THE MINUTES OF THE MEETING OF

THE SHOTTON PARISH COUNCIL

HELD ON MONDAY 27th OCTOBER 2025.

Present: Councillor R Hardy (Chair)
D Brooks, I Cochrane, J Dale, S Maitland,
H Mountain, M Mountain,

Apologies: LA Hill & County Cllrs. H Brown, L Penders Cllr L Taylor

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

Mr D Evans asked for progress on the suggestion of the Council providing a pump track like that in other villages e.g. Station Town.
The Clerk advised that a similar pump track to those suggested would cost over £120k and because of recent projects there was no money available unless some major grant funding was sourced. The suggestion had however been taken on board and would be considered as part of any future plans and projects in the Parish as part of any future community consultation and at the next budget review.

Mr A Bright provided an update on the poppy displays in the village and received the money for the required cable ties for the lamppost poppies.

1996. **TO ACCEPT APOLOGIES FOR ABSENCE**

RESOLVED that apologies for absence be received on behalf of Councillor LA Hill and County Councillors Brown, Penders and Taylor.

1997. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations were received.
RESOLVED that, the information given be noted.

1998. **TO CONFIRM THE MINUTES OF THE LAST MEETING HELD ON 29th SEPTEMBER 2025**

RESOLVED that the Minutes of the last meeting held on 29th September 2025, a copy of which had been circulated to each Member, be approved, and signed by the Chairman as a correct record.

1999. **GROUNDSMANS REPORT**

The Groundsman provided a report on works undertaken at the Community Park and the Cenotaph in readiness for Remembrance Day. The problem of E-bikes continued to be a nuisance with the possible risk to other park users. The Council re-iterated its policy to ban all e-bikes and scooters being ridden in the Community Park. The Clerk confirmed that the Park signage was to be updated to confirm this.
RESOLVED that the information given be noted.

2000. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

No Meetings had been attended.

RESOLVED that the information given be noted.

2001. **COUNTY COUNCILLORS' REPORTS**

No reports were received. The Clerk confirmed that County Councillor Howard Brown had agreed to support the cost of employing a Piper for Remembrance Day with a grant of £100 which was being progressed by the Clerk.

RESOLVED that, the information given be noted.

2002. **CO-OPTION TO EXISTING COUNCIL VACANCIES**

RESOLVED that in view of no expressions of interest being received, an updated notice be published without a deadline requesting interested persons to apply at any time and that a request be made to DCC to undertake a review of Councillor numbers for the Parish Council.

2003. **SHOTTON PARTNERSHIP AND AREA NETWORK UPDATE**

Cllr R Hardy provided an update report covering the following matters:

<u>DCC Area Networks</u>

Details of arrangements were still awaited; it being noted that the former Easington Area Local Council Network were also awaiting information from DCC before being able to review their future working arrangements.

<u>Shotton Partnership</u>

Funding had been confirmed from:

- Point North - £20k over 2 years under "Extending Lives Programme"
- Mayors Fund - £10k
- Smoking cessation programme - £5k
- Believe Housing - £10k towards SYC

<u>SYC Update</u>

- 2 New workers had recently been employed
- YIF were continuing to provide ongoing paid support
- Visit to London (Groundwork & Youth Consortium)
- Meeting of Youth consortium with advisor from YIF
- Funding application made through YIF successor programme "Better Youth Spaces"
- 2 home schooling sessions now being provided on Mondays & Fridays
- Coastal Walk at Blackhall arranged through SYC
- "Enriching Lives" programme being held monthly with both Youth and Elderly residents
- "The Lines" film undertaken by SYC youth and The Story (Durham County Records Office) to be shown at Community Hub event.

RESOLVED that, the information given be noted.

2004. **FINANCIAL MATTERS**

a) **Schedule of Payments**

RESOLVED that the payments read out and detailed by the Clerk for October be endorsed and approved for payment via the Clerk through telephone banking pending the completion of the new bank mandate.

b) Review of Financial Regulations

The Clerk circulated a draft copy of updated Financial Regulations for the Council which incorporated the changes included in the Model Financial Regulations recently issued by NALC.

RESOLVED that the updated Financial Regulations be hereby adopted by the Council and effective from today's date.

2005. **PLANNING MATTERS**

RESOLVED that the DCC planning matters (applications, approvals, appeals and withdrawals) details of which had been circulated electronically to all Members, be received and noted.

2006. **PROGRESS REPORT OF THE CLERK**

The Clerk reported on the following items:

i. ***YIF – Shotton Youth Centre***

The revenue funding from YIF had been extended to December 2025 and matters were proceeding as planned. The Clerk outlined there continued to be some difficulties closing down and reconciling with Social Investment Bureau the 2024/25 YIF fund financial year due to carry overs and under /overspends on YIF Capital and Revenue allocations. The Clerk was working closely with SIB to reconcile and would then be able to finalise 2025/26 claims.

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

ii. ***Clerk Additional Hours***

In October 35 additional hours had been worked by the Clerk and further additional hours would be required to deal with the ongoing work being undertaken regarding the YIF grant final account and revenue funding stream, IT system upgrades and recruitment

RESOLVED that the information given be noted.

iii. ***Job Description & Advert for Clerk Recruitment***

RESOLVED that the job advert deadline be extended to 23 January 2026

iv. ***IT & PC Systems Review***

Progress was being made with ICT Services in readiness for Windows 11 upgrade due to withdrawal of support for Windows 10 in October 2025 as well as planning for the future recruitment of a new Clerk, it was **RESOLVED** that the quotation for the equipment and services £2267 + vat and ongoing annual monthly services £227.40 +vat be noted and agreed.

v. ***Football Coaching Sessions – Community Park***

RESOLVED that the information provided regarding permission to use the Community Park for private paid for football coaching sessions be received, it being noted that subject to appropriate conditions and insurances this would be allowed if progressed.

vi. ***Shotton Christmas Tree Lighting***

Cllr S Maitland updated Members on the requirement for new lights for the Christmas tree being co-ordinated by Shotton Residents Association and the need to have them fitted subject to the required £1540 + vat funding being in place. Funding had been confirmed from County Councillor H Brown and other sources however there was a shortfall of approx. £600. Members agreed unanimously to support the lighting project and agreed to meet the

shortfall in funding and that the Clerk would liaise with the Residents Association to progress in view of the tight deadlines.
RESOLVED that the Council agree to meet the balance of funding required by the Residents Association for the Christmas Tree lighting upgrade/install up to £600 and that further development be awaited.

2007. **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.

- "Shotton Colliery Meadow Makers Day -30 October 2025

2008. **DATE AND TIME OF NEXT MEETING**

RESOLVED that the next meeting will be held at the Community Hub on Monday 24th November 2025 commencing at 6.00pm.

CERTIFIED AS A TRUE RECORD

CHAIRMAN .....
Date: 24th November 2025