

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

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 14 March 2024 @ 7:00pm.

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

Also in attendance – John Kelly (Clerk), and County Councillors Waldock and Wilson.

Before the start of the formal meeting (as part of the public participation section), the Chair of Plawsworth and Kimblesworth Community Association (John Barclay) presented their grant application to the council including a briefing on how they will manage their finances going forward. A new utility provider has been sourced, new groups will be sought for the centre, a new centre manager will be employed (23 hours per week if a grant application is successful). The council thanked John Barclay for his time, and he left the meeting.

1. Welcome:

The Chair welcomed everyone to the meeting.

2. Apologies for Absence:

Cllrs Elley and Walker offered their written apologies.

Resolved: *Apologies noted.*

3. Disclosable Pecuniary Interests:

No interests were declared.

4. Minutes of Council meeting – Ordinary Meeting 8 February 2024:

The minutes of the Ordinary Meeting of the Council held on 8 February 2024 were approved by the Council, proposed by Cllr Rippon, and seconded by Cllr Jackson.

5. Parish Matters and on-going items:

a) County Councillors' Report

Councillor Wilson advised that the Street Lighting Team had partially cut some tree branches directly around the light at the rear of Woodland Terrace, as per their remit. Cllr Jackson stated the whole tree needs cutting back. Clean and Green had declined to maintain the tree, advising it is planted on non-DCC land. Councillor Wilson advised Karbon had not replied again to a request for discussion for increased parking at The Green and The Crescent. Councillor Wilson said the new replacement bench for the park in Nettlesworth, has now been ordered by Clean and Green. Cllr Craig chased a query regarding the hedgerows approaching Nettlesworth from Sacriston and why they have never been maintained for two years by DCC. This query was passed to Councillor Wilson in February, but he had not been able to follow up on this item yet. Councillor Wilson asked that all incidents of ASB be recorded with the police or DCC, to assist future inclusion of the ward in selective licensing designations (this licensing requires landlords to apply for a licence to rent a private rented property, in certain areas). Councillor Waldock confirmed the new play equipment had been installed at Nettlesworth and Kimblesworth playgrounds but the county councillors were not happy with the standard of the work (including renewal of the play surface) so they will be following this up. Councillors Waldock advised the county councillors are also looking into additional and improved seating at the parks. The recent litter pick resulted in six bin bags being filled.

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

b) Highways, paths, and road signage

Councillor Wilson will again chase the Highways Team regarding repainting the crash barrier on the B6312 at Broadmires. They advised in November they would consider costs, but Councillor Wilson has had no further update. The Clerk advised the council that DCC were supportive of electronic speed signage being installed on the B6312 near the school, but they are unable to fund it as there has been no central budget for a few years. County Councillors are unable to fund from their neighbourhood budget, so the Clerk advised the parish council may wish to consider funding from reserves. Councillor Wilson will organize a visit to Boyntons and Conyers to consider complaints from residents about the work recently completed. Councillor Wilson confirmed the chevron signage on the A167 roundabout had now been replaced in two places. The Clerk advised the road signage heading northbound was not replaced at the same time, so Councillor Wilson will obtain a general timeline for that signage to be replaced. Cllr Craig reported the path from the A167 to Nettlesworth was in poor repair and not maintained. The salt bin on the same bank was also reported as severely damaged. The Clerk advised he will report the broken salt bin as well as the County Councillors. The County Councillors were asked if the village could be provided with posters from DCC with QR codes that provide parking information and initiatives. These had been seen in other villages. The assumed abandoned car just off the B6312 leading to Cedar Avenue was investigated by DCC's neighbourhood warden but no issue was found. The owner was advised regarding courteous parking. Cllr Bruce reported a possible abandoned van at the bottom of Pit Bank in Kimblesworth. She will provide the registration of the vehicle to the Clerk to pass for further investigation by DCC.

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

c) Primary School, Nettlesworth

Cllr Bruce provided a general update on items regarding the school.

Resolved: *To note update.*

d) Community Centre Report

Cllr Bruce gave an overview of the centre's overheads, particularly regarding utility bills. Cllr Jackson reported a light continuously on at the front of the building. Cllr Bruce advised an electrician is due to attend. Cllr Jackson suggested the centre promote the building has stood for 100 years. The Clerk advised a grant application may be received next month so that fairground rides at the summer event can be paid for. Without this, the centre advises the event will not go ahead.

Resolved: *To note update.*

e) Planning and Licence Applications

The following applications were discussed:

- DM/24/00468/FPA, 2 Twinn Cottages, Plawsworth (gable extension).

Resolved: *Agreed for no comment to be made.*

f) Allotments

No quotes have been received from contractors regarding the movement of the water tap or the resurfacing of the lane. A site visit was completed with Durham County Council to quote for resurfacing of the lane in December, but they have still not provided a price yet despite multiple requests. The Allotment Committee met to draft a new policy for the management of the allotments and to suggest any amendments to the Committee's Terms of Reference. The council agreed to the new policy including a new bond required (at one year's rent) per plot, proposed by Cllr Jackson and seconded by Cllr Craig. Cllr Jackson proposed to remove the aim to 'support tenants' from the Committee's Terms of Reference (ToR), as this is done by the Clerk. This was seconded by Cllr Inman and the ToR were approved. Cllr Jackson raised concerns about the quorum at Committee Meetings, but Cllr Craig advised he will be able to attend future meetings. The Clerk advised pest control were due to visit at Easter weekend. The Clerk is researching whether some of the encroaching trees at the rear of Woodland Terrace were within KPPC leased (allotment) land, even though they are outside of the fenced area.

