

The logo for Kimbleworth & Plawsworth Parish & Council is enclosed in a dark red rectangular border. It features the text "Kimbleworth" and "Plawsworth" in a large, bold, black serif font. Below these, the word "Parish" is written in a smaller, spaced-out serif font, followed by a large, stylized ampersand "&", and then the word "Council" in the same spaced-out serif font.

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

Kimbleworth and Plawsworth Parish Council

Minutes of the Ordinary Meeting of the Kimbleworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 8 February 2024 @ 7:00pm.

Present: Councillors – Craig, Elley, Inman, Jackson, Rippon, and Walker.

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

1. Welcome:

The Chair welcomed everyone to the meeting.

2. Apologies for Absence:

Cllrs Bruce and Burnip offered their written apologies.

Resolved: *Apologies noted.*

3. Disclosable Pecuniary Interests:

Cllr Walker declared an interest in item 5 (n).

4. Minutes of Council meeting – Ordinary Meeting 11 January 2024:

The minutes of the Ordinary Meeting of the Council held on 11 January 2024 were approved by the Council, proposed by Cllr Walker and seconded by Cllr Jackson.

5. Parish Matters and on-going items:

a) County Councillors' Report

Councillor Wilson confirmed he and Councillor Waldock have budgeted £5,000 each from their respective councillor budgets for 2024-25, for the Ugly Lane car park. Councillor Wilson has asked the Street Lighting team to cut the tree branches at the rear of Woodland Terrace as Clean and Green had declined, advising they are planted on non-DCC land. The Council again asked that Karbon consider parking bays at The Green – Councillor Wilson will contact them and remind CYPS at DCC that staff should be parking respectfully. Councillor Wilson will chase DCC to consider repairing the bench at the park in Nettlesworth, although nobody has claimed ownership. Councillor Wilson read an update from Councillor Waldock (not present): the damaged bus stop at Nettlesworth has been refurbished, and all other bus stops in ill repair will be fixed by the internal blacksmith at DCC when resource is available; the bush at the children's centre at The Green has been pruned and DCC have been asked when the bush on the PRoW at Hillmeads will be cut; a litter pick will be organized prior to the next meeting and Councillor Waldock will provide the date to the Clerk, to circulate to the Council. Cllr Craig asked why the hedgerows approaching Nettlesworth from Sacriston have never been maintained for two years by DCC, who state nesting season means the task must be complete out of season (but is not complete then either). Councillor Wilson will request this work.

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

b) Highways, paths, and road signage

Councillor Wilson will chase Highways 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. Councillor Wilson again suggested the road layout at Plawsworth Gate may need redesigning and may assist with speed control on the A167.

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

c) Primary School, Nettlesworth

No update given.

Resolved: *Nothing to resolve.*

d) Community Centre Report

Two quotes have been received to repair the roof.

Resolved: *To note update.*

e) Planning and Licence Applications

The following applications were discussed:

- None.

Resolved: *Nothing to resolve.*

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 administrative assistant will arrange an allotment meeting to discuss the terms of reference and a new policy (which will be approved by the full council at a future meeting). There is more flytipping on DCC land at the corner of the allotments and it has been reported to DCC by Councillor Waldock. The Council agreed to the grant application to the National Lottery for an award for allotment improvements, proposed by Cllr Elley and seconded by Cllr Rippon. Cllr Jackson asked the Clerk to check whether encroaching trees at the rear of Woodland Terrace were within KPPC leased (allotment) land, even though they are outside of the fenced area. If so, the Clerk was asked to seek legal advice with CDALC, regarding the Council's responsibilities.

Resolved: *To note update. Grant application for allotment improvements agreed.*

g) Newsletter

The Clerk advised a draft newsletter will be brought to the March meeting for approval. Cllr Inman will send an article to the Clerk regarding parking in Nettlesworth and the lack of engagement from Karbon Homes on the subject.

Resolved: *To note update.*

h) Service Level Agreement for the defibrillator at the community centre

The Clerk asked that the item be deferred until a later meeting.

Resolved: *Item deferred.*

i) Summer Event

The Council discussed options for a Summer Fair. It was agreed previous events, run by the community centre and Sacriston Youth Project (with grant awards from the Council), worked well and there was no need for the council to take the lead on the event. The Council discussed options to commemorate D-Day 80. The Clerk presented costs for soldier silhouettes and lanterns. The Council asked that these costs be brought back to the March meeting with an option (and cost) to create a flowerbed at the Red Lion roundabout.

Resolved: *To take no further action regarding managing a Summer event and to defer a decision on D-Day commemoration.*

j) Village stone signs

The Council considered a new quote from Alan Richardson, stonemason, as the previously agreed quote was 12 months ago. Cllr Jackson proposed to agree the quote of £15,000 which will be funded by the successful section 106 grant application to DCC. It was seconded by Cllr Craig and the Council agreed to the quote. The Council asked the Clerk to obtain a further quote to carve three of the five signs.

Resolved: *Quote approved; £15,000 for five new village signs, to be installed late Spring 2024.*

k) Risk Register

The Risk Register was reviewed. It was agreed to remove reference to short term actions and leads (noted with '1') as this was included in previous years when the Council had an intensive action plan following poor audit (2018-19). Cllr Inman proposed to approve the risk register for a further 12 months, and this was seconded by Cllr Walker. The Council approved the risk register.

Resolved: *Risk Register approved.*

l) Lone Working Policy

The Council considered a new lone working policy. Cllr Rippon proposed to agree it, and Cllr Inman seconded it. The Council agreed to the new policy.

Resolved: *Lone Working Policy agreed.*

m) Bleed control cabinet

The Council agreed in principle to purchase a bleed cabinet but decided to consider additional costs for additional cabinets at the next meeting.

Resolved: *The Council will consider costs for multiple cabinets across the villages, as well as extra defibrillators, at the March meeting.*

n) Grants

The Council discussed a grant application from PKCA to assist with utility bills and a maintenance contract. The Council could not come to agreement as they were concerned how PKCA will pay future bills. Cllr Elley proposed to request a plan from PKCA on future budgeting. This was seconded by Cllr Craig and the Council agreed the motion. The Clerk was asked to contact PKCA to ask for a plan on how PKCA finances will be better in future and how bills will be paid going forward. The Clerk was asked to request a representative from PKCA attend March's meeting to answer queries. The Council will consider the application again at March's meeting.

Resolved: *Nothing to resolve.*

o) Training

- New councillor training, Tuesday 27th February, 6-8pm - via Zoom (£10 per person).

Resolved: *To note update.*

p) Correspondence

- None

Resolved: *No correspondence to note.*

6. Financial Matters:

a) Payments

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

- (1) The sum of £152.888 be paid to J Kelly (Clerk service, 1st – 31st January, 13 hours).
- (2) The sum of £4.49 be paid to J Kelly (HP ink, December)
- (3) The sum of £168.32 be paid to G. O'Brien (admin services, 1st – 31st January, 17.8 hours).
- (4) The sum of £2,085.00 be paid to DR Groundworks (60% payment to start trough phase 2).

b) Receipts

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

- PAYE (to HMRC) January hours, February submission (£80.30)
- Printer subscription with HP - see item 6(a)2 above (£4.49 December)

c) Bank statements and direct debits

Resolved:

Statements checked:

- December 2023 (no. 171)

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

- HMRC – no payments on December statement.
- Anglian Water T/A Wave – £16.93 (quarterly payment).

7. Date of Next Meeting

14 March 2024 to commence at 7pm.

The meeting terminated at 20.56.

Chairman

Date

Initialled by Chairman_

2023-24 – February

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