



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 18th March, 2019 in the Parish Council Meeting Room

Present: Councillor Mrs. C. Gilsenan (Chairman),
Councillor S. Crowther (Vice Chairman),
Councillor Mrs. M. Beadle,
Councillor A. Blacklee,
Councillor Mrs. H. Bullock,
Councillor N. Embleton,
Councillor L. Foggett,
Councillor C. Headlam,
Councillor M. Robertson (attended for minute no. onwards)
Alan Macnab, Clerk.

In Attendance: Mr. W. Appleton, Wally's Angling Club and two members of the public.

The meeting started at 6.30 p.m.

848. Chairman's opening address

The Chairman welcomed everyone to the meeting.

849. Public Participation Session

No requests from members of the public to address the Parish Council had been received by the Clerk.

850. Apologies for Absence

Apologies for absence were received from Councillor Robertson because of work commitments and Councillor Sansom because of illness.

The Parish Council **agreed** to accept the apologies received.

851. Declarations of Interests

The Chairman declared an interest in agenda item no. 6d. Community Centre. The Barn Fencing as a member of the Community Centre Management Committee.

852. Angling Club Report

Mr. Appleton of the Angling Club reported that the angling club was progressing and all health and safety requirements had been covered. There was a concern that the steps to pond 2 were too high for disabled access. This would no doubt be addressed in the Structural Engineer's report on the condition of the three

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ponds. Mr. Appleton handed to the Clerk a £50 contribution from the club. Mr. Appleton also reported that 30 fish had been put into the ponds. There were concerns about dog walkers allowing their pets to be off the leash, dog faeces and needles being found in the park. He was keen to develop disabled access to angling and had discussed funding with the North Angling Trust and the Environment Agency. Membership of the Club was now in place which will be limited to 150 persons.

The Structural Engineer had expressed concern that the platforms/pegs, as dug into the banks and levelled out, could potentially compromise the structure of the banks, but his report was still awaited. He had visited on 4th March, and would send his report within six weeks.

853. Minutes of the Parish Council Meetings on the 11th and 25th February, 2019 and the Special Parish Council Meeting on the 7th February, 2019

The minutes of the Parish Council meetings held on the 11th and 25th February, 2019 and the Special Parish Council Meeting held on the 7th February, 2019 were circulated with the papers for the meeting.

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

854. Matters Arising

854.1 Traffic Accident Data

The Clerk reported that he had asked the Highways Officer for the traffic accident data, but they had not been received and he will ask the Highways Officer again for the data.

854.2 St. George's Academy Traffic Issues

The Clerk reported that he had asked the Chair of Directors of St. George's Academy to contact the Head of the Community Safety Team at Darlington Borough Council to discuss the parking and road safety problems which were being experienced outside the academy.

854.3 Audit and Protection of Hedgerows

The Clerk reported that following the last Parish Council meeting on the 25th February, 2019 he had written to the Head of Planning at Darlington Borough Council to ask for reports when permission has been granted by the Borough Council to the removal of hedgerows and trees and their replacement with new seedlings. A reply had not been received and he would write again to the Head of Planning to ask for a reply.

854.4 Community Centre. The Barn Fencing

The Clerk read the email from the Chair of the Community Association responding to the concerns about the height of the fencing erected at the entrance to the Water Park and opposite the Parish Council building.

The Parish Council continued to have concerns about the height of the fence at the entrance to the Water Park which resulted in the bend in the roadway in the Water Park becoming blind and a potential traffic hazard.

The Parish Council **agreed** that the Clerk will write again to the Chair of the Community Association to ask why the fence was so high and to justify the height at the entrance point to the Water Park.

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854.5 Flytipping

It was reported that a flytipping incident had occurred at the entrance to The Whinnies Nature Reserve which had blocked the gate. Ward Councillor Brian Jones had been contacted who had arranged for the flytipping to be cleared by Streetscene. It was pointed out that there was very little the Parish Council could do apart from reporting all incidents to Streetscene when they occurred.

