

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

## Kimbleworth and Plawsworth Parish Council

Minutes of a meeting of the Kimbleworth and Plawsworth Parish Council held remotely via Skype, on Thursday, 11 February 2021 @ 7:00pm.

**Present:** Councillors – Cole, Jackson, Kendall, and Rippon.

**Also in attendance** – John Kelly (Parish Clerk), PCSO Payne and County Councillor Wilson.

### 1. Welcome:

The Chairman welcomed everyone to the meeting.

### 2. Apologies for Absence:

Written apologies were received from Cllrs Craig, Hilland, Hodgson and Walker.

**Resolved:** *Apologies for the above Parish Councillors were noted by the Council.*

### 3. Disclosable Pecuniary Interests:

No interests declared.

### 4. Minutes of Council meeting – 14 January 2021:

The minutes of the Council meeting held on 14 January 2021 were approved as a true record by the Council.

### 5. Police Report:

Payne asked that the most recent PACT report for January be circulated with the agenda (acting as his update). All councillors advised they had read the PACT report. Cllr Jackson asked if PCSO Payne could investigate anti-social behaviour occurring in the woods near to Woodland Terrace – littering, fly tipping and drinking in groups. A camp has also been built there. PCSO Payne noted he is joining the police in May this year but advised the PACT report would continue to be created each month by other PCSOs and circulated with the Chester-le-Street newsletter. His direct replacement may not be in position until October 2021. PCSO Payne stated a recent drug warrant and raid at Nettlesworth was carried out by Cleveland Police. The issue of off-road bikes at the football pitch is a concern again – any knowledge of who might be riding these should be passed to the police. Finally, the police are working with Changing Lives to prevent a handful of their residents begging at Chester-le-Street Front Street.

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

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

Councillor Wilson is awaiting a response from Durham County Council's (DCC) Clean and Green Team for options to prevent parking at the triangular land at both Hillmeads/Tanmeads junction (grassed area) and Cedar Avenue/B6312 junction. He is also waiting on a response to the request to place the wooden carving and bench at this triangular piece of DCC land (this request is with DCC Assets). Cllr Wilson stated nothing could be done by DCC regarding the surface water at the allotment's lane, as the water runs from farmland and the lane is owned by another person. Cllr Cole thanked Cllr Wilson on behalf of KPPC residents, for the patching of potholes on Ugly Lane, recently carried out by DCC. Cllr Jackson reiterated the need for action to be taken at the woods near to Woodland Terrace as they are now unsightly. Litter is not collected, groups are gathering against COVID rules, and a temporary structure has been erected. Cllr Jackson asked if a fence could be placed here to prevent access. Cllr Wilson advised he will ask the relevant teams at DCC to look into the matter.

Councillor Liddle sent an update to the Clerk regarding Ugly Lane. A ballpark quote will be sent by the end of February from DCC's Highways division regarding the cost to resurface Ugly Lane, and create parking spaces for football on Sundays (which may also assist with traffic issues during school time at The Green). A meeting was held with Highways, Leisure, Environment and Planning to discuss a possible project to improve the area, including paths through the fields, and quotes have been received to fence the football pitch close to the pitch boundary – the covenant for the land states 'sports use only' – land would still be available to walk round the pitch and access given for people wishing to play sports (a fence would help with issues of dog fouling on the pitch itself, and off-road biking cutting the pitch up). Consultation with nearby residents would be required before proceeding with any project.

**Resolved:** *Councillor Wilson and Councillor Liddle to update on all queries at the next meeting.*

### **b) Community Centre Report**

Cllr Kendall advised that free hot meal provision continues from the centre, for vulnerable residents. It is closed to all other activity at the moment, due to COVID restrictions.

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

### **c) Planning Applications**

None.

**Resolved:** *No planning applications to discuss.*

### **d) Allotments**

The Clerk advised the water tap had broken recently and full details were circulated in a statement to the Council. The tap was leaking across the lane and down to the road. The cost to repair was £75, as an emergency call-out. The Clerk suggested an amendment should be made to the Scheme of Delegation and Standing Orders/Finance Regulations for 2021-22, to cover emergency situations. This amendment will be brought to a Council meeting soon for decision.

