

HURWORTH PARISH COUNCIL

Minutes of the proceedings of the Annual Meeting of Hurworth Parish Council, held at Hurworth Grange, Hurworth-on-Tees, on Tuesday **14th October 2008 at 7pm**

Present: Cllr. I Holme (Chairman), Cllr. P Allan, Cllr. A Gibson,
Cllr. G. Hepplewhite, Cllr. P Foster, Cllr V. Hughes,
Cllr. G Lawman, Cllr K Pattison, Cllr C. Pratt, Cllr D Parr and Cllr. I White

Apologies: Cllr. B Shukla

In attendance: Borough Councillor M Swainstone, and
J. Angus (Police Community Services Officer)

62. WELCOME TO THE NEW COUNCILLOR

The Chairman congratulated Cllr Don Parr on his recent election success and welcomed him to his first Parish Meeting.

63. DECLARATION OF INTEREST

Cllr Ian White : Personal and Prejudicial – Items relating to the Grange Fencing;
Cllr George Lawman : Personal and Prejudicial – Items relating to the Grange Fencing.

64. MINUTES

RESOLVED: That the minutes of the last meeting held on 9th September 2008 be approved as a true record and signed by the Chairman.

RESOLVED: An addendum to be added to Item 59 of the 9th September 2008 minutes to include the value of the quotes received for The Grange fencing contract.

65. MATTERS ARISING

- (i) The clerk reported that she had received a letter from Darlington Borough Council outlining the criteria to become a resident at Linden Court, Hurworth.
- (ii) The clerk reported that Darlington Borough Council have confirmed the continuance of the Parish Grant for the immediate future.

66. POLICE REPORT

- (i) There were a total of 10 crimes in Hurworth and surrounding areas during September 2008:

- 7 complaints of criminal damage; most of these complaints related to damage to schools in the area;
 - 1 theft
 - 1 burglary and
 - 1 complain of criminal damage to an Arriva Bus
- (ii) PC Angus reported that there is to be a new system for reporting crimes – (i) Diary Car : where a system of scheduled visits to crimes will be made; (ii) Daily surgery (located in Gladstone House, Darlington) : where there will be a drop-in police service.
- (iii) Neighbourhood Watch – the date of the next neighbourhood watch meeting is Tuesday 17th December 2008, 7pm at The Grange. All welcome.
- (iv) Cllr. Lawman asked PC Angus whether the cones set out around the parking areas leading into the village were legal or not. PC Angus agreed to investigate.

67. PUBLIC FORUM

Members of the public thanked the Parish Council for their recent support over planning applications in the village.

68. STANDING ORDERS REVIEW

RESOLVED : That the standing orders, both ordinary and financial, should be reviewed by Cllrs. outside of the meeting and suggestions for change be brought to the November Parish meeting.

RESOLVED : Financial standing orders ranges for agreed as follows:

ORDERS FOR GOODS AND SERVICES

- (i) Unless otherwise directed by the Council all orders for goods and services shall be issued by the Clerk of the Council having been approved as either part of the Annual estimates or as a separate resolution of the Council.
- (ii) All orders for goods and services with a value of less than £500 may be placed directly by the Clerk of the Council.
- (iii) Orders for goods and services in excess of £500 but less than £5,000 shall be subject to the receipt of 3 separate quotations.
- (iv) Orders for goods and services in excess of £5,000 shall be subject to a tendering procedure either from an approved list kept by the primary Authority or following public advertisement.

RESOLVED : The clerk to add a line to each set of standing orders that they should be reviewed annually.

69. PARISH PLAN

- (i) NATURE RESERVE – Update

Cllr. Allan gave an update on the latest position of the Nature Reserve Project including the work that has been complete to date. A master plan has been produced (copies of which were circulated) and a draft budget forecast has been produced but is still awaiting confirmation from Team Leaders.

Cllr. Allan explained that a new grant for seating and picnic furniture is to be applied for through “Grants for All”. Agreement was requested for the submission of this application.

RESOLVED : Cllr. Allan to submit this application.

Cllr Allan outlined future proposals to submit grant applications both on behalf of the Parish Council and the Friends of the Community.

Cllr. Alan Gibson asked for all future applications, whether on behalf of the Parish Council or the Friends of the Community, be submitted before Hurworth Parish Council for approval.

RESOLVED : All future Nature Reserve grant application, including those made by the Friends of the Community to be put to Hurworth parish Council for approval before submission. The applications should include details of the amount being applied for and good information on what the funds will be spent on.

Cllr. Hughes confirmed that she will be the Council liaison when visiting the local schools with the Nature Reserve Project Manager to provide them with information on the project.

(ii) TREE SURVEY

Cllr. Pattison put to councillors the benefits, both to the Nature Reserve project and for future reference, of the numbers of the trees at Hurworth Grange with protection orders. He explained that the cost of numbering the trees with small plaques will be £60-£70. It was also noted by Council that a full tree survey is scheduled to be completed during financial year 2009-10.

RESOLVED : The trees at The Grange with a TPO order to be numbered.

(iii) THE PARISH PLAN

Cllr. Peter Allan gave each Councillor a copy of the parish plan’s Timeframe of Event document. He gave a brief outline of the steps required to get the Parish Plan underway and suggested that a working part consisting of 3 councillors and 3 parish residents be set up.

RESOLVED: Council gave approval to move forward and start the process of getting a team together and working on a newsletter as the 1st stages of the Parish Plan. Council volunteers for the working group are : (i) Cllr. P Allan (ii) Cllr I White and (iii) Cllr I Holme.

Cllr. Lawman sought assurances from council that existing village issues, e.g. speeding and parking in the village, will not be side-lined and simply put to the Parish Plan Working Group. Assurances were given that these issues would still be actioned through Council.