855. Request for the conferring of the honour of Freedom of the Village

The Clerk read an email which had been received from a resident asking for another resident to be awarded the Freedom of the Village and making a case for the honour to be awarded. The Chairman presented the Freedom of the Village Draft Policy which she had prepared. The Clerk reminded the Parish Council of the procedures for considering and conferring the honour which would require a Special Meeting being called and convened for this purpose.

The Parish Council **agreed**:

- a. The Freedom of the Village Policy.
- b. A Special Meeting be held on Monday 15th April, 2019 separate and before the Ordinary Meeting to consider conferring the honour on the resident.
- c. If the honour is conferred, the ceremony be held in September 2019.

856. Financial Matters

Councillor Mrs. Beadle gave the following financial report.

856.1 Financial Report 2018-19 as at 11th March, 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 February 2019:	- NIL
Community Account:	
Income	- £100,382.34
Expenditure	- <u>£ 36,301.38</u>
Balance as at the 11th March, 2019	£ 64,080.96

b. Progress against the Budget

The projected income for the 2018-19 financial year was £102,451.47 and the projected expenditure was £56,787.79 which would result in an anticipated surplus carry forward of £38,468.12 to the 2019-20 financial year. However with the increased income due to grant aid and the reduction in expenditure

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during the year it was anticipated that the surplus would be greater. The Clerk will give the Parish Council the exact balance as soon as the financial year has ended.

Councillor Mrs. Bullock asked if an additional column be inserted into the Progress against the Budget table to show the forecast and variance from the budget each month.

Councillor Mrs. Beadle reported that the Clerk will examine the accounts for the financial year and correct any errors which may have occurred.

The Parish Council **agreed** that the Progress against the Budget statement include a column showing the forecast and variance from the budget for each budget heading each month.

c. Bank Reconciliation

The bank reconciliation as at the 11th March, 2019 showed that the Community Account spreadsheet balance held by the Parish Council was £64,080.96 and the Community Account balance held by the bank was £64,129.95. A difference of £48.99 which was the result of cheque numbers 200044 for £4.50. 200046 for £9.99 200056 for £20.00, 200060 and Timson's for £14.50 not being cleared by bank.

d. Bank Statement

The bank statement for the Community Account on the 11th March, 2019 was presented and showed the balance in the Community Account was £64,129.95.

856.2 Payments received and payments for authorisation

The following payment was received:

Date	Customer	Amount
06.02.2019	County Durham Community Foundation. Middleton One Row Heritage Views Project Grant	£2,396.00
	Total	£2,396.00

The following payments were presented for approval:

Retrospective Payments

Date	Supplier	Amount
01.03.2019	Diamond Gullies and Drain Cleaners. Cleaning of Drain at the side of the Parish Council building.	£85.00
04.03.2019	Councillor Embleton. Reimbursement for the purchase of cement for the Water Park Safety Signs Poles	£36.16
	Total	£121.16

March 2019 Payments

Date	Supplier	Amount
07.03.2019	Scottish Power. Electricity Monthly	£122.07
11.02.2019	Scottish Power Gas Monthly	£80.00

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11.02.2019	BT Hub Monthly	£40.49
18.03.2019	Councillor Mrs. Beadle. Reimbursement for paying for the Freedom Scroll Framing for the Freedom Presentation in December 2018	£20.00
28.02.2019	Cleaner - C. I. Wood Pay	£70.00
28.02.2019	Litter Picker - J. D. Lynn Pay	£532.44
28.01.2019	Clerk - A. W. Macnab Pay	£633.60
	Total	£1,498.60

The Clerk reported that the payment to Scottish Power for the monthly electricity was based on the amount paid by standing orders in February, 2019 and negotiations were being held with the energy broker, One Unite and Scottish Power to reduce the amount paid each month.

The Clerk reported that an invoice had been received within the last week from Archaeo Environment Limited for the Heritage Witness's fee for the Gladman public inquiry. Gladman withdrew their Appeal, so the Public Inquiry which was due in May would not now take place. Because the public inquiry had been discontinued the Parish Council would be seeking reimbursement from Gladman for the expenditure it had incurred in preparing its case.

The Parish Council **agreed** that:

- a. The retrospective payments and the payments for March 2019 be approved.
- b. No payment be made to the grounds maintenance contractor for January and February 2019 until the invoices for the two months are received.
- c. The invoice for £2,400 from Archaeo Environment Limited be paid.

