



Middleton St George Parish Council

msgclerk@aol.com

www.middleton-st-george.org.uk

Minutes of the ordinary meeting of the Parish Council held on Monday 15th May, 2017 in the Parish Council Meeting Room

Present: Councillor C. Pease (Chairman),
Councillor Mrs. E. Robertson (Vice Chairman)
Councillor Mrs. M Beadle
Councillor S. Crowther,
Councillor C. Everett,
Councillor Mrs. C. Gilsenan,
Councillor Mrs. V. Greenwell,
Councillor A. Hill,
Councillor M. Robertson,
Councillor M. Wilson.
Alan Macnab, (Clerk)

In attendance: John Angus, Retired PCSO, Durham Constabulary
4 Members of the Public.

The meeting started at 6.30 p.m.

200. Presentation to John Angus

Prior to the start of the meeting a presentation was made to former PCSO John Angus to mark his retirement. John was thanked for his 12 years excellent service to the village and a gift of a wrist watch was presented to him by the Chairman.

201. Chairman's Opening Address

The Chairman had no matters to report under his opening address.

202. Apologies for absence

Apologies for absence were received from Ward Councillors B. Jones, Mrs. D. Jones and S. York.

203. Declarations of Interests

Councillors Mrs. M Beadle, M Wilson and C Everett declared an interest in Minute No. 211 Allotments.

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

204. Minutes of the last Parish Council meeting held on the 10th April, 2017

The minutes of the last meeting held on the 10th April, 2017 were presented. The Clerk pointed out that there was an error in Minute No. 194 Standards. The reference to the Communication Policy should be deleted and replaced by the Complaints Policy.

The Parish Council noted the amendment and **agreed** that they were a true record of the proceedings subject to the above amendment be made to the minutes.

205. Matters Arising

a. Staff Pensions

The Clerk reported that problems were being experienced with enrolling the Litter Picker into the NEST pensions scheme through the NEST website and he had sought help from the County Durham Association of Local Councils. He had also written to NEST for guidance on how to enrol the Litter Picker. There had not been any replies to date.

The Clerk was asked if retrospective payments would be made. The Clerk responded that this would depend on whether the Litter Picker was willing to make retrospective payments as well.

b. Village Emblem and Flag

The Chairman reported that St. George’s Academy would be pleased to run a competition for the children to design a village emblem. He had provided the details and awaited confirmation from the Headteacher.

Two Union flags and one St. George’s flag had been ordered. The St. George’s flag had been received and it was expected that the two Union flags would be delivered during the week commencing the 15th May 2017.

c. Transfer to County Durham Association of Local Councils

The Chairman reported that this had now been completed.

d. Sign at the entrance to the Water Park

The Chairman reported that the sign at the entrance to the Water Park stating that the gates would be closed at 8 p.m. had been removed.

e. Giant Knotweed Spraying

The Chairman reported that spraying at the riverside at The Front had been completed but a second spraying would take place later in the season.

f. MUGA Fence Repair

The Chairman reported that he had replaced the damaged fencing panel. The damaged panel was awaiting

Chairman’s Signature..... Date.....

collection by Darlington Borough Council's Street Scene Team.

g. Ground Maintenance Monitoring

The Chairman reported that the monthly standing order payment to the Ground Maintenance Contractor had been stopped and he was starting to submit invoices detailing the work he had carried out. His work had been monitored and payments were being made through bank transfers.

h. Repairs to the Grassed Area Opposite Platform One

The Chairman had contacted the utilities company which had carried out unsatisfactory repairs to the grassed area opposite Platform One. As a result, they had conducted further work by replacing topsoil and reseeding.

The Parish Council **agreed** to note the reports on the matters arising from the previous meeting.

206. Water Park

The Chairman reported on the following matters:

a. Maintenance

The Chairman had emptied the litter bin in the MUGA which was being missed from the collection schedule. The Clerk was asked to find out the Borough Council's timetable for bin emptying and request a key so they can be emptied if overflowing with litter.

b. Bushes

The Chairman had trimmed back the bushes in the grounds of the Community Centre overhanging the access road. The Clerk was asked to contact Darlington Borough Council to remove the cuttings.

c. Fishing

Planks and general debris had been left near the pond which is used for fishing. The fishing club have been directed to remove the planks and general debris.

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

207. Planning Matters

Councillor Mrs. Gilsenan reported that a meeting of the Planning Committee was held on the 10th May, 2017 and gave the issues which had been considered and the decisions taken at the meeting.

a. Planning Applications Received

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

17/00298/FUL. Erection of first floor extension above existing single storey garage at 5 Westacres, Middleton St. George.

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

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

17/00206/ADV. Display of 1 non-illuminated dual-sided freestanding sign at Mown Meadow, 64 Middleton Lane, Middleton St. George.

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

17/00169/PLU. Certificate of Lawfulness for Proposed Development - Erection of Single Storey Extension to Rear. 14, Hunter's Green, Middleton St. George.

The Committee agreed that that the Parish Council should respond as it appears not to be appropriate for a Certificate of Lawfulness (as it is for an extension) and should go through the full planning process to allow neighbours to comment on it.

Following the meeting the Clerk wrote to Darlington Borough Council giving the Committee's decision. The response from Darlington Borough Council was that the application was not a planning application in the normal sense. It was an application for a Certificate of Lawfulness for a proposed use. Essentially, it was a request from the applicant for a formal determination on whether his proposal requires planning permission or not. The Borough Council had already given an informal view last year that permission was not required. This was a legally binding request for a determination from the Council to establish that planning permission was not required. In these circumstances, no consultation would take place.

The Parish Council considered that the application for the erection of a single storey extension to the rear of the property was a change of use by the creation of an extension to the property and by going through the planning application process it would permit neighbours to comment on the application.

17/00190/TFC. Notification To Carry Out Works To A Tree In A Designated Conservation Area - Prune Back Overhanging Branches To Give 4M Clearance. 63B, Middleton Lane, Middleton St. George. (For pruning only).

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

11/00202/CONA. Approval of details reserved by condition 4 (Site Investigation Report), condition 5 (Dwelling Fabric), condition 7 (Travel Plan) and condition 10 (Landscaping) attached to planning permission 11/00202/FUL dated 05 September 2011 for the erection of 26 bed dementia care unit, cafe to main hall, entrance to hall and 36 No independent living bungalows (C2 Residential Institutions) with replacement caretakers lodge (amended application form and additional Parking Plan received 1 July 2011) (amended description 31 August 2011). Middleton Hall Retirement Village, Middleton St. George.

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

17/00308/FUL. Erection of single storey extension to the side, 10 The Spinney Middleton St. George.

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

The Parish Council **agreed:**

- i. To note the report on the Planning Committee's decisions where no comments were made.

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

ii. In respect of application 17/00169/PLU. Certificate of Lawfulness for Proposed Development. Erection of Single Storey Extension to Rear. 14, Hunter's Green, Middleton St. George. The Clerk will write to the Principal Planning Officer of Darlington Borough Council with the Parish Council's view that the application was a change of use by the creation of an extension to the property and by going through the planning application process it would permit neighbours to comment on the application.

b. Update on 350 houses and District Centre at Durham Tees Valley Airport

Councillor Mrs. Gilsenan had expressed concern that the minutes of Darlington Borough Council's Planning Applications Committee on the 29th March, 2017 which considered the application did not record the reasons why the application was granted, or the voting, but rather gave the decision and conditions.

SAVE Teesside Airport Campaign had requested the Call In to the Secretary of State for Communities and Local Government but it had been rejected by the Secretary of State who had referred the application back to Darlington Borough Council.

c. Meeting with Phil Wilson MP

At the MP's request, the Chairman had contact his office, twice, to arrange a meeting to discuss the housing developments in Middleton St. George without success.

The Committee agreed that Councillor Pease should contact the MP for Sedgefield Constituency again after the General Election.

d. Durham NDP Networking Event

The Chairman's report on the Networking Event had been circulated to the Parish Council. He had raised concerns at the Event that if a Neighbourhood Development Plan was developed and agreed by residents in a referendum, it was not going to be accepted by the Borough Council as it did not integrate with a Local Plan that they didn't have. Furthermore, as it is likely to take up to 2 years to finalize, the number of planning applications being approved in the meantime means it would be constantly overtaken by events.

A better approach would be to work with Darlington Borough Council as part of the planning process to ensure any developments that are planned and approved attract the appropriate Section 106 agreements for improvements to infrastructure and services.

e. Middleton St. George Development Workshop on the 30th March, 2017.

A report from the Workshop had been circulated to Parish Councillors. The Committee considered that the Parish Council's focus should be to develop the well-being, health, recreation, education and transport and to preserve the character of the village.

The Clerk had written to Darlington Borough Council to ask what the next steps will be following the Workshop.

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

f. Temporary Doctor’s Surgery, Middleton Hall Retirement Village

Councillor Crowther reported that the move of the doctor’s surgery to Middleton Hall Retirement Village was imminent and expressed concern about access to the new location especially by residents with disabilities and those without access to transport. He pointed out that there were only two buses which pass the entrance to the Middleton Hall where the surgery will be located both ways each day and asked how residents will access the new location.

Following a discussion, the Parish Council **agreed** that the Clerk will write to the Ward Councillors to confirm if an agreement has been made for bus services to and from the temporary doctor's surgery at Middleton Hall.

g. Yarm Road/Killinghall Row Development – Pre Application Meeting with Saddington and Taylor, Planning Consultancy

The Chair referred to the leaflet about the proposed development which had been delivered to residents in the area and reported that the pre application meeting with Saddington and Taylor, Planning Consultants was held on the 19th April, 2017. The development at Yarm Road/Killinghall Row would consist of 43 houses including a minimum of 20% affordable housing.

208. Financial Matters

Councillor Mrs. Beadle gave the following financial report.

a. Financial Statement, Progress against the Budget and Bank Reconciliation for the 2016-17 Financial Year

i. Financial Statement

The Financial Statement gave the income, expenditure and balances in the Parish Council’s accounts as at the 8th May, 2017

Contingency Barclays Saver Account 1: £21,313.08.

Contingency Barclays Saver Account 2: £16,269.78

Reserves Darlington Credit Union Account: £5,068.78

Barclaycard: £500 limit.

Expenditure

Date	Supplier	Amount
27.04.2017	Amazon. Purchase of 2 Union Flags and 1 St. George’s Cross Flag	£4.54
	Total	£4.54

Community Account: £79,446.16

Chairman’s Signature..... Date.....

ii. Progress against the budget

The progress against the budget statement showed that the projected year end carry forward to the 2018-19 financial year would be £22,410.51.

iii. Bank Reconciliation

The bank reconciliation on the 8th May, 2017 showed that the Community Account spreadsheet held by the Parish Council and the Community Account held by the bank was the same £79,446.16.

b. Payments Received and Outstanding

Payments In:

Date	Customer	Amount
01.04.2017	Balance transfer from 2016-17	£36,424.91
13.04.2017	Darlington Borough Council. Precept	£45,182.00
13.04.2017	HM Revenue and Customs. VAT repayment January to March 2017	£569.66
25.04.2017	Darlington & District Model Boat Club Rent and Electricity	£880.60
	Total	£83,057.17

Payments outstanding:

Date	Supplier	Amount
15.05.2017	Councillor Mrs. M. Beadle. Cleaning Materials for the Parish Council Offices	£13.95

c. Payments for Approval.

Date	Supplier	Amount
05.04.2017	Dave Petty Decorator.	£700.00
24.04.2017	Councillor C. Pease. Reimbursement for purchasing gift to PCSO Angus	£69.99
24.04.2017	Rennyco Ltd. Supply of replacement fencing panel for the MUGA	£60.00
23.05.2017	BT Hub Monthly	£35.89
15.05.2017	Councillor Mrs. M. Beadle. Cleaning Materials for the Parish Council Offices	£13.95
15.05.2017	Julia Storey. Belle View Allotments Rent – June to December 2017	£125.00
15.05.2017	County Durham Association of Local Councils Annual Subscription	£579.03

Date	Supplier	Amount
15.05.2017	Gordon Fletcher Internal Audit of 2016-17 Accounts	£125.00
15.05.2017	Drain Devil. Replacing gullies and clearing tree roots in gullies in the Water Park	£1,475.00
15.05.2017	M. Palfreman Grounds Maintenance. April 2017	£666.41

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

15.05.2017	I. R. Hindle. Creation of car park at front of Parish Offices	£2,856.00
20.05.2017	Barclaycard Commercial. Purchase of two union flags and one St. George's flag	£4.54
31.05.2017	Cleaner – C.I. Wood	£70.00
31.05.2017	Litter Picker – J. D. Lynn	£510.00
31.05.2017	Clerk – A. W. Macnab	£559.80
	Total	£7,850.61

It was proposed by Councillor Mrs. Beadle and seconded by the Chairman that the payments be made which was **agreed** by the Parish Council.

d. Internal Auditor's Report

The Internal Auditor's report was circulated before the meeting. The Parish Council had significantly improved its internal controls and there were no recommendations from his audit and he gave the Council Full Assurance on its internal controls.

