

BRANDON AND BYSHOTTLES PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE COUNCIL
CHAMBERS
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON FRIDAY 17TH MAY 2013 AT 6.30 PM**

PRESENT

**Councillor Mrs Bonner (in the Chair)
and Councillors Akins, Mrs Akins, Bell, Chaplow, Clifford, Mrs Gates, Graham, Grantham,
Jamieson, Jones, Mrs Leckenby, Nelson, Rippin, Rodgers, Sims, Stoddart, Taylor, Turnbull,
Mrs Wharton**

1. APPOINTMENT OF CHAIRMAN FOR 2013/2014

Nominations were requested by the Chairman.
Councillor Grantham was moved and seconded.

RESOLVED: That Councillor Grantham be elected as Chairman for the ensuing year.
Councillor Grantham read and signed the Declaration of Acceptance of Office, Councillor
Grantham was invested with the Chain of Office and addressed the meeting.

2. DECLARATIONS OF ACCEPTANCE OF OFFICE

All Councillors had signed the declaration of acceptance of office following the recent
elections except Councillor David Clegg who was on holiday.

RESOLVED: That Councillor Clegg sign the declaration on 28th May 2013.

3. APPOINTMENT OF VICE CHAIRMAN 2013/ 2014

Nominations were requested for Vice Chairman. Councillor Akins was moved and
seconded.

RESOLVED: That Councillor Akins be elected as Vice Chairman for the ensuing year.
Councillor Akins read and signed the Declaration of Acceptance of Office.

4. REPLY BY COUNCILLOR MRS BONNER

Councillor Mrs Bonner replied to Councillor Grantham's address.

5. PRESENTATION OF PAST CHAIRMAN'S BADGE

Councillor Grantham presented the Past Chairman's Badge to Councillor Mrs Bonner.

**6. PRESENTATION OF CHAIN OF OFFICE TO CHAIRMAN'S
CONSORT**

Councillor Grantham presented the Chain of Office to Councillor Mrs Sarah Leckenby, who
was to act as the Chairman's consort.

7. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

a) Larger Local Councils' Forum

RESOLVED: To appoint Councillors Stoddart, Turnbull and the Clerk.

b) County Durham Association of Local Councils

RESOLVED: To appoint Councillor Bell.

c) National Association of Councillors

RESOLVED: To appoint Councillors Bell and Nelson.

d) Mid Durham Parish Councils Committee

RESOLVED: To appoint Councillors Bell, Turnbull and the Clerk.

e) Brandon Partnership

RESOLVED: To appoint Councillor Turnbull.

f) Mid Durham Area Action Partnership

RESOLVED: To appoint Councillor Bell.

g) Brandon & Byshottles Table Tennis Club

RESOLVED: To appoint Councillor Grantham

8. APPOINTMENT OF MEMBERS TO COMMITTEES AND WORKING GROUPS

RESOLVED: To appoint the following Members to Committees:-

Finance

Chairman

Nelson

Turnbull

Leckenby

Clifford

Taylor

Rodgers

S Akins

Bell

Jones

Gates

Jamieson

Chaplow

Wharton

Allotment Committee

Chairman
Taylor
Bell
S Akins
Leckenby
Turnbull
Jones
Gates

Community Highways Worker

Chairman
S Akins
Bell
Stoddart
T Akins
Nelson
Sims

Disabled Access Working Group

Chairman
Leckenby
Bell
S Akins
Gates
T Akins
Turnbull

Website Working Group

Chairman
Rodgers
Jones
Chaplow
Rippin
Taylor

Newsletter Working Group

Chairman
Rodgers
Leckenby
Gates
Jones
Turnbull
Chaplow

Complaints Committee

Chairman
Vice-Chairman
Clifford
Turnbull

Complaints under Members Code of Conduct Committee

Chairman
Taylor
Turnbull

Personell Committee

Chairman
Turnbull
Bonner

9. DECLARATION OF MEMBER'S INTEREST

Councillor Mrs Bonner Item No. 25 - Mid Durham Area Action Partnership

RESOLVED: To receive the declarations.

10. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Clegg.

RESOLVED: To receive the apology.

11. PUBLIC PARTICIPATION

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

12. CHAIRMAN AND VICE CHAIRMAN'S ALLOWANCE 2012/ 2013

It was proposed and seconded that the Chairman and Vice Chairman's allowance be increased by the rate of inflation.

RESOLVED: To implement the above proposal. (Chairman's Allowance L.G. Act 1972 Sec. 15 (5). (Vice-Chairman's Allowance LG Act 1972 Sec. 111).

