



Middleton St George Parish Council

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Minutes of the ordinary meeting of the Parish Council held at 6.30pm on Monday 12th December, 2016 in the Parish Council office.

Present: Councillor C. Pease (Chairman),
Mrs. E. Robertson (Vice Chairman)
Councillor Mrs. C. Gilsenan,
Councillor Mrs. M Beadle,
Councillor S. Crowther,
Councillor C Everett,
Councillor M. Wilson,
Borough Councillor Mrs. D. Jones.
Alan Macnab, Clerk
Two representatives from Acqua Flight for Minute Number 116c.

112. Apologies for absence

Apologies for absence were received from Councillors Mrs. V. Greenwell, M. Robertson and A. Hill and Borough Councillors B. Jones and S. York.

113. Declarations of Interests

No declarations of interests were made.

114. Minutes of the last Parish Council meeting held on the 14th November, 2016

The minutes of the last meeting held on the 14th November, 2016 were presented. The Parish Council **agreed** that they were a true record of the proceedings. The Chairman signed the minutes.

115. Matters Arising

a. Review of utility costs

The Chairman reported that he had emailed Scottish Power to express concern that the meter readings for the gas supply to the Parish Council offices was not being reflected in the bills received. The Parish Council was receiving monthly bills giving standard charges. Scottish Power was investigating the concerns.

The Parish Council **agreed** that the investigation of the utility costs be deferred until the issues of the gas charges has been resolved

Chairman's Signature..... Date.....

b. War Memorial

The Clerk reported that Historic England had informed the Parish Council that the War Memorial had been classed as a Grade II Listed Structure by the Department for Culture, Media and Sport. The restoration work had been completed and the protective sacking removed.

c. Allotments

The Clerk reported that following the last meeting he had written to the owners of the Killinghall Row and Belle View Allotments asking if the lease on both could be extended from one to five years to enable grants to be obtained to alleviate flooding. No response had been received and he will write again asking for a response.

The Clerk also reported that he had written to the Head of Streetscene at Darlington Borough Council to ask for contacts to carry out a survey in the area of the Sadberge Road allotments which suffered from flooding. He had not received a reply and would be contacting him again. The Clerk indicated that he would write to the Environment Agency and Northumbrian Water to find a contact to carry out the survey work.

d. Keyholders and Signing in Procedures

The Chairman reported that keyholders for the Parish Council offices had been identified. The Clerk was arranging for the padlock to be changed and new keys issued. The signing in book for everyone entering the building and when they left was in place and was backed up by notices.

The Parish Council **agreed** to note the report on matters arising from the last Parish Council meeting.

116. Water Park

a. Maintenance Plan Update

The Chairman of the Parish Council reported that the post on the bank side had not yet been installed but it will be installed when the weather improves.

b. Fishing Club – Progress and Options

The Chairman of the Parish Council reported that the no progress had been made with the Fishing Club using the ponds. The cost of providing a fence which the Fishing Club requested was prohibitive and would result in parts of the footpath around one of the ponds being inaccessible to walkers. Unauthorised night fishing had taken place recently and he had major concerns about the amount of the weeds in the ponds. As a result he had approached Durham Wildlife Trust to discuss possible options for using the Water Park. The meeting with the Trust will take place on Monday 9th January, 2017 at 2.30 p.m.

c. Flyboarding Proposal

Representatives from Acqua Flight gave a presentation on their request to use Pond 2 for flyboarding from 10 a.m. to 4 p.m. on Fridays during school holidays and at the same times on Saturdays and Sundays from April to October.

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Acqua Flight would be responsible for the upkeep and maintenance of Pond 2 and its immediate area and would ensure that noise was kept to a minimum. If anti-social behaviour occurred the persons responsible would be asked to leave the site. No alcohol would be allowed on the site. No more than 1 acqua flight would take place at any one time without the prior consent of the Parish Council. A launch/lake fee would be subject to agreement with the Parish Council. A fully qualified instructor would be on the Jet Ski in Pond 2 at all times and will give immediate attention in the event of an incident. A gazebo will be erected on site where medical services will be located. It was envisaged that there would be eight launches each day.

The Parish Council asked for an action plan from Acqua Flight to enable it to determine what it could be like in the Water Park. Concerns were expressed about noise and the effects on wildlife.

The Parish Council **agreed** that no decision on the request be taken at the meeting and would inform Acqua Flight when a decision had been taken by the end of January, 2017 following discussions with Durham Wildlife Trust.

d. Membership of the Committee

The Chairman of the Parish Council reported that the Darlington and District Model Boat Club will be represented by Mr. E. Lazenby. No official response had been received from the Community Centre for a representative. Councillor Mrs. Gilsenan will ask the Community Centre for the name of a representative for the Water Park Committee.

e. Insurance Claim

The Clerk reported that the claimant had written directly to the Parish Council about his claim and he had forwarded the claimant's letter to the Parish Council's insurers. The Parish Council's insurers had asked for further information on the Litter Picker's duties which was being sent to them.

The Parish Council **agreed** to note the Water Park report.

117. Planning Matters

Councillor Mrs. Gilsenan reported that a meeting of the Planning Committee had been held on the 7th December, 2016 and gave details of the decisions taken.

a. Planning Applications Received

The following planning applications had been received and the decisions taken by the Committee.

- i. 16/01093FUL - Erection of two storey extension to rear, 24 Washington Avenue Middleton St George DL2 1HE.

The Committee agreed that no comment be made on this application.

- ii. 16/01171/DD - Determination as to whether prior approval is required for demolition of former Scout Hut Location: Scout Hut Neasham Road, Middleton St George.

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The Committee agreed that no comment be made on this application.

iii. 16/01170/DC - Demolition of garages No. 13 to No. 18 and erection of 6 No. sectional precast garages, Play Area and Garages, Haxby Road, Middleton St. George.

The Committee agreed that no comment be made on this application.

The following planning application had been withdrawn.

16/01208/FUL Variation of condition 3 (approved plan) of planning permission 09/0836/FUL dated 24th August, 2011 for the erection of 2 No. detached dwellings with associated car parking, access and landscaping works to permit construction of an attached garage and garden room to each dwelling and improved front door location and amended location of internal boundary fence and parking at Mown Meadow, 64, Middleton Lane, Middleton St. George.

b. Integration Letter to Darlington Borough Council

The Chairman of the Parish Council reported that he had circulated the integration letter to Parish Councillors. The last Parish Council meeting on the 14th November, 2016 had agreed that the letter be put on the website for one week and then to the Borough Council.

The Parish Council **agreed** the contents of the letter, putting the letter on the website for one week to enable comments to be received and after the end of the one week the letter be sent to Darlington Borough Council's Principal Planning Officer.

c. Possible plans for new Church Centre

Councillor Mrs. Gilsean reported that two representatives from the St. Laurence's Church Parochial Church Council had attended the Planning Committee meeting on the 14th December, 2016. The response from the Church to the three options which had been proposed at the Planning Committee meeting on the 9th November, 2016 was positive especially about a joint building with the Parish Council but no discussions had been held with the Diocese. There were issues of funding and no plans had been drawn up. The Clerk will be visiting Durham Records Office in the New Year to find out the contents of the deeds for the land in the Water Park which had been deposited at the Records Office and will report back on his findings.

118. Financial Matters

Councillor Mrs. Beadle reported that a meeting of the Finance Committee had been held on the 12th December, 2016.

a. Financial Statement, Progress against the Budget and Bank Reconciliation

i. Financial Statement

The Financial Statement gave the income, expenditure and balances in the Parish Council's accounts as at the 6th December, 2016 were:

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Barclays Saver Account 1: £21,235.15.

Barclays Saver Account 2: £16,210.29

Darlington Credit Union Account: £5,018.66

Barclaycard: £500 limit minus £18.71 expenditure authorised by the Parish Council on the 14th November, 2016 and £44.82 expenditure to be authorised under the payments authorised section of the minutes of this meeting.

Community Account: £43,135.16.

ii. Progress against the budget

The Progress against the Budget Statement as at the 6th December, 2016 showed that the projected carry forward from the 2016-17 financial year to the 2017-18 financial year will be £25,671.24.

iii. Bank Reconciliation

The bank reconciliation on the 7th December, 2016 showed that the balance of the Community Account held by the Parish Council was £43,135.16 and the balance of the Community Account at the bank was £43,159.16 which was a difference of £24.00. This was due to one cheque for £24.00 had not been cleared by the bank.

b. Payments Received and Outstanding

No payments had been received and there was one outstanding invoice for payment to D. France, Stonemason for restoration work on the War Memorial £654.00

c. Payments for Approval

The following payments were approved:

Date	Supplier	Amount
12.11.16	Scottish Power – Gas monthly payment	£1.00
14.12.16	D. France Stonemason. Restoration Work on the War Memorial	£654.00
14.12.16	Barclaycard Payments – See Financial Statement 1.4 for details	£44.82
23.12.16	BT Hub monthly payment	£34.49
23.12.16	J. D. Lynn – Litter Picker	£489.60
23.12.16	C. I. Wood – Cleaner	£70.00
23.12.16	A. W. Macnab - Clerk	£559.80
23.12..16	M. Palfreman – Grounds Maintenance	£653.00
23.12.16	Tees Valley Security	£2148.00
	Total	£4,654.71

d. Budget and Precept Setting for 2017-18.

The Finance Committee at its meeting held on the 5th December, 2016 received the projected budgets for the

Chairman's Signature..... Date.....

2017-18 and 2018-19 financial years which included the recommended level of the precept for the 2017-18 financial year.

The Finance Committee had recommended to the Parish Council that the precept for the 2017-18 financial year be £45,182 to reflect the loss of the Council Tax Support Grant.

Following a discussion, the Parish Council **agreed** that the precept for the 2016-17 financial year be £45,182.

e. Report on Internal Auditor's half yearly audit.

The Clerk reported that the internal auditor's half yearly audit of the finances of the Parish Council had been held on the 5th December, 2016. The internal auditor was compiling his report which would be sent to the Parish Council.

f. Staff Pensions

The Clerk reported that discussions was being held with the Citizens Advice Bureau about the suitability of a pension scheme for the Litter Picker who had indicated during his appraisal meeting that he would like to be a member of a pensions scheme. The Clerk stated that he would be writing to the Litter Picker with details and to ask him to take a decision on his membership of a pension scheme. The deadline for automatically enrolling the Litter Picker with the Pensions Regulator was the 4th January, 2017.

119. Playground

Councillor Everett reported on the following playground issues.

a. Health and Safety Check

The Clerk had carried out the health and safety check which was being forwarded to Councillor Crowther, the Chair of the Health and Safety Committee.

b. Maintenance Issues

The fencing work had not been completed. Councillor Everett was asked to send the Clerk a list of materials he needed in order for the work to be completed to enable the materials to be purchased.

c. Dog Fouling and Notices

The on-going problem of dog fouling on the playing field was discussed. It was also reported that the dog bin in Neasham Road near St. George's Academy had not been emptied for some time.

Following a discussion, the Parish Council **agreed** that the Clerk:

- i. Arrange for 6 dog fouling signs be purchased which were similar to the signs erected in Middlesbrough; and
- ii. Ask Darlington Borough Council's Streetscene Team to empty the dog bin in Neasham Road.

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120 Community Liaison

The Chairman of the Parish Council reported that the Christmas message had been placed on the website.

121. Christmas Tree

The Chairman of the Parish Council reported that residents would be collected by members of Darlington Rotary Club free of charge. Arrangements were being made for the collection point for the trees to be identified and the date when the trees should be placed in the collection point.

These arrangements did not apply to the Parish Council's Christmas Tree which would have to be collected by the Borough Council.

122. IT and CCTV

a. CCTV & Security lights - Update.

The Chairman of the Parish Council reported that the CCTV system had been installed and was working. He had asked the company which supplied the cameras and CCTV to supply a camera for the play area.

b. External Drive for Data Back Up

The Chairman of the Parish Council reported that there was a need for a data back up to be purchased for the information contained on the lap top.

The Parish Council **agreed** that external drive data backup be purchased for the lap top.

123. Quorum at Finance Committee meetings

The Clerk reported that the last meeting of the Finance Committee on the 5th December, 2016 had agreed that the Parish Council's Standing Orders be amended to state that the quorum only applied to Parish Council meetings because the Finance Committee had four members and it had been found that if two members were absent the business of the Committee could not be transacted.

Following a discussion, the Parish Council **agreed** that the membership of the Finance Committee be increased from four to five members and Councillor M. Robertson be co-opted onto the Committee.

124 Carol Service

The Chairman of the Parish Council reminded Councillors that the Carol Service will be held on Sunday 18th December, 2016 at 3 p.m. in St George's Church.

125. Dates of next Committee and Parish Council Meetings

The Parish Council agreed the following dates for meetings in January 2017:

a. Finance Committee – Monday 9th January 2017.

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- b. Planning Committee – Wednesday 11th January, 2017.
- c. Parish Council Meeting – Monday 16th January, 2017.

Chairman’s Signature..... Date.....