



Middleton St George Parish Council

msgclerk@aol.com

www.middleton-st-george.org.uk

Minutes of the meeting of the Parish Council held on Monday 10th December, 2018 in the Parish Council Meeting Room

Present: Councillor Mrs. C. Gilson (Chairman),
Councillor S. Crowther (Vice Chairman),
Councillor Mrs. M. Beadle,
Councillor Mrs. H. Bullock,
Councillor N. Embleton,
Councillor L. Foggett,
Alan Macnab, Clerk.
Mr. and Mrs. Porter, Mr. Bob Barfoot, CPRE and 5 Members of the Public.

The meeting started at 6.30 p.m.

729. Chairman's opening address

The Chairman welcomed Mr. and Mrs. Porter and their family who were attending the meeting for the conferring of the honorary title of Freewoman of the Parish on Mrs. Porter and to Mr. Bob. Barfoot of the CPRE for the item on the Gladman appeal.

The Chairman reported that an application had been submitted for development on the east side of Middleton Lane, though the LPA had not yet sent out an official notification with a planning reference number. The meeting resolved that it would agree responses via email consultation for any planning application received over the Christmas period.

730. Conferring the title of Honorary Freedom of Middleton St. George on Mrs. Valerie Porter

The Special Parish Council meeting on the 26th November, 2018 had unanimously agreed that the title of Honorary Freewoman of Middleton St. George Parish be conferred on Mrs. Valerie Porter, organiser of Middleton St George in Bloom, in recognition and appreciation for the tremendous work she has done over the past 5 years to make the village a worthy recipient of awards in the Northumbria in Bloom Competition. Mrs. Porter was presented with the scroll which conferred the honour by the Chairman and the Clerk read the citation which was also presented to Mrs. Porter.

Mrs. Porter responded by thanking the Parish Council for conferring the honour of Freewoman of the Parish on her.

731. Public Participation Session

The Clerk reported no requests to address the Parish Council had been received.

Chairman's Signature..... *C J Gilson* Date..... *28th January 2019*

732. Apologies for Absence

The Clerk reported that apologies for absence had been received from Councillor Sansom because of church commitments and from Councillors Blacklee and Robertson because of work commitments.

The Parish Council agreed to accept the apologies for absence which were received.

733. Declarations of Interests

No declarations of interests were made.

734. Minutes of the Parish Council Meeting on the 12th November, 2018

The minutes of the Parish Council held on the 12th November, 2018 were presented. The Parish Council agreed that they were a true record of the proceedings and the Chairman signed the minutes at the end of the meeting.

735. Matters Arising

The Clerk reported that matters arising from the meeting on the 12th November, 2018 would be reported under the items to be covered by the meeting.

736. Co-option to the Parish Councillor's Vacancy

The Clerk reported that the period the vacancy was advertised in the Parish had expired on the 7th December, 2018. One resident had applied for the vacancy during the statutory notice period. The Clerk had written to the resident but had not received a reply. The Parish Council received draft Co-option Procedures.

The Parish Council agreed that the co-option and the procedures for co-options to the Parish Council be deferred to the Parish Council meeting on the 14th January, 2019.

737. Financial Matters

Councillor Mrs. Beadle gave the following financial report.

737.1 Financial Report 2018-19 as at the 3rd December, 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	- £5,087.79
Barclaycard Expenditure November 2018:	
Amazon. Purchase of Union flag	£25.00.
CDS Darlington. Purchase of new keyboard for the laptop	£20.00
Springfield Post Office. Purchase of 12 first class Stamps	£8.04
	- £53.04
Community Account:	

Chairman's Signature..... *C. J. Beadle* Date..... *28th January 2019*

Income	- £96,160.27
Expenditure	- £29,405.66
Balance as at the 3rd December, 2018	£67,114.61

b. Progress against the Budget

The projected income for the 2018-19 financial year was £100,055.57 and the projected expenditure was £56,703.42 which would result in an anticipated surplus carry forward of £43,312.12 to the 2019-20 financial year.

c. Bank Reconciliation

The bank reconciliation as at the 3rd December, 2018 showed that the Community Account spreadsheet balance held by the Parish Council was £67,114.61 and the Community Account balance held by the bank was £67,254.10. A difference of £139.49 which was the result of cheque numbers 200044 for £4.50. 200046 for £9.99 and 200047 for £125 not being cleared by the bank.

d. Bank Statement

The bank statement for the Community Account on the 3rd December, 2018 was presented and showed the balance in the Community Account was £67,254.10.