(iv) ROUNDHILL ROAD WALL REPAIR

The clerk reported that 3 quotations for the wall repair at Roundhill Road have been received :

- M. S. Verrill : £3,230
- Alpha Roofing : £3,400
- Francis Construction : £3,200

Cllr. Allan proposed that M S Verrill's quotation be accepted as this company's work is known to be of quality standard, seconded by Cllr. C Pratt.

RESOLVED : Clerk to write out a purchase order to M. S. Verill to commence work on the wall repair.

70. PLANNING MATTERS

- (i) RESOLVED: That the following application be approved without comment:

08/00762 Erection of first floor over existing bungalow, two storey rear extension and associated alterations at 4 Croft Road, Hurworth, Darlington, DL2 2HD.

08/00729 Erection of pitch roof over existing garage at 5 Sycamore Close, Hurworth, Darlington, DL2 2EY

- (ii) That correspondence received in respect of planning decisions by Darlington Borough Council be noted.

71. ACCOUNTS FOR PAYMENT

RESOLVED : (i) That the following accounts be approved for payment:

L Groves	Salary (September 2008)	416.03
L Groves	Expenses (Post, Stationery, Car Parking etc)	33.51
T Murray	Salary (September 2008)	296.02
Inland Revenue	Tax/NI (September 2008)	188.89
Hurworth Comm Assoc	Photocopying	14.30
Fosters Forestry	Weed Control (allotment footpaths)	350.00
Fosters Forestry	Bramble Cutting (Nature Reserve)	300.00
Zurich Insurance	Additional Insurance – Nature Reserve	31.50
STANDING ORDER PAYMENTS		

BT	Telephone Charges	49.04
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- (ii) The clerk reported that the Hurworth and Neasham Joint Burial Account has passed audit. Hurworth Parish Accounts audit result is still outstanding.

72. FREEDOM OF INFORMATION

The Clerk reported that she has received paperwork on Parish Councils duty to adopt and maintain a Freedom of Information Publication scheme. This is to be drafted and accepted by Council for publication onto the parish website by the end of December 2008.

RESOLVED : The parish Communication Working Group to take this forward and report action to the next Parish Council Meeting in November 2008.

73. DONATION REQUEST

RESOLVED: A donation of £1,600 to be made to The Hurworth Community Association to pay for The Grange roof repairs. Cheque written and signed at meeting.

74. HIGHWAYS MATTERS

- (i) Matters to be reported to the Highways Authority

- Horses on footpaths continue to be a problem.

RESOLVED: The clerk to seek out notices stating “No Horse Riding”.

- Speed limit in the village is still a problem.

RESOLVED : The clerk to remind Mr David Lyonette, Darlington Borough Council, of his invitation to attend a Hurworth Parish council meeting.

- Neasham Road/Strait Lane – traffic in Strait Lane speeding

RESOLVED : The Clerk to ask Darlington Borough Council to paint ‘SLOW’ along Strait Lane in an effort to slow down traffic.

- Flashing Lights at Hurworth Comprehensive School

RESOLVED : The Clerk to ask Darlington Borough Council if they can install flashing lights close to Hurworth Comprehensive School – similar to those at Hurworth Junior School.

- White gravel at Hurworth Memorial being used by vandals to break windows.

RESOLVED : The Clerk to ask Darlington Borough Council to replace this with plants as in previous years.

(ii) BUS SHELTERS

RESOLVED : The Clerk to let Darlington Borough Council know that a wooden bus shelter should be erected opposite The Spa;

RESOLVED: The Clerk to let Darlington Borough Council know that a brick bus shelter is required on Hurworth Road. To also report that the site, as detailed in their plans, should be changed to outside the village doctor's surgery.

(iii)BUS SURVEY

RESOLVED : The clerk to email Darlington Borough Council for additional forms and to request an extension to their response deadline.

(iv)DOG LITTER BIN

RESOLVED : A dog litter bin to be placed at the Village Green, i.e. close to the existing litter bin.

75. ITEMS FOR INFORMATION

- (i) Durham Rural Community Council – Autumn Meeting (previously circulated);
- (ii) Tees Valley Rural News – Issue 3;
- (iii) The Clerk – September 2008 Issue;
- (iv) Health and Safety Manual – available at £145 annual subscription;
- (v) Village Hall Committee – representative from HPC required;
- (vi) DEFRA workshop on Environmental Information Regulations 2004 – 21 November 2008, York;
- (vii) Two letters of thanks from local residents following action taken during recent flooding;
- (viii) Durham Association News – September 2008 Issue
- (ix) NALC – September 2008 Issue
- (x) CPRE Overview – Autumn 2008 Issue
- (xi) Paper copy of “The making and enforcement of byelaws – A Consultation”;
- (xii) Town and Parish Standard – September 2008 Issue

76. ANY OTHER BUSINESS**(i) RESIGNATION OF PARISH CLERK**

The Clerk informed the Parish Council that she had tendered her notice and asked for approval to advertise for her replacement.

RESOLVED : Clerk to advertise the post of Parish Clerk in the Northern Echo, through CDALC, at Darlington Town Hall, on all village and Community Centre noticeboards and on the parish's website.

Cllr. Gibson left the meeting at this point.

(ii) VILLAGE NOTICEBOARDS

RESOLVED : The clerk to look into the cost of new village noticeboards.

(iii) ROCKCLIFFE COURT DONATION

Cllr Allan suggested that the Parish Council consult with Rockcliffe Court to see if MFC will be willing to fund current and/or future parish projects.

RESOLVED : The clerk to add this item to the next agenda.

(iv) VILLAGE HALL COMMITTEE OBSERVER

RESOLVED : Cllr Pattison to act as the Council observer on the Village Hall committee. The Clerk to write to Mr Jackson at the village hall to let him know.