



# Middleton St George Parish Council

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## **Minutes of the ordinary meeting of the Parish Council held on Monday 12<sup>th</sup> June, 2017 in the Parish Council Meeting Room**

**Present:** Councillor C. Pease (Chairman),  
Councillor Mrs. C. Gilenan (Vice Chairman)  
Councillor Mrs. M Beadle  
Councillor S. Crowther,  
Councillor C. Everett,  
Councillor Mrs. V. Greenwell,  
Councillor A. Hill,  
Councillor M. Robertson,  
Councillor M. Wilson.

**In attendance:** Elizabeth Stewart (Felix House Practice Manager)  
3 Members of the Public.

The meeting started at 6.30 p.m.

### **236. Chairman's Opening Address**

The Chairman welcomed all to the meeting and asked that in the absence of the Clerk, who was on holiday, they bear with him taking notes as well as chairing the meeting. He thanked Cllr Michael Robertson on behalf of the council for the organization and work put in on the internal decoration of the offices.

### **237. Declarations of Interests**

Councillors Mrs. M Beadle, M Wilson and C Everett declared an interest in Item 5d on the Agenda, Sadberge Road Allotments.

### **238. Minutes of the last Parish Council meeting held on the 15<sup>th</sup> May, 2017**

The minutes of the last meeting held on the 15<sup>th</sup> May, 2017 were presented.

The Parish Council **agreed** that they were a true record of the proceedings.

### **239. Matters Arising**

#### **a. Update on the Move of Felix House Surgery**

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

Elizabeth Stewart (Practice Manager, Felix House) advised that a letter was due to go out to all patients regarding the planned move to the temporary site in August, and that she would email it to the Parish Council. The existing GPs will move over to the temporary site at Middleton Hall. The website and phone number will stay the same, but the new name will be "St George's Medical Practice". The Surgery has applied to the NHS to retain their Dispensing Services. Middleton Hall have promised to put on a bus once a week for six months.

Following a discussion, the Parish Council agreed to see what could be done at the Planning Workshop in 15th regarding transport. The Chairman thanked Ms Stewart for updating the Parish Council.

**b. Staff Pensions**

The Clerk had previously reported that problems were still being experienced with enrolling the Litter Picker into the NEST pensions scheme through the NEST website and he had sought help from the County Durham Association of Local Councils. He had also written to NEST for guidance on how to enrol the Litter Picker. There had not been any replies to date.

**c. Village Emblem**

The Chairman reported that the winning entries had been notified to the school and he had purchased the prize vouchers. The Head Teacher of St. George's Academy had invited the Chairman to present the prizes at assembly on Friday 16 June. In addition, he had met with Mr Malcolm Short to discuss a final design which would be approved by the Parish Council before giving the go ahead on manufacture and an assessment of cost.

**d. Repair to grassed area opposite Platform 1**

The Chairman reported APTUS utilities had contacted him and were prepared to acquire the services of a landscaper to conduct further work on the area. The Chairman accepted the offer and is awaiting a start date.

**e. Sadberge Road Allotments**

The Chairman referred the meeting to a decision at the last meeting to direct the resident of Plot 2 to remove the fence and reinstate the bushes. The Chairman had since met with the Chairman and Secretary of the Allotment Association and it appeared we were not made aware of the full story and facts at the previous meeting. That being the case the situation was reassessed. Various options were discussed, as was the general condition of the boundary as a whole and other gates historically installed in the boundary hedge. In summary, The Chairman proposed that as the boundary hedge was not in a good state of repair, several sections should be replanted. Also, where gates existed, as long as they were used and in good condition, could remain and gaps in the hedge provided for access. It was stressed however, that no further removal of hedgerow would be permitted. He also asked the MSG AA to conduct a litter sweep along the boundary hedge and provide a quotation to the Parish Council for replanting a mixed hedge. The proposal was seconded by Cllr Crowther.

