



Middleton St George Parish Council

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DUE TO THE CORONAVIRUS LOCKDOWN THIS SCHEDULED MEETING COULD NOT TAKE PLACE IN PERSON. A REMOTE VIRTUAL PARISH COUNCIL MEETING WAS HELD USING ZOOM UNDER THE PROVISIONS OF THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020.

Minutes of the Remote Virtual Meeting of the Parish Council held on Monday 8th June, 2020

Present: Councillor Mrs. C. Gilsenan (Chairman),
Councillor S. Crowther (Vice Chairman),
Councillor L. Foggett,
Alan Macnab, Clerk.

Absent: Councillor A. Blacklee,
Councillor S. l'Anson

In Attendance: 1 Member of the Public

The meeting started at 6.30 p.m.

1379. Welcome

The Chairman welcomed everyone to the Virtual Meeting.

1380. Public Participation Session

The Clerk reported that no request to speak to the Parish Council had been received.

1381. Apologies for Absence

No apologies for absence were received.

1382. Declarations of Interests

No declaration of interests were made.

1383. Minutes of the Virtual Parish Council Meetings on the 6th April and 11th May, 2020

The minutes of the Virtual Parish Council meeting held on the 5th April and 11th May, 2020 were presented.

The Parish Council **agreed** that the minutes were a true record of the proceedings of both meetings. The Chairman signed the minutes after the meeting and returned them to the Clerk.

1384. Co-option to the Parish Council

The Clerk informed the meeting that an application to be co-opted to the Parish Council was received from Mr. D. Whitfield.

Mr. Whitfield was present and addressed the Parish Council.

Chairman's Signature..... *C J Gilsenan* Date *13/07/2020*

Mr. Whitfield left the virtual meeting whilst his application was considered.

It was proposed by the Vice Chairman and seconded by Councillor Foggett that Mr. D. Whitfield be co-opted to one of the vacancies on the Parish Council and the Parish Council **agreed** that Mr. D. Whitfield be co-opted to serve as a Parish Council.

Mr. Whitfield returned to the meeting and the decision was given to him. Mr. Whitfield accepted his co-option onto the Parish Council until the Parish Council elections in May 2023. Councillor Whitfield reported that he would complete the acceptance of office and declaration of interests forms and return them to the Clerk.

1385. Parish Councillor Vacancies

The Clerk reported that there was one vacancy for a Parish Councillor which had been subject to the statutory 14 working day notice period but that there was no demand for an election. The Parish Council then advertised the vacancy but no applications were received.

A statutory 14 day notice for the vacancies created by the resignations of former Councillors McBride and Wilkinson had been placed in the notice boards, on the website and Facebook page on the 8th June, 2020. The notice period would expire on the 25th June, 2020.

The Parish Council **agreed** that the long standing Parish Councillor vacancy be not advertised until the outcome of the statutory 14 day notice period for the two vacancies is known.

1386. Coronavirus – Latest information

The Clerk informed the meeting that the Litter Picker's Father had asked when the Litter Picker could return to work. A revised risk assessment which also identified the COVID-19 risks from his work and the measures to prevent the risk of infection to the Litter Picker and Members of the Public. A job description had also been prepared. Both documents had been forwarded to the Litter Picker for his and his Father's comments.

The revised risk assessment and job description for the Litter Picker's work were included in the papers for the meeting.

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

- a. The Litter Picker will return to work on Monday, the 15th June, 2020 subject to the COVID-19 preventative measures being implemented, hand gel and cleaning wipes being provided to the Litter Picker, the 2 metre (6 ft) distance is enforced and he signs the risk assessment and job description to indicate that he understood the measures he must take to prevent cross infection during his work.
- b. Consideration be given to when the Cleaner can return to work following the completion of a risk assessment.

1387. Broadband and Website - Update

Councillor Foggett reported that BT had offered two prices for the broadband to the Parish Council office. The prices were £27.99 for a lower speed and £39.99 for a higher speed connection. He advised that the higher speed connection price of £39.99 should be accepted. The contract will be sent to the Clerk and the equipment to Councillor Foggett.

