



Middleton St George Parish Council

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Draft Minutes of the ordinary meeting of the Parish Council held on Monday 16th April, 2018 in the Parish Council Meeting Room

Present: Councillor Mrs. C. Gilsenan (Vice Chairman),
Councillor Mrs. M. Beadle,
Councillor S. Crowther,
Councillor N. Embleton
Councillor Mrs. V. Greenwell,
Councillor L. Foggett,
Councillor M. Robertson,
Alan Macnab, Clerk.

In attendance: 3 members of the public.

The meeting started at 6.30 p.m.

412. Chairman's Opening Address

The Vice Chairman chaired the meeting because of the absence of the Chairman and welcomed everyone to the meeting. The Vice Chairman reminded the meeting to be aware that it may be recorded and they should not interrupt the meeting unless they were called upon to speak by the Chair of the meeting.

Councillor Crowther announced that he had recently been married and members congratulated Councillor Crowther and his wife.

413. Public Participation Session

No issues had been notified to the Clerk before the meeting.

414. Apologies for absence

Apologies for absence was received from the Chairman, Councillor M. Wilson and Councillor R. Goodchild work commitments.

The Parish Council **agreed** to accept the apologies for absence.

415. Declarations of Interests

Councillor Foggett declared an interest in Minute No. 425 as Secretary of the Middleton St. George Allotment Association. The Vice Chairman declared an interest in Minute Nos. 422 and 423.1 as a Committee Member of Middleton St. George Community Association.

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416. Minutes of the Parish Council Meeting on the 19th March, 2018 and the Special Meeting of the Parish Council

The minutes of the Meeting of the Parish Council held on the 19th March, 2018 and the 26th March, 2018 were presented.

The Parish Council **agreed** the minutes of both meetings were a true record of the proceedings and the Vice Chairman signed the minutes.

417. Matters Arising

a. Story/Miller Homes Site – Update

Councillor Robertson reported that there were no issues which he was aware of on the site. The Clerk reported that a resident had reported that the lights were left on the site during the evenings of the 13th and 14th April. The Enforcement Officer had been informed and the Site Manager had agreed that the lights will be switched off when work ends each day.

b. Arrangements for the Annual Parish Council Meeting and Annual Assembly

The Clerk reported that he had been informed by the Community Centre that the meeting could not be held in one of its rooms on the 21st May, 2018. Councillor Crowther agreed to give the Clerk contact details for the WI Hall.

The Vice Chairman reported that Annual Reports were also due from the Chairman of the Parish Council and Chairs of Committees.

The Parish Council discussed topics which could be discussed during the Annual Assembly which may be of interest to the public and suggested that the railway hub and actions taken to prevent more housing developments in the Parish.

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

418. Co-option Complaint and Decision Notice from the Monitoring Officer

The Parish Council received in the papers for the meeting the complaint which was dated the 12th September 2017, the Monitoring Officer's report following his investigation of the complaint.

The Parish Council **agreed** to apologise to the complainant and the complainant thanked the Parish Council for their apology. The complainant also stated that he would speak separately to the Chairman of the Parish Council about the matter.

419. Parish Councillor Vacancy – Election Date

The Clerk reported that the election for the vacancy for a Parish Councillor will be held on the first Thursday in May 2018 (Thursday 3rd May, 2018).

The Clerk reported that he had been asked by the Elections Officer if poll cards were required. Because the decision was needed by the 29th March. Because poll cards had been issued for previous elections he had

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agreed that poll cards be issued for this election.

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

420. Planning Matters

The Vice Chairman reported that a meeting of the Planning Committee was held on the 10th April, 2018 and gave details of the matters considered by the meeting.

420.1 Planning Applications Received

The following planning application was received

18/00224/CON Approval Of Details Reserved By Condition 3 (External Materials), 4 (Construction Management), 7 (Off-Site Highway Works), 9 (Surface Water Drainage), 10 (Surface Water Management), 12 (Surface Water And Foul Water Drainage), 13 (Overland Flow Conditions). This is related to the 44 houses at Yarm Road - 17/00847/FUL. Field At OSGR E434813 N513507 Yarm Road, Middleton St. George.

