

Hurworth Parish Council

Minutes of the meeting of the Parish Council held at Hurworth Grange, Hurworth –on-Tees, on Thursday 14th May 2015 starting at 8.00pm.

Those present Tony Winnett, Peter Foster, Michelle Edwards, Wilma Campbell, Andy Coakes, Jean Peacock, Andrew Robinson, Chris Pratt, Elaine Hedley and Paul Walters

Also attending: Cllr Lorraine Tostevin and Peter Allan (Parish Clerk)

1. Apologies for Absence

Val Hughes (Holiday), Margaret Williams (Personal commitment)

Not present: Press.

2. Declarations of Interest

Tony Winnett	-	HCA
Jean Peacock	-	HCA
Wilma Campbell	-	EPICH

3. The Chair welcomed the councillors and members of the public, and congratulated Lorraine Tostevin on her election as Hurworth Ward Councillor.

PACT Meeting – there will be no meeting this month, and the statistics and report for two months will be given at the next meeting

4. Minutes of the meeting held on Thursday 2nd May 2015

The Minutes having been distributed were accepted, Proposed by Tony Winnett and Seconded by Michelle Edwards.

5. Matters Arising,

a. Priory School

Meeting held at Hurworth House Priory School 17th April 2015

For Priory :- Sharon Pearson – Principal

Claire Blackett – Head teacher

Laura Cassidy

For HPC:- Parish Clerk – PA

Chair - AW

Vice Chair - JP

1. Speeding in Westfield Drive was discussed. The wishes of the Westfield Drive group were passed on that there was no requirement for a mandatory 20 mph speed limit. A few speeders had been detected, mainly parents going late to the Primary School. A DBC traffic survey had confirmed that the high majority of cars kept to reasonable speeds. Volume of traffic at times was the main problem. All HHP staff & contracted Taxi drivers have been asked to keep to 20mph in Westfield Drive.
2. HHP confirmed that under present regulations the front of the School is not DFE registered to enable pupils to be disembarked by Taxis. Also the front section of the School, previously unused, has now been developed into offices for the Priory Admin & Finance Group. Priory wish to maintain the delivery of pupils via taxi at the rear of the school.

3. We investigated the possibility of amending delivery times for pupils from 0845 hrs to 0915 hrs to avoid congestion and cross traffic in Westfield Drive. This was not possible due to the contractual arrangements with local authorities delivering pupils and the set curriculum timetable. It was suggested that the Primary Nursery Unit be asked if they could amend their delivery schedule to ease congestion and vehicle movements.
4. The new Principal was very keen to work closely with the Parish and expressed an interest in integration. Will take a stall at the Country Fair. Will attend the Open Air Concert. Would like to discuss with EPICH possibility of pupils assisting in planting, clearing work within the village. Will provide material for the Parish Newsletter.
5. **Public Participation**
Mrs Pauline Coakes raised her concerns about traffic speeding on Croft Road. This will be discussed under Highways later in the meeting.

7. Matters of Interest

a. Hogweed: Mark Hannaford has started the spraying of the river bank area. He has also reported Japanese Knotweed growing near Low Hall Bridge – he has sprayed this, but it may need to be treated further in September.

b. Councillor Training

The Chair urged new councillors to undertake the training courses which are now available. Luke Swinhoe is conducting training at the Town Hall addressing 'The Code of Conduct', on 29th May. Four councillors put their names down for this course.

There is a full day training course scheduled to be held at Sadberg Community Centre on 10th June at Sadberg Community Centre. Six councillors asked to be enrolled for this course.

Action: Clerk to make the arrangements.

8. Accounts for Payment

The schedule of accounts for payment in April 2015, having been circulated to all councillors was approved by the council.

<u>Payment of Accounts</u>			<u>Apr-15</u>
<u>Name</u>	<u>Cheque No</u>	<u>Details</u>	<u>Amount</u>
CPRE	102560	Subscription	36.00
NanESCO	102561	Annual fee	23.99
Bank Transfer	102562	To bond account	
CDALC	102563	Booklets - training	9.00
Gordon Fletcher	102564	Internal audit	250.00
NALC	102565	QPC fee	60.00
Mark Hannaford	102566	Hogweed work - first spray	437.50
Spanglefish	102567	Annual fee - web site	24.95
Bob Iles	102568	April salary	286.70
P. D. Allan	102569	April salary	516.88
Inland Revenue	102570	PAYE	153.00
P. D. Allan	102571	Admin expenses	63.23
B Green	102572	Allotment expense	40.00
HCA	102573	Photocopying - Annual Assembly	83.00
TalkTalk	DD		16.40
Barclays Bank	DD	Bank charges	35.01
Total outlay			2035.66

9. Financial report

1. The Financial Report for April 2015, having been distributed to councillors, was approved.

1. The Clerk made a short presentation detailing the lay out of the report, showing the comparative figures for 2014-15 and the Budget for the current year. This report is a 'live' document, which is updated every month to embrace a complete Calendarised Plan. The Calendarised Plan goes out to March 2017, at present, and will be extended to 31st March 2018, so that the long-term liquidity can be assessed. The council is required to retain adequate funds to allow for a 6 month reserve, in case for any circumstances which could terminate the council's operations. This has been calculated as £18,000. The Clerk also read out the 'Projects' which have been put forward for the year 2015-16, and suggested that all councillors should consider these and bring forward any other suggestions to the next meeting. During this presentation the project for the Circular Walkway suitable to disabled persons, was discussed, and it was agreed that Andy Coakes would take on this project, in conjunction with Val Hughes.

