

**THE MINUTES OF THE MEETING OF THE
HUTTON HENRY PARISH COUNCIL
HELD ON MONDAY 18 JANUARY 2021**

Present: Councillors Mrs J Thomas, K Knight, Mrs M Farry, Mrs J Grieves, Mrs B Drake, F Drake, Mrs N Wood, J Manchester and K Lawson

Also Present: 1 member of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor P Marsh. The Chair advised that only apologies would be accepted if they were submitted via The Clerk.

2. DECLARATIONS OF INTEREST

Councillor Mr Drake declared an interest in items 9b, 9c, 9i, 9j, 9k
Councillor Mrs Drake declared an interest in items 9b, 9c, 9i, 9j, 9k
Councillor Manchester declared an interest in items 9b, 9c, 9i, 9j, 9k

3. PUBLIC PARTICIPATION

There were no questions from members of the public.

4. THE MINUTES OF THE LAST MEETING held on **14 DECEMBER 2020**, a copy of which had been circulated to each Member were approved and signed by the Chair.

Matters Arising

a) Litter Bins

Three litter bins that had been funded by the Council had now been installed by Durham County Council.

b) Flower Tubs

There was still no response from highways on permissions. A response would be requested again.

c) Land on corner of Millbank Terrace/Front Street

DCC had written to the Secretary and Director of the company who owned the land and it was now listed on the Problem Commercial Premises and Sites Database so would be monitored via an Officer Group.

d) Chicane

Councillor Crute had received a response from the Police which had been published on his blog. There had been no reported collisions or incidents in the past 2 years. A response was awaited from Highways. Councillor Drake advised that he had reported the chicane as the priority sign had been missing for months.

e) MUGA

There was nothing further to update.

f) Skate Park

Councillor Mrs Farry advised that she had been to Summerhill Park and spoken to Hartlepool Council who had put her in touch with British Cycling to obtain further information/assistance.

g) Christmas packs for children

The Chair thanked Councillor Mrs Farry for the setting up of the Facebook page and the Christmas activity packs she had arranged for children of the villages. She had received phone calls from parents thanking the parish council for this. The children had been very grateful.

h) Proposal to change the name of the Parish Council

Councillor Drake queried the accuracy of the minutes. It was his understanding at the last meeting that it was agreed that the consultation would be completed again around March 2021. The Clerk commented that a specific date was not agreed at the last meeting. It was expected that some normality would be resumed from around Easter but that was prior to the last lockdown being announced. The situation would need to be monitored and a date chosen when Councillors felt it safe and appropriate to carry out the consultation.

5. CORRESPONDENCE

a) Spatial Policy Consultations

Durham County Council were undertaking the following consultations between 15 January and 26 February

- Minerals and Waste Development Plan Document
- Parking and Accessibility Supplementary Planning Document
- Proposed Article 4 Direction

Details of the consultations and how to get involved could be found on DCC's website at www.durham.gov.uk/consultation

RESOLVED that the information given be noted.

b) Woodland Trust and Trees

The Woodland Trust had announced that it had thousands of free tree pack available to community groups and schools across the UK.

RESOLVED that Wingate Primary and Hutton Henry CE Primary School be forwarded details.

c) Action Station Town Charity

The Chair advised that she had received a letter from the newly formed Action for Station Town charity. On behalf of the Parish Council, she wished them every success and the parish would endeavour to assist and work in partnership where possible.

RESOLVED that the information given be noted.

6. PLANNING PROPOSALS

There were no planning proposals.

7. CEMETERY REPORT

The cemetery was clean and tidy. The previous groundsman has advised that he would be willing to provide annual leave cover.

RESOLVED that the information given be noted.

8. FINANCE

Invoices for Endorsement of Payment

| PAYEE | DESCRIPTION | Amount | CHEQUE NO |
|---------------|---------------------|---------|-----------|
| E.on | Utilities | £37.88 | 104140 |
| Anglian Water | Utilities | £77.33 | 104141 |
| Mazars | External audit | £360.00 | 104142 |
| Clerk | Expenses | £45.79 | 104143 |
| Petty Cash | Expenses | £50.37 | 104144 |
| M Farry | Xmas activity packs | £71.33 | 104145 |

Bank Balances as at 15 December 2020

Bank Statements were viewed by the Chair

Bank Balances were as follows:

Tracker Account £34,794.75

Current Account £149,999.18

9. PARISH ISSUES

a) Financial Report from Councillor Mrs B Drake

Councillor Mrs Drake explained that she did not have any comment to make on the report and suggested that the parish council accept it and wished to move onto positive issues. Councillor Knight explained that the funding that had been spent in Hutton Henry also benefited residents of Station Town. Residents of both villages had allotments, pupils attended the school, children used the playground facilities, families had relations on the war memorial and used the community hall. He also added that a number of years ago, a lot of the funding had been spent on Station Town. The current council tried to allocate funding to both villages, hence the £45,000 set aside for Station Town to provide amenities for the children. Defibrillator's had been installed in both villages. There had been no requests from residents of Station Town until recently, more bins had been requested and 3 had been installed.