13. APPOINTMENT OF SIGNATORIES 2012/ 2013

RESOLVED: That the signatories remain as follows:

Cllr D Bell
Cllr J Turnbull
Cllr T Akins
Cllr P Stoddart
Mrs S M Carmedy

14. MINUTES OF THE MEETING HELD ON 19TH APRIL 2013

RESOLVED: That the minutes of the meeting held on 19th April 2013, be confirmed as a true record and signed by the Chairman.

15. POLICE REPORT

There were no police present.

RESOLVED: To request a written report if there was no police presence.

16. REPORT FROM UNITARY MEMBERS

The following was included in the reports:

- Congratulations to new and returning Parish Councillors
- Annual meeting of County Council to be held on 22nd May 2013
- Charter Trustees meeting set for 22nd May 2013 to discuss appointment of new Mayor
- Family Fun Day on 18th May 2013 at Ushaw Moor Children's Centre
- Community Conservation event on 26th May at Broompark picnic site
- Free information and advice session held on 20th May to help tenants and residents with issues relating to social housing
- Durham City Homes Annual Open Day on 20th May 2013

RESOLVED: To receive the reports.

17. GENERAL POWER OF COMPETENCE - RESOLUTION REQUIRED TO USE THE POWER

The Council now meets the criteria to use the general power of competence i.e. has a qualified clerk (holds CILCA including Section 7 on General Power of Competence) and has at least 2/3 elected councillors at the last ordinary elections.

RESOLVED: That as the Parish Council meets the necessary criteria, the Council now agrees to adopt the general Power of Competence.

18. TOWN AND COUNTRY PLANNING –APPLICATIONS FOR CONSIDERATION

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

List of planning permissions and refusals had been received.

4/13/00391/FPA	Mrs K Melsen	Conservatory to rear 17 Fir Avenue, Brandon, Durham DH7 8AT
4/13/00409/FPA	Mr S Holmes	Two Storey side extension 1 Braunespath Estate, New Brancepeth, Durham DH7 7JF
4/13/00433/FPA	Rosalind Stewart	Two storey extension to rear 27 Front Street, Broompark, Durham DH7 7QT
4/13/00478/TPO	Diocese of Hexham and Newcastle	Removal of limb to sycamore tree Land rear of 23 Hall Avenue, Ushaw Moor, DH7 7LA
4/13/00505/FPA	Mrs B Chesterman	Single storey extension to side of existing dwelling 32 Roman Road, Brandon, Durham DH7 8UF

RESOLVED: To object to application number 4/13/00351 Proposed 18 dwellings at Land Rear of Rock Terrace, New Brancepeth on the following grounds:

- Access issues for vehicles manoeuvring, especially for emergency services
- Increased traffic would pose safety issue for residents and children attending nearby primary school
- Parking
- Impact on privacy of nearby properties
- Flooding issues and wildlife

19. a) PARISH COUNCILLOR & CHAIRMANSHIP TRAINING- TUESDAY 9TH JULY 2013 AT SHOTTON HALL, PETERLEE- APPROVAL OF DELEGATES

RESOLVED: To approve Councillor Grantham to attend the Chairmanship Training and Councillors Clegg, Clifford, Graham, Jamieson, Leckenby and Wharton to attend the Parish Council training (LG Act 1972 Sec.111)

b) 'STANDARDS' PARISH & TOWN COUNCIL BRIEFING SESSION- WEDNESDAY 26TH JUNE 2013, COUNTY HALL, DURHAM- APPROVAL OF DELEGATES

RESOLVED: To approve attendance of Councillors Clegg, Clifford, Jamieson and Nelson

20. **NATIONAL ASSOCIATION OF COUNCILLORS - NATIONAL CONFERENCE
'NEW MEMBERS, COMMUNICATION & THE MEDIA 28TH-30TH JUNE 2013 AT
LYTHAM ST ANNES**

RESOLVED: To approve Councillors Mrs Akins, Bell and Grantham (LG Act 1972 Sec 111)

21. **SOCIETY OF LOCAL COUNCIL CLERKS-NORTH EAST REGIONAL
CONFERENCE 5TH JUNE 2013, GATESHEAD**

The Clerk reported that she was now unable to attend the conference, but required approval to attend the conference in Harrogate on 3rd July 2013.

RESOLVED: To approve the Clerk's attendance (LG Act 1972 Sec. 111)

22. **GRASSCUTTING IN BRANDON VILLAGE- CONSIDERATION OF REQUEST
FROM RESIDENT FOR THE PARISH COUNCIL TO TAKE OVER THE AREAS
OF GRASSCUTTING CURRENTLY UNDERTAKEN BY DURHAM COUNTY
COUNCIL**

RESOLVED: To request an estimate for the grasscutting and then further discuss the issue.

