

## **EDMONDSLEY PARISH COUNCIL**

### **Minutes of a Meeting of the Edmondsley Parish Council held on 2 March 2017 at 6.00pm**

**Present:** Cllrs D McAllister (chair), A Hall and J Curry

Also in attendance – Angela Foster (Parish Clerk), Ethel Curry, caretaker and County Councillor Simon Wilson, PCSO Wignall, PC Foster and 5 members of the public

1. **Apologies for Absence:** Cllrs Ross McAllister, G Wheatley and J Dickinson

2. **Disclosable Pecuniary Interest:**

No members declared an interest

3. **Questions from members of the public:**

- Fires on the allotments - this is an ongoing issue and the residents have been advised to keep a diary. Cllr Wilson will ask the warden to take a look.
- Parking at Jubilee Close, a photo was taken to show of problems. Cllr Wilson to report to highways.
- Council garages are not being used for cars and are in a bad state. Cllr Wilson to ask Cestia if they can be removed so the space can be used for parking.

4. **Police Report:**

PCSO Wignall attended to introduce himself as the PCSO for the area. He submitted the report - 1 vehicle crime and 3 reports of off road bikes. He explained about the new 'Keep in the Know' which is a way of keeping up to date with incidents in the area.

5. **Minutes of Council meeting:**

**Resolved :** That the minutes of the meeting held on 5 January 2017 were approved and signed by the Chairman.

6. **Clerks report:**

No clerks report

## 7. Parish Matters and on-going items

### a. Planning applications

<a href="#"><u>DM/16/03832/FPA</u></a>	Twizell Dykes Farm Cottage Grange Villa Chester-le-street DH2 3JZ	Change of use from agricultural building to dog kennelling and breeding
<a href="#"><u>DM/17/00512/FPA</u></a>	Bungalow Blue House Bank Hett Hills Chester-le-street DH2 3JY	Install a domestic Sewage Treatment Plant and associated buried pipework to replace existing septic tank / soakaway system which is ineffective. Connect discharged treated effluent to existing surface water drain nearby.

**Resolved:** *To recommend approval*

### b. To consider any planning applications received after the agenda was published.

- *No applications received*

### c. Future events –

- *No events planned*

### d. **County Councillors Report** – Cllr Wilson updated the council from the last meeting. He has requested an extra dog bin at Jubilee close. Parking issues at the school are still ongoing and will be monitored. Speed reductions on Holmeside road can not be reduced.

### e. **Building and electrical work** - Quotes have been received for both. Building work is £680 and the electrical work is £1,131

**Resolved:** *It was agreed to carry out this work as soon as possible.*

### f. **Accounts** - The Clerk distributed the bi-monthly accounts for approval

**Resolved:** *Bank reconciliation, cash book and petty cash were approved by all members and Cllr Curry signed*

### g. **Room hire charges** - It was suggested raising the room hire to £12 per hour for regular users and £17 for non regular, for parties the cost will be £27

**Resolved:** *It was agreed to increase the room hire charges from April 2017*

### h. **Risk assessment** - The annual policy was distributed

**Resolved:** *The policy was accepted and adopted*

### i. **Audit** - David Stevenson was invited to undertake the internal audit. The members carried out a review of effectiveness of the internal audit. It was noted this review is an integral part of continually improving governance and accountability and forms part of the annual governance statement which is Part 2 of the Annual Return. The review covered independence, competence, relationships with clerk and councillors, audit

planning, audit scope and audit reporting. The Clerk noted this could be his last audit, a new auditor will need to be found before next financial year end.

**Resolved:** *It was agreed to invite David Stevenson as internal auditor.*

- j. **Play equipment** - The Clerk discussed the issues relating to the project. The Clerk used delegated powers to allow £251.70 be spent on the play area. As there was a shortfall from section 106 and members initiative monies. To note no planning permission was required.

**Resolved:** The Clerk to continue working with DCC to have the swing installed and the fence relocated.

- k. **HSBC letter** - The Clerk submitted a letter for signature to inform bank of salary increase in line with her contract of employment and annual pay increase set by NALC

**Resolved:** *It was signed by Cllrs Hall and Wheatley*

l. **Correspondence**

- No correspondence received

m. **Correspondence since agenda was published:**

- The Clerk distributed nomination papers for those wishing to stand again and explained the process

n. **Urgent issues for noting** (the Clerk to use delegated powers) **and any items Councillors wish to agenda for next meeting**

- Fires on the allotments

8 **Financial Matters**

(a) **Payments**

**Resolved:** That the following payments be agreed:

- (1) That the sum of £500.90 be paid to Mrs A Foster - (January/February)
- (2) That the sum of £125.20 be paid direct from clerk to HMRC (January/February)
- (3) That the sum of £45.00 be paid via S/O to E-on - electricity
- (4) That the sum of £99.80 be paid to Mrs E Curry - (January/February)
- (5) That the sum of £25.00 be paid to HMRC (January/February) (E Curry via Mrs A Foster)
- (6) That the sum of £105.00 be paid to Aztec - newsletter
- (7) That the sum of £24.00 be paid to Peterlee fire company

(b) **Receipts**

**Resolved:** That the following receipts be noted:

- (1) That the sum of £80.00 was received from Judo
- (2) That the sum of £150.00 was received from Dogs

9. **Date of Next Meeting**

Thursday 11 May 2017 to commence at 6.00pm - to note one week later due to elections

The meeting terminated at 7.30 pm

**Chairman**

**Date**