The Planning Committee decided that Councillor Foggett would prepare a response for consideration at the Parish Council meeting.

The Parish Council **agreed** that no comment be made on this application.

420.2 Reports and Updates on Current Planning Applications

a. 17/01151/RM1. Land to the rear of High Stell. 198 dwellings, Middleton St. George.

A resident gave an update on the results of discussions with his solicitor which indicated that in granting planning permission to the development Darlington Borough Council's Planning Applications Committee may have failed:

- to consider the Borough Council's own policies and procedures for such developments;
- to consider the impact on neighbours; and
- to check that the policies to control and regulate the development were in place before granting planning permission.

The Vice Chairman reported that following the Planning Committee meeting on the 10th April, 2018 the Clerk had written to the Planning Officer asking when the Rights of Way Extinguishment and Diversion Order will be made, for confirmation that the Construction Management Plan would be submitted to the Borough Council's Planning Applications Committee, the archaeological/geophysical survey was a condition of granting approval, the issue of ownership of one of the access points to the site and the issue of phasing of the development.

The response from the Planning Officer was that:

He could not confirm when the Rights of Way Order would be applied for because it was in the hands of the developer. The Parish Council will be consulted when the Order is made.

The requirement placed on the developer to have the construction management plan agreed by the Local Planning Authority had not changed. The additional step introduced by Members was that it should first be

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brought to the Planning Applications Committee for their agreement. This will take place when it is submitted to the Council.

Before development takes place there would be a need for a geophysical survey of the site, trial trenching of the site, mitigation (depending on the results of the above two phases). The Planning Officer had received comments from the County Archaeologist and was aware of Cade's Road.

The latest position regarding access to the site was unchanged. Details of the construction management plan will give consideration to the dwellings which have been highlighted and will be considered by members when received.

Condition 2 enabled the Local Planning Authority to ensure and new access trigger points are such as to minimise impacts on local residents as much as possible.

The Planning Committee agreed to recommendation to the full Parish Council that Darlington Borough Council and the Developer be contacted, highlighting that they had stated at the Borough Council's Planning Applications Committee on 14th March, 2018 that they would discuss safety measures for the reservoirs with the Parish Council (not at the expense of the Parish Council). Neither the Developer nor Darlington Borough Council had made reservoir safety measures the subject of a Section 106 Agreement, or had carried out their own risk assessment, based on the close proximity of the proposed development).

Following a discussion, the Parish Council **agreed** to:

- i. Approach a solicitor who has planning law experience for initial advice, and bring this back to the next Parish Council meeting for a decision to write to the Ombudsman or not.
- ii. install the safety signs first at the entrances to the reservoirs in the Water Park, and defer to next meeting the decision of whether or not to approach the developer about the reservoirs and protection.

b. 17/00911/FUL – Convenience Store and 10 houses, Yarm Road

The Vice Chairman reported that the Parish Council had objected to the planning application and she had presented the Parish Council's objections to the Borough Council's Planning Applications Committee on the 4th April, 2018. The Vice Chairman also reported that the Planning Officer had read out an email from Ward Councillor Mrs. D. Jones in support of the application, which had not been uploaded onto Borough Council's website at that time. The Planning Applications Committee approved the application.

c. 16/00396/OUT – 55 Houses Lancaster House, Durham Tees Valley Airport

It was reported that the Ward Councillors were still working on the improved bus service to serve this development but that discussions with the bus company takes time.

d. 17/01195/OUT – 430 houses, etc., Field OSGR E43507 N513463, Yarm Road, Oak Tree, Middleton St. George

The Vice Chairman reported that a notice of amended plans had been submitted to the Parish Council and a request had been made for an extension for the Parish Council to comment on the revised plans to the 15th May, 2018. A response had not been received and it was considered that a special meeting may need to be convened if the extension was not granted.

