

**BRANDON AND BYSHOTTLES PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE COUNCIL  
CHAMBERS**

**6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM  
ON FRIDAY 20<sup>TH</sup> MARCH 2015 AT 6.30 PM**

**PRESENT**

**Councillor Mrs C Wharton (in the Chair)  
and Councillors Mrs Bonner, Bell, Mrs Chaplow, Clegg, Mrs Gates, Graham,  
Grantham, Jamieson, Mrs Leckenby, Rippin, Taylor and Turnbull**

**183. DECLARATIONS OF INTEREST**

Declarations of interest were received from:

Councillor Grantham – Item number 16d Donation to Brandon & Meadowfield Royal  
British Legion

Councillor Taylor – Item number 10 on Clerk’ Report – Brandon Community Hall

**RESOLVED:** To receive the declarations of interest.

**184. PUBLIC PARTICIPATION**

There were no questions from the public in the specified time.

**185. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Jones, Nelson, Mrs Nelson,  
Mrs Rodgers, Sims and Stoddart and Councillors Akins and Mrs Akins who were  
attending a civic function.

**RESOLVED:** To receive the apologies.

**186. MINUTES OF THE MEETING HELD ON 20<sup>TH</sup> FEBRUARY 2015**

**RESOLVED:** To approve the minutes as a true record.

**187. MINUTES OF THE ALLOTMENT COMMITTEE HELD ON 4<sup>TH</sup> MARCH  
2015**

**RESOLVED:** To approve the minutes as a true record.

**188. MINUTES OF THE FINANCE COMMITTEE HELD ON 4<sup>TH</sup> MARCH 2015**

**RESOLVED:** To approve the minutes as a true record.

**189. PRESENTATION OF DONATION**

County of Durham School Benevolent Fund did not attend the meeting.

**190. POLICE REPORT**

The Police had sent a written report of crime throughout the area.

**RESOLVED:** To receive the report but to request that if Police are not in attendance to ask to meet on an alternative day to discuss the crime incidents. Also to express concern that the Police website did not contain any information on PACT meetings in the Parish area.

**191. REPORT FROM UNITARY COUNCILLORS**

The Unitary Councillors report included the following:-

- Durham County Council will have to save over £100m over next 3 years if present Government remain in power. Cuts to services will be catastrophic.
- Review of Children's Centres in County Durham – Following public consultation carried out in 2014 final recommendations were made by Cabinet to agree the Community Delivery Model and retain 15 Children's Centres throughout the County area.
- A690 Milburngate Bridge – major maintenance works to commence on 12<sup>th</sup> July until 30<sup>th</sup> August 2015.
- Smoke free play areas launch – 178 County Council owned play areas will become smoke free zones.
- Local doctors charged £73 for each person who signs in at A & E departments, who could have been attended to at local surgery.
- Durham County Council's Scrutiny Committee had sent letters to Government proposing a minimum price for alcohol, however Government have just reduced duty on alcohol.

**192. TOWN AND COUNTRY PLANNING - APPLICATIONS FOR CONSIDERATION**

Extracts from planning application lists had been forwarded to the appropriate Ward Councillors.

Permissions and refusals had been received.

DM/15/00436/FPA Mr J Lumley

Erection of single-storey infill extension at rear of dwelling and increase in overall height of existing single-storey projection to 3.6m, 36 Frederick Street North, Meadowfield, Durham DH7 8NB

**192. TOWN AND COUNTRY PLANNING - APPLICATIONS FOR CONSIDERATION (Continued)**

DM/15/00461/FPA	Mr G Brown	Erection of two storey extension to side of existing dwelling 18 Cavendish Court, Brandon, Durham DH7 8UW
DM/15/00479/TPO	Mr P Barrigan	Crown reduce 2 no. Alder trees by 50%, 1 no. Spruce tree by 50% and 1 no Pine tree by 25% 10 Swallow Close, Esh Winning, Durham DH7 9JN
DM/15/00532/OUT	Anthony, Ivan, Nora & Pamela Gill	Outline application for the erection of 1 no. dwellinghouse with all matters reserved Forest Lodge, Hamilton Row, Waterhouses, Durham DH7 9AX
DM/15/00670/FPA	Mr L Dixon	Erection of 1.8 metre fence (retrospective) 10 Alderdene Close, Ushaw Moor, Durham DH7 7NL
DM/15/00741/FPA	Mrs Sian-Marshall	Erection of two storey extension to side of existing dwelling 32 Cavendish Court, Brandon, Durham DH7 8UW

