THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 28th NOVEMBER 2022.

Present: Councillor L Cox (Chair)
AW Bright, G Bright, J Bright, I Cochrane, R Hardy, S Maitland, H Mountain, MA Mountain, M Parker

County Councillor C Hood

Apologies: M Cooper, LA Hill, RB Lacey, and KT Wood

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

There were no matters raised by the Public

1652 **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of Councillors M Cooper, LA Hill, RB Lacey and K T Wood be received and noted

1653. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

RESOLVED that, the information given be noted.

1654. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 31st OCTOBER 2022**

RESOLVED that the Minutes of the meeting held on 31st October 2022, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1655 **GROUNDSMANS REPORT**

Apologies were offered on behalf of the Groundsman. The Clerk confirmed all maintenance works were on track however the recent significant rain was having a major impact on ground conditions

RESOLVED that the information given be noted.

1656. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

As there had been no attendance at meetings no reports were received.

RESOLVED that the information given be noted.

1657. **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.

County Councillor IC Cochrane provided a verbal report covering the following items:

- Public Rights of way improvements
- Flooding & drainage issues and availability of sandbags

- Christmas Tree Lighting with Trimdon Brass Band
- Support for Ukraine
- Fundraising for St Saviours
- Cherry Tree planting at Community Park for local charity – Agreed and to liaise with Groundsman regarding location
- "Santa's Wish" donations of new toys can be dropped off at Cochranes

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

1658. **SHOTTON PARTNERSHIP AND AAP UPDATE**

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

AAP

- Presentation regarding DCC Budget
- Youth Strategy meeting at Community Hub to undertake gap analysis involving principal funders and stakeholders
- 25 small; grant applications had been approved

Partnership

- Public Health workers meeting
- NE Doberman dog show
- Church Fair 3.12.22 100am -2pm raising funds for St Saviour's
- Warm Places Hub now in place
- Providing 33 meals each week
- Provision of food hampers and donations from Aldi available for collection on Christmas Eve
- All other projects proceeding well.

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

1659. **FINANCIAL MATTERS**

i. Schedule of Payments

RESOLVED that the cheques and payments read out and detailed by the Clerk for November 2022, be endorsed, and approved for payment and the copy cashbook detailing all income and expenditure up to 31 October 2022 be received and noted.

ii. Electronic Banking Update

RESOLVED that arrangements be made for all authorised signatory Members to attend a session on a Thursday afternoon on a future date to be confirmed so this could be completed

iii. Bank Reconciliation

RESOLVED that the circulated the bank reconciliation at 31.10.22 be received and noted.

iv. Budget Arrangements for 2023/24

The areas previously identified my members had been incorporated into a draft budget (previously circulated) which would be developed by the Clerk. It was noted that as a result of the cost of living crisis and impact of increasing energy and inflation costs across all areas, the Council would need to be extremely prudent to achieve a preferred non increase in Precept and Council Tax for residents.

The following additional projects had been suggested by Councillor M Parker:

- Easter Drawing Project - £200
- Children's decorate a Star Project - £300

RESOLVED that the budget and precept be considered at the next meeting of the Council in January, and if possible be convened earlier on 23 January 2023 to achieve the required Durham County Council Precept deadline.

1660. **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.

FURTHER RESOLVED that it be noted that joint planning enforcement and police action was being undertaken at a problem site in the Village.

1661. **COUNCILLOR WORKING GROUPS – PROGRESS REPORTS**

i. **Play Equipment Community Park**

The Clerk provided an update on progress noting that there works n site were due to be completed this week.

Due to the extremely wet weather, members were recommended to delay the opening of the play area until the New Year and to retain the Harris site fencing to prevent access until such time as the ground conditions improved. The clerk would liaise with the Groundsman and keep Members updated

RESOLVED that the information given be noted and the action outlined be agreed.

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

Progressing well (currently+370 followers)

RESOLVED that the information given be noted.

iii. **Shotton Community Consultation**

RESOLVED that the Clerk prepare a summary of the outcomes and priorities arising from the community consultation to be circulated to all Members

iv. **Community Garden Group**

M Parker reported that the Group had now successfully opened a bank account.

RESOLVED that the information given be noted.

v. **Jubilee Poetry Competition Working Group**

Councillor L Cox reported that the poetry plaques were awaited.

RESOLVED that the information given be noted and further developments awaited

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

Suggestions for the official opening of the new play area would be in early Spring (April) and that children would be chosen from the Village to officially open the play area.

Suggestions for the Kings Coronation included a large, hired marquee and inflatable, lots of different activities together with hired tables and chairs.

Some members expressed some concern regarding the costs and asked the working group to look at other providers in order to keep costs manageable and that the working group needed to confirm and seek approval from the Council for their terms of reference and budget requirements before making any commitments. It was outlined that an estimate budget would be £2.5k. It was also recommended that the Working Group should follow the County Councils Safety Advisory Group requirements, details of which would be forwarded by the Clerk.

RESOLVED that the information given be noted and the draft terms of reference for the working group and formal budget requirements be awaited.

1662. PROGRESS REPORT OF THE CLERK

The Clerk reported on the following items:

- Chairmans Chain of Office quotation for new additional inner row - £3140+ vat – to be considered as part of budget considerations
- Internal Audit mid-year review – currently ongoing

RESOLVED that the information given be noted.

1663. **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.

1664. **DATE AND TIME OF NEXT MEETING**

RESOLVED that due to Christmas recess the next meeting of the Parish Council would normally be held at the Community Hub on Monday 30th January 2023 at 6.00pm however subject to finalisation of the budgets and the precept deadline it may be brought forward to 23rd January 2023, The Clerk would liaise with the Chairman to confirm and advise Members of the confirmed date

CERTIFIED AS A TRUE RECORD
CHAIRMAN .....
Date: 30th January 2023