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 2019 AT 6.30 PM

PRESENT
Councillor Clegg (in the Chair)
and Councillors Bell, Mrs Bonner, Bonner, Mrs Catterson, Chaplow, Mrs Gates, Grantham, Hindmarch, Jamieson, Nelson, Mrs Nelson, Mrs Rodgers, Sims, Spencer, Stoddart, Turnbull, Walter and Mrs Wharton

1. APPOINTMENT OF CHAIRMAN FOR 2019/2020

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

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

2. APPOINTMENT OF VICE CHAIRMAN 2019/2020

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

RESOLVED: That Councillor Mrs Bonner be elected as Vice Chairman for the ensuing year.
Councillor Mrs Bonner read and signed the declaration of acceptance of office.

3. REPLY BY COUNCILLOR CLEGG

Councillor Clegg replied to Councillor Mrs Nelson's address.

4. PRESENTATION OF PAST CHAIRMAN'S BADGE

Councillor Mrs Nelson presented the Past Chairman's Badge to Councillor Clegg.

5. PRESENTATION OF CHAIN OF OFFICE TO CHAIRMAN'S CONSORT

Councillor Mrs Nelson presented the Chain of Office to her husband Brian, who would be the Chairman's consort.

6. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

a) Larger Local Councils' Forum

RESOLVED: To appoint Councillors Stoddart, Turnbull / B Nelson 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 / Bonner and Nelson.

d) Mid Durham Parish Councils Committee

RESOLVED: To appoint Councillors Bell, Turnbull / A Bonner, Walter and the Clerk.

e) Brandon Partnership

RESOLVED: To appoint Councillor Turnbull.

f) Mid Durham Area Action Partnership

RESOLVED: To appoint Councillor Mrs Bonner.

g) Brandon & Byshottles Table Tennis Club

RESOLVED: To appoint Councillor Grantham

h) Brandon Carrside Youth & Community Project

RESOLVED: To appoint Councillors Bell, Gates / F Bonner and Wharton.

7. APPOINTMENT OF MEMBERS TO COMMITTEES AND WORKING GROUPS

RESOLVED: To appoint the following Members to Committees:-

Finance
Chairman
B Nelson
Turnbull
Leckenby / Grantham
Spencer
Catterson
Rodgers
F Bonner
Hindmarch
Bell
Gates / Clegg
Jamieson
Chaplow / Sims
Wharton

Community Highways Worker
Chairman
Rodgers / F Bonner
Bell
Stoddart / Jamieson
S Nelson / Catterson
B Nelson
Sims
Turnbull

Allotment Committee
Chairman
Catterson
Bell
Grantham
Turnbull
Walter
Jamieson
F Bonner

County Durham Plan
A Bonner
Stoddart
Walter
P Taylor (If available)

Disabled Access Working Group
Chairman
Grantham
A Bonner
Catterson
Gates / Jamieson
Wharton
Turnbull

Operation Spruce Up
Gates / Clegg
Wharton
Rippin / F Bonner
Spencer / Catterson
Hindmarch
B Nelson
Turnbull

Newsletter Working Group
Chairman
F Bonner
Grantham
Gates / Jamieson
A Bonner
Turnbull
Chaplow / Walter
Catterson

Complaints Committee
Chairman
Vice-Chairman
Jamieson
Turnbull
Hindmarch
Grantham

Complaints under Members Code of Conduct Committee

Chairman
B Nelson
Turnbull

Personell Committee
Chairman

Turnbull
A Bonner
Clegg
B Nelson

8. CHAIRMAN AND VICE CHAIRMAN'S ALLOWANCE 2019 / 2020

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).

9. APPOINTMENT OF SIGNATORIES 2019 / 2020

RESOLVED: That the signatories are as follows:

Cllr D Bell
Cllr J Turnbull
Cllr B Nelson
The Clerk – Mrs S Howe
Cllr P Stoddart

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10. DECLARATION OF MEMBERS' INTERESTS

There were no declaration of interest received.

11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Leckenby and Rippin.

RESOLVED: To receive the apologies.

12. PUBLIC PARTICIPATION

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

13. MINUTES OF THE MEETING HELD ON 18TH APRIL 2019

RESOLVED: That the minutes of the meeting held on 18th April 2019, be confirmed as a true record and signed by the Chairman.

