

## ELWICK PARISH COUNCIL

### Minutes of meeting held at 7.00pm on Monday 3 October 2016 at Elwick School (meeting of 25 September postponed due to non-quoracy)

**Present:** Cllrs. J. Hall, P. Hutchinson (Chair), B. Irving, R. Musgrave, J. Sturrock, R. Thompson

**In Attendance:** Ward Cllr. B. Loynes, M. West, Clerk

The Chairman welcomed Cllr Jackie Sturrock to her first meeting.

**1. Apologies:** Cllr. H. Thompson - accepted.

**2. Public Forum:** Mr. Ian Noble wished to make clear his annoyance that the Parish Council had informed the Ward Councillors and police without speaking to him directly about the parking issue in Greenlea and denied causing any obstruction. **Noted.**

The Chairman made clear that, at that time, no Councillors were aware as to whose vehicles were causing the obstruction, that Mr. Noble was entitled to his view but, as complaints had been received by the Council, of cars being parked in such a way as to limit access to Greenlea, particularly by ambulances, Councillors had to take action. Mr. Noble stated that despite the Borough Council having adopted the road, it was still private property, and therefore, as he was a part owner, he had a right to park in the road where he pleased. **Noted. Action:** Cllr Loynes to investigate legal status situation.

**3. Declarations of Interest:** None

**4. Minutes of 25 July 2016:** Accepted as a true record and signed & dated by the Chairman.

**5. Matters Arising:**

**(a) Rural Transport** – The Clerk reported that the new Rural Community Transport Scheme was to commence on the morrow. Over 40 residents had already received membership cards. Cllr Loynes requested details be sent to her ASAP on her private e-mail as she was at present unable to access her HBC address. **Action:** Clerk to send information on scheme to Cllr. Loynes.

The Clerk reported that a complaint had been received from Mrs. Sue Little of Paul's Travel, one of the unsuccessful tenderers. The complaint related to the length of time taken to provide feedback and requesting to know when the new service was to start. As the PC meeting had been postponed from the previous week, the Chairman had asked the Clerk to provide appropriate feedback in the interim. This had been done.

**(b) Playing Field** – Cllr Hall informed that the equipment had now been repaired; he noted that sadly the gate through to the Ghyll had been welded closed.

**(c) Flower tubs** – Cllr Irving reported that several tubs around the village had now been abandoned and needed to be either removed or adopted by someone else. All the tubs needed refurbishing before the winter. **Agreed** that the Chairman would remove the tubs once Cllr Irving had identified which were to go. All Parish Councillors present agreed to help paint the tubs at a date to be set in mid-October. **Action:** ALL to paint flower tubs, Cllr Hutchinson to remove unwanted tubs.

**5a. Rural Plan:** The Clerk asked for permission to add this item of information. The Rural Plan was now complete and had been declared compliant by the Planning Officers of the Borough Council. It had gone to the Borough Council's Planning Committee and, before going to the Regeneration and Neighbourhood Committee, was to be presented at a formal Briefing for all HBC Councillors on 18 October. An invitation had been sent to all 6 rural Ward Councillors to have an earlier briefing at their convenience – no response received to this.

- 6. Chairman's Report:** (a) The Chairman reported that he had met with Mr Grieves who had been concerned that people were using the gate, between the Playing Field and the ghyll, which was NOT part of a public right of way. Mr. Grieves has since had the gate welded closed. **Action:** Clerk to check what rights of way exist at that end of the village.  
 (b) He had collected the new stone which is to be placed around the Notice Board and had stored it on his farm until needed. The Clerk informed that she had been unable to get a commitment from John Pearson as to when he might undertake this task, and had therefore contacted other possible suppliers, one of whom had quoted £360 to undertake the task, but could not do it immediately. Cllr R. Thompson agreed to ask Paul Coulson, who was currently working in the village, if he would do this. **Action:** Cllr R. Thompson to enquire of Paul Coulson his willingness to undertake stone placement before the weather deteriorated.  
 (c) The Chairman asked if any information had been received about the Millstone ordered earlier this year. None received. **Action:** Clerk to contact Stainton Quarry urgently.
- 7. Ward Councillor's Report:** Cllr Loynes was informed that almost ALL the issues raised at the June meeting were yet to be addressed. The lamp posts, pavements, potholes, road signs, salt bins etc were still in need of urgent attention and, although a new bin had been placed in the Playing Field, the old one was still in situ, collecting water. **Action:** Cllr Loynes to raise again with officers.
- 8. Village Maintenance Group Report:** (a) Cllr Hall noted that he, his wife and Mark Jobson had refurbished the well on the green which had become badly overgrown with ivy, planting it up with flowers. It will also be varnished. Councillors expressed their sincere thanks to all concerned.  
 (b) Ivy is growing over the road sign on the sub-station side of Greenlea and needs cutting back hard. **Agreed** John Pearson to be asked to undertake this. **Action:** Clerk to contact Mr. Pearson.  
 (c) Mr. Pearson has already cut back the overgrowth on Church Bank and done an excellent job.  
 (d) He noted that there was still straw in the Bus Shelter - the Chairman offered to remove this. **Action:** Cllr Hutchinson to remove straw.  
 (e) Cars were still being parked on the village green outside Pathways and Chantry Cottage, in spite of householders having received letters from the Clerk informing them that this was prohibited by Bye-laws. Councillors agreed that, as they have a duty to protect the village green under statute, action should be taken.  
 (f) Bins were being left for several days on the corner of the green next to the Chantries. This was unsightly, especially in a Conservation area, and also in contravention of HBC rules. **Action:** Clerk to write piece for Village Life.  
 (g) The hedge at the corner of North Lane and North Close needed trimming and the weeds clearing out from underneath. **Agreed** that John Pearson be asked to undertake this task as well. **Action:** Mr. Pearson to be asked to clear hedge.
- 9. External Audit:** The report has been received with a clean bill of health, although minor matters were raised such as the inclusion of the CST grant within the precept statement. The Clerk noted that at no time had she or other Parish Clerks within the Hartlepool Borough ever been advised of this grant. The new precept officer had acknowledged this and would make it explicit in future. The full report will be placed on the website.
- 10. Financial Report:** The Clerk presented the financial reports, which were accepted.