The Parish Council, with the exception of those declaring an interest, **agreed** the proposal.

**f. Insurance**

The Chairman reported that having obtained and analysed several quotes, the Insurance policy had been renewed with Came and Co. It was approximately £100 cheaper than Zurich.

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

**g. Replacement councillor for Mrs Emma Robertson**

The Chairman stated that he had received the Vacancy Notification from the Town Hall. He had displayed it on the website and will put a copy on all noticeboards tomorrow. The cut-off date for residents to request an election is 7 July 2017. If requests are not received from more than 10 electors by that date the council may co-opt a replacement member. He had supplied a signed copy to Electoral Services as requested.

**h. Litter Picker (Additional Item)**

Due to reports of the litter-picker operating unsafely the Chairman and Cllr Mrs M Beadle will interview Mr Lynn on Tuesday 13 June. In addition, his 3 monthly review was due and a Risk Assessment had been prepared covering all aspects of his job for discussion and agreement.

**240. Planning Matters**

The Cllr Gilsean reported on the following matters:

**a. New Applications**

**17/00255/FUL. First floor extension over existing kitchen/bathroom at the rear. 7, Belle View Terrace, Station Road, Middleton St. George, DL2 1BN**

**17/00381/FUL. Erection of a boundary wall to side and rear up to 2.0m in height (retrospective application), 29, Woodlands Green, Middleton St. George, DL2 1EE**

The Parish Council **agreed that no comments** be made on the above applications.

**17/00444/FUL. Erection of a dwelling to replace existing caravan (Resubmission) at Oaklands Meadows, Oaklands Farm, Middleton St. George, DL2 1EY.**

This was a re-submission of previous application 17/00021/FUL, which had been refused permission in March 2017 on the basis that the siting of the proposed dwelling and garage in a prominent roadside location would have a harmful impact on the character and appearance of the surrounding area. It would also lack outstanding design or include sustainable features that might otherwise justify it in the NPPF. It was an isolated new home in open countryside, and against NPPF paragraph 55.

As the only change in the new application seemed to be that the building would be slightly set back, the Parish Council **agreed** to object on the grounds on which it had been refused initially.

**b. Update on 350 houses and District Centre at Durham Tees Valley Airport**

Highways England had written to Darlington Borough Council on 20.04.2017, with a Formal Recommendation that planning permission not be granted until 20th October 2017, or until sufficient information has been received (to address the Highways Act Section 175B condition - ensure that the A66 trunk road continues to serve its purpose by minimizing disruption on the trunk road network and in the interests of safety).

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

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

**c. Middleton St George Development Workshop, 15<sup>th</sup> June 2017**

The second Development Workshop will be held at the Town Hall on 15 June 2017. Cllrs Pease, Gilsenan and Beadle would attend on behalf of the Parish Council. It is also expected that some developers, Ward Cllrs and other involved parties would attend, facilitated by the DBC Planning Department.

The Chairman commented that for any planning initiative to work we must, as a village, know what the expected volume we must absorb would be and put a stop at that point. Otherwise it would not be possible to plan roads, schools, infrastructure, services and amenities accordingly.

**d. Planning Committee Terms of Reference**

The Terms of Reference for the Planning Committee were due for annual review. Having conducted a review of the document it was considered that the scope was still appropriate and no changes were necessary.

The Parish Council **agreed** to accept the existing document.

**e. Section 106 Money – Update**

Cllr Gilsenan stated that the amount of S106 money held by DBC for Middleton St George was £4,553.64, however, that requests for supporting account information from DBC had not resulted in a definitive statement. Cllr Pease proposed requesting the funding in support of the work in the Water Park to offset costs.

The Parish Council **agreed** that DBC would be contacted to release the funds.

**241. Financial Matters**

Councillor Mrs. Beadle gave the following financial report.