856.3 Timetable of Controls for March 2019

The Timetable of Controls Report was presented. The Clerk reported that the next report after this report would enable the Parish Council to review the system of internal controls.

The Timetable of Controls Report also gave the policies which would enable the Parish Council to review the bank mandate, the expenditure limits and the scheme of delegation to the Chairman and the Clerk, the statement of receipts and payments under each budget heading, the schedule of payments, the delegation to the Clerk, the list of regular payments, the payment methods, the signing of the counterfoils of cheques, the review of the Assets Register, any losses, liabilities or damage to Council property and to review the current budget and the budget for the next financial year.

The Clerk reported that the defibrillator and case would be added to the Assets Register and the insurance company would be informed to add it to the insurance policy.

The Clerk reported that there were no losses, liabilities or damage to Council property since the last report.

The Parish Council **agreed**:

- a. That the changes be made to the bank mandate, signatories, expenditure limits scheme of delegation and the payment methods for transactions.

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b. To note the action taken to comply with the Timetable of Controls for March 2019.

856.4 Annual Governance and Accountability Return (AGAR) – Annual Governance Statement

The Clerk gave details of the preparation work for the Annual Governance and Accountability Return (AGAR) for the Parish Council’s 2018-19 accounts. The draft Annual Governance Statement for the 2018-19 which was given in the papers for the meeting gave details of the systems of internal control and the arrangements to comply with the statements given in the Annual Governance Statement part of the AGAR and the Governance and Accountability for Smaller Authorities in England Regulations 2017. The Annual Governance Statement showed that the Parish Council was complying with Governance and Accountability for Smaller Authorities in England Regulations 2017. The Annual Governance Statement would be reviewed by the Internal Auditor, it would then submitted with the Internal Auditor’s report to the Annual Parish Council meeting in May, 2018 and then to the external auditor.

The Parish Council **agreed** that the Annual Governance Statement for 2018-19 gave a true representation of the systems of internal controls and compliance with Governance and Accountability for Smaller Authorities in England Regulations 2017

856.5 Annual Governance and Accountability Return (AGAR) - Review of the Effectiveness of Internal Controls

The report giving the Statement of Internal Controls and guidance on how the Parish Council will review the effectiveness of its internal controls was circulated to Parish Council before the meeting. The Clerk explained that the Parish Council must be satisfied that its financial management was adequate and effective and that sound systems of internal controls were in place. The Accounts and Audit Regulations 2015 required that a review of the effectiveness of the systems of internal controls must be carried out each year and will inform the preparation of the Annual Governance Statement.

The report gave the purpose of the systems of internal controls, the internal controls which were operated by the Parish Council and the Clerk and its risk assessments and risk management which were reviewed each year. The report then gave the Statement which gave the systems of internal controls for the cash book/bank reconciliation, its Financial Regulations, the order/tender controls, legal powers for each item of expenditure, payment controls, Section 137 payments, VAT reclaims, income controls, financial reporting, budgetary controls, payroll controls, office and Clerk’s expenses, assets controls, the internal audit and external audit procedures which were followed by the Parish Council.

The Parish Council reviewed the effectiveness of its internal controls and **agreed** that its financial management were effective and sound systems of internal controls were in place.

856.6 National Pay Award Increases for the Clerk and Litter Picker

The Clerk circulated a report with the papers before the meeting giving the national pay awards for the Clerk and Litter Picker which were effective from the 1st April, 2019.

a. Clerk

The Clerk’s pay and pay scale was set by the Parish Council and was within the pay and pay scales of the National Joint Council for Local Government Services. An increase in the pay and new pay scales for the Clerk’s post which would be effective from the 1st April, 2019 were agreed by the National Joint Council.