**Resolved:** *To note updates.*

#### **e) Highways and road signage**

No further updates (to that given under Councillor Liddle's update re: Ugly Lane).

**Resolved:** *No updates.*

#### **f) Spring/ water trough at the roadside, Nettlesworth entrance (west)**

The Clerk read a report circulated to the Council with the agenda. It gave three options for the proposed renovation of the water trough, risks, and potential costs. All options are reliant on two outstanding items – a written report required from Northumbrian Water regarding resource required to provide running water to the trough (a cost of £146 agreed in 2021 and the Clerk has now proceeded with this request), and a response from DCC as to whether the source was still available to provide water to the trough again (DCC blocked this water flow in the past). A decision can then be made on the three options – original water source, water pump, or dry feature.

**Resolved:** *To note updates. Cllr Wilson to send the Clerk an email received from DCC regarding water source.*

#### **g) Broadband**

The Clerk gave an update on canvassing for interest in fibre broadband, in Plawsworth. 14 residents and businesses have confirmed interest so far and a request for a quote has been submitted to Openreach.

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

#### **h) KPPC logo**

The Council were presented with a small selection of logos chosen by the working group set up after the last meeting. The Council agreed all four will be published for a short time on the Council's website. Logo 15 (in Council records) was chosen as the overall winner by the Council and the Clerk will advise the primary school. However, the Council decided an element of another logo (number 9), representing family, should be merged in a final logo for future publication.

**Resolved:** *The Council agreed the final design for the logo. A final copy will be presented to the Council at a future meeting, once graphics have been added – the Council title needs to be added and two logos incorporated.*

#### **i) Durham Miners' Gala**

The Council discussed a future banner. This was discussed prior to COVID but stalled when the 2020 event was called off. The Council believe it would be best to plan for a 2022 banner, once COVID has passed. An item will be placed in the newsletter at Christmas, and an item added to the KPPC Facebook page later in the year, asking for volunteers again for the 2022 event. A funding application can then be agreed in January 2022, and an order placed before March 2022.

**Resolved:** *The Council agreed to place an item in the Christmas newsletter, promote on Facebook, and work towards the 2022 Gala Day.*

## **j) Parish Council Elections 2021**

The Clerk gave an update to the Council on upcoming elections. Local elections are currently planned to go ahead on May 6<sup>th</sup> (poll from 7am until 10pm). Publication of elections will begin on 25<sup>th</sup> March, with a deadline for nominations (and subsequent withdrawals), 4pm on 8<sup>th</sup> April. Names of successful nominees will be published by 4pm on 9<sup>th</sup> April by Durham County Council (DCC). The Clerk will be notified by DCC if all nominees have been successful and are unopposed for the ward they have been nominated for i.e., no election required. Any vacancies can be filled by co-option by the new Council, if quorum is met (four seats filled). Current councillors will end their time on the current council on May 10<sup>th</sup> and all new councillors will begin their council role from the first KPPC meeting after May 6<sup>th</sup> (when they will sign their acceptance of office). A nominee requires a proposer and seconder to sign their form, and a witness is also required to sign (to be confirmed whether the witness can also be a proposer/seconder). The Clerk can provide forms (once released) to current councillors and any other requestors for a form, but these must be returned directly (by the nominee) to Durham County Council – the Clerk is not responsible for their delivery. The Clerk advised a purdah period will begin prior to 29<sup>th</sup> March, likely to be 25<sup>th</sup> March – this means councillors should not politicise or promote their role as a councillor on any literature or campaigning for the May elections.

**Resolved:** *To note updates.*

## **k) Risk register (review)**

The Council agreed, considering the emergency arising recently with the broken water tap at the allotments (creating a danger to road users), that this should be added to the risk register with a low likelihood risk but high impact. It was also agreed to add the requirement for a process regarding *any* incident occurring at the football pitch or allotments, noted as low likelihood and low impact. The risk of salt bins not being replenished (in a reasonable timeframe) during winter will also be added, agreed by the Council, with low likelihood and medium risk.