The Clerk reported that the annual return will now be presented to the Annual Parish Council Meeting on the 22nd May, 2017 for approval.

e. Timetable of Controls Update

The timetable of controls, which had been updated by the Clerk for the period April to June 2017, was circulated before the meeting. The table gave the controls which were being carried out by the Parish Council to ensure it complies with its Financial Regulations.

f. Losses and Liabilities

The Clerk reported that there were no losses and liabilities which could result in claims being made against the Parish Council.

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

209. Playground and Playing Field

Councillor Everett reported on the following matters in relation to the playground and playing field.

a. Health and Safety Check

The Clerk reported that he was carrying out weekly checks of the playground and playing field.

b. Funding

The issue of repairs, maintenance and replacement of the play equipment was raised. There was a need to earmark funding in the budget for such issues. It was suggested that money could be provided from the developers under Section 106, but this could not be relied on. The Chairman had discussed the provision of funds from the Section 106 account which is held by the Borough Council with Councillor Mrs. D. Jones to offset work planned for the Water Park. It has been since confirmed that £4,553.64 of S106 funding is held by DBC,

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

primarily for children’s activities. The council will consider implementing a separate budget line for replacement of park equipment.

c. Maintenance

Councillor Everett reported that the fence had been repaired.

d. Use of the Playing Field

It was reported that the football club which had used the playing field may not be using the field again as the club would be disbanded. In the meantime, the goal posts would be taken down and for the goalmouth areas to be repaired. During the summer the installation of some small goals was being investigated.

The Parish Council **agreed** to note the report and asked Councillor Everett to obtain prices for small goal posts.

210 Standards

Councillor Mrs. Gilsean reported that policy documents will be submitted to the Annual Parish Council meeting on the 22nd May, 2017 for approval.

211 Allotments

Councillor M. Wilson raised an issue at the Sedberge Road Allotments where a portion of hedge has been removed and a private gate and fence has been erected to gain access to plot 2. The Parish Council was responsible for maintaining the hedges at the allotments.

Following a discussion, the Parish Council **agreed** that the Clerk will write to the Secretary of the Middleton St. George Allotments Association to demand the removal of the unauthorised gate and fence and that the hedge be reinstated without delay.

212 Parish Council Maintenance

The Chairman reported on the following maintenance issues.

a. Car Park

The car parking area in front of the Parish Council offices had been completed. Prices had been obtained for further work to the boat club and fishing club car parks, ramp and footpath around the ponds. Funding was approved at the April meeting and the Chairman would contact the contractor to begin the work. Once the suitability of the work has been checked the contractor would be asked to provide a quote for the Community Centre car park.

b. CCTV and Lighting

Three separate requests had been received recently from the police to review CCTV information. In one instance pictures were provided for the police to take action against motor cyclists in the Water Park. Action was taken against the offenders and the Parish Council thanked for its assistance.

Chairman’s Signature..... Date.....

The Chairman asked if long ladders could be provided to enable the cleaning of the CCTV cameras and to readjust the external lights on the office building.

c. Seating on The Front, Middleton One Row

Ward Councillor B. Jones had drawn the condition of the seating on The Front at Middleton One Row. The Chairman had investigated the condition of the seating. There were 15 benches in total on The Front of various types and repair.

Following a discussion, the Parish Council **agreed** to contact The Friends of the Front to ask how many seats were needed on The Front and to discuss which benches should be cleaned, repainted or removed.

d. Maintenance

The Chairman reported that a local resident, Mr. Karl Holmes, had offered to help with maintenance work in the village. Mr. Holmes was present at the meeting and his offer was gratefully accepted.

e. Trees on The Front, Middleton One Row

Councillor Mrs. Beadle asked if the survey of the trees on The Front had taken place. The Clerk responded that he had asked the Borough Council's Senior Arboricultural Officer for a price for surveying the trees but he had not received a reply and he would write again to ask for a price for the survey.

f. Future Projects

It was suggested that consideration be given to creating a village nature or walking trail as a future project.

213 Date of Next Meeting

The Annual Parish Council Meeting on Monday 22nd May, 2017 at 6.30 p.m. in the Parish Meeting Room.

The meeting ended at 8.10 p.m.

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