THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 25th APRIL 2022.

Present: Councillor I Cochrane (Chair)
AW Bright, G Bright, JWA Bright, M Cooper, L Cox, R Hardy, A Kelly, RB Lacey, S Maitland, M Parker, KT Wood
County Councillor C Hood

Apologies: LA Hill, H Mountain, MA Mountain

TIME SET ASIDE FOR QUESTIONS/ISSUES RAISED BY MEMBERS OF THE PUBLIC

As there were no Members of the public present no matters were raised

1559. **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of Councillors LA Hill, H Mountain, and MA Mountain, be received and noted

1560. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Declarations of interest were received from Councillors I Cochrane and R Hardy in respect of Item 8(iv) on the agenda relating to a request for financial assistance.

RESOLVED that, the information given be noted.

1561. **TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 28th MARCH 2022**

RESOLVED that the Minutes of the Meeting held on 28th March 2022, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record subject to minor amendments to the wording in County Councillor Reports (1550) and Target Hardening at Bruce Glasier Green (1555)

1562. **GROUNDSMANS REPORT**

The Groundsman provided an update on current works including:

- Football season coming to an end.
- Vertidrain works to football pitches.
- Bowls season had started.
- Bowls pavilion exterior and toilets had been painted
- Progress with development costs for refurbishment of former ticket hut to a kiosk for ticket sales and refreshments.
- Public noticeboard had been lowered.

Councillor M Parker thanked the Groundsman for his help with the community tree planning at the Community Park.

RESOLVED that the information given be noted and further developments awaited

1563. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

Councillor S Maitland confirmed that works were in progress with DCC to repair the electricity supply to the cenotaph lighting. The Clerk confirmed that an estimate cost for the works had been given of £700 and hopefully repairs would be completed in the next couple of weeks. The Clerk thanked Councillor Maitland for his valued help in progressing this outstanding issue.

RESOLVED that the information given be noted and further developments awaited

1564. **COUNTY COUNCILLORS REPORT**

County Councillor C Hood provided a written report of his work since the last meeting, a copy of which had been circulated to each Member.
County Councillor I Cochrane provided details of his work since the last meeting and provided details of the recent support bus to the Ukraine to support and pick up refugees.

RESOLVED that, the information given be noted.
FURTHER RESOLVED that the thanks of the Parish Council for all the work done by the Team involved with the Ukraine be recorded.

1565. **SHOTTON PARTNERSHIP AND AAP UPDATE**

Councillor R Hardy provided a progress report and covered the following items:

AAP – meeting cancelled

Partnership

- All projects proceeding well.
- ESF funding of £10k received towards IT Centre;
- £5k funding received from County Durham Foundation towards Community Hub Play Area
- £1k funding from Storm Arwen support fund towards repair costs at Community Hub;
- £4k funding awarded towards volunteer support structure
- £37k received from various grants towards Community Hub and community initiatives
- Progress made with arrangements for Pit Closure anniversary, Shotton Festival, Queens Jubilee and Durham Big meeting (9.7.22)
- Looking for volunteers to carry the Shotton Banner at the Durham Big meeting

1566. FINANCIAL MATTERS

i. Schedule of Payments

RESOLVED that the cheques and payments read out and detailed by the Clerk for April 2022, be endorsed, and approved for payment.

ii. Electronic Banking Update

Access to electronic banking had been implemented but still required all authorised users to implement their security keys with the Co-operative Bank.

RESOLVED that the Council's authorised signatories complete the telephone authorisation process with the Co-operative Bank directly, details of which had been passed to each authorised signatory by the Clerk

iii. Budget Update @ 31 March 2022

The Clerk outlined there had been a number of issues with the Council's accounting software and therefore he had to extrapolate information in order to provide a budget update estimate, a copy of which had been circulated to each Member. It was anticipated that Rialtas would help resolve the software issue to enable the year end accounts to be completed in time.

The following areas were raised:

<u>Target Hardening</u>

Members discussed the target hardening proposal outlined at the last meeting, following which it was agreed that:

- Await costings across all greenspace areas in the village.
- Pressurise DCC to undertake the necessary improvements and clean up to their land holdings
- Request DCC to provide gate open on the bridge to enable easy access to the walkway

<u>Platinum Jubilee Celebrations</u>

It was noted that Shotton Partnership already had a comprehensive range of activities going on in the village and realistically time was running short to arrange anything major.

