

**MINUTES OF THE PARISH COUNCIL MEETING HELD VIA ZOOM
ON FRIDAY 16TH OCTOBER 2020 AT 6.30 PM**

PRESENT

Councillor Mrs Nelson (in the Chair)

And Councillors Bell, Bonner, Mrs Bonner, Clegg, Mrs Clegg, Hindmarch, Jamieson, Mrs Leckenby, Nelson, Rippin, Mrs Rodgers, Sims, Turnbull and Mrs Wharton

32. DECLARATIONS OF INTEREST

There were no declarations of interest received.

33. PUBLIC PARTICIPATION

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

34. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Catterson, Chaplow and Stoddart.

RESOLVED: To receive the apologies.

35. APPROVAL OF MINUTES OF THE MEETING HELD ON 18TH SEPTEMBER 2020

RESOLVED: That the minutes of the meeting held on 18th September 2020 be confirmed as a true record and signed by the Chairman.

36. DONATION

The Salvation Army – The cheque had been posted due to the coronavirus.

37. REPORT FROM BRANDON CARRSIDE

As the last report received from Brandon Carrside was an in-depth report covering what the club had been doing over the past months, a report had not been received this month.

38. REPORT FROM UNITARY COUNCILLORS

The Unitary Councillor's reported the following:

- Following a meeting this morning with the Government and the seven north East Leaders it has been confirmed that the LA7 will remain at Tier 2 (High) for the time being .
- County Durham Covid-19 Data Update from 12th October -14th October 2020 in schools:
 - Early Years number of confirmed positive cases 2
 - Primary number of confirmed positive cases 16
 - Secondary number of confirmed positive cases 5
 - Colleges number of confirmed positive cases 5
 - Durham University number of confirmed positive cases 772

- County Durham Covid-19 Data Update from 12th October -14th October 2020 in other areas:
 - Community Number of confirmed positive cases 10
 - Workplaces Number of confirmed positive cases 17
 - Care Homes - 1 outbreak control team formally convened
 - Prisons 2 Outbreak control teams formally convened
- Financial Support for Businesses - The council has processed grants worth more than £104 million to help businesses across the county deal with the effects of coronavirus pandemic.
- Durham History Centre - Planning approval has been given for the Council to go ahead to restore the grade 1 listed Mount Oswald Manor House and the center has been awarded funding for low carbon measures to be installed during its build ensuring it offers a more sustainable future.
- The County Council has received almost £1.5 million from the European Regional Development Fund to include a number of environmentally friendly measures.
- County Durham Plan - The county Durham plan has been approved by the planning inspector and one of his recommendations is that the Northern and Western Bypasses be omitted from the plan.
- Face Coverings - Face coverings are now required to be worn in council premises when people are in any indoor communal areas, corridors and welfare facilities and are also required in council vehicles and personal vehicles used for work purposes where there is more than 1 person in the vehicle.
- Flu Vaccination - All council staff are been given the opportunity to have the Flu vaccination.
- Full Council Meeting- A Full Council Meeting will be held on Wednesday 21st October 2020, the first since lockdown and it will be a virtual meeting via teams.
- Today the number of confirmed positive cases at Durham University is 1,300.
- The Inspection team has closed 4 pubs for 7 days as not complying with Government regulations.
- As the Chief Executive is retiring, a selection process will be taking place.

39. TOWN & COUNTRY PLANNING – APPLICATIONS FOR CONSIDERATION

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

DM/20/02542/FPA	Mr and Mrs Batcheler	Single storey side extension to create annex Willow Cottage, Newhouse Road, Esh Winning, Durham, DH7 9LQ
DM/20/02794/FPA	Mr P Chan	Proposed change of use of former stable to 2 bedroom maisonette 14 Littleburn Lane, Langley Moor, Durham, DH7 8HB
DM/20/01579/FPA	Mrs Helen Elliott	Erection of timber stable block East Farm, 29 Brandon Village Durham, DH7 8SU

DM/20/02879/FPA Mr & Mrs Lister

One and a half storey side extension
161 Angus Street, Langley Moor,
Durham, DH7 8LF

DM/20/02884/VOC Groundwork
Services Ltd

Variation of Condition 2 of planning
approval DM/19/03201/FPA relating to
roof design.
21 Lowland Road, Brandon, Durham,
DH7 8NN

RESOLVED: To receive the planning applications.

40. APPROVAL OF POLICIES

- a) Health & Safety
- b) Community Engagement – Statement of Intent
- c) Office Risk Assessment
- d) Equality & Diversity
- e) Complaints Procedure
- f) Sickness Absence
- g) Public Participation at Meetings
- h) Members Allowances

RESOLVED:

- a) To include Covid-19 pandemic in the policy. To update the Risk Assessment on a regular basis accordingly as Government advice is received.
- b) To approve the policy with no amendments.
- c) To approve the policy with no amendments.
- d) To approve the policy with no amendments.
- e) To approve the policy with no amendments.
- f) To approve the policy with no amendments.
- g) To approve the policy with no amendments.
- h) To approve the policy with no amendments.

41. DONATIONS FOR APPROVAL

a) New Brancepeth Jazz Band

Following a meeting and letter received from the above.

RESOLVED: To donate £1,000 in this instance (Central Fund)

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, Langley Moor, Meadowfield, New Brancepeth, Ushaw Moor and £50 Esh Winning)

42. CEMETERY IN ESH WINNING

A complaint had been received regarding the long grass in the cemetery in Esh Winning. An email had been sent from the Parish Council to Durham County Council asking them to cut the grass. One of the Members had also asked Durham County Council why only half of the cemetery had been cut and they were notified that Durham County Council were waiting for the grass to dry before cutting it.