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420.3 Proposed Gladman Development, Neasham Road, Middleton St. George

The Clerk reported that he had written to the Chairman of Neasham Parish Council asking for a joint meeting between his Parish Council and Middleton St. George Parish Council to discuss the proposals with the developer because the proposed development was in both parishes. A reply was awaited.

420.4 Section 106 Developer Agreements

The Clerk suggested that a Special Meeting of the Parish Council be convened to put together a list of projects which may be funded from the Section 106 developer agreements. The Vice Chairman indicated that there was a need to obtain clarification from the Borough Council on the terms used and the type of projects which may be funded from developments which had been granted planning permission. There was also a need to update the projects list from the Borough Council with the Section 106 agreement for the convenience store and 10 houses in Yarm Road which had recently been granted planning permission,

The Parish Council **agreed** that:

- i. A special meeting of the Parish Council be held when clarification on the terms used and type of projects which may be funded from Section 106 money is obtained from the Borough Council.
- ii. The Vice Chairman will update the list of projects to include the recently granted planning permission for the convenience store and 10 houses in Yarm Road for which a Section 106 agreement was put in place as a condition of planning permission.

420.5 Public Rights of Way

It was reported that the Borough Council’s Rights of Way Officer will be attending the next Planning Committee meeting on the 9th May, 2018 to discuss public footpaths in the Parish. Mrs. Shorney will be invited to attend the meeting.

420.6 Middleton St. George Master Plan – Update

It was reported that no further updates had been received. The Vice Chairman was concerned about the discrepancies between all the Borough Council’s maps for Middleton St. George within the Local Plan (Call for Sites Map, Housing Land Assessment Map, and Draft Spatial Plan)

The Clerk was asked to write to the Borough Council about the discrepancies.

420.7 Darlington Local Plan. Designated Green Spaces.

The Vice Chairman reported that a list of designated green spaces had been submitted to the Borough Council but some had been rejected and that there was now a need for evidence to be provided to the Borough Council to support the designations.

The Vice Chairman was co-ordinating the list of green spaces. Councillors were asked to submit evidence to support their designation of green areas which will then be submitted by the Clerk to Darlington Borough Council.

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420.8 Other Matters

8.1 Fighting Cocks Heritage Hub

The Vice Chairman reported that Ross Chisholm, the Planning Officer of the Friends of the Stockton and Darlington Railway attended the Planning Committee on the 10th April, 2018 and had given details of the proposed heritage hub at Fighting Cocks which was part of the successful Heritage Action Zone bid for the Stockton and Darlington Railway.

8.2 Overdevelopment of Middleton St. George

The Clerk reported that he had made a request to the Chairman of the Darlington Association of Parish Councils for a special meeting of the Association to discuss the increase in major housing development planning approvals in villages.

8.3 Response to the Government Consultation on the new National Planning Policy Framework

The Vice Chair submitted the draft response to the consultation.

The Parish Council **agreed** the response to be sent to the Ministry of Housing and Local Government and to the CPRE to inform their own submission.

8.4 Hedgerow Protection

The Vice Chairman reported that the Planning Committee that agreed to recommend that a survey should be carried out on the hedgerows in the Parish.

Councillor Mrs. Beadle reported that Durham Wildlife Trust stated that the Parish Council needs to look on the websites for surveying hedgerows. She did so and there were so many different categories so that in her opinion the Parish Council needed to look at the hedges around each development and either ask Middleton wildlife group to help survey or employ an ecologist. Durham Wildlife Trust did state that it had problems in carrying out this work and they could recommend an ecologist.

8.5 CPRE Newsletter

The Vice Chairman reported that she had circulated a draft of the newsletter in advance of the meeting because she had provided information on the number of houses that had been granted permission, and because she was named in the article. The Parish Council had to agree to the article and to the fact that the Vice Chairman was named as providing the information under the Parish Council's Communications Policy.

The Parish Council **agreed** to the Vice Chairman being named in the article and to the provision of information on the number of houses.