Income:	£	Expenditure:	£
Transfer from EMA (Book sales account)	326.85	Administration	154.42
Wayleaves	<u>20.00</u>	Audit	282.00
		Broadband Line	60.96
		Clerk's salary (July-Sept)	375.00
		General maintenance	179.10
		Gifts	22.75

		ICO annual registration	35.00
		Playing Field (equipment repair)	180.00
		Wildlife Garden maintenance	200.00
		Grass cutting & strimming	1,893.60
<b>Total</b>	<b>346.83</b>	<b>Total</b>	<b>3,382.83</b>

- 11. Correspondence:** (a) several complaints about parking on the village green (see 8(e)); after some further discussion on the issue it was **agreed** that in the first instance another, stronger letter be sent to the two householders. If cars still continue to be parked on, or driven over the green, then legal action to ensue. **Action:** Clerk to write to the householders as agreed. Councillors also **agreed** that new 'No Parking' signs be erected – some large white ones on the trees around the green and 6 smaller signs to be placed along both the road side edges of the green. **Action:** Clerk to organise new signs.
- (b) A complaint about the state of the garden outside Martindale House, which is so overgrown that pedestrians cannot use the path. The Clerk noted that Mr. Adamson had not paid his Wayleave for 2 years, and that the Parish Council had had to tidy the garden in 2014, for which we charged him. It was agreed that the Parish Council would undertake the work again, bill Mr. Adamson, and notify him that another year we shall remove the garden altogether. **Action:** Clerk to ask John Pearson to tidy garden, and to write to Mr. Adamson c/o his place of work.

#### 11. Planning Applications:

**H/2016/0336** - single dwelling, Plot 24, Manorside, Wynyard - no comment

**H/2016/0351** - single dwelling, Plot 9, Manorside, Wynyard - no comment

**H/2016/0397** - single dwelling, Plot 23, Manorside, Wynyard - no comment

**H/2016/0283** - Elwick Mill, Benknowle Lane - Planning permission refused by HBC. Parish Councillors had since made a site visit and agreed to rescind their previous objection to the erection of a storage building for the scaffolding, and further, fully supported the restoration work being undertaken.

#### 12. Matters of Concern to Councillors:

Cllr Irving raised concern about the Clerk's remuneration, having seen what the Clerk at Hart received. Not only had the Elwick Clerk not received a pay-rise for 5 years, but she was not paid in accordance with the nationally recognised scale and, further, she received no expenses for travel etc undertaken on behalf of the Parish Council. Other Councillors concurred with this and agreed that the matter should be reviewed urgently. It was **agreed** to form a Remuneration Working Party, to make recommendations to the next meeting. Members to be the Chairman, Vice Chairman and Cllr. Sturrock. It was also **agreed** that the Clerk should draft a policy on Expenses.

**Actions:** Cllrs Hutchinson, Sturrock and H. Thompson to review parish Clerk pay scales etc and bring a recommendation to the next meeting. Clerk to draft an Expenses policy.

No other matters were raised.

**Date of next meeting:** 7.00 pm, Monday 31<sup>st</sup> October 2016 at Elwick school.

Meeting closed at 9.30 pm.

