



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 June, 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 L. Foggett,
Councillor S. l'Anson,
Alan Macnab, Clerk.

In Attendance: 3 Members of the Public and Mr. R. Williams of Darlington Civic Enforcement Team

The meeting started at 6.30 p.m.

961. Chairman's Opening Address

The Chairman welcomed everyone to the meeting and in particular the candidate for co-option to one of the vacant Parish Councillor vacancies and Mr. Williams of Darlington Civic Enforcement Team who would be giving details of the services provided by the Team.

962. Public Participation Session

The Clerk reported that he had not received any prior notification from members of the public who wished to address the Parish Council. However a resident who was present at the meeting asked to address the Parish Council which was agreed by the Parish Council.

The resident showed the Parish Council the plans which she had made showing the route of a possible relief road from St. George's Gate to Neasham Road to relieve congestion in the centre of the village. The resident showed the Parish Council photographs of the traffic situation in the centre of the village and expressed concern that the congestion may result in a serious accident especially children going to school.

Councillor Mrs. Beadle reported that similar photographs had been sent by the Parish Council to Darlington Borough Council.

The Vice Chairman asked how many accidents had occurred in the last five years in the centre of the village because that is the question which will be asked when consideration is given to any road improvements.

The Chairman reported that a meeting was being arranged with the Highways Officers to discuss the traffic situation in Middleton St. George and the resident's suggestions would be taken to the meeting.

The Parish Council thanked the resident for her suggestions which will be followed up.

963. Presentation on the Civic Enforcement Team

Mr. Williams gave a presentation on the work of the Civic Enforcement Team which had recently been established. The Team deal with parking issues and environmental crime e.g. fly tipping, bins and cars

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parked on the road side for sale. There are 4 teams of officers who work 8 a.m. to 10 p.m. except Christmas and New Year. The team has the facility to investigate crime, power to remove vehicles which have been parked for a number of weeks and appear to be abandoned such as with flat tyres, parking round schools and enforce parking regulations. Teams of officers have been allocated to schools to try to control parking. The problem was the number of schools in the Borough and they involve PCSOs. Officers must wait 10 minutes in order to enforce parking regulations.

Councillor Mrs. Bullock highlighted the issue of parking in the centre of the village and Mr. Williams agreed to visit the centre of the village on the 11th June.

The Team was accredited by Durham Police with additional powers to stop vehicles e.g. vehicles carrying scrap and waste carriers in order to minimise fly tipping. There have been successes with stopping vehicles carrying scrap and fly tipping.

The Team dealt with anti social behaviour and provided a response to problems in parks and street corners and bikes which have been stolen. The Team also have powers to seize alcohol from young people and work with Trading Standards and Licensing to investigate under age sales of alcohol and with Planning and Housing in respect of private landlords and dog wardens in respect of stray dogs.

Mr. Williams emphasised that there was a need for incidents to be reported and witness statements for incidents of fly tipping.

The Parish Council thanked Mr. Williams for his presentation and **agreed** that the telephone numbers of the Team be publicised on the website and Facebook page.

964. Apologies for Absence

No apologies for absence were received.

965. Declarations on Interests

No declarations of interests were made.

966. Minutes of the Parish Council Meeting on the 29th April, 2019, the Annual Parish Council Meeting on the 13th May, 2019 and the Annual Assembly on the 18th May, 2019

The Minutes of the Parish Council Meeting held on the 29th April, 2019, the Annual Parish Council Meeting held on the 13th May, 2019 and the Annual Parish Assembly on the 18th May, 2019 were presented.

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

967. Matters Arising

The Clerk reported that matters arising would be considered under agenda items during the meeting.

968. Co-option to a Parish Councillor Vacancy

The Clerk reported that one application had been received for the three vacancies for Parish Councillors. The application was received from Mr. Stephen Smith. Mr. Smith was present at the meeting. The Clerk confirmed that Mr. Smith met the eligibility criteria to stand for election as a Parish Councillor and no exclusions applied. The Parish Council were given Mr. Smith's application and the co-option procedures.

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Following a discussion, Councillor Mrs. Bullock proposed and Councillor Blacklee seconded that Mr. Stephen Smith be co-opted as a Parish Councillor. The Parish Council **unanimously agreed** to Mr. Smith's co-option to the Parish Council. Mr. Smith was given the declaration of interests form, the acceptance of office form and the Parish Council's Induction Pack.

Councillor Smith then took his place on the Parish Council.

The Clerk advised the Parish Council that Darlington Borough Council had advised him that the two vacancies for Parish Councillors can be advertised without the statutory 14 working days notice until they were filled. The 14 working days notice only applied when there was resignations, retirement etc. from the Parish Council.

