could be included were setting out policies for restrictions to protect the conservation areas, highlight potential building sites, use of open spaces and any specific project considered beneficial to the village. Cllr Robinson suggested that the Parish Plan be reviewed as, although some issues have been addressed or become dated, there is much information still current and could be used as an initial focus point. This was unanimously agreed.

It was proposed by Cllr Charlton and seconded by Cllr Roberts that a public meeting be arranged to obtain residents' ideas. This was unanimously agreed.

ii. To receive update on siting seat at Copeland Road

The relocation of the seat being taken from the Manor House was considered. Cllr Roberts and Cllr Ferguson have carried out a site visit and it was proposed by them that the best site for this would be the top of Copeland Road, opposite Dickenson Road. This was unanimously agreed. ACTION: Clerk to request that Brian Mundell liaise with Cllr Ferguson and Cllr Robinson and provide a quote.

iii. To consider updating Simpson Road recreation area

Historically there was a recreation area at Simpson Road and Cllr Ferguson proposed that the Parish Council consider replacing that. Cllr Roberts seconded that and it was agreed to contact Durham County Council to obtain their view on the Parish Council

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providing replacement equipment on that site. ACTION: Clerk to contact on receipt of DCC contacts list from Cllr Turner.

14.40 TO RECEIVE ITEMS FOR THE MEETING TO BE HELD MONDAY, 8TH SEPTEMBER 2014

- Westlife article – Cold Calling
- Hearing loop system – Clerk to make initial enquires.
- To consider siting CCTV at The Well
- To consider the Wetlands
- To discuss the Fleece and Nursery village green
- To receive update on the stone seat and discuss plaque
- To consider the Stockton & Darlington railway initiative
- To feedback on advice from Steve Ragg on AOB and resolutions for future agendas
- To consider improving approaches to village with planters and grass cutting.

Chairman's Signature..... Date.....