

MINUTES OF CORNFORTH PARISH COUNCIL MEETING: **MAY 2018**

Minutes of the Meeting of Cornforth Parish Council held at 7.00pm, in the Community Centre, Cornforth, on Monday 14th May 2018 on the arising of the Annual General Meeting.

Present: Councillor Mr. A. Hodgson and

Councillors: Mr. C. Baker, Mrs. P. Crathorne, Mrs. H. P. Drew, Dr. S. C. Drew, Mrs. J. Grafton, Mr. J. Grafton, Mr. C. Hodgson, Mr. P. Metcalfe, Mr. M. Simpson, Mrs. S. Traynor and Mr. R. Vaughan.

Apologies: Councillors: Mrs. M. Poole, Mr. R. Poole and Mrs. M. Walker.

1. INTRODUCTIONS AND APOLOGIES

The above apologies were accepted.

2. DECLARATIONS OF INTEREST

Councillor Mr. M. Simpson declared an interest with regard to item 17 (i) on the agenda.

3. MINUTES

The Minutes of the meeting held on 14th April 2018, which had been circulated with the agenda, were approved and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE AGENDA

The following issues were considered arising from the above Minutes, but not included on the agenda:

- (i) The horses tethered in Livin' land had been moved.
- (ii) The Memorial Park needed attention to clear litter, glass and damage to the safety surfacing.
- (iii) The zip wire needed repair and the Clerk had obtained a quote from Durham County Council

5. POLICE LIAISON

The Vice - Chairman reported that the recent PACT meeting as follows:

- (i) There were 22 reports of anti-social behaviour. Seven of these in Chester Crescent related to the same family.
- (ii) Off-road bikes were causing problems off Garmondsway Road. The police are aware and are liaising with the farmer/landowner. The same problem had been raised in the Councillors' surgery, but can't be dealt with through Neighbourhood Wardens. The Clerk to write to the police.
- (iii) There had been 3 burglaries, some associated with drug debts. In one a car had been taken on this was an ongoing investigation.

5. POLICE LIAISON (CONT'D)

- (iv) There had been one act of violence between erstwhile friends and they had been spoken to.
- (v) The Parish Meeting and the Pact meeting had been made aware of a children's safety issue involving a man in a car acting in an inappropriate manner. The police had spoken with the individual involved.
- (vi) The priority for the next two months would be the off-road bike problem.

The next PACT meeting would be held in the first week in July and Councillor Mrs. J. Grafton would attend in place of Councillor Mr. S.C. Drew.

6. PUBLIC PARTICIPATION

Although a member of the public was present at the meeting, there was no request to participate in any item on the agenda.

7. CHAIRMAN'S ANNOUNCEMENTS AND CORRESPONDENCE.

The Clerk had received a request for financial assistance from the Village Show Committee. This would be considered at the next meeting.

The Chairman had attended meetings on the future of the quarry workings. The plan for the working of Cornforth West was some 2 months away from completion. The kilns were still moth-balled, but those in Derbyshire were running down. There was a problem with the condition of the roads around the village given the operation of 3 quarries in a mile radius.

8. AAP ISSUES

The Chairman reported that the last meeting had been cancelled.

9. COUNTY COUNCIL ISSUES

Our County Council representative, Mrs. P. Crathorne, reported that there had been complaints about the state of the roads used by quarry wagons. Closer checks would be made on the wagons and a report would be made after 6 months of monitoring. A suspected break-in had occurred in Hawthorn Terrace. The police had been advised and the house secured. The former garage site on Station Road had been cleared of fly-tipping. The surgery had been a success: only four people had attended, but this was a good start. After discussion, it was agreed that an evening surgery would be held in the Community Centre when the gym is open, from 5.30 to 7pm, on a date to be arranged.

10. PLANNING MATTERS AND APPLICATIONS FROM DURHAM COUNTY'S WEEKLY LISTS.

At the time of the despatch of this agenda, which included applications up to and including 4th May 2018, no applications had been received which were of interest to Cornforth Parish Council. The following decisions had been approved relating to development within the Parish:

- i) DM/17/02405/TPO – Dr. K. Melton – 11 Railway Terrace – Removal of a sycamore tree (T2) protected by TPO SBC-28-2005.
- ii) DM/17/03832/FPA – SLP Developments – Slake Terrace Inn – Extension and conversion of a former public house to 2No. apartments.
- iii) DM/18/00094/FPA – Mr. P. Mayhew – 42 The Green – Resubmission of previously approved application to raise height of garage by 450mm.

11. TRAINING SESSION ON ALLOTMENTS.

Training material on this session will be circulated with the next agenda papers.

12. ALLOTMENTS: RECENT WORK AND COMMITTEE SITE MEETING.

The Clerk reported that Members of the Allotment Committee, other councillors and tenants held a site meeting on the evening of 30th April 2018 to view the work carried out by the Parish Council. The work to remove asbestos from plots 31 and 32 seems incomplete in that fragments of asbestos are still to be seen on the surface and tenants claim that some asbestos has been buried on the site rather than removed. This will require discussion with the contractor. Mr. Metcalfe claims that the clearance work had reduced the security of his gardens. Plots 17, 24 and 27 had been cleared and the Parish Council is asked if it will seek a quote to fence the path and divide the plots into four gardens for cultivation: similarly, plot 18 could be fenced and divided to form two plots. This was agreed. Plot 12 could be let as it stands. The current waiting list stands nominally at 10, although effective demand is difficult to judge. In addition, 4 requests are outstanding for livestock/horse plots. It was agreed that prior to any letting, prospective tenants were interviewed and the rules on cultivation and sheds/greenhouses be changed for new lessees. A formal meeting of the Allotment Committee is to be held at the end of June or in early July.