RESOLVED that the information within the report be noted.

b) Funding request from Action for Station Town for the provision of Craft Activities

A request for financial assistance had been received from Action for Station Town to provide crafts and art activities delivered by East Durham Creates which was funded by the Arts Council. Qualified Tutors would deliver 1 hour sessions and materials would be supplied. East Durham Creates ensured that tutors had the appropriate insurances and clearances for working with children. Sessions would cost £45, room hire £30 for 2 hours, qualified youth worker £40, miscellaneous expenses £10. Total of £125 per session and 6 sessions were required.

It was queried if the charity had obtained any other funding. Councillor Mrs Drake advised that a funding application had been made for more litter picking equipment and they were seeking assistance from the Area Action Partnership (AAP). The Co-op had agreed to provide food packs for the children.

The Chair asked where the activities would take place. Councillor Mrs Drake advised that it would take place in the Methodist church.

Councillors queried if it would be available to both villages and felt that they may get higher numbers wishing to take part.

Councillor Mrs Drake had requested a recorded vote but as all Councillors agreed this was not deemed necessary.

RESOLVED that the funding of £750 be agreed.

c) Station Town Playing Fields

Action Station Town was seeking support to the improvements to the playing field. They had suggested that the field should be fenced off using barriers which restricted bikes but allowed pedestrians, buggies and wheelchairs. The charity had received support from Councillor Crute.

Councillor Mrs Drake had requested a recorded vote but as all Councillors agreed this was not deemed necessary.

RESOLVED that the parish council give their support.

d) Reports from the Clerk

Councillor Drake requested that all reports by the Clerk were included as an attachment to the minutes of parish council meetings to inform both councillors and members of the public. The Clerk advised that she did not have any report to provide. Anything that needed to be discussed was addressed under matters arising or on the agenda.

RESOLVED that the item be withdrawn from the agenda.

e) Minutes of the Parish Council

Councillor Mrs Drake requested that the following minutes be posted on the website. January, February, April and May 2018. February, May and September 2019 and February 2020. The Clerk advised that January, February, April 2018 were not on the website as it was not created until May 2018. A decision had been made at that time not to put backdated minutes on the website. Some minutes were not available as there had been no meeting due to a lack of quorum. All other minutes were uploaded to the website.

RESOLVED that the Clerk indicate on the website when a meeting had not been held.

f) Parish Council Plan for the year

Councillor Mr Drake suggested that a plan for the year be discussed and agreed setting out the main heads for achievement as variously proposed by Councillors on the agenda.

RESOLVED that a sub committee be set up to establish a parish council plan once the new council was established in May 2021.

g) General Power of Competence in the Future

Councillor Mr Drake requested that in accordance with Standing Orders Section 5 xii. 'In an election year to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future.' That the council therefore proceeds immediately in accordance with the Standing Order, the Localism Act 2012 and using the substantial advice offered by the National Association of Local Councils (NALC) in the document Local Councils Award Scheme to work to attaining recognition under the Scheme and the exercise of the powers contained in the Act to the benefit of the local electorate commencing with the Foundation level award; That the sum of £200 be earmarked in the budget to pay the registration and accreditation fees; That the sum of £2500 be earmarked in the budget for specific training Certificate in Local Council Administration (CICLA) course and other councillor training.

The Clerk gave details of what the General Power of Competence was and how it was obtained. In simple terms, it gave councils the power to do anything an individual could do provided it was not prohibited by other legislation. It only applied to eligible parish councils. Only 6 parish/town councils in the County had it. One of the elements was that the Clerk was required to have the CILCA qualification. The Clerk advised that there was no requirement in her contract of employment to undertake the qualification.

The Chair commented that she felt that it was not needed and the parish council could carry out its functions efficiently and effectively without it.

