

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 September 2023 @ 7:00pm.

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

Also in attendance – John Kelly (Clerk), County Councillor Wilson, and one member of the public.

1. Welcome:

The Vice-chair of the Council, acting as Chair, welcomed everyone to the meeting.

2. Apologies for Absence:

Cllrs Burnip, Craig. and Rippon offered their apologies.

Resolved: *Apologies noted.*

3. Disclosable Pecuniary Interests:

No interests were declared, following advice from the Clerk regarding item 5(n).

4. Minutes of Council meeting – Ordinary Meeting 13 July 2023:

The minutes of the Ordinary Meeting of the Council held on 13 July 2023 were approved by the Council.

5. Parish Matters and on-going items:

a) County Councillors' Report

The Clerk read an update from Councillor Waldock in her absence: the Nettlesworth playground gate's broken part has been sourced and will be fixed soon; DCC's Assets Team have been contacted for a response on the trust query for Ugly Lane football field; the private landowner at East View, Kimblesworth, is allowed to place a gate on the lane as it is not a public right of way; Karbon has said they have no plans to create parking at The Crescent; the playground upgrade tender is complete and consultation will soon take place on design (likely with the school); and the hedges in the lane to the rear of the school will be cut back shortly by DCC. Cllr Elley asked Councillor Wilson if enquiries could be made regarding recent police activity at the supported accommodation on Cedar Avenue. Cllr Jackson advised the bus stop at Woodland Terrace was in disrepair and the trees had grown around the lampposts and need cutting back. Cllr Bruce enquired if the bushes at the rear of The Crescent could be cut back. The Clerk advised County Councillor Wilson a request had been made to cut back the hedge at the Children's Centre at The Green, as it was overgrown again. The seat at the corner of Cedar Avenue has now been installed by DCC and in October they will plant the shrubs.

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

b) Highways, paths, and road signage

Councillor Wilson advised that future requests for speed survey wires (not from Durham Constabulary) will incur a £500 charge (to the Parish Council). Cllr Jackson asked for feedback on the previous request to DCC to uncover and maintain the gravel path at Broadmires, leading to the allotments – grass now covers it. Cllr Wilson said he will log this again. The resurfacing of the A167 southbound at The Red Lion will take place overnight on 24th September. Councillor Wilson advised there had been no response from DCC regarding repainting of the road lines on the B6312 at Broadmires. Councillor Wilson is meeting a Highways Officer on site at the A167 crossing week commencing 18th September, to discuss its danger.

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

c) Primary School, Nettlesworth

The Clerk advised he would provide advice to the headteacher to further a project on autism at the school. He will reconnect the school with the planning manager at DCC.

Resolved: *To note update.*

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:

- DM/23/02494/FPA (Daleside, Sacriston, single storey extension)
- DM/23/02484/FPA (Northumbrian Water - Erection of 2no kiosks and associated works)

Resolved: *No comment to be made on applications.*

f) Allotments

Pest control attended site on 9th September. Rent letters have been sent and rent is due. As of the 14th September, £436 rent had been collected online or by cash/ cheque, with nine tenants to pay by the end of the month. The Clerk advised the allotment lane had been badly damaged by recent heavy rainfall, pooling at the corner of the adjacent field. The Council asked the Clerk to provide quotes at the next meeting to repair. Cllr Jackson advised the Allotment Committee had recently met and will be providing suggested amendments to the Terms of Reference at the next Council meeting for approval.

Resolved: *To note all updates.*

g) Newsletter

It was suggested the Council may wish to make residents aware of delays and barriers to initiatives from DCC and Karbon Homes.

Resolved: *Potential future items passed to Clerk.*

h) Trough completion.

The Council discussed three quotes to install a seat, a noticeboard/ panel, and an ornamental tap at the newly refurbished trough. The Council agreed to a quote of £3,475 including VAT, from the contractor who carried out the initial works (referred to as phase 1).

Resolved: *To award the work to the groundworks company that completed the initial work at the trough. Work will only commence after the outcome of a grant application by KPPC to DCC for s106 money.*

i) Christmas trees 2023

The Council discussed plans for Christmas 2023. The Council would like to place the Kimblesworth tree on DCC land on Cedar Avenue, so it is more accessible than the cricket club where it has been placed in previous years. The Council would like to place lights on the trees at The Green so asked the Clerk to request permission from Karbon Homes. Lights could also be placed on hedges at the community centre so costs for additional lights will need to be agreed at the next meeting.