RESOLVED: To send a reply to the resident notifying the reason why the grass had not been cut on their visit to the cemetery.

43. REMEMBRANCE SERVICE 2020

Due to the coronavirus the Remembrance Day Services had been cancelled. The Members discussed alternative methods to pay respects, without holding services.

RESOLVED: To donate £700 to the Poppy Appeal (£500 Central Fund, £200 between Brandon, Langley Moor & Meadowfield Wards)

:To request that the Communities Highways Worker displays a number of poppy wreathes around the villages.

:To request that the Communities Highways Worker delivers poppy wreathes to individual Ward Councillors so that they can arrange to lay them on Remembrance Sunday.

44. APPROVAL OF RENEWAL OF IT SUPPORT AND MAINTENANCE CONTRACT FOR 2020/21, LAPTOP SUBSCRIPTION AND WORKSTATION SECURITY

The above contract is due for renewal at an annual cost of £380.88. The cost includes IT Support £210, Workstation Security £110.88 and N Central Laptop £60.

RESOLVED: To authorise renewal of the subscriptions.

45. SPONSORSHIP AT THE SNIPERLEY PARK & RIDE ROUNDABOUT

An email had been received on behalf of Durham County Council, enquiring if the Parish Council would be interested in sponsorship, ie three signs at the Sniperley Park and Ride Roundabout.

RESOLVED: To take for information.

46. ACCOUNTS FOR APPROVAL

Authorisation was requested to pay accounts amounting to £6,660.81

RESOLVED: To authorise payment of the accounts.

47. ALLOTMENTS

a) **Low Browney – Request for skip**

A new tenant on plot number 43 had requested provision of a skip.

RESOLVED: To approve the provision of a skip for the entire site.

b) **Station Avenue – Plot 9**

A tenant on plot 9 had requested permission to erect a timber shed and greenhouse.

RESOLVED: To grant permission to the tenant to erect the shed and greenhouse. To inform the tenant that he must keep the structures in a good state of repair and that he must remove all structures upon termination of his tenancy.

c) **Black Road**

Following numerous complaints received regarding sightings of rats on the above stated site, the Allotments Officer had requested a quotation from the Parish Council's Pest Control Contractor.

RESOLVED: That the Allotments Officer obtains a second quotation.

48. **REPORT OF CLERK**

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

• **County Durham Association Of Local Councils**

Information had been received regarding online training – Budgeting, Finance for Councillors and Introduction to VAT.

RESOLVED: To approve the Clerk's attendance at the Budgeting and Introduction to VAT training.

• **Shred It – Price Increase**

Notification had been received from Lowes Hall that Shred IT (documents shredding) have increased their prices with affect from Thursday 1st October 2020 ie £4 per service. The new price will be £52 per service, which is carried out every 8 weeks.

RESOLVED: To accept the price increase.

• **Resignation Of Councillor**

Due to the resignation of Councillor Hannah Walter a vacancy has arisen for Esh Winning/ Waterhouses (West Ward) As the County Council did not receive the required number of requests to call an election, the Parish Council may co-opt.

RESOLVED: That the Esh Winning Ward Councillors liaise and discuss the vacancy and follow the co-option procedure.

• **Durham County Council**

Information had been received from the above regarding a consultation on Monday 5th October 2020, on a proposal to amalgamate Durham Community Business College and Fyndoune Community College into a single secondary school on the site of Durham Community Business College from 12th April 2021.

RESOLVED: To send a comment of support for the amalgamation of the two Schools.

- **Christmas Tree – Ushaw Moor**

With approval from Ushaw Moor Ward Councillors, the Clerk has ordered an 18ft Norway Spruce Christmas tree for Ushaw Moor. The cost is £375 + VAT including delivery.

RESOLVED: To approve the ordering of the Christmas tree at the above stated cost.

- **Esh Winning Christmas Tree**

The electricity plan had been renewed to commence on 7th November 2020, as the existing contract ended on 6th November 2020. Standing charge 48p per day, Normal Units 24.52p per kwh. A credit of £50 will be given when the plan starts, as a smart meter had previously been fitted.

RESOLVED: To approve the renewal of the above stated electricity contract.

- **New Brancepeth Christmas Tree**

The electricity plan had been renewed to commence on 26th October 2020, as the existing contract ended on 25th October 2020. Standing charge 48p per day, Normal Units 24.52p per kwh. A credit of £50 will be given when the plan starts, as a smart meter had previously been fitted.

RESOLVED: To approve the renewal of the above stated electricity contract.

- **Black Road, Langley Moor, Christmas Tree**

The electricity plan had been renewed to commence on 9th November 2020, as the existing contract ended on 8th November 2020. Standing charge 48p per day, Normal Units 24.52p per kwh. A credit of £50 will be given when the plan starts, as a smart meter had previously been fitted.

RESOLVED: To approve the renewal of the above stated electricity contract.

- **ILCA Training – Introduction To Local Council Administration**

The Members were informed that the Allotments Officer would like to enrol on the SLCC ILCA training course at a cost of £99 + vat.

RESOLVED: To approve the Allotment Officers attendance on the above mentioned training.

The following was discussed in private:

49. **RECOMMENDATIONS FROM PERSONNEL COMMITTEE HELD ON WEDNESDAY 23RD SEPTEMBER 2020.**

Recommendations from the Personnel Committee meeting held on Wednesday 23rd September 2020 were put to the Council for approval.

RESOLVED: To approve the recommendations from the Personnel Committee meeting held on Wednesday 23rd September 2020.

The meeting closed at 7.00pm

Signed *S Nelson*

Date *18/12/2020*