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The effects on the pay and pay scale for the Clerk would be as follows:

CURRENT	
Hourly Rate and SCP	£13.20. SCP 28
Monthly Gross Pay	£13.20 x 60 hours = £792.00
PAYE Deduction (20%)	£158.40
Gross Pay	£633.60

REVISED WITH EFFECT FROM 01.04.2019	
Hourly Rate and SCP	£13.64 New SCP 22
Monthly Gross Pay	£13.64 x 60 hours = £818.40
PAYE Deduction	£163.68
Gross Pay	£654.72

b. Litter Picker

The Litter Picker is paid the National Minimum Wage for employees over 25 years which will be increased from £7.83 per hour to £8.21 per hours with effect from the 1st April, 2019.

The effects of the increase on the Litter Picker's pay would be as follows:

CURRENT	
Hourly Rate	£7.83
Monthly Net Pay.	£7.83 x 68 hours = £532.44

REVISED WITH EFFECT FROM 01.04.2019	
Hourly Rate	£8.21
Monthly Net Pay	£8.21 x 68 hours = £558.28

The Parish Council **agreed** to note the nationally agreed pay increases for the Clerk and Litter Picker and the revised Spinal Column point for the Clerk's post. The Litter Picker's pension needed to be arranged.

857. Planning Matters

857.1 New Planning Applications

The following planning applications were submitted for consideration by the Parish Council.

19/00131/FUL – Erection of a single storey rear extension, 63A Middleton Lane, Middleton St George

Decision: The Parish Council **agreed** that no comment be made.

19/00184/FUL. Continued temporary use of north western section of the existing long stay car park for caravan, motorhome and care storage (Use Class B8), Easy Park Northern Limited Durham Tees Valley Airport, Middleton St George.

Decision: The Parish Council **agreed** that no comment be made.

19/00183/FUL. Application under Section 73 of the Town and Country Planning Act 1990 for variation of condition no.4 (approved plans) attached to planning permission 16/00500/FUL to permit changes in design and siting of 2 no. dormer bungalows and external landscaping works, 5B The Spinney, Middleton St George.

Decision: The objections to this planning application were on the grounds of access. The Parish Council **agreed** to object to this application by supporting neighbours' objections. The Chairman will draft a letter with summary of points for the Clerk to send to Darlington Borough Council.

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

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Decision: The Parish Council agreed that no comment be made.

857.2 Issues relating to Planning Applications

a. 17/01175/FUL. 61 houses, Yarm Road, Middleton St. George

No issues were raised.

b. 18/00509/FUL. 12 Bungalows and Convenience Store, Yarm Road, Middleton St. George.

The issue of parking by contractors working on the site was raised and it was reported that these problems had been drawn to the attention of the Borough Council's Enforcement Officer.

The Parish Council **agreed** that the Clerk will write to Planning Officer to ask that the hedge be reinstated after the works, and that the boundary is respected and enforced.

857.3 Notice of Planning Applications Committee on 20th March, 2019

The Chairman reported that the Borough Council's Planning Applications Committee will consider the following planning application at its meeting on the 20th March, 2019:

19/00040/FUL. Variation of condition 3 (Approved Plans) attached to planning permission 18/0059/FUL dated 4th January 2019 for residential development comprising 12 No. dwellings (Revised scheme) to permit the substitution of house types and amended layout. Field to the East of Oak Tree Inn, Oak Tree, Middleton St. George.

The Parish Council had objected to the planning application on the grounds of access. There had been local objections to the application.

The Parish Council **agreed** to support the objectors to the planning application and for the Chairman to attend and to address the Planning Applications Committee.

The Chairman also reported that the following planning application would also be considered by the Planning Applications Committee but that the Committee were being asked to decide the Section 106 agreement and not planning matters.

17/01195/OUT. Outline planning application for the erection of up to 330 residential dwellings with associated landscaping and engineering works, 3 retail units and provision of a new single form Primary School. Field at OSGR E435307 N513463 Yarm Road Middleton St George.

857.4 Notification of Planning Appeal

The Chairman reported that notification had been received that an appeal had been made to the Planning Inspectorate in respect of the decision of Darlington Borough Council not to grant planning permission for the following development:

Land to the rear of High Stell and Grendon Gardens, Middleton St. George.

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The appeal would not be by public inquiry and the decision by the Planning Inspector would be based on written submissions. The Chairman was liaising with Mr. Barfoot and Mr. Cowen of the CPRE in the preparation of the Parish Council's written submission. The written submission will be circulated to the Parish Council by email before it is sent to the Planning Inspectorate by the 16th April, 2019.

857.5 Middleton St. George Neighbourhood Development Plan – Update

The Chairman reported that the consultation period for the Plan would end at the end of March. A meeting of the Working Group will be arranged to agree draft policies for the Plan and funding applications.

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

857.6 Gladman Appeal, Neasham Road, Middleton St. George – Update

The Chairman reported that the appeal by Gladman Developments Limited to the Planning Inspector had been withdrawn and the public inquiry would now not take place. No reasons were given for the withdrawal of the appeal. Councillor Foggett reported that he had supplied traffic information for the inquiry.

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

858. Village Emblem

Councillor Mrs. Beadle asked for the Parish Council's guidance on the village emblem which had been approved by the Parish Council some time ago. She reported that the maker of the emblem queried why measurements were necessary and his quote of £600 which had been agreed by the Parish Council did not include wood for the emblem for which a quotation of £650 had been received nor had it included aluminum for the emblem. A quotation for aluminum had not been received. Councillor Mrs. Beadle was concerned about the increasing costs of the emblem.

Following a discussion, it was proposed by the Vice Chairman and seconded by Councillor Blacklee that the emblem should not now be produced and this was unanimously agreed by the Parish Council.

859. Defibrillator – Update

Councillor Blacklee showed the Parish Council the new defibrillator. The battery nor the memory card had been received because the cabinet housing the defibrillator had not been supplied. There was a problem with the supply of the cabinet but Councillor Blacklee had been told by the suppliers that the cabinet, battery and memory card would be supplied in two weeks.

Councillor Blacklee had found someone to fit the defibrillator and cabinet to the wall at the Londis Convenience Shop and Mr. Hill of Londis had agreed to cover the cost of the electrical supply to the defibrillator.

Training was being arranged for Parish Councillors on either a Saturday or Sunday. The Clerk will check the Parish Council's insurance policy and will add the defibrillator and cabinet to the insurance policy and the Assets Register.

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

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860. Middleton St. George in Bloom and the Big Spring Clean

Councillor Mrs. Bullock reported that the fund raising event had raised £490 which would fund the Group’s activities for the year. The next meeting of the Group was being arranged. The Big Spring Clean will take place on Saturday 23rd March with refreshments afterwards.

861. Parks and Grounds

861.1 Water Park

a. Broken Stile

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

b. Safety Signs

Councillor Blacklee reported that the safety signs were still in place and the concrete base had set.

c. Structural Survey of the Ponds

The Chairman reported that the structural survey by the reservoir engineer had taken place on the 4th March and the report was expected to be received within six weeks of the survey date. The reservoir engineer stated during the survey work that the ponds were now within Category A which would result in criminal prosecutions in the event of an accident because of the nearness of the housing developments. A fishing platform was mentioned by the reservoir engineer and the need to remove the brambles and pollarding the trees which surrounded the ponds.

d. Drains and Gullies – Update

Councillor Mrs. Beadle reported that the blocked drain between the Parish Council and the Community Centre buildings needed a sleeve and they quoted £800 for the complete job including work on Community Centre land.

It was reported that the Community Centre was obtaining quotations for more investigative work and it was suggested that the Parish Council join with the Community Centre to integrate the investigative work.

The Parish Council **agreed** that the Clerk will write to the Community Centre suggesting a meeting within the next month to discuss the integration of the investigative work on the drains and for the Parish Council to contribute to the cost.

e. Street Lights

Councillor Mrs. Bullock’s report was circulated to the Parish Council with the papers for the meeting. The Borough Council’s Lighting Engineer had visited the site and recommended remedial work to the lighting columns between the Parish Council and Community Centre buildings. He recommended that the lighting column opposite the Community Centre was not working and should be removed. A price for this work was being sent by the Lighting Engineer. There was also a need for the laurel tree next to the lighting column to be cut back.

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Councillor Foggett reported that the CCTV system in the Parish Council building which had cameras pointing to the entrance to the Water Park, the entrance to the Community Centre and the rear of Parish Council building gave poor pictures which did not help with identifying intruders. The external light on the Parish Council building did not help to give clear images and did not help the Community Centre's CCTV system. There was also a need to ask the Community Centre for its plans for security lighting.

The Parish Council **agreed** that:

- i. The Clerk will ask Darlington Borough Council to cut back the laurel tree next to the lighting column as part of the Ground Maintenance Contract.
- ii. The second lighting column be removed.
- iii. The Clerk will ask the Community Centre for its plans for security lighting.
- iv. The Clerk will obtain a price for removing the laurel tree.

861.2 Playground and Playing Field. Health and Safety Report

The Vice Chairman reported that there were no health and safety issues in the playground and playing field, apart from a slight crack on the floor of the playground but this was not a health and safety issue.

861.3 The Front

a. Cleaning of Seating

The Clerk reported that he would be contacting Darlington Cares to arrange a meeting to discuss what help they can give to restoring the seating on The Front.

b. Middleton One Row Heritage Views Project – Update on Project and on Funding

Councillor Mrs. Beadle reported that she had contacted the Project Officer at Groundwork for an update on the additional funding for the project. The Project Officer stated that she had not heard if any of the bids had been successful or not and it was anticipated that the results would not be known for six months. There were 5 trees to be cut down and there was a need for a meeting with the Borough Council's Arboricultural Officer to see if the plans were feasible because it could save money on the project but the Arboricultural Officer will charge for his services. If there is a need for a planning application to be submitted the project may have to be extended by one day.

The shortfall in funding was £2,500 and there was £3,000 in the budget for The Front. Groundwork will lead on the project.

It was proposed by the Vice Chairman and seconded by Councillor Embleton that £2,500 be allocated from the Parish Council's budget to enable the project to be completed and Groundwork be asked to go ahead and complete the work as quickly as possible. The Parish Council agreed unanimously to the motion.

862. The Whinnies Nature Reserve

Councillor Mrs. Beadle reported that the fly tipping at the entrance to The Whinnies had been cleared. There will be a litter pick on the 2nd April.

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COUNCILLOR ROBERTSON ENTERED THE MEETING.

863. Policies and Procedures

863.1 Ward Councillors seating arrangements during Parish Council meetings

Councillor Mrs. Beadle suggested that perhaps of the work of the Clerk that was to deal with issues from residents to the Borough Council were outside the remit of the Parish Council but within the remit of the Ward Councillors. Ward Councillors because they are so often, almost daily, in the Town Hall had in the past saved the Clerk from having to write in with our queries as they have offered to ask and receive answers to some (not all) questions from the Parish Council.

The Chairman reminded the meeting that the Parish Council has a responsibility to act on issues on behalf of residents of the Parish, including contacting the Borough Council, but if the Borough Councillors wished to follow up on these matters, as a coordinated approach to resolving problems, that is of course helpful and welcome.

The Chairman also read the Parish Council's Standing Order 25 regarding communicating with Darlington Borough Councillors, which stated that invitations to meetings are sent to the Borough Councillors, and that Borough Councillors speaking at Parish Council meetings was at the discretion of the Chairman.

The Chairman also quoted examples from documents of other Parish Councils which showed the practice of having Borough Councillor reports (on Borough Council matters) as standing items on the agenda. This might be a good practice to implement.

The seating arrangements for Borough Councillors at Parish Council meetings was discussed. Whilst it was acknowledged that there were benefits of having Borough Councillors attend meetings to give their reports and to give the Borough Council's perspective on issues, the Chairman reminded the meeting that the reasons why the Parish Council had resolved at its meeting in February 2018 to include the reference to the distinction of voting rights in the Standing Orders (ref. page 137 of The Parish Councillor's Guide) was a) to clarify for the benefit of the Parish Councillors and members of the public the distinction between the decision-making body of the Parish Councillors, and those persons who are not part of the decision-making body, because the situation was causing confusion, with the Borough Councillors sitting at the table with the Parish Councillors and coming in on discussions all the time, and b) for the Parish Council to meet the requirements of accountability, openness, transparency, integrity, etc. as in the Nolan Principles of Public Life.