737.2 Payments received and outstanding and payments for authorisation

a. Payments received

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

b. Payments for approval

Date	Supplier	Amount
10.12.2018	HM Revenue and Customs Clerk's PAYE August to December 2018 (see below)	£766.68
10.12.2018	Came and Company Insurance. 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

Chairman's Signature..... *e. J. Taberna* Date..... *28th January 2019*

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

Date	Supplier	Amount
21.12.2018	Clerk - A. W. Macnab Pay	£633.60
	Total	£3,624.62

Resolved

- i. That Mr Palfreman's November Invoice Payment be deferred for consideration at the meeting of 14th January 2019
- ii. To note the actual figure re History Group was £66, not £70
- iii. That all other payments were approved, subject to the amendments

737.3 Timetable of Controls for December 2018

The Timetable of Controls Report for December 2018 was presented.

The Parish Council reviewed the items in the report.

The Clerk reported that the actions in the report were carried out and that there were no losses, liabilities or damage which could lead to claims against the Parish Council.

The Parish Council agreed to note the report.

737.4 Councillor's audit report July to September 2018

The Clerk reported that Councillor Blacklee had carried out the audit of the finances including the financial records of the Parish Council for the period July to September 2018. The only issue which Councillor Blacklee found was the interest for the Parish Council's account with Darlington Credit Union on the 27th April, 2018 had not been entered on the accounts spreadsheet. The Clerk reported that he had entered the interest on the spreadsheet following Councillor Blacklee's report.

738. Planning

738.1 Gladman Neasham Road Appeal

Bob Barfoot from Campaign for the Protection of Rural England (CPRE) attended the meeting to discuss the setting up of the proposed Middleton One Row Alliance.

Resolved

- i. The Terms of Reference for the Middleton One Row Alliance (MORA) were agreed
- ii. The Clerk would contact and engage Heritage Expert Niall Hammond
- iii. The Vice-Chairman to contact Cllr Geoffrey Crute at Neasham PC
- iv. A letter of application re Rule 6 be sent by Bob Barfoot on behalf of MORA to the Planning Inspector

Chairman's Signature..... *C. J. Gibben* Date..... *28th January 2019*

738.2 DBC Planning Applications Committee 12th December 2018

Concerning 18/00591/FUL (development at field adjacent to the Oak Tree Inn) and 18/00810/FUL (Durham Tees Valley Airport Link Road).

Resolved

- i. **That the Chairman would attend the Planning Applications Committee and report back to the Parish Council (but that no specific verbal representation be made other than to reiterate our initial responses, if asked).**

738.3 Sadberge Road Site

The Clerk informed the meeting that a resident had reported that a light on the building site was left on during the evening and was causing a disturbance. He had reported the incident to the Enforcement Officer who was discussing this report with the Site Foreman to request that the lights be turned off during the evening. The Parish Council considered that the lights should be on a sensor and should be reported to the Environmental Health Officer as a statutory nuisance.

738.4 High Scroggs Development

The Parish Council had received reports from residents in Chapel Street that hedges and trees had been taken down as part of the High Scroggs development.

The Vice Chairman agreed to visit the site and report back to the Parish Council.

738.5 NDP Working Group report

The Parish Council received the Chairman's notes of the first meeting of the Neighbourhood Development Plan Working Group on the 22nd November, 2018 with Jo Anne Garrick the Planning Consultant which discussed the help which Jo Anne Garrick could provide to draw up a new Neighbourhood Development Plan for the Parish. Following the meeting Jo Anne Garrick sent her proposal for the work to draw up the new Neighbourhood Development Plan and information on how to designate a neighbourhood planning area, the technical support to draw up the Plan and the grant aid which was available to fund the Plan which had been circulated with the papers for the meeting. Jo Anne Garrick advised at the first priority would be to write to Darlington Borough Council to ask them to designate the neighbourhood planning area. The papers for the meeting also included the Chairman's draft letter to Darlington Borough Council asking it to designate Middleton St. George Parish as neighbourhood planning area which would not include Durham Tees Valley Airport and a disclaimer to this effect should be put on the map of the neighbourhood planning area which accompanied the application to the Borough Council.