14. REPORT FROM BRANDON CARRSIDE YOUTH AND COMMUNITY PROJECT

A report from the above was presented to Council.

RESOLVED: To receive the report.

15. REPORT FROM UNITARY MEMBERS

The report included the following:

- Annual Council Meeting will take place on Wednesday 22nd May 2019 at 10am.
- Councillor Katie Corrigan will be elected as Chair of County Council 2019/2020.
- Councillor Ossie Johnson will be elected as Vice-Chair of County Council 2019/2020.
- Council is to recruit 66 apprentices to a wide range of posts, from entry to degree level.
- Food Festival – The very first Seaham Food Festival will take place on Saturday 8th & Sunday 9th June 2019.
- John Pearce has been appointed to the position of Corporate Director of Children and Young Peoples Services.
- 20mph speed limit scheme – St Patricks School Langley Moor, Browney Academy and Brandon Primary School.
- Bishop Auckland Masterplan is going to be a 10-15 year project.
- 10th Anniversary AAP – held event at Hardwick Hall.
- Memorial seat for the McMahons has been installed.
- Meadowfield Consultation – residents voted for choice B – road humps and 20mph zone – not blocking off the road – they are going to write out to people and inform them of the results of the survey.

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16. TOWN AND COUNTRY PLANNING –APPLICATIONS FOR CONSIDERATION

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

DM/19/00640/FPA	Mr Colin Metcalf	Erection of timber shed to the rear of no 51 Hamilton Row Land to the rear of 51 Hamilton Row, Waterhouses, Durham, DH7 9AU
DM/19/01142/FPA	Mr Paul Mapes	Rear single storey extension to existing house 20 West View, Meadowfield, Durham, DH7 8SG
DM/19/01202/FPA	Durham City Building Services	Single storey rear extension and loft conversion with rear dormer 33 Hamilton Row, Waterhouses, Durham, DH7 9AU
DM/19/00607/OUT	Mr David Perry	Mixed use development for C3 (dwellings) and A1 (retail) Land to the Rear Of Rock Terrace, New Brancepeth, Durham, DH7 7EP
DM/19/01315/FPA	Mr Iain Rea	Erection of first floor extension above existing garage/kitchen at side of dwelling, single-storey extension to front and single-storey extension to rear. 17 Lexington Court, Brandon, Durham, DH7 8UD
DM/19/00939/FPA	Miss Angela Ross	Erection of two garages on plots 2 and 3 adjacent to No 7 Plots 2 and 3 Garage Site, Valley Garth, Esh Winning, Durham, DH7 9LU
DM/19/00566/FPA	Mr Steve Field	Erection of single detached car port building (retrospective) plus conversion of existing detached double garage into workshop building Woodfield Lodge, Sleetburn Lane, Langley Moor, Durham, DH7 8LQ

8N

DM/19/01361/VOC	Mr John Khan	Removal of condition 5 of planning approval DM/18/03124/FPA relating to coal authority. White House, 34 Brandon Village, Durham, DH7 8SU
DM/19/01452/FPA	Ms Amber Gallagher	Erection of single-storey extension at front and side of dwelling and new window to existing gable. 127 Braunespath Estate, New Brancepeth, Durham, DH7 7JQ

RESOLVED: To receive the applications.

17. REVIEW AND APPROVAL OF STANDING ORDERS

Standing orders were presented to Council for review and approval.

RESOLVED: To include 'co-opted Members to be treated equally, as elected Members' and then to approve the Standing orders.

18. REVIEW AND APPROVAL OF THE FOLLOWING:

a) Public Notice Board Policy

RESOLVED: To approve the policy

b) General Data Protection Regulations (GDPR) Policy

RESOLVED: • To approve the GDPR policy

19. APPROVAL OF DELEGATES FOR THE FOLLOWING TRAINING EVENT:

a) **National Association of Councillors- 'Regeneration of Town and Villages' Conference in Southport 28th – 30th June 2019**

RESOLVED: To approve Councillors Bell, Mrs Catterson and Grantham attend the above conference.