The Parish Council **agreed** to accept the BT price of £39.99 for the high speed connection.

Chairman's Signature.....

CJ Gibson

Date.....

13/07/2020

Councillor Foggett reported that he was still trying to contact the previous website hosts because the website had been backed up six times it cannot be opened.

Financial Matters

1388. Financial Report as at the 1st June, 2020

The Clerk gave the financial report for the 2020-21 Financial Year as at the 1st June, 2020. The report gave the reasons for the Contingency Accounts and the reserves,

a. Parish Council Accounts

Contingency - Saver Account 1 – Barclays	- £21,439.53
Contingency - Saver Account 2 – Barclays	- £16,366.31
Reserves - Account with Darlington Credit Union	- £5,095.42
Barclaycard Expenditure May 2020:	- Nil
Community Account:	
Income	- £129,334.08
Expenditure	- <u>£ 5,868.88</u>
Balance as at the 1st June, 2020	£ 123,475.20

b. Progress against the Budget

The income as at the end of the 2020-21 financial year was expected to be £136,865.62 and the anticipated expenditure £66,594.80 which would result in a surplus carry forward of £70,270.82 to the 2021-22 financial year.

c. Bank Reconciliation

The bank reconciliation as at the 1st June, 2020 showed that the Community Account spreadsheet balance held by the Parish Council was £123,475.20 and the Community Account balance held by the bank was the same amount.

d. Accounts Spreadsheet and Bank Statement

The Spreadsheet of all the accounts including the transactions in the Community Account and the bank statement for the period from the 3rd May to the 2nd June, 2020 were presented. The bank statement showed the balance in the Community Account at the bank on the 1st June, 2020 was £123,475.20.

1389. Payments received and payments for approval

a. Payment In:

Date	Customer	Amount
20.05.2020	NEST Pensions. Reimbursement of overpaid employer's contributions	£49.82
	Total	£49.82

Chairman's Signature.....

C J Gibson

Date.....

13/07/2020

b. Payments for Approval June 2020

Date	Supplier	Amount
07.06.2020	Scottish Power. Electricity Monthly	£3.00
08.06.2020	HM Revenue and Customs. Clerk's PAYE June 2020	£163.68
08.06.2020	Scottish Power. Gas Monthly	£30.00
08.06.2020	Direct Signs. 2 Play Area signs plus fitting the signs	£102.24
08.06.2020	Came and Company. Penn Underwriting Ltd. Insurance 2020-21	£1,289.18
08.06.2020	Mrs. J. Storey. Half yearly rent for Belle Vue Allotments	£125.00
08.06.2020	Updraft Plus. Back Up Service for Website	£54.00
24.06.2020	BT Hub Monthly	£40.49
29.06.2020	NEST Employer's and Employee's Pension Contribution – J. D. Lynn Jun 2020	£47.44
30.06.2020	Cleaner - C. I. Wood Pay	£70.00
30.06.2020	Litter Picker - J. D. Lynn Pay	£563.31
30.06.2020	Clerk - A. W. Macnab Pay	£654.72
	Total	£3,143.06

The Parish Council agreed that the payments for June 2020 be made.

1390. Timetable of Controls for June 2020

The Timetable of Controls report for June 2020 was presented.

- A statement of receipts and payments was submitted to the meeting.
- A schedule of payments requiring authorisation was submitted to the meeting.
- A list of regular payments was submitted to the meeting.
- There were no cheques to be signed. Therefore the counterfoils of the cheques were not signed.
- There were no notifications of losses, liabilities or damage which could lead to claims.
- The COVID 19 employees risk assessment for the Litter Picker was submitted to the meeting. The corporate risk assessment will be reviewed at the Parish Council meeting on the 13th July, 2020.
- The insurance quotation would be considered at the meeting.

The Parish Council agreed to note the report.

1391. Annual Governance and Accountability Return (AGAR) 2019-20.

1391.1 Annual Internal Audit Report 2019-20

The Annual Internal Audit Report which was part of the AGAR 2019-20 was circulated to the Parish Council with the papers for the meeting.

1391.2 Section 1. The Annual Governance Statement

Part 1 The Annual Government Statement was circulated to the Parish Council with the papers for the meeting.

