

# 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 11 May 2023 @ 7:00pm.

**Present:** Councillors – Burnip, Craig, Elley, Inman, Jackson, 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 Bruce.

**Resolved:** *Apologies noted.*

### 3. Disclosable Pecuniary Interests:

No interests declared.

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

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

Councillor Waldock advised that the area is now down to just one PCSO for at least six months. The chalk 'no fouling' pavement signs will be added soon by the warden on streets near the school. Councillor Waldock reported that The Elms in Kimblesworth will be used primarily as office space by Investing in Children, and daytime activities for children. It will not be overnight accommodation. Councillor Waldock advised there is a consultation by Durham County Council for amendment to electoral ward boundaries in County Durham. One proposal is to include Witton Gilbert in the electoral ward of Sacriston (with two county councillors remaining). The Clerk advised Councillor Waldock the rubbish near the allotments at Woodland Terrace had not been removed. Photographs were shown to the Council of the growing issue with the rubbish. The Clerk advised Councillor Waldock they had not yet received any detail on the variation for land at Ugly Lane or cost for the application from DCC (regarding car parking spaces). Councillor Waldock was unaware of any report to DCC of the broken latch on the park gate at Nettlesworth so will log this. Councillor Waldock noted the upgrade to the parks was likely to be later Summer due to delays in the tender process.

**Resolved:** *Councillors Waldock and Wilson to update on all queries at the next meeting. The Clerk will ask Investing in Children to attend a future Council meeting to present their project.*

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

Cllr Wilson has notified the Chair and Clerk the disrepair at the A167, and Darley Court has been logged by Durham County Council (but with no scheduled date yet). Cllr. Waldock reported that the speed-watch for B6312 at Nettlesworth is in a works queue. The Clerk advised the Council the Public Right of Way at Plawsworth has been approved for resurfacing by DCC, and the gate will also be refurbished. However, new signage may require funding from the Parish Council.

**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:

- DM/23/00367/FPA, single storey extension (Daleside, Sacriston).

**Resolved:** *No comment will be made by the Council.*

**f) Allotments**

Pest control are due to attend on 3 June 2023. A discussion was held regarding fires on allotments, due to recent complaints from residents. The Council agreed a full discussion should be held by the Allotment Working Group prior to the next meeting, with recommendations made to the Council. Cllr Inman advised he has previously mentioned the benefits of a committee for the allotments, so they have power to make decisions. The Council asked the Clerk to place the item on the agenda in June.

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

**g) Newsletter**

It was suggested to include an item relating to The Elms project. The Clerk was asked to request if the PCSO would like to place an item. The Leyland Clock was discussed under the correspondence section and the Council agreed this could be placed in the newsletter as a request for information/ photos.

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

**h) Nomination of trustee to Plawsworth and Kimblesworth Community Association**

No decision was required as Councillor Jackson is remaining as the trustee previously nominated by the Council.

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

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

Cllr Walker advised the Council two residents had raised concern that a bench could result in loitering and nuisance in the area. The Council noted a bench already exists in the same area. The Clerk advised the Council that due to delays by DCC in installing the bench, it was no longer available. As DCC accept responsibility, they have offered to source a new metal bench.

**Resolved:** *The Clerk will ask DCC for further detail regarding design of a metal bench (pit themed) and cost.*

[Cllr Inman left the meeting at 19.53.]

**j) DCC Land at Barrass Hill, Nettlesworth**

The Clerk advised the Council that DCC appear open to suggestions of leasing the land so it can be brought back into use, as a nature area, with renewed paths. The Council asked the Clerk to make an initial proposal to DCC regarding its use and request costs and next steps.

**Resolved:** *Clerk to contact DCC for further detail.*

**k) Annual internal audit report 2022-23**

The Council received the annual internal audit report. No recommendations were made, and the Council received full assurance.

**Resolved:** *Report received and noted.*

**l) AGAR 2022-23**

The Council agreed the accounts ending 31 March 2023, approved the Annual Governance Statement, approved the accounting statement for 2022-23, agreed the commencement date of 5 June 2023 for the exercise of public rights, and approved the certificate of exemption to be sent to the external auditors.

**Resolved:** *The Council agreed accounts and statement for 2022-23, the Governance Statement, the dates for the exercise of public rights and the exemption certificate. The Clerk will upload these to the website prior to 5 June 2023, with other associated documents, and send the certificate to the external auditor.*

**m) Administrative Support Assistant**

The chair updated the Council on the recent interviews and of the successful candidate. The Council agreed for the Chair to sign a contract with the successful candidate and to invite them for introduction at the June meeting.

**Resolved:** *The Council noted the update and agreed for the Chair to sign a contract with the suggested person.*

**n) Grants**

The Cestrian Flower Club requested a donation for their classes held in the Chester-le-Street area, open to residents of the parish area. The Council agreed a £50 donation.

**Resolved:** *The Council agreed a £50 donation be made.*

**o) Training**

- Community Engagement, Tue 6<sup>th</sup> June 2023 6-7pm (Zoom), £10 per person
- New Councillor Training, Wed 5<sup>th</sup> July, 6-8pm (Zoom), £10 per person.

The Council agreed any councillor wishing to attend can sign up and the invoice will be sent to the Clerk – the Clerk will send further details and registration link to all councillors.

**Resolved:** *To note update and agree payment of any registration to either session by any councillor.*

**p) Correspondence**

- Leyland clock, Plawsworth – request for information on its history.
- Parking issues at Tanhills.
- Complaint from resident next to allotments (regarding fires).

**Resolved:** Correspondence noted. The Clerk will forward the parking issue to the PCSO for the area.

## **5. Financial Matters:**

### **a) Payments**

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

- (1) The sum of £301.40 be paid to J Kelly (Clerk service, 1st – 30<sup>th</sup> April), 27.5 hours (including 2 hours annual leave).
- (2) The sum of £4.49 be paid to J Kelly (HP ink, April)
- (3) The sum of £257.60 be paid to Zurich Insurance (previously agreed).
- (4) The sum of £5,148.00 be paid to DR Groundworks (trough work)
- (5) The sum of £150.00 be paid to G Fletcher (internal audit)
- (6) The sum of £846.00 be paid to Because We Care (grant – previously agreed)
- (7) The sum of £220.00 be paid to PKCA (room hire May 2022 – April 2023)
- (8) The sum of £254.85 be paid to CDALC (annual subscription)
- (9) The sum of £350.00 be paid to Aztec Stone and Reclamations

### **b) Receipts**

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

- PAYE (to HMRC) April hours, May submission (£75.35)
- Printer subscription with HP - see item 5(a)2 above (£4.49 April)

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

**Resolved:**

*Statements checked:*

- March 2023 (no.162)

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

- HMRC – March payment, £64.40
- Anglian Water (quarterly) – March payment, £31.45.

### **d) VAT claim**

**Resolved:** The Council noted the successful VAT claim:

- £876.30 for the period 1 April 2022 to 31 March 2023.

**6. Date of Next Meeting**

8 June 2023 to commence at 7pm

The meeting terminated at 20.39.

**Chairman**

**Date**