THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 25th MARCH 2024.

Present: Councillor JWA Bright (Chair)
AW Bright, G Bright, R Hardy, LA Hill, A Kelly,

Apologies: I Cochrane, M Cooper, L Cox, RB Lacey S Maitland, H Mountain, M Mountain, M Parker, K Wood

County Cllr C Hood

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

Mr L Peacock asked if there had been any progress since his request at the previous meeting for use of football facilities for an under 18s Junior Team (post Shotton Colts)

The Clerk confirmed that as outlined at the previous meeting, he should first speak with the Groundsman and if there was any likely opportunity to cope with the envisaged limited number of games to then submit a formal request for use of the facilities in writing to the Clerk.

1803. **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of I Cochrane, M Cooper, L Cox, RB Lacey S Maitland, H Mountain, M Mountain, M Parker, K Wood and County Councillor C Hood be received and noted.

1804. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

RESOLVED that, the information given be noted.

1805. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 26th FEBRUARY 2024**

RESOLVED that the Minutes of the Meeting held on 26th February 2024, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1806. **GROUNDSMANS REPORT**

The Groundsman provided a progress report on works and activities explaining the delays to grass cutting due to the huge amount of continuing rain. Progress on removing the Cenotaph overgrown silver birch trees or lopping them if appropriate would be undertaken in the next few weeks.

RESOLVED that the information given be noted.

1807. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

RESOLVED that as no reports were received, the information given be noted.

1808. **COUNTY COUNCILLORS REPORT**

Apologies had been received on behalf of both County Councillors. Consideration had been given to County Councillor Chris Hood's written monthly update which had been circulated to each Member.

RESOLVED that, the information given be noted.

1809. **SHOTTON PARTNERSHIP AND AAP UPDATE**

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

AAP

- Police- Bar 23 at Peterlee had been closed down; Vibes was under investigation; Cannabis farm had been identified and dealt with
- Presentation by Durham & Darlington Fire & Rescue - 2024/25 Risk Management Plan

Partnership

- Fun & Food new criteria for allocation of support funding was causing difficulties throughout the area however Shotton Partnership's policy is that no child requiring support would be disadvantaged.
- 400 meals provided in past month.
- Grant from County Durham Community Foundation towards patio and Entrance Canopy installation at the Community Hub.
- Training through "Powering Up" was being received to support improvements to Partnerships accounting arrangements with QuickBooks.
- .New Partnership website now up and running

YIF/Partnership

- Video being prepared by the young people as part of NYA development plan
- Groundwork were engaging well with young people in various ways with 100 surveys completed to date although greater participation and involvement is expected when the new building is ready and being utilised
- Sessions were being held on Tuesdays and Thursdays each week at various locations awaiting the opening of the new Outreach Youth Hub
- 3 month initial plan being developed to launch at the new Outreach Hub
- Official launch of the new Youth Hub building is being planned for June.
- New jobs working at the Youth Hub are currently being advertised.
- "Game On" football sessions are tasking place on Friday evenings.
- Consultation with Young people was ongoing to agree the name of new Youth Hub

RESOLVED that, the information given be noted.

1810. **FINANCIAL MATTERS**

I. **Schedule of Payments**

RESOLVED that the cheques and payments read out and detailed by the Clerk for March 2024 be endorsed and approved for payment.

1811. **PLANNING & LICENSING MATTERS**

RESOLVED that the DCC planning matters (applications, approvals, appeals and withdrawals) and the new licensing application for Potto Food, 2 Potto Street details of which had been circulated to each Member, be received, and noted.

1812. **COUNCILLOR WORKING GROUPS – PROGRESS REPORTS**

i. **Facebook Page for Shotton Parish Council**

Still growing and maintaining interest

RESOLVED that the information given be noted.

ii. **D- Day Commemoration Working Group**

RESOLVED that the notes from the D-Day Commemoration Working group meeting held on 11 March 2024, copies of which had been circulated to each Member be noted and further developments awaited.

1813. PROGRESS REPORT OF THE CLERK

The Clerk reported on the following items:

a) YIF Community Outreach Youth Hub

The revised anticipated construction completion date was hoped to be brought back to 26 April from 10 May

The Clerk was concerned at further delays with the Councils electricity supplier, SSE regarding the meter install for the building and was pursuing matters rigorously with them.

Some additional costs were anticipated as a result of inadequate substrate to some of the road areas which required additional works. It was estimated to be less than £20k and the Clerk had authorised the expenditure to ensure the facilities were up to standard. It was noted the Council had allocated a provisional budget of £40k in the event of funding being required above the YIF grant allocation.

The Clerk suggested a visit by Councillors be arranged over the next few weeks once the external cladding works were complete and interior finishes well underway.

The draft lease of the Outreach Youth Hub to Shotton Partnership was currently awaited from the Councils Solicitors.

RESOLVED that the information given be noted, the actions taken be endorsed and further developments be awaited.

b) Clerk Additional Hours

In March February, 92 additional hours had been worked by the Clerk and quite significant further hours would be required to deal with the ongoing work being undertaken with regard to the YIF grant, the overflow car park and year-end payroll and accounts

RESOLVED that the information given be noted.

c) Community Park Overflow Car Park Extension

Works were progressing well despite the incessant rain and flooding of the site which indicated the works would overrun into late April.

The tarmac resurfacing works to the existing car park would be delayed until the construction works at the Youth Hub had been completed to

reduce the potential for it being damaged due to heavy construction traffic. It would also be warmer weather and better for laying tarmac.

Contract progress had been delayed by almost 4 weeks due to rain which was completely outside the control of the contractor who was working closely with the Council to ensure any delays were minimised. The current project plan shows the new grid overflow area would be completed by the end of April

A request for the total grant from DCC had been submitted in the sum of £150k.

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

d) Council Website & IT Matters

The Clerk had approached another website provider to ensure the Council were obtaining best value and a good comparison, details were currently awaited

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

1814. **CORRESPONDENCE, BULLETINS & CIRCULARS**

RESOLVED that the correspondence, bulletins and circulars, details of which were read out by the Clerk be received, and the information contained therein, be noted.

FURTHER RESOLVED it be noted that the DCC Controlled Waste Transfer Agreements 2024/25 for New Shotton Churchyard, Community Park and Parish Meeting Rooms had been completed by the Clerk to be sent back to DCC.

1815. **DATE AND TIME OF NEXT MEETING**

RESOLVED that the next meeting will be held at the Community Hub on Monday 29 April 2024 at 6.00pm.

CERTIFIED AS A TRUE RECORD

CHAIRMAN .....

Date: 29th April 2024