13. PARISH MEEETING 4TH MAY 2018.

The Clerk reported that the Parish Meeting held on 4th May 2018 was attended by close to forty people, including Parish Councillors. Presentations were made by the Parish Council, Thrislington Banner Group and the West Cornforth Community Association. The subject matter raised by residents was far ranging and a more detailed set of the points raised will be prepared for discussion within the Parish Council and taken up with other agencies. In brief the subjects raised were as follows:

- i) The need to improve the Memorial Park to include cameras and lighting for safety rather than vandalism.
- ii) The quality of security cameras in the High Street.
- iii) The safety of children in the village.

13. PARISH MEEETING 4TH MAY 2018 (CONT'D)

- iv) More for children to do in Cornforth, generally and specifically the holding of a carnival, discos and a Christmas party. On this last item, it was agreed that if such a party was organised by parents, the Parish Council could meet a level of costs by directly paying invoices.
- v) Parking on the pavements was a widespread problem. Elvet Close, High Street, Maple Grove, The School and Lichfield Road were considered problematical. On parking at the school it was felt that the head-teacher should be approached and that DCC would have to agree to finance it.
- vi) Conflict between traffic and children playing on The Oval.
- vii) Litter in the High Street.
- viii) Trees in Barret Way and Oswald Close need attention.
- ix) The need for bench in Lichfield Road "near the sandbox".
- x) Dog fouling.
- xi) Overgrowing bushes on Hollyhurst Road causing problems across the pavements for electric scooter users.
- xii) Access to the Parish Council and the rules for getting issues on the agenda were covered.

The most pressing item for this meeting of the Parish Council was the request for a Parish Plan. The proposer explained the purpose of such a plan. Whilst the issue had support, many seemed to fail to grasp the concept or value. The proposer then requested a vote for a Parish Poll to prepare such a plan. Ten of those present supported that proposal. The Clerk has advised Durham County Electoral Services of the position. The Bank Holiday weekend had delayed a response, but the Meeting received an update on the date, time and venue of the poll.

The discussion that followed covered the cost of the poll, the need for housing in the village, that after more than two years the Ferryhill plan was still to be agreed, the availability of grants, the need for consultants, the lack of a County Plan and the offer of the Cornforth Residents Association to assist. The result of the poll will be reported to the next meeting.

14. GENERAL DATA PROTECTION REGULATIONS.

The reported that the above Regulations will come into effect on 25th May 2018. It is not essential that the Parish Council is fully compliant on that date, but needs to demonstrate that it is aware of its responsibilities and where action remains to be taken, that there is a plan in place to do so. The Government is proposing an amendment to legislation, which takes away the need for a Data Protection Officer for Parish Councils. This will take place this week. If approved, then the Council can consider its position in respect of the ten remaining actions it has to undertake. The Clerk circulated a briefing paper at the meeting outlining the actions taken so far, the data held, the level of risk and further actions and priorities. The paper was accepted.

15. BULLYING AND HARRASSMENT COURSE.

The Clerk reported that he had attended a course on the above subject on 2nd May 2018. The presenters covered the need for policies and processes to deal with the problems and the difficulties that could arise, both in meeting compensation claims and being uninsurable as a result. The Clerk found the most useful parts of the course to be the experience of other authorities and the session on dealing with bullying at a personal level. C.D.A.L.C. will be offering a course to Councillors at a later date.

16. INSURANCE RENEWAL.

The Parish Council has its insurance and insurance management with Zurich Municipal. Additional quotes had been sought and are awaited. Members agreed to delegate the decision to the Chairman and Vice chairman, plus Councillor Poole.

17. FINANCIAL REPORTS.

i) REQUEST FOR FINANCIAL SUPPORT.

A request had been received from the Thrislington Banner Group for financial support towards its work. Councillor M. Simpson left the meeting and took no part in the discussion or decision making. The Clerk reported that the letter had been accompanied by bank details and that the budget had included a sum for such a donation. Whilst no specific sum had been requested, Members agreed to donate £500. At this point Councillor Simpson returned to the meeting.

ii) SCHEDULE OF RECEIPTS AND PAYMENTS TO 30th APRIL 2018.

Receipts		£	Cheque No.
NIL			
Payments			
Altogether Greener	Fences and paths to allotments.	1,908.00	894
Premier Traffic Management	Road closures	408.00	895
Altogether Greener	Clearing Allotments	4,140.00	896
Altogether Greener	Period 12 plus two call outs to deal with fly tipping and trees.	2,876.60	897
Snowball Printers	Service sheets (extras)	60.00	898
Cheque cancelled			899
M. Spence Surfacing	Tarmac at The Green	9,503.80	900
C.D.A.L.C.	GDPR Training	351.00	901
Snowball Printers	Invitations and service sheets	162.00	902

W.C.& D. Comm. Association	Hall hire for memorial event	60.00	904
R. A. Sunman	Allowances	119.03	905
R. A. Sunman	Salary	666.10	S/O
	Total Expenditure	20,254.53	
	Net Expenditure	20,254.63	

The schedule was approved.

iii) BANK RECONCILIATION STATEMENTS – POSITION AT 30th APRIL 2018.

The bank reconciliation statement was circulated at the meeting.

NOTE: At the close of the meeting Members will be asked if they have any items for inclusion on a future agenda. None were requested.

To all Members of the Parish Council.

Yours Sincerely, Ray Sunman, Parish Clerk: 7th June 2018.

Signed:

Dated: