

Elwick Parish Council
Minutes of Meeting held on Monday 30 June 2014 at Elwick School

Present: Cllrs. J. Hall. P. Hutchinson (in the Chair), B. Irving, R. Musgrave, H. Thompson and R. Thompson
In Attendance: Ward Cllr. B. Loynes (from 8.10pm), Mrs. West (Parish Clerk),
Also present: Tom Britcliffe and Jim Ferguson, Hartlepool Planning Officers

The Chairman welcomed Mr. Ferguson and thanked him for his briefing on Planning legislation, held before the start of the formal meeting.

1. **Apologies for absence:** None received
2. **Public Forum:** No members of the public present.
3. **Declarations of Interest:** None.

The Chair proposed that Item 8 be taken at this point as the Planning Officers were present.

8. **Local Plan Consultation Document:** Welcoming Mr. Britcliffe, he explained that the Parish Council had held a 2.5 hour informal meeting on Thursday 26th to discuss the Local Plan Consultation Document, and this had raised several queries. Mr. Britcliffe then gave an overview of the Consultation and, using a number of explanatory maps, he answered all questions. Messrs Britcliffe and Ferguson were thanked for their input and left the meeting at 8.00 pm. It was **agreed** that the Clerk should collate all the points raised at the two meetings and circulate a draft to Councillors for approval before submitting the Parish Council's formal response to the Consultation. Cllr H. Thompson offered to help the Clerk with this. **Action:** Clerk and Cllr H. Thompson to draft response.

4. **Minutes of the Meeting of 2 June:** Agreed and signed.

5. **Matters Arising:**

- (a) **Bus:** The Clerk informed that the signed contract had now been received and that she would now set up a Standing Order with the bank for a monthly payment to Paul's Travel. **Action:** Clerk
- (b) **Church Bank:** It was noted that 30m of shuttering was required for the cinder path retention work. It was also noted that some of the growth towards the bottom end of Church Bank had not been cut back. **Agreed** that the Chair liaise with former Chair to identify exactly which contractors were responsible for which aspects of grass and hedge maintenance around the village. **Actions:** Chair to liaise with C.Banks. Maintenance Sub-Committee to seek quotes from Craig Mullooley and John Pearson for the shuttering work.
The Chair noted that the Maintenance Sub-Committee required a Chair. Cllr Hall was nominated by Cllr Irving and seconded by Cllr Musgrave. **Agreed** unanimously. It was noted that the Maintenance Sub-Committee had been given an allocation of £200 in February 2013 for minor maintenance works. It was unanimously **agreed** that this budget be allocated again for the current financial year. The Clerk reported that she had written to the Vicar as requested, regarding the renewal of the steps, and had received information as to whom to contact at the Diocese and a request for further information about costs. Cllr. Loynes informed that the Council's officers did not believe that the steps had been adopted by the Borough Council when Cleveland County Council ceased to exist, though they were willing to provide a quote for undertaking the work. This view was challenged by Parish Councillors and Cllr. Loynes agreed to seek further information from the Borough solicitor as to whom was responsible for maintaining the steps, and to ask officers to make a site visit and provide a quote. **Action:** Cllr. Loynes.
- (c) **CCTV:** no further information.
- (d) **IT Training:** Cllr H. Thompson informed that 17 people had asked to join the classes which were due to commence on 2 September, for 8 weeks. She was asked to contact the Council in regard to a possible late application to the Northgate Fund, as the closing date had passed. Funds to be sought for a WiBe and hall hire for 6 months. **Action:** Cllr. H. Thompson. If no grant aid was available, it was **agreed** to make a small charge of £1.50 per session to cover these costs, as training and computers were being provide free of charge.
- (e) **Data Protection & Freedom of Information Act Training:** Cllrs Hutchinson and R. Thompson had joined the Clerk at this event, which had proved most helpful and informative. It was noted that the Parish Council was required to register, at an expected cost of £35 per annum, but felt that this requirement did not extend to Councillors in our Parish. It was also noted that new policies were required. **Agreed:** Clerk to register the Parish Council and draft new policies. **Action:** Clerk

- ## 14. Finance:

The Clerk presented a statement of Receipts & Payments Actual against Budget. Both were accepted. The Annual Return was agreed and signed by the Chairman and Clerk. **Action:** Clerk to forward to BDO

The Clerk requested authority to transfer the balance of monies held on behalf of the Hartlepool Rural Plan Steering Group to the new bank account opened in their name. This was agreed. **Action:** Clerk.

15. Correspondence:

- (a) Mrs. S. Dobbie re: Dog Fouling – Agreed to place article in Village Life
- (b) Post Office re: Amended Opening Hours – noted
- (c) Mrs. Bennison re: Black liquid coming off fields into her garden – HBC officers to be asked to investigate. **Action:** Cllr Loynes

16. Planning: H/2014/0215 – Development at Quarry Farm: Concerns were expressed about the increase in traffic flow through the village as a result of 81 Executive houses being built on the site. **Action:** Clerk to inform officers of concerns and to ask for a traffic count to be undertaken.

17. AOB: Cllr Hall reported (i) that Mrs. J. Banks had informed that the village green (cobbled) to the west of her drive was in urgent need of attention, being overgrown with weeds. **Action:** Maintenance Sub-Committee; (ii) Mrs. J. Higgs had reported that the cherry tree on the green in The Walk appeared to be diseased or dying. **Action:** Cllr Loynes to ask Derek Wardle to investigate. Cllr R. Thompson reported that Mr & Mrs I Hunter had reported a tree overhanging the pavement in North Lane near to the Greenlea access, and that a car was often parked here blocking access for pedestrians. **Action:** Cllr Loynes to ask officers to look into this, and an article placed in Village Life (Clerk). Cllr Musgrave reported that cars are being parked in the spaces reserved for medical staff in at the bottom of Manor Close. **Action:** Situation to be monitored.