Resolved: *To note update. Allotment Policy agreed and Terms of Reference amended and approved.*

g) Newsletter

The Clerk advised that the newsletter is complete but requires checking by Cllr Inman. The council approved the edition go to print, subject to these checks, proposed by Cllr Jackson and seconded by Cllr Rippon.

Resolved: *The council delegated power to the Clerk and Chair to send the final copy to print before the next meeting.*

h) D-Day 80

The Clerk advised that Waldrige Parish Council will provide a quote for April's meeting, for a floral display at Red Lion bank. The Clerk presented three quotes for soldier silhouettes (one silhouette for each village) to commemorate D-Day. Cllr Rippon proposed the Council request New College students to design and make the silhouettes, and this was seconded by Cllr Jackson. The council agreed.

Resolved: *To note update. Also, agreed New College will provide silhouettes at cost price, £180 for all four items.*

i) Village stone signs

The council discussed designs for the new stone signs to be installed at each village, at an increased quote. The council agreed to the image of wheat to be added to the Plawsworth sign at the A167, the pit wheel to be added to the Kimblesworth sign, and a Davy Lamp be added to the Nettlesworth sign at the A167. The motion was proposed by Cllr Bruce and seconded by Cllr Jackson.

Resolved: *Agreed to accept the additional quote of £1,110 per sign, for three of the five signs to include a carved image, at a total cost of £3,300; and agreed the location of the carved signs.*

j) Internal audit

The council agreed to appoint Mr G. Fletcher as the internal auditor for 2023-24, proposed by Cllr Rippon and seconded by Cllr Bruce.

Resolved: *Agreed the appointment of internal auditor, Mr G. Fletcher.*

k) Council insurance

The council agreed to renew insurance with Zurich at the same cost as last year, £257.60 – proposed by Cllr Bruce and seconded by Cllr Jackson.

Resolved: *Agreed insurance renewal.*

l) Registration of Assets Policy

This item was deferred.

Resolved: *Item deferred.*

m) Anti-bullying and Harassment Policy

The new policy was discussed, and Cllr Inman suggested a line be included to advise that if the allegation was against the Clerk and the Chair then it should be reported to any other councillor. Subject to this amendment, Cllr Inman proposed to agree the policy, and this was seconded by Cllr Rippon. The council agreed to the policy.

Resolved: *Anti-bullying and Harassment Policy agreed.*

n) Bleed control cabinet and new defibrillators

This item was deferred whilst Cllr Craig investigated costs further.

Resolved: *Item deferred.*

o) Grants

The Council discussed at length a grant application (for £3,921.94) from PKCA to assist with utility bills and a maintenance contract. The Clerk was asked to provide a budget update prior to a decision being made. The Clerk advised savings had been made in 2023-24 through PRow budget (not required), salt bins, increased VAT claim, and a small grant budget underspend. This amount would cover the cost of this late-in-year grant application.

[Standing Orders were suspended at 20.59].

Cllr Jackson proposed to pay the cost of the utility bill part of the application (£2,443.24), and this was seconded by Cllr Rippon. The council agreed to make this award. Cllr Craig voted against the motion.

Resolved: *Agreed to make a grant award of £2,443.24 to PKCA.*

p) Training

- None.

Resolved: *Nothing to resolve.*

q) Correspondence

- Resident complaint regarding the new road surface at Boyntons and Conyers.
- Neighbourhood warden (DCC) regarding parked car at Acorn Way.

Resolved: *Correspondence noted.*

6. Financial Matters:

a) Payments

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

- (1) The sum of £152.88 be paid to J Kelly (Clerk service, 1st – 29th February, 13 hours).
- (2) The sum of £4.49 be paid to J Kelly (HP ink, January)
- (3) The sum of £165.48 be paid to G. O'Brien (admin services, 1st – 29th February, 17.5 hours).
- (4) The sum of £1,390.00 be paid to DR Groundworks (40% payment, completion of trough phase 2).
- (5) The sum of £555.00 be paid to ALV IT (annual hosting, support, and email).

b) Receipts

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

- PAYE (to HMRC) February hours, March submission (£75.59)
- Printer subscription with HP - see item 6(a)2 above (£4.49 January)

c) Bank statements and direct debits

Resolved:

Statements checked:-

- January 2024 (no. 172)

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

- HMRC - November payment (£71.61)
 - December payment (£141.21)
 - January payment (£80.40)
- Anglian Water T/A Wave – next due March statement (quarterly payment).

7. Date of Next Meeting

11 April 2024 to commence at 7pm.

The meeting terminated at 21.15.

Chairman

Date