Chairman's Signature..... *CJ Gibson* Date..... *13/07/2020*

The Clerk explained that Section 1 of the AGAR 2019-20 Annual Governance Statement must be agreed first by the meeting.

He reported that the Parish Council received the Annual Government Statement Compliance Report at its meeting on the 9th March, 2020 which gave details of how the Parish Council complied with the Governance and Accountability for Smaller Authorities in England March 2019 document and guidance from Mazars, the external auditors. Compliance with the Annual Governance Statement was reviewed by the Internal Auditor in April 2020 who found that the Parish Council had sound and effective financial management practices and procedures in place.

The Annual Governance Statement Compliance Report was circulated with the papers for the meeting to enable the Parish Council to have confidence in its response to the statements in Section 1 The Annual Governance Statement in AGAR 2019-20. The statements were:

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.

The Parish Council agreed that the answers to all eight statements was yes. The Chairman of the Parish Council and Clerk signed and dated the Annual Governance Statement and minute number and the Parish Council's website were inserted in Section 1 of the AGAR 2019-20 on the following day after the meeting

1391.3 Section 2. Accounting Statements 2019-20

Section 2 Accounting Statements and the calculations for Section 2 were circulated to the Parish Council with the papers for the meeting. The following supporting documents which would be sent to the external auditors were also circulated to the Parish Council with the papers for the meeting.

- Bank Reconciliation.
- Explanation of Variances in Section 2.
- Contact Details.

Chairman's Signature..... *CT Grewar* Date..... *13/07/2020*

- Exercise of Public Rights of Inspection.
- Internal Audit Report.

The Accounting Statements in the AGAR were as follows:

	Year Ending 31 March 2019	Year ending 31 March 2020
1. Balances brought forward	£87,164	£105,257
2. (+) Precept or Rates and Levies	£45,182	£46,086
3. (+) Total other receipts	£13,705	£29,561
4. (-) Staff costs	£15,461	£19,321
5.(-)Loan interest/capital repayments	Nil	Nil
6. (-) All other payments	£25,333	£37,116
7. (=) Balances carried forward	£105,257	£124,467
8. Total value of cash and short term investments	£105,257	£124,467
9. Total fixed assets plus long term investments and assets	£174,581	£174,143
10. Total borrowings	Nil	Nil

The Parish Council **agreed** the Accounting Statements for 2019-20. The Chairman of the Parish Council signed and dated Section 2 Accounting Statement and the minute approving the Statement was inserted on the day after the meeting.

1391.3 Exercise of Public Rights of Inspection

The Clerk reported that the public had a statutory right to inspect the accounts for the year ended the 31st March, 2020 and the Parish Council must decide when the 30 working day inspection period would start and end and post notices in its notice boards, its website and Facebook page.

The draft notice giving the inspection period was circulated to the Parish Council with the meeting papers.

The Parish Council **agreed** that the:

- The Date of Announcement will be Tuesday 9th June, 2020.
- The commencing date for the public right of inspection will be Monday 15th June, 2020 and the ending date will be Friday 24th July, 2020.

Note. Guidance was received from the County Durham Association of Local Councils following the meeting that Mazars the external auditors had pointed out that the public right of inspection must start on the day following publication of the AGAR on Town and Parish Council websites. As a result the Clerk amended the date of announcement to Wednesday 10th June, 2020, the commencement date of public inspection to Thursday 11th June, 2020 and the ending date to Wednesday 22nd July, 2020.

The Clerk reported that the Annual Governance and Accountability Return for 2019-20 would be sent to the external auditor, Mazars, as soon as possible.

Chairman's Signature..... *CJ Gibson* Date..... *13/07/2020*

1392. Transparency Code Publication of Information 2019-20

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 that the information given in the report be published on the Parish Council's website.

1393. Arrangements for insurance cover in respect of all insured risks

The Clerk reported that the Parish Council's combined public liability and employers liability insurance policy was negotiated each year by Came and Company, Insurance Brokers of Guildford, Surrey who specialise in providing insurance policies for Town and Parish Councils.

