



Middleton St George Parish Council

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Minutes of the Meeting of the Parish Council held on Monday 20th May, 2019 in the Parish Council Meeting Room

Present: Councillor Mrs. C. Gilsenan (Chairman),
Councillor S. Crowther (Vice Chairman),
Councillor Mrs. M. Beadle,
Councillor Mrs. H. Bullock,
Councillor L. Foggett,
Councillor S. I'Anson,
Alan Macnab, Clerk.

In Attendance: Mr. W. Appleton, Wally's Angling Club.

The meeting started at 6.30 p.m.

936. Chairman's opening address

The Chairman thanked everyone for their help with making the Parish Assembly on the 18th May a success and it was well attended. £23.70 had been raised for the village's entry to the Northumbria in Bloom competition. There were a number of Neighbourhood Plan consultation leaflets left which would be made available to residents. The Chairman reported that she will be writing to the speakers and the groups to thank them. The points which are raised by residents will be taken forward.

937. Appointment of Parish Councillors with Co-ordinating/Committee Responsibilities

Councillor Foggett reported he could not hold the co-ordinating responsibilities for Parks, Grounds and Allotments because he was an office holder with the Middleton St. George Gardens and Allotments Association.

The Chairman asked for the Vice Chairman's name to be added to the NDP Working Group."

The Chairman wished to verify what was agreed regarding membership of the NDP Working Group (i.e. that it was agreed that it remain unchanged). Therefore, Councillor Crowther would need to be included

The Parish Council **agreed** that Councillor S. I'Anson will be the co-ordinator for Parks, Grounds and Allotments and the Vice Chairman be added to the NDP Working Group.

938. Public Participation Session

The Clerk informed the meeting that no members of the public had notified him that they wished to address the Parish Council.

939. Apologies for absence

An apology for absence was received from Councillor A. Blacklee because of work commitments.

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

The Parish Council **agreed** to accept the apology received from Councillor Blacklee.

940. Declarations of Interests

No declarations of interests were made.

941. Minutes of the Special and Ordinary Parish Council Meetings on the 15th April, 2019

The minutes of the Special Parish Council Meeting and the Ordinary Parish Council Meeting on the 15th April, 2019 were presented.

The Parish Council **agreed** that they were a true record of the proceedings both meetings and the Chairman signed the minutes at the end of the meeting.

942. Angling Club Report

Mr. Appleton circulated photographs of dogs in the ponds and dead fish in one of the ponds and he reported that dogs continued to be off their leads in the Water Park. It was reported that four residents had complained to the Parish Council about recently installed signage which asked for dogs to be kept on a lead in the Water Park. The Parish Council responded that there were signs which stated that dogs must be kept on a lead in the Park but it was difficult for it to be enforced. The Parish Council can only advise dog owners to keep their dogs on the lead in the park.

Mr. Appleton asked the Parish Council to consider fencing off the ponds where fishing took place but the Water Park was a public area which would go against this principle.

Following a discussion it was **agreed** that Mr. Appleton will email the Clerk with a list of proposals to make fishing more secure. The Parish Council needed time to consider the proposals and this should be done at a Special Parish Council meeting convened for this purpose.

943. Matters Arising from the Minutes

942.1 Acceptance of the Freedom and arrangements for the presentation

The Clerk reported that Mrs. Bulloch had accepted the honour of Freedom of the Village and was both touched and honoured by the award. The Clerk was asked to contact Mrs. Seniscal to find out when the gathering will be held in September to mark Mrs. Bulloch's retirement.

942.2 Section 137 Grant. County Durham Citizens Advice

The Clerk reported that a letter had been received from County Durham Citizens Advice which clarified if it was responsible for giving advice to residents in Darlington Borough. The letter indicated that Darlington was not covered by its services.

The Parish Council **agreed** not to make a Section 137 grant to County Durham Citizens Advice but that a £100 grant be made to Darlington Citizens Advice instead.

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

942.3 Proposal to site the Tommy in the Garden of Remembrance

Councillor Bullock reported that the Parish Council's offer to donate the Tommy statuette was taken to the Parochial Church Council who accepted the offer. The location of the statuette was still under discussion with the Diocesan Architect. The Clerk was asked to see if there were instructions with the statuette to help the Architect to design an appropriate location for the statuette.

