THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 27th FEBRUARY 2023.

Present: Councillor L Cox (Chair)
AW Bright, G Bright, J Bright, I Cochrane M Cooper, R Hardy, S Maitland, LA Hill, A Kelly, H Mountain, MA Mountain, M Parker, KT Wood

County Councillor C Hood
Apologies: RB Lacey

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

The Clerk confirmed he had received a letter from Mr Dixon Blakey (present at the meeting) setting out his observations and suggestions to address the car parking issues at Station Road. The Clerk confirmed that the comments would be considered as part of any future design, however it should be noted that the cost and future maintenance aspects had to be taken into account as part of any future design.

1678 **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of Councillor RB Lacey be received and noted.

1679. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Declarations of interest were received from Councillors I Cochrane, M Cooper & S Maitland in relation to Item 8iii on the Agenda, the request for financial assistance on behalf of the Friends of St Saviours.

RESOLVED that, the information given be noted.

1680. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 30th JANUARY 2023**

RESOLVED that the Minutes of the meeting held on 30th January 2023, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1681 **GROUNDSMANS REPORT**

The Groundsman confirmed all maintenance works were on track and that the new play equipment was proving popular.

Repairs to the flooring in the Bowls Pavilion had been recently completed and the new play area sign and missing swing seat from HAGs were awaited.

The Clerk confirmed a meeting had been held with representatives of Shotton Colliery FC to resolve the issues with the Kiosk. It was agreed that the club would replace the existing not suitable service hatch window in early summer during the closed season.

RESOLVED that the information given be noted.

1682. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

Cllr L Hill had offered apologies for not being able to attend the last meeting of CDALC Smaller Councils Forum.

RESOLVED that the information given be noted.

1683. **COUNTY COUNCILLORS REPORT**

County Councillor C Hood had circulated a written report of his work since the last meeting, a copy of which had been circulated to each Member.

Detailed discussion ensued with regard to the proposed open planning application and the implications of works and traffic associated with Tuthill Quarry, and provided a progress report on issues and concerns raised at a recent public consultation he had arranged.

The Clerk agreed to circulate a link to the application on DCC's planning portal so representations could be made by Members and be shared to the wider community.

County Councillor IC Cochrane provided a verbal report on the following matters:

- Recent death of DCC Chairman Betty Bainbridge,
- Improvements to the public footpath from the bridge to the beck near Brackenhill had recently been completed
- St Saviours Churchyard litter pick & clean up
- Attended meeting at DCC regarding devolution arrangements.
- Numerous resident matters continue to be addressed and dealt with

RESOLVED that, the information given be noted and the reports be received.

1684. **SHOTTON PARTNERSHIP AND AAP UPDATE**

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

AAP

- Durham Partnership presentation on devolution
- Consultation on review of DCC AAPs - consultant recommendation is to disband existing AAPs and create new County regional networks

Partnership

- Provision of food hampers and donations from Aldi had been collected and made available on Christmas Eve
- Childrens day trip and party
- Coronation event on 6th May to include from 10-12 TV coverage followed by disco and castle games and an Elvis act.
- "Lets Create" are creating 4 pieces of art to go on Hub main hall wall
- YIF project to be covered under Clerks progress report
- All other projects proceeding well.

RESOLVED that, the information given be noted and the report be received.

1685. **FINANCIAL MATTERS**

i. Schedule of Payments

RESOLVED that the cheques and payments read out and detailed by the Clerk for February 2023 be endorsed and approved for payment.

ii. Electronic Banking Update

RESOLVED that arrangements be made for all authorised e-signatory Members to attend a session on afternoon of Thursday 23rd March. Time to be confirmed by the Clerk.

iii. Request for Financial Assistance – Friends & Parishioners of St Saviours – Alcote House Community Space

Councillors I Cochrane, M Cooper & S Maitland declared an interest in the item due to their involvement as officials of the group and left the meeting prior to discussion by the Council

Members had a number of questions particularly around how this might impact on existing service provision and donations to the Church. Also, some concern was expressed that this had been allowed as the owner, Believe Housing had not granted a previous request for Alcote House to be utilised for Youth provision.

It was explained that as Turnbull Hall was not available, Alcote House was being utilised primarily as an alternative venue and that the application under consideration was from a community group Friends of St Saviours and not the Church itself.

Following discussion, it was **RESOLVED** that the Parish Council make a contribution of £370 to Friends of St Saviours Alcote House Community Space towards provision of a "warm space", hot and cold food and community entertainment facilities.

Councillors Cochrane, Cooper & Maitland returned to the meeting.

iv. Internal Audit Provision 2023/24

Pursuant to Minute 1672 (iii) of the last meeting, the Clerk had met with Mr David Moore and he had confirmed he would undertake the Internal Audit work on behalf of the Parish Council.