**Resolved:** *The Council agreed the new risk register, at annual review, subject to the three additions noted.*

## **l) Asset Register (review)**

The Clerk advised good practice would be to add the Clerk's laptop/hard drive and printer to the assets, along with the two new salt bin purchases and Christmas tree purchases (lights, battery pack and stand). The Council agreed to these additions and to now include KPPC's three noticeboards and three planters (previously not included), along with the rented (long term) allotments.

**Resolved:** *The Council agreed the new asset register, at annual review, subject to the additions noted, covering eight items. The asset register total will be verified by the Council in the 2020-21 AGAR.*

## **m) Consultation by Durham County Council**

The Council discussed consultations by DCC on the Joint Health and Wellbeing Strategy 2021-25, and the Safe Durham Partnership Plan 2021-25. It was decided not to return a Council response to either consultation, as no councillor present had comments to pass a motion on.

**Resolved:** *No response will be made to consultations.*

## **n) Grant applications**

- None

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

## **o) Training**

Training is available online from DCC, regarding Friends Against Scams. This is a National Trading Standards (NTS) Scams Team initiative: <https://www.friendsagainstscams.org.uk/training/friends-elearning>

**Resolved:** To note update.

## **p) Correspondence**

- Resident at Woodland Terrace – reporting broken allotment tap and hazard to road.
- Resident (further) contact regarding the X20 bus route through Kimblesworth.

**Resolved:** Correspondence noted: the broken tap was resolved by the Clerk at the time of reporting and a payment was required at 7(a)5 below. Regarding the bus route of the X20, the Council stressed they do not plan the route or service – it is the County Council that strategically work with bus companies on services. However, the Council did ask the bus company to consider an evening service in 2020 and this was published on the Council's website and social media at the time, receiving no negative comments. The final decision to amend a route and timetable is always with the bus company. The Parish Council decided in January 2021 to support those residents requiring an evening or Sunday service, and that no comment would be made to Go North East to remove the evening route through the village. A Council decision cannot be reversed for a period of six months, as per the Council's standing orders. Further comments can be considered in that time. It was noted that KPCC also consulted on residents' views for increased bus services in the July 2018 parish newsletter and did not receive any negative comments from residents.

## **7. Financial Matters:**

### **a) Payments**

**Resolved:** The following payments were agreed (and invoices will be signed by the Chair at the next meeting held in person):

- (1) The sum of £253.68 be paid to J Kelly (Clerk service, 1<sup>st</sup> – 31<sup>st</sup> January, 27.5 hours)
- (2) The sum of £3.49 be paid to J Kelly (HP ink, January)
- (3) The sum of £105.95 be paid to J Kelly (wooden carving resource)
- (4) The sum of £150.00 was paid to W Reed (allotment rent)
- (5) The sum of £75.00 was paid to Bryan Ord Plumbing (allotment tap)

### **b) Receipts**

**Resolved:** The following receipts were noted and will be signed by the Chair at the next meeting in person:

- PAYE (to HMRC) January hours, February submission (£63.40)
- Printer subscription with HP - see item 7(a)2. above (£3.49)
- Stihl 2-stroke oil (1 litre) – see item 7(a)3. above (£16.99)
- Yacht varnish – see item 7(a)3. above (£34.99)
- 5-piece paint brush pack – see item 7(a)3. above (£7.99)
- Flat sanding discs – see item 7(a)3. above (£9.49)
- Sanding drum kit – see item 7(a)3. above (£8.99)
- Stihl chain oil (5 litre) – see item 7(a)3. above (£27.50)

### c) Bank statements and direct debits

#### **Resolved:**

Statements checked:

- December 2020 – received and will be signed at the next meeting held in person.

Direct debits (and standing orders) checked by the Chair and to be signed at next meeting held in person:

- HMRC (January payment) – checked on December statement (paid 1<sup>st</sup> January)
- Anglian Water trading as Wave (quarterly) – checked on December statement (paid 5<sup>th</sup> January)

The Chair noted that any underpayments of PAYE to HRMC, resulting from the monthly set amount for the bank standing order (£65), will be cleared at year-end.

#### **8. Date of Next Meeting**

11 March 2021 to commence at 7.00pm.

*The meeting terminated at 8.43pm.*

**Chairman**

**Date**