



# Middleton St George Parish Council

[www.middleton-st-george.org.uk](http://www.middleton-st-george.org.uk)

[msgclerk@aol.com](mailto: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 10<sup>th</sup> December, 2018 at 6.30 p.m.** for the transaction of the following business.

## AGENDA

1. Chairman's opening address. Action Sheet.
2. Conferring the title of Honorary Freedom of Middleton St. George on Mrs. Valerie Porter. Scroll and Citation to be presented (enclosed).
3. 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](mailto:msgclerk@aol.com)) in advance of the meeting to advise if they wish to speak at the meeting.
4. Apologies for Absence.
5. Declarations of interest.
6. Minutes of the Parish Council Meeting on the 12<sup>th</sup> November, 2018 (enclosed).
7. Matters arising.
8. Co-option to the Parish Councillor Vacancy. Co-option Procedures (enclosed).

## Financial

9. To receive reports on the following matters.
  - a. Financial Report 2018-19 as at the 3<sup>rd</sup> December, 2018.
  - b. Payments received and outstanding and payments for authorisation (See Annex A).
  - c. Timetable of Controls for December 2018 (report enclosed).
  - d. Councillor's audit report July to September 2018.

## Planning

10. Issues reported by a resident about the Sadberge Road site.
  - 10.1 Issues reported by residents about the High Scroggs development.
11. NDP Working Group report (enclosed)
12. Section 106 Update.
13. To consider the following planning application:  
  
18/00992/FUL. Erection of a detached garage to rear. 52, Thorntree Gardens, Middleton St. George.

14. To receive an update on the Parish Council's response to Gladman Developments Limited's appeal to the Planning Inspector on the proposed development of land in Neasham Road, Middleton St. George.
- 14.1 Planning Applications Committee. Wednesday 12th December 2018 at 1.30 p.m. in Darlington Town Hall:

18/00591/FUL. Variation of condition 3 (Approved Plans) attached to planning permission 16/01256/FUL dated 19th June 2018 for residential development comprising 12 No. dwellings (Revised Scheme) - to permit the substitution of house types and amended layout. Field to the east of the Oak Tree Inn, Yarm Road, Oak Tree, Middleton St. George.
15. Request for a Section 137 Grant. Middleton St. George Community Centre to purchase a defibrillator – Update.
16. Grounds Maintenance Contract.
  - a. July and September 2018 invoices from the current Grounds Maintenance contractor (Email from the contractor enclosed, payments made to the contractor and the July and September 2018 invoices from the contractor enclosed).
  - b. Opening of the Quotations and Awarding the Contract for 2019-20.
17. Parks and Grounds.
  - a. Water Park.
    - Broken Stile – Update.
    - Safety Signs – Update.
    - Ponds Structural Survey. To consider the quotations and award the contract (enclosed).
    - Incidents in the Park – Water Watcher.
    - Fishing Club.
    - Drains and Gullies.
    - Street Lights.
  - b. Playground and Playing Field.
    - Health and Safety Report
    - RoSPA Inspection – Repairs Update.
    - Zip Wire ground surface. Email from Darlington Borough Council suggesting more robust surfaces (enclosed).
  - c. The Front, Middleton One Row
    - Cleaning of seating on The Front - Update.
    - Trees Project – Update.
18. The Whinnies Nature Reserve (Councillor Mrs. M. Beadle).
19. Policy and Procedures
  - a. Website update.
  - b. Disabled access to the Parish Council Offices/Meeting Room.
  - c. Assets Register (to follow).
20. MSG PC Speed Monitor – Update.
21. Community Speed Watch – Update.
22. Northumbria in Bloom.
  - a. Next Year's Entry
  - b. Forming a Community Group Update.

23. Recording Equipment for Meetings (to be circulated at the meeting)
24. Councillors Reports and Items for Future Meetings.  
Heritage on Track Project (Email enclosed).
25. Date of Next Meeting:  
Monday 14<sup>th</sup> January, 2019 at 6.30 p.m. Finance  
Monday 28<sup>th</sup> January, 2019 at 6.30 p.m. Planning

#### ANNEX A

#### FINANCIAL

##### Payments In:

Date	Customer	Amount
29.11.2018	Darlington Borough Council. Reimbursement of cancelled planning application fee.	£117.00