943. Financial Matters

943.1 Financial Report 2019-20

Councillor Mrs. Beadle gave the financial report as at the 15th May, 2019.

a. Parish Council Accounts

Contingency - Saver Account 1 – Barclays		- £21,396.74
Contingency - Saver Account 2 – Barclays		- £16,333.64
Reserves - Account with Darlington Credit Union		- £5,087.79
Barclaycard Expenditure April/May 2019:		
Box of A4 Printing Paper	£13.50	
1 lever arch file and subject dividers	£3.00	
2 lever arch files	<u>£3.50</u>	£20.00
Community Account:		
Income		- £110,250.48
Expenditure		- <u>£4,485.53</u>
Balance as at the 15th May, 2019		£105,764.95

b. Progress against the Budget

The anticipated income for the 2019-20 was £117,724.60 and the anticipated expenditure was expected to be £63,276.00 with a carry forward surplus balance of £54,448.60 to the 2020-21 financial year. The Clerk agreed to remove the year end variance from budget column.

c. Bank Reconciliation

The bank reconciliation as at the 15th May, 2019 showed that the Community Account spreadsheet balance held by the Parish Council was £105,764.95 and the Community Account balance held by the bank was £105,779.44. A difference of £14.49 which was the result of cheque numbers 200044 for £4.50. and 200046 for £9.99 not being cleared by bank.

d. Bank Statement

The bank statement for the Community Account on the 15th May, 2019 was presented and showed the balance in the Community Account at the bank was £105,779.44.

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

943.2 Payments received and payments for authorization

The following payments were received:

Date	Customer	Amount
16.04.2019	W. Appleton. Angling Club Rent 6 months	£600.00
09.05.2019	Darlington and District Model Boat Club – Rent and Electricity	£694.02
	Total	£1,294.02

The following payments were submitted for authorisation by the Parish Council:

Date	Supplier	Amount
07.05.2019	Scottish Power Gas Monthly	£81.00
12.05.2019	Scottish Power. Electricity Monthly	£80.00
17.05.2019	Barclaycard Box of A4 printing paper, 1 lever arch file and subject dividers and 2 lever arch files	£20.00
20.05.2019	Jo Anne Garrick. Neighbourhood Plan Support	£840.00
20.05.2019	County Durham Association of Local Councils. Annual Subscription	£588.02
20.05.2019	Councillor Mrs. Gilsean. Purchase of materials for the Annual Parish Assembly	£7.94
20.05.2019	Councillor Mrs. Gilsean. Reimbursement for payment of Annual Parish Assembly Fliers	£82.84
29.05.2019	BT Hub	£40.49
31.05.2019	Cleaner - C. I. Wood Pay	£70.00
31.05.2019	Litter Picker - J. D. Lynn Pay	£558.28
31.05.2019	Clerk - A. W. Macnab Pay	£654.72
	Total	£3,023.29

The following were agreed a priori by the Parish Council:

- a. Jo-Anne Garrick fee. The Parish Council agreed, at the meeting of 10th December 2018, to engage Jo-Anne based on her NDP Proposal and Fees, given that we would be reimbursed once the grant funding was received.
- b. Parish Assembly flyers. The Parish Council agreed the draft flyers and printing quote, at its meeting on 15th April 2019.

The Parish Council **agreed** that the payments for May 2019 be approved.

943.3 Timetable of Controls for May 2019

The Timetable of Controls report for May 2019 was presented.

The Clerk reported that:

- a. The Annual Governance and Accounting Return (AGAR) for 2018-19 and supporting documents were completed in April 2019. The internal audit was completed on the 23rd April, 2019. The internal auditor's report was submitted to the Annual Parish Council Meeting on the 13th May, 2019. The AGAR was submitted to the Annual Parish Council Meeting on the 13th May, 2019 and was approved.

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

- b. A statement of receipts and payments was submitted to the meeting.
- c. A schedule of payments requiring authorisation was submitted to the meeting.
- d. A list of regular payments was submitted to meeting.
- e. Two Parish Councillors who act as auditors was decided at the Annual Parish Meeting on the 13th May, 2019.
- f. The authorisation of cheque and credit card signatories was reviewed at the Annual Parish Council meeting on the 13th May, 2019.
- g. Counterfoils of cheques were signed by the cheque signatories at the meeting.
- h. There were no losses, liabilities or damage which could lead to claims.
- i. The Annual Parish Council Meeting was held on the 13th May, 2019.