20. DONATIONS FOR CONSIDERATION

a) Hexham & Newcastle Diocesan Pilgrimage to Lourdes

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

RESOLVED: To donate £800 in this instance (£250 each Ushaw Moor and Esh Winning, £200 Brandon, £50 New Brancepeth and £25 each Meadowfield and Langley Moor wards)

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b) **Bearpark & Esh Colliery Band**

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

RESOLVED: To donate £350 in this instance (£100 Esh Winning and £50 each Brandon, Langley Moor, Meadowfield, Ushaw Moor & New Brancepeth)

21. YEAR END ACCOUNTS 31ST MARCH 2019

The Clerk notified the meeting that the Internal Auditor had commenced inspecting the accounts and would be returning in June to complete the inspection.

RESOLVED: To take for information.

22. DRAFT ANNUAL REPORT FOR APPROVAL

The draft annual report was presented to Council for approval.

RESOLVED: To approve the Annual Report and publish before 30th June 2019.

23. APPROVAL OF CALENDAR OF MEETINGS FOR FORTHCOMING YEAR

A calendar of meetings was presented to Council for approval.

RESOLVED: To approve the calendar of meetings.

24. REQUEST FROM ESH WINNING RESIDENTS GROUP FOR 5 ADDITIONAL PLANTERS IN ESH WINNING

Esh Winning Residents Group had enquired if the Parish Council would pay for an additional 5 planters in Esh Winning ie 3 at South Terrace and 2 at Station View.

RESOLVED: The Parish Council agreed to the 5 planters in Esh Winning at the locations mentioned above. The Residents Group were to liaise with the Parish Council where the planters were to be placed.

25. PARISH COUNCIL ALARM – KEY HOLDING AND DESPONCE SERVICE

The Clerk notified the meeting that the alarm had been going off numerous times during the Easter weekend. Enquiries had been made to see if the company who looks after the alarm system provides a key holding and response service. The company does provide this service and quoted £395 for the year.

RESOLVED: The Members agreed to accept the quotation for the key holding and response service at the above mentioned cost.

26. BIN FOR BRANDON WELFARE HALL

A request had been received for a bin at the rear of Brandon Welfare Hall.

RESOLVED: The Members agreed to pay for the bin for the Welfare Hall.

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27. RISK MANAGEMENT TRAINING

The Clerk had notified Members that up to 18 delegates per session could attend the above training at a cost of £375 per Council.

RESOLVED: - It was agreed that the Parish Council would not go ahead with the Risk Management training.

28. ACCOUNTS FOR APPROVAL

Authorisation was requested to pay accounts amounting to £32,924.66

RESOLVED: To pay the accounts amounting to £32,924.66

29. CIVIC FUNCTIONS FOR APPROVAL

Hartlepool B.C.	Annual Council & Installation of Ceremonial Mayor	23.5.19

RESOLVED: To approve attendance at the function.

30. REPORT OF CLERK FOR INFORMATION

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

- **VE DAY 75 COMMEMORATIONS – 8TH MAY 2020**

Notification had been received regarding the above.

RESOLVED: To register the Parish Councils interest in taking part. Councillor Mrs Rodgers would work with the Clerk to organise proceeding for the event.

- **VAT TRAINING SESSION – TUESDAY 24TH SEPTEMEBR 2019**

Information had been received about the above training session taking place on Tuesday 24th September 2019 in Peterlee Town Council.

RESOLVED: To approve Councillors Mrs Nelson and Stoddart attend the above training session.

- **USHAW MOOR ACTION GROUP**

Information had been received that a pie and pea supper had been arranged for Thursday 18th July 2019, in The Hut and tickets were only £1 each.

RESOLVED: It was agreed that the Parish Council would support the event by purchasing 4 tickets.

- **MERCHANT NAVY DAY – 3RD SEPTEMBER 2019**

RESOLVED: It was agreed that Councillor John Grantham would raise the ensign flag on 3rd September 2019.

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- **USHAW MOOR CRICKET FIELD**

  Notification had been received that the new bin had been installed at Ushaw Moor cricket field.

  RESOLVED: To take for information.

31. The following item was discussed in private

STAFF SALARY PAY SCALES FOR 2019

RESOLVED: That a meeting be arranged for the Personnel Committee, to discuss the above, before the Finance Committee meeting.

The meeting closed at 7.10 pm

Signature ....S Nelson.....

Date ....21/6/19.....