

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

## Kimbleworth and Plawsworth Parish Council

Minutes of the Ordinary Meeting of the Kimbleworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 8 June 2023 @ 7:00pm.

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

**Also in attendance** – John Kelly (Clerk) and County Councillor Waldock.

### 1. Welcome:

The Chair welcomed everyone to the meeting.

### 2. Apologies for Absence:

Written apologies were offered by Councillor Burnip.

**Resolved:** *Apologies noted.*

### 3. Disclosable Pecuniary Interests:

No interests declared.

### 4. Minutes of Council meeting – Annual Meeting 11 May 2023 and Ordinary Meeting 11 May 2023:

The minutes of the Annual Meeting of the Council held on 11 May 2023 and the Ordinary Meeting of the Council held on 11 May 2023 were approved by the Council.

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

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

Councillor Waldock referred to the recent wounding in the area and stated the police advise there is no risk to the public. The Clerk advised Councillor Waldock that DCC are now querying the land ownership at Ugly Lane and want to see the (missing) trust document from the deeds pack they hold. Councillor Waldock advised DCC will begin the playground works in September but could not speedily source a replacement for the broken latch on the park gate at Nettlesworth. Cllr Craig asked Councillor Waldock to advise DCC this is not acceptable, and another solution is required. A query was raised regarding Clean and Green not road sweeping behind the cul-de-sacs at Kimblesworth. The Clerk advised Councillor Waldock the rubbish near the allotments at Woodland Terrace had not been removed yet. Councillor Waldock advised she was aware and will make contact again with the warden. The Clerk advised Investing in Children will attend the July meeting to answer queries on the redevelopment of the Elms.

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

[Cllr Bruce left the meeting at 19.31].

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

Cllr Craig expressed disappointment that Kevan Jones MP is supporting a survey for road safety on the A167 in Chester-le-Street (near Hermitage) when that stretch at least has traffic lights. He asked for the County Councillors to speak to Kevan Jones MP for his support improving the crossing at the Red Lion. Cllr. Waldock reported again that the speed-watch for B6312 at Nettlesworth is still in a works queue. Cllr Rippon asked that the bushes be cut further back on Pit Bank, Kimblesworth. The Clerk advised the Council the Public Right of Way at Plawsworth requires approval from the adjacent landowner. The Clerk advised the Council DCC will carry out road resurfacing will from August to September at Woodland Terrace, Front Street, Sycamore Road, Briar Close, Elm Crescent and South View.

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

### **c) Primary School, Nettlesworth**

No update was provided.

**Resolved:** *Nothing to note.*

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

No further progress was reported regarding renewal of the lease of the land.

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

### **e) Planning and Licence Applications**

The following applications were discussed:

- None.

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

**f) Allotments**

The Council agreed to replace the Working Group with a Committee with decision making powers. Terms of Reference will be agreed at the July meeting. The Council agreed suggestions made by the Working Group to carry out inspections of all plots in July, and to send letters to all tenants regarding fire issues. The Committee will meet after the inspections to discuss enforcement issues (and an escalation policy). The new Council administration support will consider future funding bids.

**Resolved:** *To note updates. The Council also agreed to the creation of an Allotment Committee, with members of the Working Group transferring – Cllrs Craig, Jackson, and Walker.*

**g) Newsletter**

The Clerk advised the newsletter for Summer 2023 can likely be agreed at the July meeting.

**Resolved:** *Potential future items passed to Clerk.*

**h) Trough completion.**

The Council discussed the completion of the physical trough and are happy with the outcome. The Working Group were asked to meet prior to the July council meeting, with suggestions to progress a plaque, planting, seating, and its promotion.

**Resolved:** *Trough Working Group to meet prior to next meeting. The Admin Support Assistant will arrange the meeting.*

**i) Carved bench and newly paved area**

The Council chose from a selection of example benches – a mining themed bench ('Hutch' bench). The decision was split by four votes to two. The Clerk advised DCC will purchase the bench in full due to their previous errors and using the previously paid money from KPPC. The bench will be placed at the agreed site at the Corner of Cedar Avenue.

**Resolved:** *The Clerk will advise DCC of the preferred bench chosen by the Council.*

**j) Installation of noticeboard**

The Chair advised he will fit the noticeboard and the Council do not need to pay a contractor to do this.

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

#### **k) Standing Orders and Financial Regulations**

The Council reviewed both the Standing Orders and Financial Regulations (deferred from May's Annual Meeting of the Council) and approved both without changes.

**Resolved:** *Standing Orders reviewed and approved. Financial Regulations were also reviewed and approved.*

#### **l) Scheme of Delegation**

The Council made one suggested change to the scheme of delegation – the addition at 2.26 for the Clerk to assume line management of the new Administrative Support Assistant.

**Resolved:** *The Council agreed the Scheme of Delegation with an addition at 2.26 – the Clerk will line manage the Administrative Support Assistant (this is already agreed within the HR Panel Terms of Reference. One councillor abstained.*

#### **m) Grants**

There was no grant to consider.

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

#### **n) Training**

- New Councillor Training, Wed 5<sup>th</sup> July, 6-8pm (Zoom), £10 per person.

**Resolved:** *To note update. Clerk to send details of CILCA to Cllr Inman.*

#### **o) Correspondence**

- Loitering and littering at Eureka Mews (business owner contact).
- New contact from resident regarding fires at allotments.
- Second contact from resident next to allotments (regarding fires).
- Planters at Nettlesworth (resident query).

**Resolved:** *Correspondence noted.*

### **6. Financial Matters:**

#### **a) Payments**

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

- (1) The sum of £268.52 be paid to J Kelly (Clerk service, 1st – 31<sup>st</sup> May), 24.5 hours.
- (2) The sum of £4.49 be paid to J Kelly (HP ink, May)
- (3) The sum of £82.00 be paid to J Kelly (plants).
- (4) The sum of £79.99 be paid to J Kelly (Microsoft package).
- (5) The sum of £24.99 be paid to J Kelly (Norton anti-virus).

(6) The sum of £53.91 be paid to G O'Brien (admin support services, 1<sup>st</sup> – 31<sup>st</sup> May, 6.4 hours).

#### **b) Receipts**

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

- PAYE (to HMRC) May hours, June submission (£80.61)
- Printer subscription with HP - see item 6(a)2 above (£4.49 May)
- Plants, Congburn – see item 6(a)3 above (£82.00)
- Microsoft subscription – see item 6(a)4 above (£79.99)
- Norton subscription – see item 6(a)5 above (£24.99)

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

**Resolved:**

*Statements checked:*

- April 2023 (no.165)

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

- none.

#### **7. Date of Next Meeting**

13 July 2023 to commence at 7pm

The meeting terminated at 20.34.

**Chairman**

**Date**