

## Elwick Parish Council

### Minutes of Meeting held at 7.00 pm on Monday 27<sup>th</sup> April 2015 at Elwick School

**Present:** Cllrs J Hall, P. Hutchinson (Chair), B. Irving, H. Thompson, R. Thompson (from 7.42pm), A. Waugh.

**In Attendance:** Barry Coppinger, Police & Crime Commissioner for Cleveland and his assistant,  
Mrs. M. West (Parish Clerk)

**Members of the Public:** Mr. S. Bedding

Before the formal business of the meeting, Mr. Coppinger gave a brief outline of his work over the past year; he had worked to 'Retain & Develop Neighbourhood Policing', 'Ensure a Better Deal for Victims & Witnesses', 'Divert People from Offending', 'Work for Better Industrial & Community Relations' and 'Developed Better Coordination Between Agencies'. This included a new community safety messaging system "Cleveland Connected", which he encouraged individuals and businesses to register with, and the launch in Hartlepool of "Operation Compass" to provide support for children who experience or witness domestic abuse. Mr. Coppinger responded to questions from the floor, speaking of the setting up of an independent Ethics Committee and also an independent Audit Committee to oversee and ensure openness and integrity in his decision-making. He claims no expenses in his role as Commissioner. Mr. Coppinger and his colleague were thanked for their attendance. He provided a number of newsletters and leaflets for the Parish Meeting before he and his colleague left the meeting at 7.37 pm.

**1. Apologies:** Cllr. R. Musgrave

**2. Public Forum:** Mr. Sacha Bedding requested that the Parish Council consider organising an event in the village on the afternoon of Sunday 14 June, to commemorate the signing of the Magna Carta 800 years ago, the start of real democratic government in England. Councillors agreed that this was a good idea and the possibility of a picnic or afternoon tea were put forward. No decision was made.

**3. Declarations of Interest:** None made.

**4. Minutes of meeting of 30<sup>th</sup> March 2015: Agreed** as a true record and signed by the Chairman.

**5. Matters arising:**

- (a) **A4A Grant – Computer Club/Wildlife Garden:** The Clerk informed Councillors of the challenge in obtaining some of the equipment, the broadband line and a tutor; she had spent a considerable amount of time contacting a range of suppliers, but had now obtained acceptable quotes for the supply of laptops, a printer and a charging/storage cabinet. Still outstanding was the sourcing of a cupboard for the printer, the broadband line and the tutor; Hartlepool College of FE had agreed to investigate the possibility of sourcing the tutor. It was **agreed** that in spite of the potential slow broadband, a 12-month contract should be sought with XLN. The Clerk further reported that David Gross (wood carver) and Stephen Pardue (Graphic Designer) had agreed to work with the children in the design and construction of the bench, wildlife habitats and interpretation signs for the Wildlife Garden as an after-school activity. **Action:** Clerk to progress purchase of equipment, broadband and Wildlife Garden Arts project.
- (b) **Church Bank:** No further progress.
- (c) **Bus service:** The Clerk reported that £4,000 towards the bus service was now in the bank, though insufficient to warrant the issuing of a contract for 2015-16, and that Paul's Travel had been kept fully informed. Mrs. Little was undertaking to seek funding from other Ward Councillors through whose wards the service ran, as the funding promised by Cllr. Paul Beck had not been received.
- (d) **Defibrillator:** This is now progressing, with the box expected to be fitted this week, as the electricity source had now been installed.
- (e) **Village Design Statement:** Cllr. H. Thompson reported on the public consultation meeting held on Thursday 12 March at the WI Hall. Since the meeting, the Newcastle University Planning volunteers had been hard at work and had produced a first draft, which looked very promising. Once this has been

completed a further public meeting will be held to provide villagers with an opportunity to comment before the final version is agreed and added to the Rural Neighbourhood Plan.

(f) **Mr. Gilhespie's seat:** The Clerk reported that she had so far been unable to make contact with Mr. Gilhespie and had written to him requesting a meeting. **Action:** Clerk to progress discussions when Mr. Gilhespie is available.

(g) **Litter campaign:** Cllr. Hall reported that the children's anti-litter notices were now in place at the Playing Field and looked very good.

**6. Website Policies:** The Clerk tabled an amended policy developed with Mr. Banks, as agreed. The revised policy was **accepted and formally adopted**. A Website Sub-group was agreed, with Cllrs P. Hutchinson, R. Thompson and A. Waugh as its members. **Action:** Clerk to inform the webmaster of group members' names.

**7. Chairman's Report:** The chair reported that a very large stone on the corner of North Lane and Hartlepool Road had been replaced, as it was a traffic hazard. He had also provided a skip for the Wildlife Garden rubbish.