Councillor L Cox outlined some costings she had pulled together for a poetry competition to commemorate the Queens Jubilee in the village. The plan would be to seek poems from the community which would be judged by a small panel. The winners would have their poems inscribed on plaques which would be erected near the Community Park, leaving a legacy of the Jubilee year.

It was anticipated plaques would cost approx. £50 each and anticipated 7 winners (total estimate £350 based on A5 size plaques)

There would be no age limit to entries and all schools would be invited to participate. Councillor Cox was happy to lead on the initiative and to promote the poetry competition throughout the community.

Community Consultation

This was a key issue for Members, and it was suggested that a Working Group be established to develop the approach to be taken and make progress involving Councillors G Bright, J Bright, L Cox, M Parker, M Cooper & R Hardy and to report back to the Council with a proposal.

Kitchen Replacement - Groundsman's Bungalow, Community Park

Costings had been received for a suitable replacement kitchen and Kieran Robson had provided the best value quotation for the sum of £7,600 +vat.

RESOLVED that:

i. the updated budget information as circulated by the Clerk be received and noted

ii. costings be awaited from DCC to address all open space areas and greens across the village requiring target hardening.

iii. the Platinum Jubilee poetry competition be approved, and it be noted that Councillor L Cox would lead on the promotion and implementation, the cost of which would be met by the Parish Council

iv. a working Group be established involving the above members to develop and co-ordinate and approach for community consultation

v. kitchen replacement quotation from K Robson at the groundsman's bungalow be approved

iv. Requests for Financial Assistance for Shotton Community Festival and Transport & Banner Carriers for Durham Big Meeting

Councillors R Hardy & I Cochrane declared their interests in the above items in view of their involvement with the organisation and or supplier and left the meeting while the items were under consideration

Councillor K Wood temporarily takes the Chair

RESOLVED that the Council agree donations of £1000 towards Shotton Community Festival and to also meet the cost of coach transport to Durham Big Meeting and up to 4 Banner carriers

Councillors Cochrane and Hardy are invited back into the meeting and Councillor Cochrane resumes the Chair

1567. **PLANNING MATTERS**

RESOLVED that the planning matters (applications, approvals, appeals and withdrawals) details of which had been circulated electronically when notified to all Members be received and noted.

1568. **COUNCILLOR WORKING GROUP – PROGRESS REPORTS**

i. Shotton Colliery Closure Anniversary- 1st September 2022

The notes of the Working Group planning meeting held on 12 April had been circulated to each Member and set out some proposals they had developed for the anniversary.

RESOLVED that the proposals put forward be noted and agreed and that the Council agree to purchase one coal hutch planter from David Ogilvie Engineering at a cost of £2660.

ii. Facebook Page for Shotton Parish Council

Councillor K Wood confirmed that the Parish Council page seemed to be working well and now had 259 followers.

RESOLVED that the information given be noted.

iii. Play Equipment Community Park

The Clerk circulated details of the tender documentation and timetable which was planned to be published on Contracts Finder on 29th April 2022.

RESOLVED that the information given be noted and further developments awaited.

iv. Shotton Community Garden Group

Councillor M Parker outlined that Believe Housing had now agreed to offer the site at the rear of Ashbrooke Estate under a contract to the Community Garden Group. In addition, having liaised with the Clerk they were to liaise with the Groundsman to identify a further community garden site to be located in the Community Park.

RESOLVED that the information given be noted and further developments awaited

1569. **PROGRESS REPORT OF THE CLERK**

The majority of items had been previously dealt with on the agenda, however, the following matters were reported:

- Section 106 Application by South Hetton Parish Council had not been supported by the County Council S106 Group.

RESOLVED that the information given be noted

1570. **CORRESPONDENCE, BULLETINS & CIRCULARS**

RESOLVED that the correspondence, bulletins and circulars, details of which had been provided to each Member be received, and the information contained therein, be noted.

1571. **DATE AND TIME OF NEXT MEETING**

RESOLVED that the next meeting of the Parish Council being the Annual Meeting be held at Shotton Community Hub on Monday 30th May 2022 immediately following the conclusion of the Annual Assembly of Electors which would commence at 6.00pm.

CERTIFIED AS A TRUE RECORD
CHAIRMAN .....
Date: 30 May 2022