**RESOLVED:** To receive the applications.

**193. APPROVAL OF DELEGATES FOR FOLLOWING TRAINING COURSES**

**a) 'Safeguarding and Preparing for the Care Act' 10-12<sup>th</sup> April in Scarborough**

**RESOLVED:** To approve Councillors Bell, Mrs Leckenby and Mrs Rodgers to attend.

**b) 'Audit Process, Annual Returns and the Transparency Code**

**RESOLVED:** To approve the Clerk and Mrs Howe to attend.

**c) Human Resource Training at County Hall:**

**i) Employing People 4<sup>th</sup> June 2015**

**RESOLVED:** To approve Councillors Mrs Bonner and Clegg to attend.

**ii) Employee Relations 11<sup>th</sup> June 2015**

**RESOLVED:** To approve Councillor Mrs Bonner and the Clerk to attend.

**193. APPROVAL OF DELEGATES FOR FOLLOWING TRAINING COURSES**  
**(Continued)**

**c) Human Resource Training at County Hall**

**iii) Worklife Balance 18<sup>th</sup> June 2015**

**iv) Attendance Management 25<sup>th</sup> June 2015**

**v) Performance Management 2<sup>nd</sup> July 2015**

**RESOLVED:** To approve 2 delegates to attend the remaining courses, names to be submitted before the events.

**194. APPROVAL OF RENEWAL OF SUBSCRIPTION TO COUNTY DURHAM**  
**COMMUNITY FOUNDATION**

The annual subscription of £20 for 2015 was due for renewal.

**RESOLVED:** To approve renewal of the subscription.

**195. APPROVAL OF APPLICATION FOR FUNDING FROM THE COUNCIL'S**  
**COMMUNITY FUND FOR THE REBUILD OF ST. JOHN'S HALL,**  
**MEADOWFIELD.**

Councillor Taylor requested with agreement from the other Meadowfield Ward Councillors that the Council's Community Fund support an application towards the rebuild of St. John's Church Hall, Meadowfield. Councillor Taylor gave details of the project which would cost in the region of £500,000 to complete. The Church Committee had been fundraising within the local community and applying for grants and with the monies from the insurance company following the destruction of the hall by fire a total of £381,000 had so far been raised.

**RESOLVED:** To support the application and that the Parish Council pledge £10,000 to the project from the Council's community project fund. This would be donated when the Committee had raised the remaining funding.

**196. DONATIONS FOR CONSIDERATION**

**a) Durham County Brass Band Association (deferred from last meeting)**

This request had been withdrawn by the Association.

**b) Great North Air Ambulance**

A request for a donation had been received from the above.

**RESOLVED:** To donate £350 in this instance (£60 each Brandon, Meadowfield, Langley Moor, New Brancepeth and Ushaw Moor Wards, £50 Esh Winning Ward).

**196. DONATIONS FOR CONSIDERATION (Continued)**

**c) Beautiful Durham Competition**

A request for a donation had been received from the above.

**RESOLVED:** To donate £150 in this instance (£25 each Ward)

**d) Brandon & Meadowfield Royal British Legion Club deferred from last meeting)**

A request for a donation had been received from the above.

**RESOLVED:** To donate £250 in this instance (£200 Brandon and £50 Meadowfield Wards).

**197. REVIEW AND APPROVAL OF FOLLOWING POLICIES**

**a) Anti-Fraud & Corruption Policy**

The Clerk suggested amendments to the policy regarding the Audit Commission which is abolished on 31<sup>st</sup> March 2015 and to clause 3.1 regarding code of conduct.

**RESOLVED:** To approve the amendments to the policy.

**b) Effectiveness of Internal Audit including appointment of Internal Auditor**

**RESOLVED:** To approve the policy, terms of reference and audit plan and appoint Gavin Bestford as auditor for 2014/15 accounts.

**c) Document Retention Policy**

The Clerk suggested updates to the policy regarding insurance certificates, planning applications made by the Parish Council, audio and video recordings and computer hard drives.

