

Kimblesworth and Plawsworth Parish Council

Minutes of the Ordinary Meeting of the Kimblesworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 10th July 2025 @ 7:00pm.

Present: Councillors – Bruce, Burnip, Jackson (Chair), Pattinson, Rippon and Walker.

Also in attendance – John Kelly (Clerk), Daniel Inman (Clerk in training), County Councillor, James Pickard*, and Fred Hall,

1. Welcome:

The Chair welcomed everyone to the meeting.

2. Apologies for Absence:

There were no apologies for absence.

Resolved: *No apologies to note.*

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

Mr Fred Hall introduced himself.

Resolved: *To co-opt Fred Hall onto the Council.*

4. Disclosable Pecuniary Interests

Councillors Bruce and Walder declared a personal interest in respect of Kimblesworth and Plawsworth Community Association, to be discussed under Item 6l.

5. To receive and approve the minutes of the Annual Meeting of the Council and the Ordinary Meeting of the Council both held 12th June 2025.

The minutes were approved by the Council.

6. Parish Matters and on-going items: [OBJ]

a) County Councillors' Report

* County Cllr James Pickard entered the meeting at 7.15pm and left at 7.46pm. Item 6a was

Cllr Pickard reported on: i) A PACT meeting held in Sacriston on Wednesday 25th June, where the police reported having confiscated two scooters, arrested shoplifters and arrested shoplifters. ii) The 20mph signs planned for Nettlesworth front street **would** be erected tomorrow (Friday, 11th July). iii) Regarding parking at The Crescent, he had been quoted a basic price of roughly £5000 per space, which could increase depending on any additional work necessary, but was examining the possibility of securing funding towards such a project, perhaps Section 106 money. Cllr Walker suggested spaces could be grassed with green netting, rather than being tarmacked. iv) Tree pruning: Clean and Green (DCC) claims it has no responsibility to clear trees around the electric street lighting cables behind Woodland Terrace. Cllr Pickard reported he had emailed Northern Powergrid about the matter. v) An application had been submitted regarding re-opening the school crossing patrol outside Nettlesworth Primary School. Cllr Pickard asked for suggestions as to a possible suitable candidate for the position. vi) Cllr Pickard said he was not familiar with the issues regarding fly tipping.

Cllr Hall suggested a crossing incorporating a raised path across the road. Cllr Rippon expressed concern about the roadside trees between the hairdresser's shop and the turn-off towards Kimblesworth.

ACTIONS: Members to identify (if possible) potential candidates for the **school crossing** position. **Cllr Pickard** to report back progress on tree pruning. **The Clerk** to forward to Cllr Pickard the earliest reference to the missing speed monitor in the Parish Council's minutes. **The Clerk** to investigate quotes for parking provision in The Crescent.

Resolved: County Councillor Pickard and Clerk to report back at the next meeting.

b) Highways, paths, and road signage

Cllr Rippon questioned Cllr Pickard regarding permissions for the stone village signs.

Resolved: Cllr Pickard to consult his colleague, County Cllr Tim Robson regarding the **stone signs** and report back.

c) Primary School, Nettlesworth

Cllr Bruce read an update regarding the school.

Resolved: To note update.

d) Community Centre Report

Cllr Bruce read an extensive update regarding the community centre, including that a grant for improvements to the toilets was to be applied for. Also, the Community Association was seeking new members and trustees.

Resolved: To note update.

e) Planning and Licence Applications

The following applications were discussed:

- DM/25/01709/FPA. Sundial House, Plawsworth. Single-storey extension. The Clerk

informed the meeting that the application had been received too late for the meeting to consider it formally.

Resolved: *Nothing to resolve.*

f) Allotments

John Kelly informed the meeting that he had issued warning letters to three allotment tenants, and reported that the quantity of waste oil on Plot 29 was thought to be around 60 litres, rather than the 120 litres believed originally. Rents would be due on 1st September. Tree pruning was discussed inter Item 6a.

Resolved: *To note update. County Cllr Pickard to continue inquiries begun by ex-County Cllr Waldock regarding tree pruning and to contact Member Services at DCC regarding the removal of the waste oil.*

g) Newsletter

It was reported that the newsletter needed roughly one more page. It was understood that the Community Centre had further material to contribute. Cllr Pattinson agreed to proofread the newsletter before finalising.

