

Minutes of **Neasham Parish Council meeting** held 3rd April 2018 at 6.30pm in Neasham Reading Room.

Present: Cllrs G Crute, D.Dodwell, P Dunn, E.Miller, J Rumney, K Sandick, J Weighell Chair),
Ward Cllr J Kelley, Ward Cllr L.Tostevin, J Walker (Clerk).

Apologies: None

18/001 JWe welcomed Councillors to the meeting.

18/002 Declarations of interest

PD (Reading Rooms) and GC (Councillor's Expenses) declared their interest.

18/003 Minutes of the last meetings

It was confirmed that the minutes of the meeting held on 5th March 2018 were a correct record.

18/004 Planning

- There were no Applications or Decision Notices received from DBC in March.
- Proposals had been received from Gladman Developments for erection of 280 dwellings, 60 bed care home with open spaces and play area near, MSG. It was stated that the proposals should be regarded as speculative at the moment, but it was felt that NPC should support MSG PC in rejecting them. It was considered likely that Gladmans will challenge the validity of the 5 year plan and if NPC do not respond on their proposals claiming that they held a "public consultation" but had not received any comments/objections from NPC. GC raised areas of concern to the proposals:- continuity of housing supply, outside the local plan envelope, new community park/existing park, proximity to the sensitive Tees Valley area, inadequate infrastructure and traffic issues. GC agreed to draft a letter in response.
- Rockwill Developments had copied local residents of his proposals for the 10 dwelling development in New Lane and confirmed that they had submitted a reserved matters application to DBC some weeks ago. NPC had not received any notification of the application and the clerk was instructed to contact DBC to confirm when they can be expected. Steve Wilson (Rockwill) had offered to explain his proposals at a NPC meeting and it was felt that his plan for a temporary diversion of the footpath along the back of the existing houses would be acceptable as a permanent diversion. It was noted that there would be a lot of heavy traffic on New Lane and it should be stipulated that the surface should be fully reinstated upon completion.
- GC reported that Maguires now had all the necessary approvals for their Skipbridge development.

18/005 Cllr Tina Murray's Resignation

- The Chair outlined the events leading up to her resignation and it agreed that he send her letter thanking her for all her hard work for the Council and wishing her well for the future. The date of the acceptance of the resignation was agreed was 3rd April 2018 and the Clerk was instructed to inform DBC of the vacancy. It was agreed to defer a decision on the defibrillator and Guardian until next month, also agreed that the Chair would write to Tina regarding the internal auditor appointment.
- The clerk was instructed to forward information on the duties of the BMO to Cllr Rumney for her consideration for taking on the post

18/006 Progress Reports

1688 Defibrillator. Nothing further to report.

18/007 PACT Report

Nothing to report.

18/008 Roads and footpaths

- Hardstanding areas near Kent Bridge, not adopted and used for parking. GC reported that the EA had agreed to provide yellow hatching and suitable warning signs to maintain access for emergency vehicles. The EA also agree that NPC could block off the two adjacent areas used for parking with planters. JWe agreed to obtain a price from M Blundell for their supply.
- Crack in parapet wall on bridge north of New Lane. DBC were researching but nothing reported back to date. S Petch had been on site and stated that the wall would need to be looked at by their surveyors.

18/009 Environment Agency Matters

- The remedial work to the defective mortar and incorrect bedding of public and steps etc had been

satisfactorily carried out and the EA had agreed to maintain these assets in the future.

- GC was given approval of a budget of up to £200 for provision of additional warning sign posts to the embankment as previously proposed.

18/010 Village Green.

- A proposal by GC to prune the lower branches of the spruce to raise the bottom to assist litter picking was approved
- A proposal by GC to consult with a tree surgeon as the best time to carry out crown lifting works to 4 trees near the millennium gardens and obtain a quotation for the work was approved.
- GC stated that the tree inspection due on 31st March had been carried out, reports to be sent to Clerk.
- The Charlton family had donated two rose trees which J Alderson had planted in the Millenium Garden on behalf of the Leo Percovich family, L Charlton was happy with the memorial.

18/011 Pump House

- GC reported that the registration documents in respect of the pump house had come through from HM Land Registry two weeks ago and NPC are now the owners under a Possessory Title, after 10 years we can apply for full legal ownership.
- GC also reported that currently all correspondence from HM Land Registry is directed to the Clerk's office, It was agreed that JR and KS be added and correspondence would go to all three addresses.
- It was agreed that a register of business contacts should be maintained.

18/012 Risk Management

- The Risk Management Policy would be amended once the GDPR documents were in place.
- The Asset Register had been updated on the lines circulated to members, but with additional clarification notes included. It is a requirement that this be reviewed annually.
- One defects notice was raised in the month and one signed off.

18/013 Finance

- Approved Payments made in March:-CPR Cards £118.78 (via TM). ICO £35, Printer £139.99, Laptop & SW £468.99, Clerks salary & expenses £232.95, HMRC £58.24. Approval granted for GC expenses £77.
- It was agreed that signatories on Barclays and NS&I accounts be amended to Chair, Vice and Clerk.
- It was reported that JWe & GC had held the appraisal with the clerk which was found to satisfactory. A review of the clerk's salary set it to be adjusted to spine point 17.
- Mazars have been appointed external auditor for this area replacing DBO. As neither income nor expenditure exceeds £25k it is anticipated that NPC will be exempt from the external audit and only complete Part 2 of the Annual Return (AGAR). However an internal audit will still be required.
- Expenses Policy– it was agreed that local travel would be defined as within the DBC boundary and travel expenses would only be paid for journeys with the destination outside that boundary.

18/014 Ward Councillor Matters

- LT reported that a lady at Neasham Covert felt she was harassed by the warden of the TBT Fishing Club for crossing land at the rear of her property. JWe will contact DBC to clarify the position

18/015 Data Protection

- Lee Downing (DBC) had organised a GDPR training session on 12th April. DD, GC & JW will attend.
- DD reported that NPC had met with the Hurworth clerk and an exchange of views had been helpful, simplified pro-formas were now being developed. DD proposed that NPC arrange a meeting with NRR to jointly agree a way forward in respect of GDPR implications to the website.

18/016 Correspondence

- All correspondence included in relevant sections.

18/017 Other Village Matters

- KS complained that there was a lot of concern about the "feed" wagons speeding down Neasham Hill and had asked T Jackson to pass these on to Trevor Dent
- J Alderson had complained about the amount of standing water in front of the F&H. The drains had been jetted but still a problem. JWe agreed to organise photograph and then raise an Defects Notice.
- PD that she had spoken to Neasham Nurseries and the cost of plants would be similar to last year.

18/018 Date of next meeting

Tuesday 8th May 2018 at 6.30pm (AGM followed by PC meeting). The meeting concluded at 8.10pm

Confirmed as a correct record and Approved by Council
Signed: _____ (Chair) Date: 8th May 2018