Recorded Vote:

For – Councillors Mr and Mrs Drake

Against – Councillors J Thomas, K Knight, N Wood, K Lawson, J Grieves

Abstain – Councillors J Manchester and M Farry

RESOLVED that the parish council do not work towards the General Power of Competence.

h) Station Town Allotment Area

Councillor Mrs Drake suggested that the parish council requested that Durham County Council assign the former parish council allotment area adjacent to Rodridge Park and east of Church Street, Station Town to the parish council to be converted into a park and gardens for the pleasure and benefit of the citizens of Station Town and the local community. The Chair explained that the parish council held the lease many years ago and handed it back to DCC. Councillor Mrs Farry advised that the allotments had been renovated by DCC and leased out. They were padlocked and very well looked after. It maybe the land outside the allotments that was privately owned that was being referred to.

RESOLVED that the information given be noted and the request withdrawn.

i) Christmas Trees 2021

Councillors Mrs Drake requested that funding be placed in the budget for the acquisition of two Christmas trees for Hutton Henry and Station Town and also that Christmas Tree lights of a quality suitable for the festive season and do credit to the residents of each village were provided and that £400 be budgeted. It was explained that the cost of trees would not be known until nearer the time. Hutton Henry Community Association purchased their own tree and the parish council made a donation towards it. The supplier in previous years had given a fair price for the tree for Station Town.

RESOLVED that the purchase of the Christmas Trees continue as in previous years.

j) Christmas Street Lighting

Councillor Mrs Drake requested that the parish council take forward the idea of providing Christmas street lighting from the Burn to the entrance to Station Town including Ellerbourne Terrace. There were 17 No metal street lighting standards. To achieve economies by Hutton Henry Parish Council it was suggested that it liaises with Wingate Parish Council for the project. The Chair explained that the council had previously tried to get hanging baskets approved but northern powergrid owned the wooden poles and wouldn't give permission

Councillor Mrs Drake had requested a recorded vote but as all Councillors agreed this was not deemed necessary.

RESOLVED that the costs be investigated from Wingate Parish Council and ascertain if there were any suitable poles for the lights.

k) Funding request for Action Station Town for provision of soccer training and tournament

Councillor Mrs Drake requested funding for the provisions of High Quality Soccer Training and Tournament for girls and boys in Hutton Henry Parish. High Quality Football Training for the youngsters who live in Hutton Henry and Station Town. Venue at Station Town Playing Field All sessions to be delivered by Improtech Soccer. Start date to be flexible due to Covid-19 Restrictions. Six Saturday morning coaching sessions of 90 mins delivered by UEFA Licensed coaches. Youngsters 9,10, 11 year olds boys and girls. All equipment and public liability insurance provided by Improtech Soccer. Following on from coaching sessions, a tournament would be organised. 1 girls team and 1 boys team from St Mary's RC, Hutton Henry C of E primary school and Wingate Primary School. Winning teams would get trophies. The activity would be free to all children who take part as it will be the first of many activities organised by Action for Station Town. The children would be provided with a food pack at the finish of each session. (Donated by Co-op) Total Cost £1,300.

Councillor Knight suggested that Hutton Henry primary school could be approached for use of their school field. Councillor Mrs Drake advised that she wanted to hold it in Station Town.

Following discussion it was **RESOLVED** that

(i) in principle, the funding would be agreed

(ii) the outcome of the fencing off of the playing fields would need to be known and a venue secured.

l) Front Gardens Competition

Councillor Mrs Drake explained that this was suggested last year prior to COVID and would like something to go ahead this year. The Chair suggested that Councillors think of what they want in the competition and the time of year to hold it.

RESOLVED that the item be placed on the next agenda.

m) Grit Bins

Councillor Mrs Farry advised she had been approached by residents of Newholme Estate who had been stranded for 3 days as they could not gain access in and out of the street. They had requested grit bins. The Clerk advised that grit bins were provided by DCC. If they did not meet the criteria set out by DCC and would not fund them then the parish council could look at this further.

RESOLVED that Councillor Mrs Farry investigate if DCC would install the grit bins.

n) Easter packs

Councillor Mrs Farry suggested that the parish council provides easter activity packs and eggs for the children.

RESOLVED that easter activity packs and eggs be provided for the parish.

o) Noticeboards

The Clerk advised that she had received three quotes for new noticeboards.

RESOLVED that two AF30 Noticeboards be ordered from Greenbarnes.

10. **PRECEPT 2021/22**

The Clerk advised that the notification of the Tax Base and request for Precept for 2021/22 had now been received from Durham County Council. The Clerk circulated an estimate of income and expenditure for 2021/22.

Following discussion it was **RESOLVED** that the 2021/22 budget be set at £42,034. This comprised a Precept of £38,000 and Local Council Tax Support Scheme grant of £4,034 which equated to a 2.15% decrease on the previous year.