The current joint insurance policy was due to expire on the 18th June, 2020. The current insurance premium for 2019-20 was £1,159.10.

Came and Company provided the following joint insurance quotations for the Parish Council's consideration from the 19th June, 2020.

Insurer	Insurer Premium	Administration Fee
Pen Underwriting Limited	£1,239.18	£50.00
Hiscox	£3,223.89	£50.00
Ecclesiastical	£3,035.95	£50.00

Came and Company recommended that the Parish Council accept the Pen Underwriting Limited quotation and gave a choice for the duration of the insurance policy with Pen as follows:

	Insurer Premium	Administration Fee	Total Premium
Annual Policy with Pen	£1,239.18	£50.00	£1,289.18
3 Year Long Term Agreement Option with Pen	£1,239.18	£50.00	£1,289.18

Chairman's Signature..... *CT. Blower* Date..... *13/07/2020*

Following a discussion, the Parish Council **agreed** to accept the insurance quotation of £1,289.18 from Pen Underwriting Limited with the 3 year long term agreement.

Planning Matters

1394. Revised Planning Application Response

The Parish Council received in the papers for the meeting the revised response to Darlington Borough Council for the following planning application:

20/00258/FUL. Change of use to form outdoor paved seating area to front and installation of ventilation/extraction equipment to side elevation (Retrospective Application), Devonport Hotel 16 – 18 The Front Middleton One Row.

The revised response was agreed by the Chairman and Vice Chairman acting under delegated powers.

The Parish Council **agreed** the revised response which had been sent to Darlington Borough Council.

1395. Planning Application deferred from the last Parish Council Meeting

The Parish Council gave further consideration to the following planning application which had been deferred for further information on addressing its road safety concerns by the last Parish Council meeting on the 11th May, 2020.

20/00300/FUL. Erection of 4 no. 2 bedroom affordable bungalows. Land off Yarm Road Yarm Road Middleton St. George

The Chairman read the Highways Officer's response to the planning application. The Parish Council continued to have road safety concerns about this planning application after considering the Highways Officer's response.

The Parish Council **agreed** that the Clerk will write to the Planning Officer expressing the concerns that there was no reference in Highways Officer's response to the additional traffic entering an already busy Yarm Road as a result of the increase to 5 exit points from the development, the need for a reduction in the speed limit along Yarm Road and the installation of double yellow lines and traffic calming measures along Yarm Road.

1396. Work on Parish Council land to the rear of 38, The Front, Middleton One Row. Update

The Clerk reported that the period of public consultation on the planning application expired on the 22nd May and the deadline for it to be determined by Darlington Borough Council would be the 23rd June.

1397. Sculpture at Middleton One Row – Update

The Chairman reported that Darlington Borough Council had issued a notice of discharge of conditions for the technical specifications, condition 2 relating to full details of the planning permission for the installation of the sculpture along the public footpath, the Teesdale Way, Village Green, The Front, Middleton One Row. The total height will be 1.5m. The Parish Council was informed that the Conservation Officer had raised no objection to the proposed design for the sculpture.

1398. New Planning Application

The Parish Council received the following planning application for consideration.

20/00334/TF. Works to 3 No. Yew Trees (G1) protected under Tree Preservation Order (No6) 2010 - crown

Chairman's Signature..... *CT Gibson* Date..... *13/07/2020*

reduce by approximately 2m to the nearest growth point to reduce the weight of limbs which are protruding from the crown and balance the crowns. 7 Church Lane, Middleton St George.

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

1399. County Durham Local Plan. Consultation on Modifications to the Plan

The Parish Council was notified of consultation on modifications to the County Durham Local Plan,

The Parish Council **agreed** not to participate in the consultation.

Other Matters

1400. Platform 1 Public House – Asset of Community Value

The Chairman reported that a virtual meeting of the Parish Council and the Middleton St. George Stockton and Darlington Railway Heritage Steering Group was held on the 28th May, 2020 as a result of the notice being received that the owners of the Platform One Public House had decided to make a relevant disposal of the property under the Localism Act 2011. The Deadline for submitting expressions of interest in the property was the 14th June, 2020.