8.6 18/00160/OUT Planning Application for Middleton Stables (up to 30 houses)

The Vice Chairman reported that this application was outside the Parish boundary to the north west on the other side of the A67, at Sadberge Road. There was only the Ward mentioned on the application reference (Sadberge and Middleton St. George) but no Parish, and there has not been any response from Sadberge Parish and the Parish Council had not been consulted. As it was on the edge of the Parish, and would affect Middleton St. George, it would have been useful to know what was going on and to be consulted.

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8.7 Street Naming. New Housing Development, Yarm Road, Middleton St. George

The Vice Chairman reported that Darlington Borough Council had informed the Parish Council that the developer had suggested that the new development be called Barnfield Gardens and asked if the Parish Council had any objection to this name being used.

The Parish Council **agreed** that it was not in favour of Barnfield Gardens being used and asked that a number of other suggestions be put forward for consideration.

421. Financial Matters

Councillor Mrs. Beadle gave the following report on the Parish Council's finances which had been circulated to the Parish Council before the meeting.

421.1 Final 2017-18 Financial Report

a. Parish Council Accounts

Contingency - Saver Account 1 – Barclays	- £21,353.80
Contingency - Saver Account 2 – Barclays	- £16,300.86
Reserves - Account with Darlington Credit Union	- £5,081.45
Barclaycard Expenditure March 2018:	
Two lever arch files and plastic wallet holders	- £4.30
Community Account:	
Income	- £96,568.02
Expenditure	- £52,140.05
Balance as at 31st March, 2018	- £44,427.97

b. Progress against the Budget

The progress against the budget statement showed that:

The budgeted income at the beginning of the financial year was £91,806.91. The actual income at the end of the financial year on the 31st March, 2018 was £96,568.02.

The budgeted expenditure at the beginning of the financial year was £69,577.00. The actual expenditure at the end of the financial year on the 31st March, 2018 was £52,140.05.

Overall spending was under-budget and the balance to be transferred to the 2018-19 financial year was £44,427.97.

c. Bank Reconciliation

The bank reconciliation as at the 31st March, 2018 showed that the Community Account spreadsheet balance held by the Parish Council was £44,427.97 and the Community Account balance held by the bank

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was £44,467.97. A difference of £40.00 which was because one cheque 200027 for £40.00 had not been cleared by the bank.

d. Bank Statement

The bank statement for the Community Account on the 31st March, 2018 showed that the balance on this date was £44,467.97.

421.2 2018-19 Financial Report as at the 9th April, 2018.

a. Parish Council Accounts

Contingency - Saver Account 1 – Barclays	- £21,353.80
Contingency - Saver Account 2 – Barclays	- £16,300.86
Reserves - Account with Darlington Credit Union	- £5,081.45 B
Barclaycard Expenditure April 2018	- Nil
Community Account:	
Income	- £45,283.68
Expenditure	- Nil
Balance as at 9th April, 2018	- £45,283.68

b. Progress against the Budget

The surplus carry forward from 2017-18 to 2018-19 was £44,467.97. The projected income for the 2018-19 financial year was £98,921.54 and the projected expenditure was £60,453.42 which would result in an anticipated surplus carry forward of £38,468.12 to the 2019-20 financial year.

c. Bank Reconciliation

The bank reconciliation as at the 9th April, 2018 showed that the Community Account spreadsheet balance held by the Parish Council was £45,283.68 and the Community Account balance held by the bank was £45,283.68. There was no differences between the accounts.

d. Bank Statement

The bank statement for the Community Account on the 9th April, 2018 showed that the balance on this date was £45,283.68.

421.3 National Minimum Wage increase from 1st April, 2018

The Clerk reported that the National Minimum Wage increased from £7.50 per hour to £7.83 per hours on the 1st April, 2018. The only employee who received the National Minimum Wage was the Litter Picker.

421.4 Payments received and outstanding

The following payments had been received and were outstanding.

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a. Payments Received.