**a. Financial Statement, Progress against the Budget and Bank Reconciliation for 31 May 2017.**

**i. Financial Statement**

The Financial Statement gave the income, expenditure and balances in the Parish Council’s accounts as at the 29 May, 2017

**Contingency - Saver Account 1 – Barclays = £21,313.08**  
**Contingency - Saver Account 2 – Barclays = £16,269.78**  
**Reserves - Account with Darlington Credit Union = £5,068.78**  
**Community Account 2017-18 = £72,064.83**  
**Barclaycard: £500 limit.**

**Income and Expenditure Summary as at 31st May, 2017**

<b>Income</b>	<b>- £83,057.17</b>
<b>Expenditure</b>	<b>- <u>£12,132.14</u></b>
<b>Balance</b>	<b>£70,925.03.</b>

Chairman’s Signature..... Date.....

**ii. Progress against Budget**

Progress against budget would be conducted at the next meeting after the close of the first quarter.

**iii. Bank Reconciliation**

The reconciliation of accounts was as follows:

Community Account held by the Parish Council		Community Account held at the bank		Difference
Opening Balance	£79,446.16	Opening Balance	£79,446.16	
Closing Balance 29.05.17	£72,064.83	Closing Balance 29.05.17	£72,403.78	£338.95

The reason for difference was that the following cheques had not yet been cleared by the bank.  
 100180 M. Beadle £13.95.  
 200001 Julia Storey £125.00  
 200006 Tees Rivers Trust £200.00. **Total £338.95.**

The Parish Council **agreed** that the reconciliation was accurate.

**b. Payments Received and Outstanding**

Payments In:

**2017-18**

Date	Customer	Amount
	Nil	

Payments Outstanding:

Date	Supplier	Amount
	Nil	

**c. Payments for Approval:**

Retrospective Approval:

Date	Supplier	Amount
12.05.2017	Scottish Power – Gas Monthly	£55.00
15.05.2017	Tees Charitable Trust – Hogweed Spraying	£200.00
23.05.2017	BT Hub Monthly	37.99
26.05.2017	Darlington Borough Council – Annual RoSPA Playground Inspection	55.20
26.05.2017	Came and Company. Insurance 19.06.2017 to 18.06.2020	1,192.75
	<b>Total</b>	<b>£1,540.94</b>

Chairman’s Signature..... Date.....

**Payments:**

<b>Date</b>	<b>Supplier</b>	<b>Amount</b>
12.06.2017	Scottish Power – Gas Monthly	£55.00
12.06.2017	M. Palfreman. Ground Maintenance – May 2017	£666.00
12.06.2017	Cllr Pease – Reimbursement for Emblem award vouchers.	£45.00
23.06.2017	BT Hub Monthly	£35.99
30.06.2017	C.I. Wood Cleaner – June Pay	£70.00
30.06.2017	J. D. Lynn Litterpicker – June Pay	£510.00
30.06.2017	A. W. Macnab Clerk – June Pay	£559.80
30.06.2017	Cllr Robertson – Reimbursement of painting and decorating materials.	£265.72
	<b>Total</b>	<b>£2,207.51</b>

Cllrs were also reminded that the invoice for the Water Park improvements of £9.840, previously agreed, would be due this month.

It was proposed by Councillor Mrs. Beadle and seconded by the Chairman that the payments be made which was **agreed** by the Parish Council.

**d. Insurance Renewal**

This item was covered under Matters Arising.

**e. Corporate Risk Assessment.**

Cllr Mrs Beadle identified that the Corporate Risk Assessment was due for review. The only amendment was to clarify the contingency for the possible withdrawal of the Litter Picker subsidy, Item 8, sub-item 8 in the document. This had been included in the Jun 17 review.

The Parish Council **agreed** with the issue of the revised document.

**f. BDO Audit Update**

The Chairman informed the council that BDO had submitted a request for some minor additional information. This had been forwarded to the Clerk and would be addressed before the deadline of 23 June.