The Heritage Steering Group agreed that the Parish Council and the Trustees of the Friends of the Stockton and Darlington Railway singly or jointly should consider submitting an expression of interest as a bidder for the property.

The Chairman reported that she had contacted the Legal Division of Darlington Borough Council following the Heritage Group meeting to ask for details of the expression of interest process. The Chairman was advised that the Parish Council can submit an Expression of Interest as a single bidder. The Trustees of the Friends of the Stockton and Darlington Railway can also submit an Expression of Interest as a single bidder and the Parish Council and Friends can also submit a joint Expression of Interest.

Two draft Expression of Interest letters, one for the Parish Council as an individual bidder for the property and one for the Parish Council and the Trustees of the Friends as a joint bidder for the property.

The Chairman asked the Parish Council to consider membership of the Plunkett Foundation which specialised in providing help and support to community businesses in rural areas. The Foundation would assist in developing a strategy, business plan, community engagement and support, funding streams.

The Parish Council **agreed**:

- a. To make an Expression of Interest as a single bidder in the Platform One Public House and to submit its Expression of Interest before the 14th June, 2020.
- b. To ask the Trustees of the Friends of the Stockton and Darlington Railway at its meeting on the 11th June 2020 to consider submitting a joint Expression of Interest in the Platform One Public House with the Parish Council.
- c. That until the owners make clear their intentions to make a relevant disposal of the property the Parish Council should not become a member of the Plunkett Foundation and if membership is sought to should be with the Friends of the Stockton and Darlington Railway.

Chairman's Signature.....

CJ Gibson

Date.....

13/07/2020

1401. Parks and Grounds

1401.1. Water Park

a. Operational Report

The Parish Council received the Chairman's operational report on the Water Park which covered the following issues:

- The options for opening the gates to the Water Park or keeping them closed in the light of the latest Government guidance, residents' concerns over the car parking issues in the vicinity of the entrance, the views of the Community Centre Trustees and the Secretary of Model Boat Club,.
- The issue of the barrier near the Model Boat Club building.
- The Model Boat Club resuming their activities with risk assessments and social distancing in place.
- The emptying of litter and dog bins.
- Incidents of fire setting, groups of youths drinking and swimming and incidents of stealing fish
- Communication with the police over the gates and the criminal and anti-social incidents. Incidents were also notified to the public and action to be taken by news items on the website and Facebook page.

The Chairman reported that a decision was taken by her and the Vice Chairman under delegated powers to open the gates to the Water Park as a result of Government guidance, the need to reduce parking in Station Road to the vicinity of the entrance to the Water Park and to allow access to Streetscene to empty the litter and dog bins in the Water Park.

The Parish Council expressed concern that if the barrier next to the Model Boat Club building was closed people in wheelchairs would be prevented from accessing the Water Park beyond that point.

Councillor Foggett reported that:

- He would be meeting the Model Boat Club to discuss upgrading the CCTV on the Club's building and to link it in with the CCTV system in the Parish Council office and he will bring prices for the upgrading and links to the next Parish Council meeting.
- He had accessed the CCTV system in the Parish Council office but could not identify the people who were stealing the fish.
- The upgraded CCTV system would be high resolution which would help with identifying the people who were causing damage or stealing in the Water Park but there were large areas of the park which were not covered by CCTV.

The Vice Chairman reported that drug needles were found and were collected and bagged up by members of the Angling Club. It was also reported that someone had been sleeping in the Park.

The Parish Council agreed:

- To endorse the Chairman and Vice Chairman's actions to open the entrance gates to the Water Park.
- The barrier next to the Model Boat Club building be kept open and any future decisions on the barrier be reviewed at a future meeting.
- To agree the Model Boat Club resuming its operations subject to a risk assessment being produced and social distancing.
- All incidents in the Water Park are to be reported to the police and the Borough Council's Civic Enforcement Team.

Chairman's Signature..... *C J Gibson* Date..... *13/07/2020*

b. Clearance and re-seeding work to the south facing bank of the ponds

The Clerk reported that the Head of Planning at Darlington Borough Council had confirmed that planning permission was not required for the work to the south facing bank side of the ponds.