Date	Customer	Amount
22.03.2018	Darlington Borough Council. Litter Picker Recharge April to September 2018	£2,800.00
	Total	£2,800.00

b. Payments outstanding

Date	Customer	Amount
03.04.2018	Middleton Fisheries. Rent for using ponds 2 and 3 for April 2018	£100.00
01.04.2018	Darlington Borough Council. 2018-19 Precept	£45,100.00
	Total	£45,200.00

c. Payments for Approval

Date	Supplier	Amount
12.04.2018	Scottish Power – Gas Monthly	£55.00
13.04.2018	SSE Southern Electric Electricity Quarterly	£22.70
16.04.2018	M. Palfreman. Grounds Maintenance March 2018	£666.41
16.04.2018	Barclaycard Commercial	£4.30

Date	Supplier	Amount
22.04.2018	BT Hub Monthly	£37.99
30.04.2018	Cleaner - C. I. Wood Pay	£70.00
30.04.2018	Litter Picker - J. D. Lynn Pay	£532.44
30.04. 2018	Clerk - A. W. Macnab Pay	£559.80
	TOTAL	£1,948.64

The Parish Council **agreed** that the payments given be approved

421.5 Timetable of Controls for April 2018

The Timetable of Controls Report for April 2018 was presented.

The Clerk reported that the actions in the report had been carried out. He stated that a review of the utility contracts was on going and grounds maintenance contracts should be reviewed at the May 2018 Ordinary Parish Council meeting, no losses, liabilities or damage which could lead to claims had been received since the last report and the Model Boat Club’s lease which had been agreed at the last Parish Council meeting would be re-issued.

The Parish Council **agreed**:

- a. To note the report on the Timetable of Controls report and the actions which had been taken to comply with the Timetable of Controls for April 2018.
- b. To review the grounds maintenance contract at the Ordinary Parish Council meeting in May 2018.

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421.6 Councillor Audit Report for the period November 2017 to February 2018

Councillor Mrs. Beadle reported that Councillor Goodchild had carried out the audit of the accounts for the period November 2017 to February 2018. The accounts and procedures were satisfactory but he had asked that paper evidence of all payments to the Parish Council be provided. The Clerk reported that this had now been carried out.

421.7 Annual Governance and Accountability Return (AGAR) for 2017-18 – Progress Report, Guidance on completing the return and Timetable

The Clerk reported that the Annual Governance and Accountability Return Form had been received from Mazars, the external auditors together with guidance for completing the form, the supporting evidence which must be provided and the timetable for sending the completed return to them. Work was progressing well to complete the form and the form would be completed and supporting evidence provided in time for the visit of the Internal Auditor on the 25th April, 2018. The return which included the Annual Governance Statement will then be submitted to the Annual Parish Council meeting on the 21st May, 2018 and will then be submitted to Mazars as soon as the Annual Parish Council meeting has ended.

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

422. Offer for the Parish Council to use the Community Centre for meetings

The Clerk reported that at the last meeting of the Parish Council on the 12th March, 2018 a resident who was an Officer of the Middleton St. George Community Centre had offered the Parish Council the use of the Community Centre for meetings.

Following a discussion, the Parish Council **agreed** that because meetings of the Parish Council were normally held on Monday evenings and the Community Centre had events on that evening the offer be declined.

423. Section 137 Grants

The Vice Chairman declared an interest in this minute in respect of the consideration of the grant to the Middleton St. George Community Centre (Minute No. 423.1) to provide a defibrillator and took no part in the discussions.

423.1 Grant to Middleton St. George Community Centre to provide a defibrillator

The Clerk reported that a request had been made for the decision taken on funding to the Middleton St. George Community Centre to purchase a defibrillator be reconsidered. The Parish Council were concerned that there would be costs involved in providing power to the defibrillator.

The Parish Council **agreed** to delay its decision on funding until all the costs are provided by the Community Centre.

423.2 Request for a contribution to the Go Fund Me Cause to engage legal representation against the over development of Middleton St. George

The Clerk reported that a resident had requested that the Parish Council consider making a contribution towards legal representation against the over development of Middleton St. George.