**242. Parks and Grounds Report**

Cllr Pease as the interim Chair of the new committee until its first meeting, scheduled for 21 June, reported as follows:

**a. Terms of Reference**

Draft Terms of Reference had been produced and circulated. However, the content would be discussed at the forthcoming Parks and Grounds Committee meeting on 21 June 2017.

**b. Water Park maintenance**

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

The Parish Council car park had been completed and paid for. The other car park resurfacing and footpath installation was nearing completion. The Chairman would conduct a site visit with the manager to ensure all work was completed satisfactorily before implementing payment, which had been previously approved. The contractor had also been asked to install the spigot for a collapsible post on the ramp.

It was suggested that if some of the trees overhanging the road were cut back and the Boat Club camera realigned it would be possible to provide cover down to the end of the access road. A prime location for fly-tipping. The Chairman agreed to arrange the tree pruning and discuss moving the camera with the Boat Club.

### **c. Playground and Playing Field**

As a result of the RoSPA Report the Chairman had contacted a company to price up repairs. Their response and quote is awaited.

The goalposts had been removed and plans made to repair the damaged grassed areas. It was **agreed** that Cllr Everett would source the soil and grass seed for pitch repairs.

The Parish Council had received a request from the MSG Cricket Club football team to play their home games on the village pitch next season, starting in August. If this was agreed then there would be little point in purchasing and installing 5-a-side goals for the summer period. Previous issues of litter, bad language and fixture notification was discussed.

The Parish Council **agreed** in principle to the use of the pitch providing that a fixture list was presented at the earliest opportunity, the team carry out a litter sweep of the area post match and bad language curbed as it is a communal park area. In addition, to make clear that bookings for the use of the pitch must be through the Parish Council.

### **d. Seating at The Front**

The Chairman had met with Mike McBride from the Friends of the Front group and assessed the state of the current seating. All 15 benches were in need of refurbishment. The task could be completed in-house with volunteers using an initial jet wash and then painting and varnishing as required. Jet wash rental had been sourced. The details and final planning would be discussed at the Park and Grounds Cttee meeting on 21 June 17.

The Parish Council **agreed** to await proposals from the Parks and Grounds Cttee.

### **f. Future Projects**

Several suggestions were put forward such as picnic tables at the park, refurbishing the benches at the park, and replacing the seating at the bus stop in the village centre.

It was **agreed** that on completion of the current Water Park project the Parks and Grounds Cttee would list and prioritize future projects for costing at the next Financial Cttee meeting.

## **243. Standards**

Councillor Mrs. Gilson reported that she had not yet received the updated Health and Safety policies from Cllr Crowther.

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

**244. Speed Monitoring**

There was a general discussion on the value of the speed data produced by Cllr Wilson. It had been submitted to the PACT meeting for a long period with no apparent action being taken. An alternative approach was put forward by the Durham Constabulary at the PACT meeting which was the introduction of a Community Speed Watch Scheme. At the PACT meeting Cllr Pease was asked to be the initial focal point for the scheme. Durham Police had sent some guidance on the make-up, training and vetting of the volunteers. It was unreasonable to expect the Parish Council to run the team, however, they could ask for volunteers from the residents to take it on if they wish.

The Parish Council **agreed** that the Chairman would put a post on the website asking for volunteers and providing the basic background information. If or when sufficient volunteers come forward he would contact Durham Constabulary to begin the vetting and training.

**245 Other matters**

Cllr Robertson asked if, by way of thanks to Mr Ian Hindle for providing scaffolding for the internal decoration at no cost, we could buy him a gift. The Chairman agreed that we should show our appreciation and supported the proposal stating that he would deal with the matter personally.

**246. Date of Next Meeting**

The next Parish Council Meeting would be on Monday 10<sup>th</sup> July 2017 at 6.30 p.m. in the Parish Meeting Room.

The meeting ended at 8.25 p.m.

Cllr Colin Pease  
Chairman

Chairman’s Signature..... Date.....