

## **Hurworth Parish Council – Finance Committee**

### **Minutes of the Meeting held at Hurworth Grange on Wednesday, 18<sup>th</sup> January 2012**

#### **1. Those Present:**

Ken Pattison (Chairman), Val Hughes, Jean Peacock, Tony Needham, John Howard, Peter Foster, Ian Holme. Also in attendance Peter Allan – Parish Clerk

#### **2. Apologies for Absence:**

Chris Pratt, Jeff Kemp.

#### **3. Declarations of Interest**

Reference HCA; Ken Pattison, Val Hughes, Ian Holme and Jean Peacock.

4. This meeting was held in camera, due to the sensitivity of the financial matters due for discussion.

5. **Minutes of the Meeting dated 1<sup>st</sup> December 2011.** The minutes having been previously distributed, were accepted and signed.

#### **6. Correspondence:-**

- A letter from John Lawrie was read by the meeting, and a decision taken that the HPC should not return the DBC annual grant to them, at this time. The Clerk had already sent a reply to Mr Lawrie, and this was endorsed by the meeting.
- A series of E Mails from John Buxton were read, and the meeting agreed that the HPC were following the correct procedures. The Clerk had already sent a reply to Mr Buxton, and this was endorsed by the meeting.

#### **7. Financial Update**

The Clerk circulated the updated financial accounts and draft budgets for 2012-13. The 2013-14 Budget remains the same with a final reserve of £10,000, being in line with the recommended minimum reserve for a parish council.

After discussion, and slight modifications, the meeting agreed that the amount available in 2012/13/14 for specific projects will be £28,000.

#### **8. Awards**

- a. The council have received a letter from **Hurworth Village Hall** who wish to organise a Queen's Diamond Jubilee Celebration on Manorfields, on 2<sup>nd</sup> June 2012.

The Chair shared with the meeting a letter of guidance received from DALC, encouraging all local councils to arrange celebration events in their parishes, and help where possible.

The meeting decided that this was an excellent way of encouraging a celebration, and that it was excellent that a group of residents offered to do all the work and take responsibility.

After discussion the council agreed to award funding of £1000, which could be increased to £1500 to fund this event. However, the council wish to monitor the spending, and the Clerk volunteered to become the Treasurer and/or oversee the budgets and accounts. Proposed by Ian Holme and seconded by Jean Peacock.

The council added that the organisers should consider holding the event on the village green, although traffic and road closures may be a problem. They also requested that the organisers ensure wide publicity within the parish to encourage participation.

- b. A letter was received from the **Hurworth Community Association**, referring to the amount of expense they had incurred on property maintenance in the 2011 financial year. Accounts to 31<sup>st</sup> October 2011 were attached. A substantial part of this cost was due to the partial rewiring of the electricity circuits in the Grange, to conform to the 5 Yearly inspection. They were now refurbishing Room F2, which also requires a new ceiling. This matter was deferred until later in the meeting, and then the following actions took place.

A motion was proposed by Ian Holme and seconded by Jean Peacock that the PC should award HCA £2000; a counter proposal that the amount should be £1000, was defeated, and the original proposal then passed by 5 votes to 2.

Peter Foster also requested that HCA be informed that the PC may consider supporting them with assistance with resurfacing the road.

## 9. Project Suggestions

The meeting followed through the Minutes of 1<sup>st</sup> December, which listed all the projects put forward. The following transpired:-

1. Exercise equipment, for adult use should be purchased and located in the Grange playground area, to encourage a more healthy life style, and well-being. After discussion, the meeting referred this suggestion to Jill Russell, to provide a detailed and costed report for consideration. Possible spend £4,500.
2. New lawn mower for Strait Lane allotments. Not required. Deleted.  
The new shed to house the lawn mower and other PC tools will go ahead.  
Budget £400, **Action Tony Needham** to purchase and house on his allotment.
3. a. The internal road to the Grange requires totally resurfacing. John Howard explained that it also requires kerbing, to prevent spreading. After discussion,

John Howard agreed to project manage this project, and £10,000 was notionally allocated to the project whilst awaiting further discussion and detail. It is understood, that a further £8000 may be required if the entire job is done. **Action John Howard** to prepare the job specification in tandem with DBC and the Grange Centre Manager. Once an agreed viable job specification was available then consideration would be given to going out for tender. The clerk should also see if any grant is possible.

3 b. The construction of a pathway from the road in the Grange to the main entrance; this should also have a street light and be firm enough to allow for disabled wheelchairs. Estimate cost of £2000. **Action: Clerk** to seek a grant, probably through the FOTC to fund this entry to the Nature Reserve. The extent of the grant application to be discussed with the chairman relative to previous applications.

4. The purchase and siting of traffic speed devices within the parish, [to be](#) located at: outside Comprehensive School, centre of the village on Green, Roundhill Road.  
The units can be movable or permanent, and can run from batteries or the mains. The DBC and police, having previously been against allowing parish councils to buy and manage these units, are now possibly willing to consider this approach. The cost is approx. £2500 each but a price for the more modern non-battery units (now preferred by DBC), is not yet available. Ideally the council would have liked at least 6 units (2 at each nominated location). Peter Foster asked the meeting to consider ongoing maintenance costs. After discussion the PC allocated £5000 until more detailed information is available. **Project Action Ken Pattison.**
5. Moving the monument at the Spar to ease traffic congestion. Rejected.
6. Metalling part of the roads within the Green. In abeyance.
7. Work on the south side of the Green. In abeyance.
8. Kerbing around 59 The Green, with contribution for the resident. In abeyance.
9. Kerbing areas 9 and 10 on the Green. In abeyance.
10. Installation of bollards at area 15 on the Green. Not applicable.
11. Request for additional money to maintain and plant replacement trees. It was agreed that the £3000 allocation be increased by £1000, to £4000.
12. Pursue the feasibility of installing a **MUGA** in the parish. The best site would be within the Comprehensive School grounds, tennis court area. More information and initial discussions need to take place. The council allocated £ 4000 towards this project. Substantial grants will be required; **Action Ian Holme and Clerk.**

13. Kerbing in front of Church View; cost quotation £1868, from DBC. Proposition accepted, **Action Tony Needham to manage the project.**
14. Funding for more trees. This is dependent upon a grant from the Big Tree Fund. **Action Norma Kyle with assistance from John Howard/Chairman.**
15. Memorial trees and plaques for Alan Gibson and other notable residents. Val Hughes request for £800 fund was agreed. **Action Val Hughes; she will proceed immediately with the tree for Alan Gibson.**
16. Comprehensive clean up of Westfield Drive. The Chair expressed concerns about setting a precedent, and being seen to be adopting the land. The cost estimate for this work is £1600, and the work should be completed by early March so as not to interfere with the birds nesting. After discussion, a proposal by Tony Needham seconded by Val Hughes to carry this work out in view of it being Jubilee year was carried, but it must be made clear to all parties that this is only a one off. **Action Tony Needham** to proceed immediately. **Clerk to write** to residents in the area. 17.
17. Planting a large number of bulbs throughout the parish. Cost estimate £1000. The council agreed to debit this cost to the allocation to 'Open Spaces' in the existing budget.

**10. Any Other Business and ancillary comments**

- a. The council wishes to send another letter to Mr Schoom 6 The Green and the primary school about his wall and the chestnut tree and the general condition of the thoroughfare. **Action Clerk/Tony Needham/Chairman**
- b. Clerk to give the 2008 Tree Survey to John Howard. **Action Clerk**

Meeting finished at 9:20pm