##### Payments for Approval:

##### December Payments

Date	Supplier	Amount
10.12.2018	HM Revenue and Customs Clerk's PAYE August to December 2018 see below)	£766.68
10.12.2018	Stackhouse Poland Ltd. Insurance Brokers. Additions for War Memorial and Tommy to the insurance policy	£54.66
10.12.2018	Scottish Power Gas Monthly	£71.26
10.12.2018	M. Palfreman. Grounds Maintenance. November 2018	£679.83
10.12.2018	Darlington Borough Council. Repair to surface below zip wire	£79.30
10.12. 2018	Julia Storey Belle Vue Allotments Rent	£125.00
10.12.2018	Groundwork North East and Cumbria. Second Phase payment for work on The Front Heritage Views Project £350.00 + £70.00 VAT	£420.00
10.12.2018	Middleton St. George Local History Group. Commemoration of the Centenary of the end of the First World War Exhibition	£70.00
10.12.2018	L. Mason. Production of Freedom Scroll for presenting to Mrs. Porter	£25.00
16.12..2018	Barclaycard Commercial. Amazon Purchase of Union Flag plus delivery costs £25.90, CDS Darlington. New Keyboard for Laptop £20.00. Springfield Post Office. 12 first class stamps £8.04.	£53.94
16.12.2018	BT Hub Monthly	£42.91
21.12.2018	Cleaner - C. I. Wood Pay	£70.00
21.12.2018	Litter Picker - J. D. Lynn Pay	£532.44
21.12.2018	Clerk - A. W. Macnab Pay	£633.60
	<b>Total</b>	<b>£3,624.62</b>

##### Clerk's PAYE

Month	Gross Pay	PAYE	Net Pay
April 2018	£699.60	£139.80	£559.80
May 2018	£699.60	£139.80	£559.80
June 2018	£699.60	£139.80	£559.80
July 2018 National Pay Award	£718.80	£143.76	£575.04

Plus Arrears to 01.04.2018	£57.60	£11.88	£45.72
<b>Total</b>	<b>£776.40</b>	<b>£155.64</b>	<b>£620.76</b>
August 2018	£718.80	£143.76	£575.04
September 2018	£718.80	£143.76	£575.04
October 2018			
Pay Increase	£792.00	£158.40	£633.60
November 2018	£792.00	£158.40	£633.60
December 2018	£792.00	£158.40	£633.60

### PAYE Payments made to HM Revenue and Customs

Date	Period	Payment
24.05.2018	April 2018	£139.80
12.09.2018	May to July 2018	£431.28
	May 2018	£139.80
	June 2018	£139.80
	July 2018	143.76
	Arrears	£7.92
	<b>Total</b>	<b>£431.28</b>
<b>Note:</b>	Arrears should have been £11.88 not £7.92	

### Payments to be made to HM Revenue and Customs

Period	Payment
August 2018	£143.76
September 2018	£143.76
October 2018	£158.40
November 2018	£158.40
December 2018	£158.40
Plus arrears	
Difference	
£11.88 - £7.92	£3.96
<b>Total Payment</b>	<b>£766.68</b>

### Summary

2018-19 Community Account as at the 3<sup>rd</sup> December 2018.

### Income

Carried forward from 2017-18	£44,427.97
Darlington Borough Council Precept	£45,182.00
Middleton Fisheries. Rent	£600.00
Model Boat Club Rent and Electricity	£731.79
HM Revenue and Customs VAT Refund	£1,773.01
Reimbursement. Safety Signs and	£645.50

installation and cancellation of planning application	
Darlington Borough Council Litter Picker's grant 01.10.2018 to 31.03.2019	£2,800.00
<b>Income Total</b>	<b>£96,160.27</b>

### Expenditure

VAT	£1,229.72
Utilities	£1,660.87
Administration and Printing	£80.54
Website	£250.00
PAYE	£850.68
Expenses/Training	£27.00
Grounds Maintenance	£4,065.56
Audit	£465.00
Insurance and Health and Safety	£1,262.61
Section 137 Grants	£814.49
Salaries	£9,536.96
The Front	£980.00
Projects	£1,163.92
Christmas Costs	£500.00
Allotments	£125.00
PC Property Maintenance	£730.46
Northumbria in Bloom	£125.00
Subscriptions	£694.34
Reimbursements	£40.03
Election	£4,911.48
Barclaycard subscription	£32.00
<b>Total</b>	<b>£29,045.66</b>

Income	-	£96,160.27
Expenditure	-	<u>£ 29,045.66</u>
<b>Balance as at 3<sup>rd</sup> December 2018</b>		<b>£67,114.61</b>