RESOLVED that the Mr WD Moore be appointed as the Council's Internal Auditor for 2023 onwards.

v. Review of Standing Orders, Financial Regulations and Risk Register

The Clerk confirmed that the above were suitable and required no further review.

The Risk register had been updated to reflect ongoing supply costs which had already been fully considered by the Council when reviewing the budgets. It was noted that the YIF Community Outreach Youth Hub was a significant capital and revenue project that would identify a number of risks similar to those for the new Community Hub and these would be included as a new risk register specific to the project as progress was made.

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

1686. **PLANNING MATTERS**

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

1687. **COUNCILLOR WORKING GROUPS – PROGRESS REPORTS**

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

Progressing well (currently+370 followers)

RESOLVED that the information given be noted.

ii. **Shotton Community Consultation**

RESOLVED that the summary of outcomes and priorities arising from the community consultation, a copy of which had been circulated to each member be received and noted.

iii. **Shotton Community Garden Group**

As this was now a separate constituted group, the item would be removed from the agenda going forward.

Cllr M Parker thanked Members and the Clerk for their interim support in helping the group become established.

RESOLVED that the information given be noted.

iv. **Jubilee Poetry Competition Working Group**

Councillor L Cox reported that the poetry plaques were to be received soon from A1 Trophies & Engraving and that she would liaise with the Clerk to determine a suitable tree and location at the Community Park to recognise the former Queens Jubilee.

RESOLVED that the information given be noted and the Clerk be authorised to purchase an appropriate tree.

v. **Proposed Coronation & New Play Area Opening Event Working Group**

It had been agreed to work with Shotton Partnership for the Kings Coronation celebrations.

The official play area opening would take place on 2 April and the official ribbon cutting and opening would be undertaken by two children from the village having been nominated and then randomly drawn from all nominees which would be promoted through social media.

The day would also incorporate an easter egg hunt for the children which required the purchase of easter eggs using the allocated budget and it was hoped to install the Queens Jubilee poetry competition plaques at the same time.

RESOLVED that the information given be noted, further developments be awaited, and that Councillor G Bright liaise directly with the Clerk regarding the purchase of easter eggs .

1688. PROGRESS REPORT OF THE CLERK

The Clerk reported on the following items:

a) YIF Community Outreach Youth Hub

Good progress was being made with regard to design and both capital and revenue costings for the bid which was to be submitted end of March early April. The deadlines were extremely tight and additional hours would be required if the bid was to be achieved.

Shotton Partnership had received £61,845.75 through Social Investment Business towards the YIF pre-construction costs. This represented 90% of the costs however did not include for required surveys etc. The contract with D3A was being finalised and it was noted that the Council would need to allocate some funding towards these additional costs if other funding streams e.g. Towns & Villages etc could not be found.

The expression of interest provided an estimated project spend of £850,000 net however it was more likely be over £1.2m net including revenue and external works.

The Clerk would be able to provide more detailed information i.e. plans, budget etc to the next meeting, A new Memorandum of Understanding between the Parish Council and Shotton Partnership 2000 Ltd was being drafted for signing by both parties to reflect the partnership working commitments towards this major project.

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

FURTHER RESOLVED that the Clerk

b) Clerk Additional Hours

15 additional hours over February had been worked and quite significant further hours would be required to deal with the additional work being undertaken with regard to YIF of which budget provision had been made.

RESOLVED that the information given be noted.

c) Village Coal Hutch Planters

The Clerk provided details of 3 Coal Hutch planters, 66% of the size of the Pulley Wheel planter to be located at the 3 entrances to the village, replacing two existing planters and a new one on the Haswell entrance. The cost including delivery would be £5586 +vat and planting. A funding application to the CDCF High Haswell Wind Farm Grant has been drafted and was awaiting confirmation from DCC highways regarding their location. The Clerk would meet with Councillor S Maitland to review and determine the actual locations of the proposed coal hutch planters.

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

d) Chairmans Civic Chain New Inner Row

RESOLVED that the Clerk proceed with the order and manufacture of a new inner chain for the Chairmans Chain of office with Thomas Fattorini Ltd at a cost of £3452.83 plus courier costs.

e) Royal Mail Stamps Swap Out Scheme

RESOLVED that the replacement stamps received from Royal Mail under the above scheme with a value of £459.54 be noted

1689. **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 that the PayPal giving fund correspondence and explanation by the Clerk be received and no further action be taken.

1690. **DATE AND TIME OF NEXT MEETING**

RESOLVED that the next meeting of the Parish Council be held at the Community Hub on Monday 27th March 2023 at 6.00pm

CERTIFIED AS A TRUE RECORD
CHAIRMAN .....
Date: 27th March 2023