Resolved: *The Clerk will request permission from DCC to place the tree at Kimblesworth. Quotes for additional lights to be provided at the next meeting, to be placed on hedging at the community centre and/or on trees on Karbon land at The Green (permission to be sought by the Clerk).*

j) Remembrance Day

The Council agreed to purchase poppies from the British Legion, to attach to lampposts and four wreaths, to a maximum cost of £800.

Resolved: *To purchase poppies for lampposts to be placed in the parish's four areas, along with a wreath for each area (maximum cost £800 total).*

k) Bench at Cross Lane

The Council considered costs to install a bench at the top of Cross Lane. The installation with paving will be approximately £1,750 and a bench made from recycled material costs approximately £450. The Council agreed they will pay 50% of the cost and asked the Clerk to ask County Councillors if they will pay the other half from their funding.

Resolved: *Council agreed to a maximum cost of £1,100 and to install the bench as a joint venture with County Councillors. Clerk to correspond with County Councillors.*

l) Publication Scheme

The scheme requires annual review. Subject to wording clarity, and some preferences on style to be agreed between the Clerk and Cllr Inman, the Council approved the scheme.

Resolved: *Publication Scheme reviewed and approved.*

m) Social Media Policy

The policy requires annual review. The Council approved the policy, subject to one minor wording amendment.

Resolved: *Social Media Policy reviewed and approved.*

n) Grants

The Council considered grant applications from Little Treasures (requesting £630 for room hire and play equipment) and Sacriston Youth Project (requesting £4680 for room hire for all youth sessions). The Council agreed to £270 (room hire) plus £180 (half of equipment costs) to Little Treasures, totalling a £450 award. The Council agreed to award £2340 (half award) for the first six months room hire for SYP, and asked SYP to apply for the following six months in February/ March 2024.

Resolved: *The Council agreed to a £450 award to Little Treasures. The Council agreed to a £2340 award to SYP.*

o) Training

- Roles for councillors and clerks, Wed 27 September, 6-7pm (£10 per head)

Resolved: *To note update.*

p) Correspondence

- Trough general enquiry from resident.
- Thank you from Marie Curie (regarding donation).
- Enquiry regarding Kimblesworth allotments.
- Further contact from resident next to allotments (regarding fires).

Resolved: *Correspondence noted.*

6. Financial Matters:

a) Payments

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

- (1) The sum of £164.30 be paid to J Kelly (Clerk service, 1st – 31st July), 15 hours.
- (2) The sum of £131.52 be paid to J Kelly (Clerk service, 1st – 31st August), 12 hours, including 2.5 hours annual leave).
- (3) The sum of £49.38 be paid to J Kelly (HP ink, June and July, and reimbursements)
- (4) The sum of £50.20 be paid to J Kelly (postcrete and posts).
- (5) The sum of £161.32 be paid to G. O'Brien (admin, 1st – 31st July, 19.15 hours).
- (6) The sum of £145.31 be paid to G. O'Brien (admin, 1st – 31st August, 17.25 hours, including 0.8 hours annual leave).
- (7) The sum of £10.00 be paid to CDALC (training).
- (8) The sum of £190.00 be paid to Ash Signs (newsletter).
- (9) The sum of £144.00 be paid to Daniel Inman (training - SLCC).
- (10) The sum of £73.00 be paid to SLCC (Clerk annual subscription).

b) Receipts

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

- PAYE (to HMRC) July hours, August submission (£81.60)
- PAYE (to HMRC) August hours, September submission (£69.21)
- Printer subscription with HP - see item 6(a)3 above (£4.49 June)
- Printer subscription with HP - see item 6(a)3 above (£7.49 July)
- Magnets (noticeboard) – see item 6(a)3 above (£2.00)
- Stamps – see item 6(a)3 above (£32.40)
- Envelopes – see item 6(a)3 above (£3.00)
- Postcrete and posts – see item 6(a)4 above (£50.20)

c) Bank statements and direct debits

Resolved:

Statements checked:

- June 2023 (no.165)
- July 2023 (no. 166)

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

- Anglian Water T/A Wave (£23.59) – statement 165.

7. Date of Next Meeting

12 October 2023 to commence at 7pm.

The meeting terminated at 20.59.

Chairman

Date