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

943.4 Annual Governance and Accountability Return (AGAR) – Progress Report

The Clerk reported that the return was sent to Mazars, the external auditors on the 15th May, 2019.

943.5 Transparency Code for 2018-19

The Clerk reported that the Parish Council at its meeting held on the 11th September, 2017 agreed that, although the Transparency Code does not apply to the Parish Council, it would nevertheless publish information on its website to comply with the Transparency Code and the information to be published would be as follows:

- Annual publication of all expenditure transactions or a separate document giving expenditure transactions above £100.
- Publication of year end accounts according to the format included in the annual return form.
- Publication of the Annual Governance Statement.
- Publication of the Internal Audit Report.
- Procurement information
- Grants to voluntary, community and social enterprise organisations.
- Salaries.

The report which was submitted gave the information to be published on the website for the above headings.

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

Chairman’s Signature..... **Date**.....

943.6 Scheme of Delegation

The Clerk reported that the Annual Parish Council Meeting on the 13th May, 2019 asked him to give the Parish Council its Scheme of Delegation. His report detailed the scheme of delegation which were set out in the Financial Regulations.

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

944. Planning Matters

944.1 New Planning Application

The Parish Council received the following planning application for consideration.

19/00336/FUL. Conversion of single garage to habitable room and extension to driveway to create additional parking space. 48, High Stell, Middleton St. George.

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

944.2 Notification of Planning Decisions

The Chairman notified the Parish Council that the following planning applications had been approved.

19/00158/FUL. Demolition of existing garage and erection of single storey extension to the side and rear including new entrance with pitch roof canopy, replacement of 2 No. on front elevation with bay windows, replacement of existing entrance door with window at ground floor level, boundary walls to the rear and improvement of external steps and patio area (proposals amended by plans received 3 April 2019) at 20, The Front, Middleton One Row.

19/00217/FUL. Single storey extension to the rear of 15, Grendon Gardens, Middleton St. George.

19/00236/FUL. Conversion of existing garage into habitable accommodation and insertion of a window in the side elevation (as amended by plans received 18/04/19 at 5, Farnborough Court, Middleton St. George.

944.3 Planning Appeal Update. Land to the rear of High Stell and Grendon Gardens, Middleton St. George.

The Chairman reported that no further information had been received when the appeal will be heard.

944.4 Map of Section 106 Projects corresponding to development application sites

The Chairman reported that no further information had been received from the Head of Highways at Darlington Borough Council and a reminder had been sent.

944.5 Public Rights of Way

The Clerk was asked to contact the Grounds Maintenance contractor to ask for the public footpath opposite 10 Central to the rear of Grendon Gardens to be cut back because it was becoming overgrown.

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

Other Matters

945. Defibrillator Update

Councillor Blacklee reported that the cabinet and defibrillator would be set up on the wall at the Londis Convenient Shop in The Square in the net two weeks.

946. Middleton St. George in Bloom

Councillor Mrs. Bullock reported that volunteers were being sought to clean up Middleton Lane in the next week. Hanging baskets and window sill tubs had been put up in Killinghall Row.

947. Parks and Grounds

947.1 Water Park

a. Ponds Structural Survey – Update

The Clerk reported that he was still waiting for the structural survey of the ponds from the reservoir engineer. The Parish Council asked the Clerk to contact the reservoir engineer for an update on the progress with producing the report.

b. Angling Club

The Clerk informed the meeting that he had sent the new lease to Mr. Appleton.

c. Model Boat Club

The Clerk informed the meeting that he had sent the new lease to Mr. Lazenby of the Model Boat Club. Concern was expressed about the new sign on the Model Boat Club building which will be taken up with the Angling Club.

d. Drains and Gullies

The Chairman reported that the Community Centre had agreed to a meeting to discuss a co-ordinated approach to the drainage problems. The contact was the Chair of the Community Centre to arrange a meeting. Councillor Mrs. Beadle agreed to contact a drainage company to obtain a price for the work.