Resolved: *To note update. Clerk in training to contact Sarah Grey and Gemma O'Brien, respectively for contributions regarding the Centre, and pit banner. Clerk in training to forward a draft of the newsletter (when complete) to Cllr Pattinson.*

h) Project updates

The Clerk in training read an update from the administrative assistant regarding ongoing and proposed projects, including the pit banner. The Clerk informed the meeting of how long DCC had to reply with respect to the proposed stone signs before a complaint could be lodged.

Resolved: *To note update.*

i) Budget monitoring

The clerk in training summarised the budget situation, highlighting some specific points:

- The ring-fenced budgets (parking and play equipment) were untouched.
- While there is currently nil spend on the grants budget, two applications tbc later in the meeting may consume more than half of it.
- There was an over-spend on the Clerk's salary because of extra hours spent on the AGAR and annual meetings. The departure of the paid clerk would mean there would not be an overspend by the end of the financial year.
- No election costs were incurred this year, so the £2800 could be transferred to a different budget.
- Remembrance/VE/VJ Day budget was half-spent, leaving half for this year's Remembrance Day.
- Planters were overspent because of recently agreed costs with Waldrige Parish Council. £275 of the £525 overspend was recovered in 2024-25 through DCC Neighbourhoods Grant (trees at the trough). Overspend may balance against underspend on Xmas Trees or bay/bird boxes budget in Environment section.
- Estimated balance for 1st April, when budget was set in January, was £35.5k. This was £35.2k, so starting position was £3k less.
- Expected year-end balance of circa £36k, or £18k with all ring-fenced reserves spent.

Resolved: *To note update.*

j) Social Media Policy

The Council considered a new social media policy for KPPC. Cllr Bruce proposed, Cllr Walker seconded. Council agreed.

Resolved: *Social Media Policy agreed.*

k) Privacy Notice

The Council considered a new privacy notice for KPPC. Cllr Burnip proposed, Cllr Pattinson seconded. Council agreed.

Resolved: *Privacy Notice agreed.*

l) Grants

- i) Sacriston Youth Project (SYP), £2500, towards room hire at Nettlesworth Community Centre.

In discussion, the possibility that SYP would no longer be running the carer/toddler group from September.

Cllr Bruce proposed payment of half of the amount requested (£1250), and that clarification be sought from SYP regarding the future of the carer/toddler group at the Community Centre. This was seconded by Cllr Burnip. Council agreed.

Resolved: *Grant awarded in part (£1250) to Sacriston Youth Project.*

- ii) Plawsworth and Kimblesworth Community Association (PKCA), £5650, towards the Community Fun Day, 7th June, 2026.

Cllr Rippon proposed payment in part (£5350). This was seconded by Cllr Burnip. Council agreed.

Resolved: *Grant awarded in part (£5350) to PKCA.*

m) Training and Events

Cllr Rippon (Vice-Chair) said she had attended the CDALC course, "Training and Leadership" on 8th July.

Resolved: *That the Council pays for Cllr Rippon's attendance on "Training and Leadership" (£32).*

The Council considered the payment of £450 for the Clerk in training's attendance on the Certificate in Local Council Administration (CiLCA) course.

Resolved: *That the Council pays £450 for the Clerk in training to complete CiLCA.*

n) Correspondence

- Resident query regarding dog fouling.
- Further resident query regarding parking in The Crescent.
- Allotment tenant re. removal of tree.

Resolved: *To note correspondence.*

7. Financial Matters

a) Payments

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

- (1) The sum of £205.47 be paid to J Kelly (Clerk services, 1st – 30th June, 16.5 hours).
- (2) The sum of £6.49 be paid to J Kelly (HP ink, June).
- (3) The sum of £205.60 be paid to G O'Brien (Admin services, 1st – 30th June, 16 hours).

b) Receipts

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

- PAYE (to HMRC) June hours, July submission (£51.60).
- HP ink, June (£6.49).

c) Bank statements and direct debits

Resolved:

Statements checked: -

- May 2025 (no. 188)

Direct debits, standing orders, and regular payments checked by the Chair and signed:-

- HMRC, May payment (£61.60), June payment (£49.80).

Bank signatories and authorised users of online banking

An application was agreed for Cllrs. Pattinson and Rippon to become signatories on the Council's bank account, while Daniel Inman (Clerk in training) become the online user, in accordance with the Standing Orders and banking mandate.

8. Date of Next Meeting

11th September 2025, Ordinary Meeting of the Council at 7pm.

The meeting terminated at 20.59.

Chairman

Date