



Middleton St George Parish Council

www.middleton-st-george.org.uk

msgclerk@aol.com

From: Alan Macnab, Clerk to the Parish Council

To: Members of the Middleton St. George Parish Council

You are hereby summoned to attend a meeting of Middleton St. George Parish Council at the in the Parish Council Office on **Monday 12th March, 2018 at 6.30 p.m.** for the transaction of the following business.

AGENDA

1. Chairman's opening address.
2. Public Participation Session – 15 minutes. Each person to speak for a maximum of 3 minutes. It would be helpful if members of the public write to the Clerk (email: msgclerk@aol.com) in advance of the meeting to advise if they wish to speak at the meeting.
3. Apologies for Absence.
4. Declarations of interest.
5. Minutes of the Parish Council meeting held on the 12th February, 2018 (enclosed).
6. Matters arising.
Story/Miller Homes Site – Update.
7. Parish Councillor Vacancy.
8. Planning Matters. (Councillor Mrs. C. Gilsenan). Notes of the meeting held on the 7th March, 2018.
 - a. Planning applications received. (See Annex A).
 - b. Report and updates on planning applications:
 - 17/01151/RM1. Land to the rear of High Stell. 198 dwellings, Middleton St. George.
 - 17/01195/OUT. Outline planning application for the erection of up to 430 residential dwellings (Use Class C3) with associated landscaping and engineering works, 3 new retail units and provision of new single form Primary School. Field OSGR E435309 N513463, Yarm Road, Oak Tree, Middleton St. George.
 - 17/01175/FUL. Residential housing development consisting of 63 No dwellings together with car parking, landscaping and associated infrastructure. Field OSGR E435292 N513607, Yarm Road, Oak Tree, Middleton St. George.
 - c. Section 106 Developer Agreements.
 - d. Asset of Community Value – Field to the rear of High Stell.
 - e. Surgery, Middleton Hall Retirement Village – Update.
 - f. Middleton St. George Master Plan – Update.
 - g. Darlington Local Plan. Designated Green Spaces.
 - h. Neighbourhood Development Plan Update.
 - i. Public Rights of Way.
 - j. Other matters to report.
9. Financial Matters (Councillor Mrs. M. Beadle). Notes of the meeting held on the 5th March, 2018
 - a. 2017-18 Financial Report, Progress against the Budget, Bank Reconciliation and Bank Statement as at the 5th March, 2018 (report enclosed).
 - b. Payments received and outstanding. (See Annex A.)
 - c. Payments for approval. (See Annex A.)

- d. Timetable of Controls – March 2018 (report enclosed).
 - e. Councillor internal audit of accounts from 1st November, 2017 to 28th February, 2018.
 - f. Preparation for the Annual Audit and Annual Return. Draft Annual Governance Statement and Annual Statutory Return (enclosed for information).
 - g. Preparation for the Annual Audit and Annual Return. Review of the Effectiveness of Internal Controls (enclosed for Approval)
10. Budget 2018-19 Amendments.
 11. Review of Utility Charges.
 12. Request for a Section 137 Grant. Middleton St. George Community Centre to purchase a defibrillator - Further Information.
 13. Parks and Grounds (Councillor M. Wilson).
 - a. Water Park – Broken Stile – Update, Safety Sign (quotations received for decision)
 - b. Playground and Playing Field. Health and Safety, Maintenance Issues, Repair Work to Play Area, Car Park Sign (quotations received for decision to be tabled at the meeting), Draft Car Parking Agreement (to follow) and Draft Playing Field Hiring Agreement (enclosed for comment)
 - c. The Front.
 - d. Projects – Adult Play/Exercise Equipment.
 14. The Whinnies Nature Reserve (Councillor Mrs. M. Beadle).
 15. Speed Monitoring.
 16. Standards Committee (Councillor Mrs. Gilsenan).
 - a. Parish Councillor Training.
 - b. Important Documents List.
 - c. Website update.
 - d. Parish Clerk appraisal arrangements.
 - e. Disabled access to the Parish Council Offices/Meeting Room.
 17. Annual General Meeting, Annual Assembly and Ordinary Parish Council Meeting May 2018. Further consideration and agreement (Councillor Mrs. Gilsenan).
 18. Reviewing and Updating the following leases and policies (enclosed):
 - a. Model Boat Club Lease
 - b. Fishing Club Lease.
 - c. Freedom of Information Policy.
 - d. Communications Policy.
 - e. Complaints Policy.
 - f. Fire Safety Risk Assessment.
 19. General Data Protection Regulations – Update. Training. Data Retention Policy (to follow).
 20. Clerk's Hours, Appraisal and Membership of the Society of Local Council Clerks.
 21. Local Councils Awards Scheme
 22. Battle's Over. A Nation's Tribute – Update.
 23. To consider posting PACT Crime Figures on the PC website and Facebook Page, subject to format approval by Durham Police
 24. Councillors Reports and Items for Future Meetings.
 25. Date of Next Meeting – 16th April, 2018 at 6.30 p.m.