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Under Section 137 of the Local Government Act 1972 a local authority may incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants and the direct benefit accruing to its area or residents is commensurate with the expenditure incurred

The Parish Council **agreed** that no contribution be made because it would be contrary to Section 137 of the Local Government Act, 1972, because the outcome of any litigation was uncertain and therefore any contribution made would not directly benefit the area or part of the area, or to some or all of the inhabitants and there would not be any direct benefits which would accrue to the area or residents which would be commensurate with the expenditure incurred.

423.3 Grant to Middleton St. George District Allotments and Gardens Annual Show

The Clerk reported that a request had been received from the Secretary of the Middleton St. George Allotments and Gardens Annual Show for a contribution towards it Annual Show on the 18th August, 2018.

The Parish Council **agreed** that a grant of £100 be made to Middleton St. George Allotments and Gardens Annual Show.

424. Parks and Grounds

424.1 Quotations for Safety Signs

The Parish Council received three quotations for providing the following safety signs:

5 Safety 'Warning Deep Water' signs for the entrances to the Water Park and 1 liability disclaimer sign for the entrance to the Playing Field Car Park on Woodlands Green.

Following an examination of the quotations, the Parish Council **agreed** that the quotation of £606.55 from Signs Express for supplying the signs be accepted.

424.2 Quotations for drainage work in the Water Park

Councillor Mrs. Beadle reported that two quotations had been received for further drainage work at the front of the Parish Council offices and on Community Centre land in the Water Park.

Following a discussion, the Parish Council **agreed** to defer consideration of the quotations to the next Parish Council meeting on the 14th May, 2018.

424.3 Water Park

a. Broken Stile

The Clerk reported that the broken stile had not been repaired and he will ask the Rights of Way Officer when it will be repaired when he attends the Planning Committee meeting on the 9th May, 2018.

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b. Complaint

The Clerk reported that a resident had written to the Parish Council complaining that the Water Park did not comply with the Disability Discrimination Act 2015 and the Equality Act 2010. The paths were uneven and dangerous for people with disabilities, unsuitable for pushchairs and wheelchair users, the steps up to the paths were dangerous, the rubbing trail could not be used for people with disabilities and the nature walk was overgrown.

Following a discussion, the Parish Council **agreed** that the resident be informed that the higher levels in the Water Park were unsuitable for wheelchair users and push chairs.

424.4 Play Area and Playing Field

a. Health and Safety

Councillor Crowther reported that he had inspected the play area and playing field and there were no health and safety concerns.

b. Maintenance Issues and Repair Work to the Play Area

No maintenance issues or repair work to the Play Area were reported.

c. Suggestion for the shared use of the playing field

The Clerk reported that a request had been received from the Chairman of Middleton Rangers Junior Football Club and a resident for his club to share the use of the playing field. A request was also made by a resident for mini football team to use the playing field.

It was suggested that the Parish Assembly may be possibly be an occasion where residents could give their views.

Following a discussion, the Parish Council:

- i. Agreed in principle for the shared use of the football field.
- ii. Agreed to the written proposal by the Chairman of Middleton Rangers Junior Football Club
- iii. That, since the current season was now drawing to a close, there was little point in using the draft Agreement that the Parish Council had considered at its last meeting, and revised, with the current team. However, it was agreed that this Agreement would be carefully revised further, taking into consideration these new developments and proposals, in order for it to be ready for the new arrangements.
- iv. Agreed that the Parish Council would enter into an Agreement with each individual club, and have an all-encompassing calendar with fixtures and use of all the teams, and so be able to monitor the situation properly. Discussions with each team/club, and individual Agreements with each club.

d. Draft Car Parking Agreement

The Clerk reported that he had discussed a car parking agreement with Mr. Hill. The following agreement had been reached:

Chairman’s Signature..... Date.....

- i. The car park will be used for the exclusive use of the staff of Hills News Londis between the hours of 8 a.m. and 5 p.m. Monday to Friday.
- ii. The car park will be kept open at all times
- iii. All users of the car park do so at their own risk and the Parish Council will not accept liability for any accidents, damage or loss incurred to vehicles or their contents.
- iv. The Parish Council will not make any charge for using the car park.