The Clerk expressed concern that it was proposed to carry out the clearance work and grass seeding work in the Autumn of 2020 and suggested that the work be deferred to the Spring of 2021 on the grounds that the grass seeds would not be effective in the Autumn as the ground would be too cold.

The Parish Council considered the access to the bank side for the contractor to carry out his work.

The Parish Council **agreed** that:

- i. The contractor be asked to carry out the clearance work and grass seeding work in the Spring of 2021 before the bird nesting season started.
- ii. The Clerk will ask the Managing Director of Homes by Carlton if the contractor can gain access to the bank side through the land to the rear of High Stell which was being developed for housing by his company.

c. MUGA Fencing – Update

The Clerk reported that he had examined the gap in the fencing and considered that a new panel would be needed. The last panel was replaced on the MUGA fence in April 2017 and cost £60.00 (including VAT) and he would contact the company which supplied the panel to obtain a replacement panel. The gap had been temporarily closed with cord.

d. Signage at the entrance

The Parish Council received a draft of the new sign for the entrance to the Water Park. The Chairman reported that the design and wording of the new sign had been agreed by the Model Boat Club and the Angling Club.

The Chairman was obtaining three quotations for the sign and had obtained a price from a signage company which had quoted £95.00 + VAT for the largest part of the sign which contained the Parish Council's information and £35.00 + VAT for the two smaller signs for the Model Boat Club and the Angling Club. The cost of the erecting the sign would be £25.00

The Parish Council **agreed** that the Chairman continues to obtain quotations for the sign and discuss contributions for the two smaller parts of the sign with the Model Boat Club and Angling Club.

e. Mirror at the entrance

The Clerk reported that Councillor Blacklee had indicated to him that the mirror for the entrance to the Water Park to improve visibility which had been selected by the Parish Council was too small to be effective. The Clerk had asked Councillor Blacklee which size of mirror he would recommend and was waiting for a response.

1401.2 Play Area and Playing Field

a. Signage

The Clerk reported that the two safety signs on the railings of the play area had telephone number for the police and the Clerk's mobile contact number were out of date. As a result he had obtained three quotations for new signs giving the correct numbers. The Chairman and Vice Chairman had agreed that the signs be supplied by Signs Direct at a total cost of £102.25 (including VAT).

Chairman's Signature..... *CJ Gibson* Date..... *13/07/2020*

b. RoSPA Inspection

The Clerk reported that he was arranging for the annual RoSPA inspection of the play area and playing field to be carried out.

1401.3 The Front, Middleton One Row

a. Woodland Management Project

There was nothing to report on the Woodland Management Project.

1402. The Whinnies Nature Reserve

The Parish Council received reports that in a recent high wind a tree had fallen and giant hogweed was found in the Nature Reserve. Both reports were forwarded to the Durham Wildlife Trust.

1403. Community Safety

Councillor Foggett reported that the speed watch sign was being kept in the Co-ordinator's garage and the batteries had been charged. The speed monitor would be put up when circumstances allowed and PACT meetings had been discontinued because of the current emergency. The Chairman and Councillor Foggett indicated that they would like to attend the remote PACT meetings.

The Chairman reported that the local PCSO had issued a newsletter which will be circulated to Parish Councillors and put on the website.

The Parish Council agreed that the Chairman will inform the local PCSO that both she and Councillor Foggett wished to attend the PACT meetings, including the PACT meetings held remotely.

1404. Teesside Airport Consultative Committee - Bike Track Update

The Vice Chairman reported that a new manager had been appointed for Teesside Airport. A report was made to the last Consultative Committee on the north side of the airport and land may be available there to make a bike track and he will raise the bike track when the north side development is discussed by the Consultative Committee but there was no indication when the next meeting would be held.

1405. Councillors' reports and items for future agenda

1405.1 Councillor's Responsibility for Finance

The Chairman reported that there was a need for a Councillor to take over responsibility for finance and for the Finance Committee to meet. Councillor Whitfield was asked to consider taking responsibility for finance.

1406. Date of next meeting.

Monday 13th July, 2020 at 6.30 p.m.

The meeting ended at 8.03 p.m.

Chairman's Signature.....  Date..... 13/07/2020