The Chairman also referred to a matter of concern in April 2018 which the Borough Solicitor had dealt with, and on which he had issued a reminder on the rules, differentiation of roles and responsibilities, and the need for these to be respected.

It was proposed by the Vice Chairman and seconded by Councillor Mrs. Bullock that Ward Councillors be invited to attend Parish Council meetings and if they attend, they sit with members of the public. On being put to the vote there were 6 votes in favour and 3 votes against. The motion was therefore carried.

863.2 Website

Councillor Foggett reported that he had spoken to Inspirar, the Parish Council's website hosting company, to improve the website and contact details including Councillors email addresses using the Parish Council address. It was against the GDPR Regulations for Councillors to use their personal email addresses and to publicise their

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email addresses on the website address. The hosting fee would increase by £35 each year Council email addresses are provided for Parish Councillors and the Clerk. Inspirar cannot carry out the work to migrate email addresses but they will guarantee the integrity of the system.

The Parish Council **agreed** that Councillor Foggett proceed to obtain costs for improvements to the website including the provision of Council email addresses for Parish Councillors and the Clerk.

863.3 Fire Safety

Councillor Robertson gave details of the fire safety training arrangements for occupants of buildings which must be completed every six months and pointed out the fire safety arrangements which were in place for the Parish Council building. He also gave details of the tests of the torches and the fire extinguishers he carries out regularly and updating the fire safety file.

864. Request for the renewal of the annual subscription to CPRE

The Clerk reported that a request had been received from the CPRE for the renewal of the Parish Council's annual subscription. The subscription last year was £36.

The Parish Council **agreed** that the annual subscription of £36 be paid to the CPRE.

865. CCTV

Councillor Foggett reported that the current CCTV system was not working and there was a need for the Parish Council to look at installing a new CCTV system. There was also problems with the security light on the front of the Parish Council building.

The Parish Council **agreed** to Councillor Foggett's offer to contact security contractors to come and give prices for a new CCTV system.

866. War Memorial

The Parish Council gave further consideration to relocating the War Memorial from its present location outside the former St. Laurence's Church to a central location in Middleton St. George. The Parish Council could not identify a central location, a decision to relocate would have to be taken by residents and the cost of relocation would be prohibitive.

Councillor Mrs. Bullock reported that St. Laurence's Church PCC had made an application for funding for a stepped access to the Garden of Remembrance in the grounds of the former St. Laurence's Church.

The Parish Council **agreed** that the War Memorial will remain in its present location outside the former St. Laurence's Church.

867. Speed Monitoring

Councillor Foggett reported that the speed monitor had been located in Station Road outside St. George's Gate and it can now count the number of vehicles using the road.

868. Community Speed Watch

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Councillor Foggett reported that he had been vetted to be a Community Speed Watch volunteer and was waiting to find out when Speed Watch operation would take place in the village.

869. Annual Parish Assembly – Saturday 18th May, 2019. 2 p.m. to 4 p.m.

The Chairman’s list of organisations to be invited to the Annual Parish Assembly and the draft invitation letter was circulated with the papers for the meeting. It was suggested that St. Laurence’s Church should be asked to see if they will distribute the invitation letters.

The Parish Council **agreed** the list of organisations to be invited to the Annual Parish Assembly and the invitation letter.

870. Councillors Reports and Items for Future Meetings

Councillor Robertson reported that he will not be standing for election to the Parish Council in the forthcoming elections.

Councillor Embleton expressed concerns about the Litter Picker loitering in the village. The Clerk will talk to the Litter Picker’s father about the incidents. Councillor Embleton also expressed concerns about litter in the Water Park. The Clerk stated that the Litter Picker was responsible for clearing the litter in the Water Park as part of his work rota on Friday mornings.

871. Apologies for absence for the next Parish Council Meeting

Councillor Embleton submitted his apologies for absence to the next Parish Council meeting.

872. Dates of Next Meetings

Monday 15th April, 2019 (Finance).
Monday 29th April, 2019 (Planning)

Both meetings will start at 6.30 p.m. in the Parish Council Meeting Room.

The meeting ended at 9.30 p.m.

Chairman’s Signature..... Date.....