e. Street Lights

Councillor Mrs. Bullock reported that the sensor on one of the lights was still not working but it had been reported to the Borough Council.

f. Tree Work

The Clerk reported that he was still trying to obtain prices from the Borough Council to lower/remove the laurel tree next to the light between the Parish Council building and the MUGA and for work on the trees at the entrance to the Water Park on the old Chapel side.

g. A1 size maps for wall in the Parish Council Meeting Room

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

Councillor Mrs. Bullock reported that no reply had been received to her request for an A1 size map of the development sites in the village from the Borough Council but that she would email again after two weeks.

h. Putting pictures back on wall of Meeting Room

The Chairman agreed to write to Councillors to ask for volunteers.

i. Painting Kitchen

The Chairman reported that there was paint left over from the painting of the Meeting Room and suggested that the kitchen and hall should be repainted. The Chairman agreed to write to Councillors to ask for volunteers.

j. Disabled space outside Parish Council building

Councillor Mrs. Beadle reported that Councillor Blacklee was waiting for dry weather in order to mark the disabled space.

k. Friends of the Water Park

There was nothing to report.

The Parish Council **agreed** to take this item off the agenda for future meetings.

l. Sign for the front of the Parish Council Building

Councillor Mrs. Bullock urged the Parish Council to consider putting a sign in front of the Parish Council building with the Parish Council's website and Facebook links and contacts in the event of an incident displayed.

The Parish Council **agreed** to consider this at the Special Parish Council meeting which would be convened to consider the Water Park.

947.2 Play Area and Playing Field

a. Health and Safety Report

The Vice Chairman reported that he regularly carries out inspections of the play area and playing field and will circulate his reports to the Parish Council. The RoSPA inspection will take place during the week commencing the 10th June.

b. Repairs to the surface of the play area

The Clerk reported that he had asked Darlington Borough Council to inspect the surface of the play area and to carry out the necessary repairs.

947.3 The Front, Middleton One Row

a. Cleaning of seating on The Front – Update

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

The Clerk reported that the cleaning and repainting of the seats will take place on the 1st June.

b. Heritage Views Project

Councillor Mrs. Beadle reported that the agreed further payment to Groundwork will be made by the end of July. An application to remove and reduce the height of the trees was being made by Groundwork to Darlington Borough Council.

c. Giant Knotweed

The Clerk reported that arrangements were being made for the annual spraying of the giant knotweed on the river bank side at Middleton One Row.

d. Request from a resident for a rope or chain link fence on the edges of the green in front of The Devonport to protect children

The Chairman drew the Parish Council’s attention to a request from a resident for a rope or chain link fence on the edges of the green in front of The Devonport to protect children.

Following a discussion, the Parish Council **agreed** to respond to the resident thanking her for the suggestion which was considered by the Parish Council but the cost of providing a rope or fence would be prohibitive and therefore the Parish Council decided not to take the suggestion any further.

948. The Whinnies Nature Reserve

Councillor Mrs. Beadle reported that the Durham Wildlife Trust was invited to the Assembly. She had asked the Trust about signage but the Trust had not responded.

949. Rocket Run – Former Stockton and Darlington Railway line

The Chairman reported that the organisers had suggested a meeting with the Clerk and herself but that a mutually convenient date had not been agreed but efforts would again be made to arrange an alternative date.

950. Policies and Procedures

950.1 General Power of Competence

The Clerk reported that Parish Councils were corporate bodies that have accumulated powers through legislation since 1894. Their powers were constrained to specific and appropriate legislation. This means that before undertaking anything, members must be satisfied that a Parish Council has the power (under a specified statute) to undertake that activity. Parish Councils had many specific powers (e.g. the provision of open spaces and recreational facilities) in addition to section 137 of the Local Government Act 1972, permitting the expenditure up to certain limits for “purposes not otherwise authorised”. Despite the wide range of powers, Parish Councils are always at risk of being challenged, especially if they undertake an unusual activity.

The Government included a “general power of competence” in the Localism Act 2011 (Part 1, Chapter 1, ss 1-8). It was brought into force by SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in April 2012.

Chairman’s Signature..... Date.....

The intention of the legislation is that eligible local authorities will no longer have to identify specific powers to undertake an activity. As a result, the risk of legal challenge will be reduced. It is stated in the above Statutory Instrument that

“The Government’s intention in providing eligible parish councils with the general power of competency is to better enable them to take on their enhanced role and allow them to do things they have previously been unable to do under existing powers”.