2. Governance

The following motions were put to the council for approval and acceptance:-

- a. The council was asked to approve the **Internal Auditor's Report**, provided by Gordon Fletcher. Approved unanimously.
- b. The council was asked to approve and accept the **Governance Undertaking**, as provided by the Internal Auditor. Approved unanimously.
- c. The council was asked to approve and accept the **Risk Assessment**, as compiled and circulated by the Parish Clerk. Approved unanimously.
- d. The council was asked to approve and accept the **council's Standing Orders**, which are based on the NALC model. Approved unanimously.
- e. The council was asked to approve and accept the **Council's updated Procedures**, as provided by the Parish Clerk. Approved unanimously.

10. Annual Assembly – Public Meeting.

The meeting has been arranged for 20th May starting at 7:00pm, at Hurworth Grange – Fletcher Hall. Leaflets have been delivered to the 1650 residences in the parish, and notices have been placed on the notice boards.

There will be six presentations, followed by a session of public participation. A buffet will be provided by the council, and ten of the community organisations have been allocated a table, so that they can interconnect with the residents and outreach their community involvement.

The presentations include:-

- Chairman's and Ward Councillors address
- Review of the Parish Plan and the Action Plan for 2015
- Planning Review
- Footpaths and Rights of Way
- Parish Emergency Plan
- Invasive Species Threat

Community tables will include:

EPICH, Allotment Committee, Councillors, Hurworth Community Association, Hurworth Village Hall, Police – PACT, Clervaux, All Saints Community Group, Tees River Trust, Hurworth Country Fair Committee.

11. Planning Report

The council's practice is for the Clerk to inform all councillors on a weekly basis, of all new planning applications and appeal notices. The Planning representatives will review these on a weekly basis, and attend meetings if deemed appropriate. The applications and d=plans are available in the council office for viewing every Tuesday.

There [have](#) been eight applications reviewed in April, and upon the advice of Jean Peacock, the council has decided to make 'No Comment' on all of these applications. **Action Clerk.**

12. Highways

In the absence of Margaret Williams, the Chair read the report:-

- The speed monitors have been moved or turned around as requested – data is being collected by David Alban, and should have been sent to DBC and the police for analysis. We hope to receive the latest statistics for the next meeting.
- The lamp post on the black path to the Primary School which was bound together with duct tape has now been repaired and made safe.
- The lights on the pathway to the nursery part of the Primary School have been reported as faulty, but have not yet been repaired.

a. Michelle Edwards expressed the concern of several residents in Strait Lane, who are having serious problems with parking and traffic congestion. Photographs were presented illustrating the problems. Parking on pavements is causing a danger to pedestrians and a potential risk. Sadly this is not a new problem, but it will be brought to the attention of the Highways Department and the police. **Action Clerk**

b. Michelle also reported the dangerous state of the traffic sign opposite the Otter and Fish Inn. She has reported this directly to the Highways Department and will follow it through. **Action: Michelle Edwards.**

c. Andy Coakes took up the topic from the Public Participation session, concerning the traffic speed on Croft Road. It was suggested that a speed monitor be positioned near the Comet or Croft House estate to try to slow traffic down; this could be supplemented by police action. Action: Review this at the next PC Meeting, and raise it at the PACT Meeting- **Action Paul Walters.**

d. Andy Coakes expressed the problems facing two disabled persons caused by vehicles parking in front of their houses. It was suggested that restricted parking signs are erected to ease this problem. **Action: Clerk.**

e. In AOB, concerns were expressed about vehicles being parked outside the Spar shop for long periods, perhaps people parking and taking the bus into Darlington. It was suggested and agreed that we try to get 'Limited Time Parking' notices erected to try to discourage this practice. **Action Clerk**

13 Paths and Rights of Way

Wilma Campbell reports as follows:-

The entrance to Footpath 1 from Neasham Road looks to have been cleared, which will make things much easier for walkers. The Parish walks have been well attended with 17 walkers participating in the most recent walk from Blands Corner, through Blackwell Golf Course onto the Teesdale Way, past Hell's Kettles back to Hurworth. (Hurworth footpaths 15 and 12)

The last walk on 5th August will be around the Grange area finishing with a BBQ, all Parish Councillors welcome.

14. Tree Report

Peter Foster reported that he had made his monthly inspection of the trees around the parish and within the Hurworth Grange estate. He was pleased to report that all the trees are currently in good health. However, three recently planted are struggling, but are surviving.

The survey of Goblin's Wood has been completed and the Report is now held by the Clerk. Within Goblin's Wood, Mr Foster recommended that one large silver birch should be planted, rather than two smaller trees, to take the place of a tree which had been felled. The cost would be circa £60 plus transportation. The council agreed and requested Mr Foster to proceed. **Action: Peter Foster.**

15. Allotments

Michelle Edwards reported that she has received complaints about fires burning at the allotments on Strait Lane earlier than the sundown rule. She will take steps to identify the people concerned and the Clerk will contact them.

Michelle has also received expressions of concern regarding the possibility of hens being allowed on the Strait Lane allotments. The council confirmed that this would be contrary to the Bye Law dated 1932, which forbids this practice. Therefore it will not be allowable to permit hen keeping on the allotments.

16. Association Reports

Peter Foster informed the meeting that there had not been any recent meetings.

17. Any Other Business (Non-financial)

Wilma Campbell informed the meeting that EPICH have suspended planting along the North Wall for the foreseeable future due to plants being stolen, approximate cost of plants is £100.

The Chairman closed the meeting at 9:35pm.