**8. Ward Councillor's Report:** None provided.

**9. Village Maintenance Group Report:** (i) 10 flower tubs in need of refurbishment had been moved to the premises of Cllr Irving and a working party was needed to paint them. **Agreed** that this would take place at 2.00pm on Saturday 2 May; it was noted that Sarah Hanwell had asked for another tub; (ii) the 'Medical Parking Only' sign was **still** missing from the designated site in Manor Close. (iii) Cllr Hall reported difficulty in attaching the plaque to the Jubilee tree guard; it was **agreed** that he should attempt to drill holes in the plaque rather than continue to attempt to glue it. (iv) Whilst 'The Paddock' road sign had now been removed, its frame was still in situ; it was felt that this should be removed completely as there was really no need for another sign. (v) A hole had been left where the tree had been removed from the grass in The Walk; it was felt that this was a hazard and Cllr. R. Thompson agreed to fill the hole with soil and sow grass seed on it. (vi) It was noted that the grass in Martindale Close had not yet been cut; this was believed to be the responsibility of the Thirteen Housing Association rather than the Parish Council. **Actions:** All available to join the working party on Saturday 2 May; Cllr. R. Thompson to fill the hole on the green area at The Walk; the Clerk to contact the relevant bodies regarding the road sign and the grass cutting.

**10. Parish Meeting:** The Clerk reported that the school had been booked for 7.00pm on Wednesday 29<sup>th</sup> April, village organisations invited to make presentations about their work, Ward Councillors and the Police invited to attend and that fliers had been delivered to every household in the village by Cllrs. Thompson, as well as a notice placed in Village Life. After some discussion it was agreed that the meeting should start with refreshments and an opportunity for people to relax, with the formal part of the meeting commencing at 7.30pm. The Chairman would provide the welcome and a report on the work of the Parish Council, (notes to be provided by the Clerk) before inviting other organisations to speak; Cllr. H. Thompson would speak about the Rural Plan and the upcoming Public Consultation and then the floor would be opened to others to raise any concerns, issues etc. The meeting would close at 9.00pm. Cllr. H. Thompson offered to bake cakes as did the Clerk, who would also purchase the other refreshments. **Action:** Cllr H. Thompson to provide cakes, Clerk to organise other refreshments.

**11. Financial Report:** The Clerk presented reports on financial transactions completed since the last meeting and the comparison of Actual to Budget report, noting the budget had been amended in the light of the decision to allocate funds to the Wildlife Garden, and receipt of the actual figures for the Precept and Concurrent Grant from the Borough Council. Both reports were **accepted**.

Income:	£	Expenditure:	£
Ward Councillors' contribution to the bus	3,000.00	Bus Service	580.00
DP Parish Council contribution to the bus	1,000.00	Petty Cash	50.00
Precept & Concurrent	13,314.00		
Interest	10.07		
Balance of Petty Cash	0.50		

**Total**

**17,324.57**

**Total**

**630.00**

The Clerk informed that the £650 unexplained amount in the bank was the final part of the grant for the Rural plan and that, now the paperwork had been received, would be transferred to the Rural Plan Working Group's own account. The Clerk further reported difficulties with reporting PAYE information over the last financial year, that she had written to HMRC about this, but wished to put on record that the Parish Council did not owe any monies to HMRC, as in practice the PC did not actually need to pay PAYE or NIC as she was past retirement age.

**12. Annual Audit:** The Clerk reported that all documents were now with the Internal Auditor, that BDO, the External Auditors, required more information, including the date of the Parish Meeting, but had provided much clearer guidance this year.

**13. Correspondence:**

- (a) HBC - Notification of charges for emptying the bins at the Playing Field - agreed
- (b) Zurich – Notification of Annual Insurance fee – agreed
- (c) HBC Planning – Notification of refusal of a Planning Application for a solar panel farm on Worset Lane.

**14. Planning:** H/2015/0137 – 10, Manor Fields, Wynyard. No objections.

**15. Matters of concern to Councillors:**

- (i) Cllr Irving raised concern about the ownership of the strip of land between her house wall and the cobbles along the Village Green; she believed this to be part of her property. HBC contests this and have concreted between some of the old flags, stating that they were a safety hazard. Councillors were also of the opinion that this land, where it was not part of the village green, was indeed owned by the householders or businesses fronting the green. It was **agreed** that this matter should be raised with Ward Councillors at the earliest opportunity, as it appeared to breach the Rural Plan policies and the Conservation area rules.
- (ii) Cllr. H. Thompson raised concern about the risk to the Conservation Area status of the village green area, identified by the Borough Council's Conservation officer in the Elwick Conservation Area document, with the look of several properties having been altered apparently without planning permission having been sought. A Planning officer is to visit the village at 10.00am on Friday 2 May to review the area, and Councillors available are invited to meet with him outside the Village Shop.

**Date of Next meeting:** 7.00 pm Monday 1 June at the school following the Annual Meeting.

Meeting closed at 9.35 pm.