The Parish Council **agreed** the agreement with Mr. Hill and the gate at the entrance to the car park be removed.

424.5 The Front

The Clerk reported that an email had been received from the new owners of The Devonport at Middleton One Row drawing the Parish Council’s attention to the unsafe and unsightly nature of a piece of land in front of the hotel which was owned by the Parish Council and asked for the Parish Council to make the area safe by resurfacing it.

Following a discussion, the Parish Council **agreed** that the new owners of The Devonport be asked to repair this land at their cost.

424.6 Projects – Adult Play/Exercise Equipment

The Parish Council **agreed** that discussion on this item be deferred to the next Parish Council meeting.

425. Sadberge Road Allotments Hedge

Councillor Foggett declared an interest and took no part in the decision which was subsequently made on the Acceptance of the quotation for restoration work to the hedge.

The Parish Council received a letter from Councillor Foggett which enclosed two quotations for the restoration of the hedge on the allotments. Councillor Foggett explained that when the utilities were being put into the Sadberge Road housing estate the work affected the hedge on the Sadberge Road side of the allotments. The work resulted in damage to the hedge to the extent that it was dying. Three quotations were requested to repair the hedge but only two quotations were received.

The Parish Council examined the two quotations received and **agreed** that the quotation received from Lazenby Landscapes for supplying and planting 31 meters of a native hedgerow which amounted to £400 be accepted.

426. The Whinnies Nature Reserve

There was nothing to report.

427. Speed Watch

Councillor Crowther reported training on the equipment had been carried out but the equipment was found to

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be faulty.

428. Policy and Procedures

428.1 New Parish Councillor Training

The Clerk reported that new Parish Councillor training will be held on Monday 23rd April, 2018 at 6.30 p.m., in the Parish Council Meeting Room.

428.2 Parish Councillor Code of Conduct Training

The Clerk reminded the Parish Council that the Code of Conduct Training will be held on either the 6th June, 2018 at 5.30 p.m., Committee Room 1, Darlington Town Hall or the 13th June, 2018 at 10 a.m., Committee Room 1, Darlington Town Hall.

He asked if Councillors can let him know which of the two dates they wished to attend the training.

428.3 Website update

Councillor Foggett reported that there were no problems with the website but that the email provision needed to be updated.

429. General Data Protection Regulations – Update

It was reported that Councillor Foggett and the Clerk had attended the Darlington Association of Parish Councils Briefing on GDPR on the 12th April, 2018.

The Draft Document Retention and Disposal Policy had been sent to Parish Councillors before the meeting but it was considered that the draft policy needed further consideration.

The Parish Council **agreed** that the Draft Document Retention and Disposal Policy be considered at the next Parish Council meeting on the 14th May, 2018.

430. Crime Figures on the Parish Council website and Facebook page – Update

The Vice Chairman reported that she had asked Durham Constabulary if the crime figures for the village can be published on the Parish Council's website and Facebook page. The response was that this was not permitted but a link to the police website would be acceptable. Councillor Foggett reported that a link can be introduced on the Parish Council's website to the police website.

431. Battle's Over. A Nation's Tribute Update

Councillor Mrs, Beadle reported that she would be discussing how the village can commemorate the centenary of the ending of the First World War with the Middleton St. George History Group and it was appropriate to mention it at the Annual Assembly on the 21st May, 2018.

432. Councillors Reports and Items for Future Meetings

No Councillors reports were given and no items for future meetings were raised.

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

433. Dates of Next Meetings

It was reported the following two meetings will be held:

Ordinary Meeting of the Parish Council on Monday 14th May, 2018 at 6.30 p.m. in the Parish Council Meeting Room.

Annual Parish Council Meeting/Annual Assembly on Monday 21st May, 2018 at 6.30 p.m. in the WI Hall, Neasham Road, Middleton St. George.

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