The Parish Council also **agreed** that the two Parish Councillor vacancies be re-advertised as soon as possible.

969. Financial Matters

969.1 Financial Report as at the 3rd June, 2019

Councillor Mrs. Beadle gave the financial report as at the 3rd June, 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 May 2019:	
Prontaprint Darlington. Printing 100 NDP leaflets	- £43.50
Community Account:	
Income	- £110,250.48
Expenditure	- <u>£ 7,374.82</u>
Balance as at the 3rd June 2019	£102,902.66

b. Progress against the Budget

The anticipated income for the 2019-20 was £117,724.60 and the anticipated expenditure was expected to be £63,866.00 with a carry forward surplus balance of £53,858.60 to the 2020-21 financial year.

c. Bank Reconciliation

The bank reconciliation as at the 31st May 2019 showed that the Community Account spreadsheet balance held by the Parish Council was £102,922.66 and the Community Account balance held by the bank was £102,917.15. A difference of £14.49 which was the result of cheque numbers 200044 for £4.50. and 200046 for £9.99 not being cleared by bank.

d. Bank Statement

The bank statement for the Community Account on the 3rd June, 2019 was presented and showed the balance in the Community Account at the bank was £102,917.15.

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969.2 Payments received and payments for authorisation

a. Payments received:

Date	Customer	Amount
10.05.2019	Darlington and District Model Boat Club. Rent and Electricity	£694.02
	Total	£694.02

b. Payments for Approval for June 2019:

Date	Supplier	Amount
07.06.2019	Scottish Power Gas Monthly	£81.00
10.06.2019	Gordon Fletcher. Internal Audit	£125.00

Date	Supplier	Amount
10.06.2019	Came and Company. Insurance Renewal 19.06.2019 to 18.06.2020	£1,159.10
10.06.2019	HM Revenue and Customs. Clerk's PAYE from November 2018 to 30th June 2019 (See breakdown below)	£1,203.84
10.06.2019	Councillor Mrs. Gilsean. Rail Fare to attend Small Councils Meeting	£4.80
12.06.2019	Scottish Power. Electricity Monthly	£80.00
17.06.2019	Barclaycard Commercial. Printing of NDP leaflets	£43.50
29.06.2019	BT Hub	£40.49
28.06.2019	Cleaner - C. I. Wood Pay	£70.00
28.06.2019	Litter Picker - J. D. Lynn Pay	£558.28
28.06.2019	Clerk - A. W. Macnab Pay	£654.72
	Total	£4,020.73

c. Breakdown of Clerk's PAYE – October 2018 to June 2019

Month	Gross Pay	PAYE	Net Pay
November 2018	£792.00	£158.40	£633.60
December, 2018	£792.00	£158.40	£633.60
January 2019	£792.00	£158.40	£633.60
February 2019	£396.00	£79.20	£316.80
March 2019	£792.00	£158.40	£633.60
April 2019	£818.40	£163.68	£654.72
May 2019	£818.40	£163.68	£654.72
June 2019	£818.40	£163.68	£654.72
Totals	£6,019.20	£1,203.84	£4,815.36

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

969.3 Timetable of Controls for June 2019

The Timetable of Controls report for June 2019 was presented.

The Clerk reported that:

- A statement of receipts and payments was submitted to the meeting.

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- b. A schedule of payments requiring authorisation was submitted to the meeting.
- c. A list of regular payments was submitted to meeting.
- d. Counterfoils of cheques were signed by the cheque signatories at the meeting.
- e. There were no losses, liabilities or damage which could lead to claims.
- f. The corporate risk assessments will be reviewed at this meeting.
- g. The insurance quotation will be considered at this meeting.

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

969.4 Risk Management and Risk Assessment Policy

The Risk Management and Risk Assessments Policy was submitted with the papers for the meeting to enable the Parish Council to review the policy and the risk assessments.

Councillor Mrs. Beadle reported that the Engineer who inspected the three ponds had indicated that the risk rating would need to be increased to the highest rating of Category A because of the likelihood that adjoining fields would be developed for housing. Councillor Mrs. Beadle expressed concern that the Engineer’s report had still not been received.

The Parish Council **agreed** that there will not be any changes made to the Risk Management and Risk Assessments Policy until the Engineer’s report is received and the Clerk will ask the Engineer to send his report as soon as possible.

969.5 Insurance Quotation for 2019-20

The Clerk reported that the insurance quotation for 2019-20 had been received from Came and Company, the Parish Council’s insurance brokers. The insurers would again be AXA Insurance PLC and the Parish Council will be covered for employer’s liability and public liability. The insurance payment will be £1,159.10 which was slightly lower than the payment made for the 2018-19 year because the zip wire had been permanently taken out of use. The period of the insurance policy will be from the 19th June 2019 to the 18th June, 2020.

