

# Kimbleworth & Plawsworth P a r i s h & C o u n c i l

## Kimbleworth and Plawsworth Parish Council

Minutes of a meeting of the Kimbleworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 12 May 2022 @ 7:00pm.

**Present:** Councillors – Craig, Elley, Inman, Jackson, Rippon, and Walker.

**Also in attendance** – John Kelly (Parish Clerk) and County Councillor Waldock. One member of the public was in attendance.

### 1. Welcome:

The Chairman welcomed everyone to the meeting.

### 2. Apologies for Absence:

There were no written apologies required, as all parish councillors were in attendance. County Councillor Wilson offered apologies, although not required.

**Resolved:** *Nothing to resolve.*

### 3. New members – To consider applications received for co-option. If successful, candidates(s) to sign the declaration of acceptance and take their place on the Council.

Elaine Burnip was co-opted on to the Parish Council. They signed their declaration of acceptance and took their place on the Council.

**Resolved:** *The Council co-opted Elaine Burnip onto KPPC as a member.*

### 4. Disclosable Pecuniary Interests:

Councillor Walker declared an interest in item 6(l) – grant application from Plawsworth and Kimbleworth Community Association.

### 5. Minutes of Council meeting – 10 March 2022 and 14 April 2022:

The minutes of the Council meeting held on 10 March 2022 were approved as a true record by the Council. The Council noted that no business was transacted at the meeting held on 14 April 2022 due to lack of quorum.

## **6. Parish Matters and on-going items:**

### **a) County Councillors' Report**

Councillor Waldock advised she still needs to discuss the carpark potential at Ugly Lane with DCC's Clean and Green team Leader. The Parish Council were advised by Councillor Waldock that Sacriston Parish Council may soon need to meet KPPC, to discuss the parish boundary at Cross Lane, due to the impact of having a split estate on Sacriston Parish Council's potential neighbourhood plan. DCC are currently administering the energy rebates to households in qualifying council tax bands. The MP for North Durham, Kevan Jones is meeting with Karbon Homes on 1<sup>st</sup> June so Councillor Waldock will ask that he request a response from Karbon regarding the use of land in Nettlesworth for resident parking. Councillor Waldock will request local PCSOs consider an upcoming PACT pop-up event for Nettlesworth. Councillor Wilson was not in attendance and had not provided a monthly update, although it was noted that an email had been circulated regarding energy discussions with Karbon and potential food storage in bulk, to assist the community.

**Resolved:** *Councillors Waldock and Wilson to update on all queries at the next meeting.*

### **b) Highways, paths, and road signage**

Councillors Waldock is still awaiting a timeframe when the red bollards will be placed at the A167 crossing. The village sign for Kimblesworth at Cedar Avenue still showed visible graffiti and the Clerk was asked to contact Councillor Wilson, as he had suggested previously it could be replaced.

**Resolved:** *Councillors Waldock and Wilson to update on all queries at next meeting.*

### **c) Spring/ water trough at the roadside, Nettlesworth entrance (west)**

The Clerk has still only received one quote but advised a second quote should be received before the June meeting.

**Resolved:** *Working Group to meet when a second quote is received.*

### **d) Community Centre Report**

The lease has now expired, but extension discussions are ongoing.

**Resolved:** *To note update.*

### **e) Planning Applications**

There were no applications to discuss.

**Resolved:** *Nothing to resolve.*

### **f) Allotments**

Plot 1 has now been signed for, and the Clerk thanked tenants at other plots for their assistance in clearing the plot following recent damage.

**Resolved:** *To note update.*

**g) Newsletter** (new standard item from March 2022)

Councillor Walker suggested again, the inclusion of the Queen's Jubilee celebrations for content in the next newsletter. Discussion around the X20 bus service could also be added and possible promotion of local groups assisting residents.

**Resolved:** *To note update.*

**h) Clerk's annual appraisal**

The Clerk read a summary of his recent appraisal. There are no immediate issues for the Council to consider.