ANNEX A

PLANNING APPLICATIONS

| Reference No | Location | Proposal |
|--------------|--|---|
| 18/00007/TF | 19, Church Lane, Middleton St. George | Works to 1 No. Sycamore tree protected under Tree Preservation Order (No. 8) 2017 – 30% crown reduction |
| 18/00048/CU | Felix House Surgery, 75, Middleton Lane, Middleton St. George. | Change of use from (D1) doctors surgery to form part of existing dwelling house (C3) |

FINANCIAL

Payments In:

| Date | Customer | Amount |
|------------|---|----------------|
| 21.02.2018 | Darlington and District Model Boat Club. Electricity Charges 01.11.2017 to 14.02.2018 | £129.83 |
| | Total | £129.83 |

Payments In - Outstanding:

| Date of invoice | Customer | Amount |
|-----------------|---|----------------|
| 02.02.2018 | Middleton Fisheries. Rent for using ponds 2 and 3 for February 2018 | £100.00 |
| 01.03.2018 | Middleton Fisheries. Rent for using ponds 2 and 3 for March 2018 | £100.00 |
| | Total | £200.00 |

Payments for Approval:

| Date | Supplier | Amount |
|-------------|--|------------------|
| 12.03.2018 | Scottish Power – Gas Monthly | £55.00 |
| 12.03.2018 | M. Palfreman. Grounds Maintenance February 2018 | £666.41 |
| 12.03.2018 | HM Revenue and Customs Clerk’s PAYE November 2017 to January 2018 | £419.40 |
| 12.03.2018 | St. George’s CE Academy. Hall Hire 27 th January, 2018. | £40.00 |
| 19.03.2018 | Barclaycard Commercial | £83.19 |
| 22.03.2018 | BT Hub Monthly | £37.99 |
| 30.03.2018 | Cleaner - C. I. Wood Pay | £70.00 |
| 30.03.2018 | Litter Picker - J. D. Lynn Pay | £510.00 |
| 30.03. 2018 | Clerk - A. W. Macnab Pay | £559.80 |
| | TOTAL | £2,441.79 |

Summary

Community Account as at the 27th February, 2018

| Income: | Outgoing: | Balance |
|-------------------------------|------------|---------|
| Carried forward | £36,424.91 | |
| Precept | £45,182.00 | |
| Contribution to Litter Picker | £2,800.00 | |
| VAT Refund | £2,886.69 | |
| Rent and Electricity: | | |
| Model Boat Club | £1,074.40 | |
| Rent: Fishing Club | £400.00 | |
| Projects Section 106 | £4,553.64 | |
| Reimbursements | | |
| - Electricity | £374.63 | |
| -Gas | £71.75 | |

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|---------------|-------------------|-------------------|-------------------|
| Totals | £93,768.02 | £47,794.05 | £45,973.97 |
|---------------|-------------------|-------------------|-------------------|