THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 30th OCTOBER 2023.

Present: Councillor J Bright (Chair)
AW Bright, G Bright I Cochrane, R Hardy, A Kelly, H Mountain, RB Lacey, S Maitland, M Mountain, M Parker & K Wood

County Cllr C Hood

Apologies: M Cooper, L Cox & L Hill

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

Mr TD Blakey was present and provided Members with an update on the arrangements for Armistice Day and Remembrance Sunday.
He thanked the Parish Council for the donation of £100 for the Bugler and clarified that the fee was being donated by the bugler to the DLI.
The Clerk outlined that following consultation with the Chairman £200 had been spent on additional lamppost poppies and thanks to Cllr A Bright for arranging and organising.

1764. **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of M Cooper, L Cox & L Hill be received and noted.

1765. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

RESOLVED that, the information given be noted.

1766. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 25th SEPTEMBER 2023**

RESOLVED that the Minutes of the Meeting held on 25th September 2023, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1767. **GROUNDSMANS REPORT**

The Groundsman provided a progress report on current work and activities with all progressing well. The Outreach Youth Hub works were progressing well despite the wet conditions. Arrangements were in hand to prepare the cenotaph ready for Remembrance weekend.

RESOLVED that the information given be noted.

1768. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

- CDALC AGM – Cllr K Wood
  - PCC matched funding for ASB Hotspots and immediate justice under the Trailblazer Pilot Scheme
  - 20% increase in CDALC Affiliation fees
  - Digital ballot for appointment of CDALC President
- East Durham Association P&TC – Cllr M Parker
  - Community Resilience/Emergency Planning
  - General Power of Competence
  - To raise with DCC issue with late funding for school uniforms

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

1769. **COUNTY COUNCILLORS REPORT**

County Councillor C Hood had circulated his monthly update. County Councillor I Cochrane had no matters to report.
Cllr R Hardy complemented the DCC planters which had recently been installed.

RESOLVED that, the information given be noted.

1770. **SHOTTON PARTNERSHIP AND AAP UPDATE**

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

AAP

- £30k value of grant applications received for an allocated budget of £20k.

Partnership

- Details of October events including Halloween at the Community Hub were provided.
- Hub is being well used and recently a wedding had been a great success.
- "Let's Create" arts project are helping with a mural on the café wall.
- Funding had been secured for Solar Panels from Windfarm Grant (£4k), Coalfields Regeneration towards Hub Manager wages (£5k) and Greggs towards IT worker and cleaner overheads (£20k)
- Through the cost of living support fund the Hub is providing free meals from 13th November if anyone is in need
- Emergency packs are being provided for Christmas.
- Work is ongoing developing the revenue side of the YIF Outreach Youth Hub

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

1771. **FINANCIAL MATTERS**

i. Schedule of Payments

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

ii. Budget Update

RESOLVED that this be deferred to the next meeting.

iii. Request for Financial Assistance – "Little Treasures"

RESOLVED that a donation of £200 be granted to the Little Treasures Group.

1772. **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.

1773. **COUNCILLOR WORKING GROUPS – PROGRESS REPORTS**

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

Cllr K Wood – increasing interest and followers now 463

RESOLVED that the information given be noted.

ii. **Jubilee Poetry Competition Working Group**

RESOLVED that a future report be deferred until Spring 2024

iii. D- Day Commemoration Working Group

A meeting of the Working Group was planned for November.

RESOLVED that the information given be noted and developments awaited.

1774. PROGRESS REPORT OF THE CLERK

The Clerk reported on the following items:

a) YIF Community Outreach Youth Hub

Construction works on site were proceeding well and installation of the steel framework was due to commence next week.

Talks between SIB and the legal teams were ongoing regarding land title and due diligence however the first grant drawdown had been received from SIB in the sum of £231,455.

The Clerk considered the issues to be relatively minor and should be able to be resolved if both sides are pragmatic. The Clerk confirmed he would keep members updated on developments and was pursuing the option of indemnity insurance to assist in resolving some of SIBs legal teams queries.

The Clerk had been asked to be part of the YIF Grantees Peer Team to share experiences and support other groups with their project.

A lot of work was ongoing with the revenue element of the bid to update the development plan for the services being provided.

The formal Service Level Agreement for the provision of Youth Services between the Council & Shotton Partnership 2000 Ltd had recently been signed off and was now in place.

RESOLVED that the information given be noted, the actions taken be endorsed further developments be awaited. The Councils continued appreciation to the Clerk and Rona Hardy (Shotton Partnership) was noted.

b) Clerk Additional Hours

In October 90 additional hours had been worked by the Clerk and quite significant further hours would be required to deal with the additional work being undertaken with regard to the YIF submission and now the overflow car park. Some of the costs associated with the Project management had been included as part of the revenue grant provision (>£7,800). It was always noted that the major costs to the Council would be increased overheads, wages and funding towards non capital grant funded items for

the new Hub (chairs desks, PCs, TV, kitchenware etc) for which budget provision had been made.
RESOLVED that the information given be noted.

c) *Community Park Overflow Car Park Extension*
The Contract Tender documents were to be notified on Contracts Finder in the next week as a contract completion deadline of 18th March 2024 was a term of the Grant.
It was planned that the tender receipt deadline would be 12 noon on 27th November 2023.
Some savings could be made on the overall project due to less new drainage being required, however this was being considered in more detail as a result of the information learned from the recent remedial works by DCC and the high water table in the area. The inherent design of the overflow car park area would help with drainage on the site.
The Clerk was awaiting updated project, architectural, engineering and design costs to ensure once tenders were received the project budget could be fully detailed.
The relocation of an Openreach pole in the proposed car park was required as well as relocating a memorial tree.
RESOLVED that the information given be noted, further developments be awaited, and the Clerk be granted full Delegated Authority to deal with all aspects of the project.

d) *Shotton Haswell & South Hetton Heritage 100 Route Update.*
Story had been written and the installation of the Heritage 100 Route marker posts was imminent.
RESOLVED that the progress being made be noted.

1775. **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.

1776. **DATE AND TIME OF NEXT MEETING**
RESOLVED that the next meeting will be held at the Community Hub on Monday 27th November 2023 at 6.00pm.

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