**Resolved:** *To note update.*

**i) Nomination of trustee to Plawsworth and Kimblesworth Community Association (PKCA)**

The Council agreed to nominate Bill Jackson to PKCA.

**Resolved:** *The Council nominated Bill Jackson to PKCA, and the Clerk was advised to notify the Secretary for PKCA.*

**j) Annual internal audit report**

The Council received the annual internal audit report for 2021-22. There were no recommendations to action or note – full assurance was received.

**Resolved:** *The Council agreed the contents of the report.*

**k) AGAR 2021-22**

The Clerk presented the Annual Governance Accountability Return for 2021-22.

**Resolved:** *Council agreed the accounts ending 31st March 2022, approved the annual governance statement (all elements), approved the accounting statement, and approved the certificate of exemption. The Council noted the date for the exercise of public rights, set by the Clerk, as correct. All documents will be uploaded to the KPPC website on 31st May 2022, ready for the start of the exercise on 1st June 2022. The Clerk will send the certificate of exemption to Mazars (external auditor) along with the contact details for the Clerk and Chair. An expenditure list of all items over £100 for 2021-22 will be added to the website, along with the assets of KPPC, in line with the exemption rules.*

**l) Grant applications**

The Council discussed two separate applications - one for £5,700 to Kimblesworth Cricket Club (KCC) for changing rooms refurbishment; and one for £1,500 to Plawsworth and Kimblesworth Community Association (PKCA) for a contribution to the Jubilee event on 5<sup>th</sup> June 2022. The award to KCC was approved in full, with six votes for and one abstaining. Due to the budget set aside for grants in January 2022, the Clerk noted that this money would come from general reserves. The award to PKCA was approved in full by all councillors who had not declared an interest in the application.

**Resolved:** *The Council approved the grant for £5,700 to KCC. The Council approved the grant for £1,500 to PKCA.*

### **m) Training**

- PREVENT (preventing radicalisation), DCC, Tue 24 May 6pm-7.30pm (free)
- Village Greens, DCC, Tue 14 June, 6pm-8pm (£10 per person)

**Resolved:** *No Councillors expressed an interest in any training event.*

### **n) Correspondence**

- X20 bus route, from resident
- X20 bus route, from another resident
- Interest from resident in co-option
- Noticeboard and minutes query
- Website query

**Resolved:** *All correspondence noted. The Clerk will post on social media that comments on the X20 bus route are sought and an item will also be placed in the June newsletter.*

## **7. Financial Matters:**

### **a) Payments**

**Resolved:** *The following payments were agreed (and invoices signed by the Chair):*

- (1) The sum of £244.76 be paid to J Kelly (Clerk service, 1<sup>st</sup> – 31<sup>st</sup> March, 26 hours inc 2 hours annual leave)
- (2) The sum of £258.90 be paid to J Kelly (Clerk services, 1<sup>st</sup>-30<sup>th</sup> April, 26 hours)
- (3) The sum of £4.49 be paid to J Kelly (HP ink, March)
- (4) The sum of £4.49 be paid to J Kelly (HP ink, April)
- (5) The sum of £150.00 be paid to G Fletcher (internal auditor 2021-22)

### **b) Receipts**

**Resolved:** *The following receipts were noted and will be signed by the Chair:*

- PAYE (to HMRC) March hours, April submission (£61.00)
- PAYE (to HMRC) April hours, May submission (£64.80)
- Printer subscription with HP - see item 7(a)3 above (£4.49 March)
- Printer subscription with HP - see item 7(a)4 above (£4.49 April)

### **c) Bank statements and direct debits**

**Resolved:**

Statements checked:

- February 2022
- March 2022

Direct debits (and standing orders) checked by the Chair and signed:

- HMRC – February statement (February submission, £61.20)

- HMRC – March statement (March submission, £75.20)
- ICO – February statement (£35.00)
- Anglian Water trading as Wave (quarterly) – March statement (£38.33)

#### 8. **Date of Next Meeting**

09 June 2022 to commence at 7.00pm.

*The meeting terminated at 20.54.*

**Chairman**

**Date**