Under the new legislation, eligible Parish Councils have “the power to do anything that individuals generally may do” as long as they do not break other laws.

Some new activities covered by the legislation include:

- Running a community shop or post office
- Lend or invest money
- Establish a company or co-operative society to trade and engage in commercial activity
- Establishing a company to provide services such as local transport
- Providing grants to individuals.

A council that is eligible to use the general power of competence can no longer use Section 137 as a power for taking action for the benefit of the area. However, Section 137 (3) which permits the council to contribute to UK charities, public sector funds and public appeals remains in place.

The three conditions for eligibility are:

Resolution: the council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

Electoral mandate: at the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

Qualified clerk: At the time that the resolution is passed, the clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy)

AND pass the 2012 CiLCA module relating to the general power of competence.

Having decided at a full meeting of the council that it meets the criteria for eligibility at that particular time, a resolution to this effect must be clearly written in the minutes.

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

950.2 Website

Councillor Foggett reported that the Parish Council on the 15th April, 2019 had agreed that he would obtain a written quotation for the new website hosts, IONOS, which he had now obtained.

IONOS’s charges would be £1 for 6 months and then £7 per month. IONOS would take the website as it was, provide all the space the Parish Council needed and Council email addresses for Parish Councillors but it did not include website maintenance.

The Parish Council **agreed** that the new website hosts will be IONOS and the charges of £1 for 6 months and then £7 per month would be met.

Chairman’s Signature..... **Date**.....

950.3 GDPR

Councillor Foggett reported that he will be updating the guidance on GDPR.

951. CCTV

Councillor Foggett reported that he had viewed the CCTV system in the Community Centre and was impressed with it. He was due to meet a CCTV provider during the week commencing the 20th May, 2019. The system which the provider has outlined was one which was capable of having remote cameras and the facilities for the cameras to talk back to one another. There would be a need for one or two wireless cameras in the Water Park which were high resolution and with night vision. Councillor Foggett stated that he would report on his discussions with the CCTV provider at the next meeting.

952. Community Safety

952.1 Speed Monitoring

Councillor Foggett reported that the speed monitor was located in St. George's Gate for one month. Between the 16th April and the 17th May, 2019 there were 34,053 vehicle movements with one vehicle travelling at 70 MPH. He now has the traffic data for three months for any planning application which may be submitted for Station Road. Councillor Foggett will contact the Highways Officer at Darlington Borough Council to discuss the re-siting of the speed monitor near the roundabout at Platform One.

952.2 Community Speed Watch

Councillor Foggett reported that he was still waiting for a reply from Durham Constabulary about the location of the Community Speed Watch equipment.

952.3 Civic Enforcement Team

Concern was again expressed about the parking situation in the centre of the village.

The Parish Council **agreed** that information on the new Civic Enforcement Team be put on its website.

952.4 PACT

Councillor Mrs. Beadle reported on the PACT meeting. The PACT meeting had received a report that someone was trying to open front doors in the village at 6 a.m. She had raised the problems being experienced in the Water Park but the response was that there was insufficient police to patrol the Water Park but residents were urged to report all incidents to the police.

953. VE Day Commemorations 8th May, 2020

The Clerk reported that an email was received from the Secretary of Durham Association of Local Councils which included a letter from the Pageant Master VE Day 75 with SSAFA giving details of the 75th anniversary commemorations for VE Day on the weekend of the 8th to the 10th May, 2020 and inviting the Parish Council to participate in organizing events to commemorate VE Day.

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

The Parish Council **agreed** that the Clerk will contact Dinsdale Court, Middleton Hall, the uniformed youth organisations, St. George’s Academy, the history group and the Community Centre to invite them to participate in the commemorations.

954. Councillors Reports and Items for Future Meetings

The Clerk was asked if there had been any applications for the three Parish Councillor vacancies. The Clerk reported that no applications had been received.

955. Date of Next Meeting

Monday 10th June, 2019. Ordinary Parish Council Meeting (Finance and Planning) at 6.30 p.m.

The meeting ended at 8.10 p.m.

Chairman’s Signature..... Date.....

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