**RESOLVED:** To approve the amendments to the policy.

**d) Member/ Officer Relations**

**RESOLVED:** To approve the Policy and recommend that the Clerk draw up a Code of Conduct for Officers to be approved by the Council.

**198. DISCUSSION RELATING TO PROVISION OF FLORAL DISPLAYS WITHIN THE PARISH**

The above item was deferred from the last meeting. Members pointed out that following the Housing Transfer in April, land ownership may change between Durham County Council and Durham City Homes which would affect permission to use land for floral displays.

**RESOLVED:** To discuss further when land ownership is resolved.

**199. APPROVAL OF PUBLIC RIGHTS OF WAY MAINTENANCE FOR 2015**

The Public Rights of Way maintenance programme for 2015 is £1,824. This would be claimed through Durham County Council's P3 Grant scheme.

**RESOLVED:** To approve the programme.

**200. CIVIC FUNCTIONS FOR APPROVAL**

Approval was requested for the Chairman or Vice Chairman to attend the following;

Seaham T.C.	Charity night	31.3.2015
Chilton T.C.	Charity night	2.4.2015
Ferryhill T.C.	Civic Charity Dinner	10.4.2015
Great Aycliffe T.C.	Charity night	16.4.2015
Ferryhill T.C.	Charity night	18.4.2015
Hartlepool B.C.	Charity night	18.4.2015

**RESOLVED:** To approve attendance at the functions.

**201. ACCOUNTS FOR APPROVAL**

Authorisation was requested to pay accounts amounting to £79,972.30.

**RESOLVED:** To authorise payment of the accounts.

**202. QUARTERLY ALLOTMENT REPORT FOR APPROVAL**

The Allotment Officer reported that some of the overdue allotment rents on the report had now been paid.

An issue about poor drainage on plot numbers 57 and 86 at Folds Close had been raised by the tenant.

**RESOLVED:** To approve the allotment report and to arrange a site visit to Folds Close and contact the landowner of the adjoining land and Durham County Council's drainage team for advice.

### **203. REPORT OF CLERK**

The Clerk presented a report to Council for information. The following issues arose:-

#### **a) North East Combined Authority**

Councillor Mrs Bonner had attended a consultation event on the above and gave a report on the proposal for a new North East Combined Authority.

**RESOLVED:** That the Clerk liaise with Councillor Mrs Bonner to formulate a response to the consultation.

#### **b) Broompark Play Area**

The Clerk informed the meeting that the post installation inspection had been completed by ROSPA.

**RESOLVED:** That the official opening of the new play area take place on Monday 18<sup>th</sup> May 2015 and to invite representatives from Durham County Council, Area Action Partnership, local schools and community groups.

#### **c) Waterhouses Play Area**

The Clerk informed the meeting that the post installation inspection had been completed by an independent inspector appointed by the Contractor. Councillor Mrs Wharton had received complaints from some local residents that the height of the swing seats were too high. The Clerk and Councillor Mrs Wharton had met on site with Kompan's rep. who advised that they were fitted to European Standards. The Clerk had also contacted Durham County Council's Outdoor Sport and Leisure Officer who had offered to meet with the Parish Council on site to offer comments.

**RESOLVED:** To arrange a meeting with Durham County Council's Outdoor Sport and Leisure Officer.

#### **d) Brandon Community Hall**

**RESOLVED:** To write to Brandon Community Association requesting that the rubbish at the front of the building be cleared before the grasscutting season.

#### **e) Browney Village Green**

A report had been received from a resident of Browney Lane that cars were parking on the Village Green and causing damage to the green.

**RESOLVED:** To write to all residents of Browney Lane and Harle Street pointing out that it is an offence to park on the Village Green. Also to contact the Police regarding advice on enforcement issue.

**203. REPORT OF CLERK (Continued)**

**f) Mobile Football Cages**

The Clerk reported that permission had just been received from Durham County Council for use of Addison Park for a demonstration of the mobile football cage subject to various conditions. The Council would also need to make an application to the Safety Advisory Group.

**RESOLVED:** To liaise with Sportszone and Choppington Parish Council in an attempt to progress the project.

The meeting ended at 7.45 pm

Signed .....

Date .....