23. **CONSIDERATION OF REQUEST FROM CONTRACTORS TO BE ADDED TO
PARISH COUNCIL'S TENDER LIST**

The following contractors had requested to be added to Parish Council list:

John R Kitching- Streetmason 11 Commercial Square, Brandon

Altogether Greener- Jeff Riddell, Coxhoe

Environmental Services Specialist- Stephen Ross, 37 Ritson Avenue, Bearpark

RESOLVED: To add the Contractors to the Parish Council's tender list and request Health and Safety and Insurance documentation.

24. **DURHAM COUNTY COUNCIL – REQUEST TO GIVE CONSIDERATION TO
JOINT WORKING WITH THE COUNTY COUNCIL TO ENHANCE SERVICES IN
THE COMMUNITY**

A questionnaire had been received regarding the above.

RESOLVED: To complete the questionnaire.

25. **MID DURHAM AAP & PARISH COUNCILS COMMITTEE CONSULTATION
EXERCISE 2012- CONFIRMATION REQUIRED FOR PROGRAMME OF
MEETINGS AND VENUES TO PROGRESS VILLAGE DISCUSSIONS TO
ADDRESS CONCERNS RAISED IN CONSULTATION**

Councillor Bell confirmed that New Brancepeth Village Hall had already been booked on 9th July 2013.

RESOLVED: To arrange the following venues for the village discussions:

Brandon Community Hall
British Legion, Meadowfield
Baptist Church, Ushaw Moor
Esh Winning Parish Centre

26. DONATIONS FOR CONSIDERATION

a) Charity football match at Brandon United Football Ground

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

RESOLVED: To donate £150 in this instance (Brandon ward)

b) Citizens Advice Bureau Outreach Service

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

RESOLVED: To donate £1,800 in this instance (Central Fund)

c) Brandon United F.C.

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

RESOLVED: To donate £300 in this instance (Brandon ward)

d) New Brancepeth Homing Society

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

RESOLVED: To donate £100 in this instance (New Brancepeth ward)

e) Ushaw Moor Sure Start Funday

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

RESOLVED: To donate £200 in this instance (Ushaw Moor ward)

f) Thomas Naylor

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

RESOLVED: To donate £500 in this instance (£400 Esh Winning and £100 Ushaw Moor Wards)

g) County Durham Stroke Club

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

RESOLVED: To donate £600 in this instance (£100 each Ward)

26. **DONATIONS FOR CONSIDERATION (Cont.)**

h) Samaritans of Central Durham

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

RESOLVED: To donate £800 in this instance (£200 each Brandon and Ushaw Moor and £100 each Langley Moor, Meadowfield, New Brancepeth and Esh Winning wards)

27. **ANNUAL REPORT FOR APPROVAL**

The draft annual report was presented to Council for approval.

RESOLVED: To approve the draft report.

28. **REVIEW OF POLICIES**

a) Standing Orders

b) Public Notice Board

RESOLVED: To approve the above Policies.

29. **FINANCIAL STATEMENT FOR YEAR ENDING 31ST MARCH 2013 FOR APPROVAL**

RESOLVED: To approve the financial statement for year ending 31st March 2013.

30. **APPLICATION FOR VARIATION OF CLUB PREMISES LICENCE AT BRANDON COMMUNITY SPORTS CLUB, BRANDON CRICKET CLUB, BRANDON- INVITATION TO COMMENT**

Application to amend the supply of alcohol times to Monday – Saturday 12.00 -23.00 and Sunday 12.00 – 22.30 had been received.

RESOLVED: To make no representations on the application.

31. **BRANDON & BROWNEY BANNERS- REQUEST FOR PERMISSION TO TAKE BANNERS TO DURHAM MINERS GALA**

A letter had been received from the secretary of Brandon & Browney Banner group requesting permission to take the banners to the Miners Gala in July.

RESOLVED: To grant permission for the banner to be taken to the Miners Gala and to request the group to ensure the banner is put back in its case.

32. **APPROVAL OF CALENDAR OF MEETINGS FOR FORTHCOMING YEAR**

RESOLVED: That the calendar of meetings be approved.

33. AUTHORISATION OF ACCOUNTS FOR APPROVAL

Authorisation was requested to pay the accounts amounting to £10,833.79:

RESOLVED: To authorise approval of the accounts.

34. CIVIC FUNCTIONS FOR APPROVAL

Authorisation was requested for Chairman or Vice Chairman to attend the following:

St John Ambulance Annual Service of Commemoration 9.6.2013

RESOLVED: That the Chairman attend the function.

35. REPORT OF CLERK

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

- **Meadowfield Cemetery**

The Members were disappointed that there were still issues with waste bins not being emptied properly.

RESOLVED: To contact Durham County Council with request to ensure bins in cemeteries within the Parish are emptied weekly.

The meeting closed at 7.40 pm

Signature

Date