Following a discussion, the Parish Council agreed that:

- a. **The Chairman's letter to Darlington Borough Council asking it to designate the Parish, excluding Durham Tees Valley Airport, as a Neighbourhood Area be approved.**
- b. **Jo Anne Garrick be asked to start work on drawing up the Plan as soon as possible and not wait for grant aid.**

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

738.6 Section 106 Update

The Chairman reported that the Parish Council had written to Darlington Borough Council on the 30th November, 2018 asking for the following areas to be designated as amenity spaces for Section 106 funding for amenity spaces in the planning approval for 27 houses in Middleton Lane, Middleton St. George.

- The area to the south of the Whinnies and the former Stockton and Darlington Railway line, which includes two large areas of green space (behind the cricket club and bowling green, and by the school bus turning circle)
- The large area of green space to the south, between the back of Heathrow Close and the back of Acorn Close and The Beeches

A reply had been received from the Borough Council that the Parish Council's request will be kept on file because Section 106 funding had not been received by the Borough Council and the Borough Council will contact the Parish Council when it receives the initial Section 106 payment.

With reference to the draft Projects List and Costings, Councillor Embleton reported that he had sent a request to the Borough Council's Highways Department for a price based on 0.7 mile to construct a footpath by the side of the A67 from the airport entrance parallel to The Whinnies Nature Reserve and he was awaiting a reply. Councillor Mrs. Beadle reported that she was contacting a contractor to obtain a price for clearing the undergrowth at the entrance to the Water Park to improve visibility from the road.

Resolved

- To note the reports
- That all Parish Councillors continue to source the costings for the projects on the list

738.7 New Planning Applications

The Parish Council received the following new planning applications for consideration.

18/00992/FUL. Erection of a detached garage to rear. 52, Thorntree Gardens, Middleton St. George.

18/01129/FUL. Conversion of part of double garage to form habitable room and insertion of window, erection of porch to front elevation and erection single storey extension to rear and installation of roof lights to front and rear elevations. 11, St. George's Gate, Middleton St. George.

The Parish Council **agreed** to make no comments on both planning applications.

739. Section 137 Grants

739.1 Middleton St. George Community Centre to purchase a defibrillator – Update

Councillor Mrs. Beadle reported that Councillor Blacklee was discussing the feasibility of having two defibrillators in the village. The Parish Council were anxious for a defibrillator to be provided as soon as possible.

The Parish Council **agreed** that the Clerk will write to find out the Community Centre's position in relation to the provision of a defibrillator for the village and if the Community Centre can pool the funds it has raised with

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funding which the Parish Council is prepared to make available and the sponsorship funding to provide one defibrillator for the village.

739.2 Request from Darlington Rotary Club for its Christmas Tree collection service

The Clerk reported that a request had been received from Darlington Rotary Club for a contribution towards its Christmas Tree collection in the village which would be paid to St. Teresa's Hospice.

The Parish Council **agreed** that £100 be paid to St. Teresa's Hospice for the Rotary Club's Christmas Tree collection.

740. Grounds Maintenance Contract

740.1 Current Contractor's July and September 2018 Invoices

The Clerk asked the Parish Council for guidance on the payment of the contractor's July and September invoices. The issue was cutting the allotment hedges which were not scheduled to be cut in July but were cut in September but the workmanship on the hedges was not satisfactory.

The Parish Council **agreed** that the July 2018 invoice be paid but that the Clerk goes back to the contractor to ask him to cut the allotment hedges.

740.2 Grounds Maintenance Contract 2019-20. Opening of Tenders.

The Clerk presented four tenders which had been received for the 2019-20 Ground Maintenance Contract.

The Parish Council examined the tenders and queried the price quoted by one of the tenderers.

The Parish Council **agreed** that the Clerk will ask the tenderer to clarify the quotation and the Parish Council will decide the letting of the contract at its meeting on the 14th January, 2019.

741. Parks and Grounds.

741.1 Water Park

a. Broken Stile

The Clerk will again remind the Rights of Way Officer that the stile needed repairing.

b. Safety Signs – Update

It was reported that Councillors Blacklee and Embleton will install the signs during the Christmas and New Year holidays.

c. Ponds Structural Survey. To consider the quotations and award the contract

The Clerk reported that the third quotation was awaited for the structural survey of the ponds and all the quotations should be considered at the Parish Council meeting on the 14th January, 2019.

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d. Incidents in the Park – Water Watcher

It was reported that no response had been received from the person who was the alleged Water Watcher. The Parish Council expressed concern that ponds 2 and 3 may become stagnant but that this was not a problem at the present time. It was suggested that a meeting be held with the Model Boat Club and other interested parties to discuss the future of ponds 2 and 3 in the early part of 2019.

e. Drains and Gullies

The Clerk reported that no response had been received from the resident who was going to give the name and cost of the sleeve. Councillor Mrs. Beadle will contact someone for the cost of a sleeve.

f. Light

The Parish Council asked the Clerk to contact Councillor Blacklee to contact an electrician about the light on the Parish Council building.

741.2 Playground and Playing Field

a. RoSPA Inspection – Repairs Update

The Clerk reported that Darlington Borough Council had carried out the repairs in the play area which were detailed in the RoSPA inspection report.

b. RoSPA Inspection – Repairs Update

The Clerk reported that Councillor Blacklee and he had met Dean Scott of Darlington Borough Council on the 4th December, 2019 to discuss a more robust surface for the zip wire floor. Dean Scott will be sending quotations for the work to the Parish Council.

741.3 The Front, Middleton One Row

a. Cleaning of seating on The Front – Update

The Clerk reported that he had contacted Darlington Cares to see if they can carry out the cleaning and restoration work on the seats. A meeting will be held with Darlington Cares early in 2019 to discuss the work they can carry out.

It was also agreed that we need a count of the number of seats/benches in the whole Parish, and a note of their condition. The number of seats would be added to the Assets Register in due course.

Resolved

- i. To report back from the meeting with Darlington Cares**
- ii. To carry out an audit of the number and condition of seats in Parish, and add the number to the Assets Register in due course.**

b. Trees Project (Phase Two of The Front Project)

Chairman's Signature.....*A. Gibbon*..... Date.....*28th January 2019*.....

The Clerk reported that an application to County Durham Community Foundation had been submitted and the outcome was awaited. Councillor Mrs. Beadle reported that she had circulated all the information on the project to members of the Parish Council.

742. The Whinnies Nature Reserve

Councillor Mrs. Beadle reported that the overhanging trees had been cut back and the paths were now clear but refuse continued to be a problem.

743. Policy and Procedures

743.1 Website update

Councillor Foggett reported that the website had been updated.

743.2 Disabled access to the Parish Council Offices/Meeting Room

Councillor Mrs. Beadle reported that Councillor Blacklee will mark the disabled parking bay outside the offices.

743.3 Assets Register

The Clerk circulated the updated Assets Register to Parish Councillors before the meeting.
(It was resolved to add the number of seats in the Parish to the Register in due course - See 741.3 above).

744. MSG PC Speed Monitor – Update

Councillor Foggett reported that speed monitoring had been carried out in Middleton Lane and the speeds varied between 62 MPH and 34 MPH. The average speed was 27.9 MPH which was skewed because of temporary traffic lights on the road.

745. Community Speed Watch – Update

Councillor Foggett reported that he was now registered with the police for the Community Speed Watch.

746. Northumbria in Bloom

Councillor Mrs. Bullock reported that a meeting to form a working group for the 2019 entry will take place on the 19th January, 2019 at 4 p.m.

747. Recording Equipment for Meetings

The Clerk circulated prices for recording equipment for meetings and following a discussion, the Parish Council agreed that the Clerk's mobile phone with Councillor Foggett's laptop be tried to see if a recording can be made or not.

748. Councillors Reports and Items for Future Meeting

Chairman's Signature..... *C J Gibbon* Date..... *28th January 2019*

748.1 Heritage on Track Project

The Chairman referred to an email from the Project asking to make a presentation in the village. The Parish Council expressed the view that it would like to be involved and asked that the organiser be invited to a future meeting.

Resolved

- i. The Clerk would contact the organisers to inform them that the Parish Council would like to be involved.

748.2 Durham Tees Valley Airport

Councillor Crowther referred to the announcement from the Tees Valley Mayor of his Business Plan to take back the airport into public ownership. As full details of the plan would not be made public until one week before the meeting of the Tees Valley Combined Authority taking place on 24th January (which would be between Parish Council meetings of 14th and 28th January), it would not be possible for the Parish Council to consider it fully in time for the decision by the TVCA, and so would not be able to have a view on this matter. However, individual Parish Councillors could express their own views to the proposed plan if they wished.

748.3 Apologies for next meeting

Councillor Embleton submitted his apologies for absence for the Parish Council meeting on the 14th January 2019 due to work commitments.

The meeting ended at 8.55 p.m.

Chairman's Signature..... *C J Gibena* Date..... *28th January 2019*