THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 31st OCTOBER 2022.

Present: Councillor L Cox (Chair)
AW Bright, G Bright, R Hardy, LA Hill, RB Lacey, S Maitland, H Mountain, MA Mountain, , M Parker, KT Wood
County Councillor C Hood

Apologies: J Bright, I Cochrane, M Cooper, and A Kelly

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

Mr Dixon Blakey outlined the arrangements in place for Remembrance Day on 13th November. It was suggested the Parish Council would be happy to meet the cost of providing a Bugler for the salute. Muriel Peters was to provide the service and it was asked if volunteers could be found to carry the Navy Banner. The Parade would meet at the Comrades for 10.35am and march to the Cenotaph.
The Council thanked Mr Blakey for his dedication, work and effort on behalf of the community co-ordinating the Remembrance Day arrangements.

The Clerk outlined that Mr David Beeston was expected to be in attendance to address the Parish Council regarding a storage area for football nets for a Shotton Colts team, It was agreed that the Clerk would liaise directly with Mr Beeston to progress this matter.

1638. **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that the apologies for absence received on behalf of Councillors J Bright, I Cochrane, M Cooper, and A Kelly be received and noted

1639. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

RESOLVED that, the information given be noted.

1640. **TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 26th SEPTEMBER 2022**

RESOLVED that the Minutes of the meetings held on 26th September 2022, copies of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1641 **GROUNDSMANS REPORT**

The Groundsman provided an update on the new play area and explaining the final play items had arrived on site today.

The contractor's cabin had been broken into the previous week with some machinery stolen. Following liaison with the Clerk they had arranged for former benches and picnic tables to be refurbished and powder coated to be installed as part of the play area. The cost of the powder coating was £800 a massive saving on new items.

The tree survey across all the Council's land was ongoing and was being undertaken by Jeremy Carr Tree Services and the report was awaited.

It was explained that 2 of the silver birch trees at the cenotaph were to be removed and replaced with a lower height tree suitable for the location, Once they were established the third silver birch would be removed.

Councillor S Maitland outlined that Durham County Council were investigating a problem with the cenotaph light and it was anticipated it would be fixed quite soon.

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

1642. **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.

1643. **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.

A member thanked Councillor Hood for following up on the street light issues reported.

Councillor Hardy asked if DCC were to provide any additional funding towards the "Warm Spaces" initiative explaining that the initial £1000 would not go far. It was explained that the issue was under continuous review and would be considered further as part of DCC's ongoing budget process.

It was noted, that encouraging more vulnerable persons to attend "warm spaces" in inclement and winter weather may create more issues than benefits and therefore other alternative means of support needed to be considered.

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

1644. **SHOTTON PARTNERSHIP AND AAP UPDATE**

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

AAP

- 62,855 meals had been provided under the Fun and Food project
- Towns & Villages programme had been awarded £20k of funding which included Shotton

- 11 neighbourhood grant applications had been approved

Partnership

- During October 150 children had received 300 lunch boxes
- Hub had received £1000 through warm spaces initiative
- £2k of funding had been received from Coalfields trust towards meals
- Partnership had been invited to Stage 3 of the Youth Initiative Fund
- Funding received from County Durham Foundation towards Youth Club
- All other projects proceeding well.

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

1645. **FINANCIAL MATTERS**

i. Schedule of Payments

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

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 Clerk circulate the bank reconciliation at 30.9.22.

iv. Notice of Conclusion of Audit Year Ended 31 March 2022

RESOLVED that the notice of conclusion of audit arrangements that had been completed and published be noted.

v. Budget Arrangements for 2023/24

RESOLVED that the following issues be considered by the Council when determining its future budget and 2023 precept and that Members bring forward other priorities and potential projects for 2023/24 financial year to the next meeting so the Clerk can prepare for a Special Council Meeting incorporating a budget review workshop:

- Community contingency plan
- Lighting of Boxing Gloves Sculpture
- Climate Neutral Agenda
- Electric Car Charging Points

vi. Request for Financial Assistance Grass Cutting at Our Lady of Lourdes Churchyard

RESOLVED that a contribution of £500 be granted to Our Lady of Lourdes towards grass cutting costs.

1646. **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.

.

1647. **COUNCILLOR WORKING GROUPS – PROGRESS REPORTS**

i. Shotton Colliery Closure Anniversary- Coal Hutch Planter

Councillor S Maitland provided an update on the delivery on 3 October and subsequent fixing and planting of the Coal Hutch Planter. Taking account of a generous donation from a member of the community £45 had been spent on compost and flowers.

The Clerk was asked to look at funding for 3 additional smaller planters to be located at all 3 road entrances to the village.

RESOLVED that the information given be noted, further developments awaited and the Council's thanks to Cllr Maitland and Mr T Lovack for their voluntary work in this regard be recorded and that the Clerk arrange to refund the £45 cost incurred towards bedding plants and compost for the planter.

ii. Facebook Page for Shotton Parish Council

Progressing well (currently+320 followers)

RESOLVED that the information given be noted.

iii. Play Equipment Community Park

The Clerk provided an update on progress noting that there would be an anticipated 2-3 week delay on completion however there was a delay penalty clause included in the contract of £500 damages/week.

The Clerk outlined that he had agreed for additional turf to be provided in addition to the contract as it would take better on the high footfall areas than grass seed.

RESOLVED that the information given be noted and the action taken be endorsed.

iv. Shotton Community Consultation

The community consultation and drop in sessions were held on 8th October at the Community Hub. There had been a good attendance however not many members of the public and therefore more views were being sought.

RESOLVED that the information given be noted and a summary of the outcomes arising from the consultation be awaited

v. Community Garden Group

M Parker reported that the Group had now received forms from the bank and deposit paid by the Parish Council to Cornerstone for the planter.

RESOLVED that the information given be noted and further developments awaited

vi. Jubilee Poetry Competition Working Group

Councillor L Cox reported that the Jubilee Poetry Working Group were now considering providing 9 plaques one of which would introduce the poems and to link to the proposed Queens memorial tree

RESOLVED that the information given be noted and further developments awaited

vii. Proposed Coronation New Play Area Opening Working Group

RESOLVED that Councillor's G Bright, J Bright, L Cox, K Wood and RB Lacey form a Working Group (Terms of Reference to be provided) to progress and deal with arrangements for the Kings

Coronation (6 May 2023) and possible integration with the formal opening of the new play area in the Community Park.

1648. **SHOTTON BANNER**

RESOLVED that the display of Shotton Banner at Easington CLP 100th Anniversary dinner be noted.

1649. **PROGRESS REPORT OF THE CLERK**

The Clerk reported that all items had been previously dealt with on the agenda however he expected some further overtime (approx. 10--20 hrs) would be required for both him and the Groundsman for overseeing the play equipment contract and installation.

RESOLVED that the information given be noted.

1650. **CORRESPONDENCE, BULLETINS & CIRCULARS**

- "Warm Spaces Initiative" – further support for creating community warm spaces
- GDPR/Data protection ICO 2022renewal fee
- Sale of Rialtas (RBS) to Harris Computer Corporation (SPC's Accounts Software)
- DCC Budget Planning – Council Tax Base & LCTRS Grant 6.9.22
- National Employers Local Government Pay Award 2022 Update
- Horden Parish Council 75th Anniversary – it being noted that Shotton Parish Council had been existence since 1894

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.

1651. **DATE AND TIME OF NEXT MEETING**

RESOLVED that the next meeting of the Parish Council be held at the Community Hub on Monday 28th November 2022 to commence at 6.00pm.

CERTIFIED AS A TRUE RECORD
CHAIRMAN .....
Date: 28th November 2022