The Parish Council **agreed** that its employer’s and public liability insurance will be with AXA Insurance PLC for the period from the 19th June 2019 to the 18th June 2020 and the payment of £1,159.10 be made to Came and Company.

969.6 Gas supplier to the Parish Council offices

The Clerk explained that during his absence on sick leave the Parish Council agreed at its meeting on the 14th January 2019 to accept the quotation for the supply of gas to the Parish Council offices from Gazprom. However this was not acted upon and the quotation expired. He contacted the Parish Council’s energy consultant, One Unite, who have sent an updated list of quotations and terms from several suppliers.

Following a discussion, the Parish Council **agreed** that the price for the gas supply from Opus be accepted for one year.

970. Planning Matters

970.1 New Planning Applications

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

19/00457/FUL. Extension and alterations to facilitate sub division of property into 2 No. dwellings, Church House Farm, Middleton St. George.

19/00479/FUL. Change of use of first floor from self-contained flat (Use Class C3) to extension to existing veterinary surgery (Use Class D1), First Floor, 4, The Square, Middleton St. George.

19/00470/FUL. Erection of single storey side extension incorporating the insertion of 2 no. roof lights to form an extension to the existing kitchen plus the conversion of the existing integral garage to provide habitable accommodation (dining room). 21, The Meadows, Middleton St. George.

The Parish Council **agreed** that no comments be made on all three planning applications.

970.2 Application for Discharge of Conditions

The Parish Council **agreed** to note the discharge of conditions for the following planning application which had been approved by Darlington Borough Council.

19/00468/CON relating to 12 houses at Oak Tree, Middleton St. George.

970.3 Decision Notices

The Parish Council **agreed** to note the decision notices for the following planning applications.

18/00160/OUT – 30 houses at Middleton Riding Centre. Refusal.

19/00296/FUL- Garden of 2 Castle Close, Middleton St. George. Refusal

17/001175/FUL - 61 houses Yarm Road, Middleton St. George This was approved by the Planning Applications Committee some time ago, but the Section 106 Agreement has now been signed.

19/00131/FUL - 63A Middleton Lane, Middleton St. George. Approval.

19/00346/FUL – White House Farm, Middleton St. George. Approval.

970.4 Pre Planning Consultation on Stockton & Darlington Railway Track Bed Access Improvements

The Parish Council received a report giving details of the trackbed access improvements to the former Stockton and Darlington Railway line.

The Parish Council **agreed** to fully support the improvements.

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

The Chairman reported that there was no news when the appeal will be heard by the Planning Inspector.

970.6 Neighbourhood Development Plan – Update

The Chairman reported that responses from the Plan draft vision and objectives consultation were being examined by Jo-Anne Garrick, and that the application to fund the Plan was submitted on the 7th June, 2019.

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970.7 CPRE

The Chairman's written report on the CPRE meeting on the 21st May, 2019 was submitted with the papers for the meeting.

The Chairman was thanked by the Parish Council for her comprehensive report.

971. Other Matters

971.1 Defibrillator

Councillor Blacklee reported that the defibrillator was installed outside the Londis Convenience Shop in The Square and it was working. The defibrillator was registered with the Ambulance Service. An access code has been supplied by the Ambulance Service. The first training course was held at Dinsdale Court on the 8th June, 2019 and other training courses will be held on a monthly basis.

Councillor Blacklee gave the following instructions for using the defibrillator:

- Dial 999 and ask for the ambulance service.
- Tell them what the problem is.
- Answer the questions from the operator.
- If the defibrillator is needed they will tell you the code to open the cabinet.
- Follow any instructions given to you by the operator.
- Switch on the defibrillator and follow its instructions.

The Parish Council **agreed** that the instructions be put on the Parish Council's website and this item be taken off the agenda of future meetings.

971.2 Middleton St. George in Bloom

Councillor Mrs. Bullock reported on the work to create a garden behind the bus shelter on Middleton Lane. It was not clear who owned the land but it was emphasised that the gate to St. George's CE Academy playing field must be kept clear at all times.

Councillor Foggett raised the issue of another piece of land behind Platform 1 and the Sadberge Road allotments and it was not clear who owned this land.

Councillor Mrs. Bullock reported that volunteers would be needed to tidy up the Water Park if it was to have a special entry in the Northumbria in Bloom competition. The Guides maintained the tubs at the front of the Parish Council building. There was also a need for the Borough Council's Streetscene Team to clean the gutters and cut the grass before the 15th July when judging was due to take place.

Councillor Blacklee agreed to cut back the vegetation which was obstructing the 40 MPH sign at the entrance to the village before St. George's Gate.

The Parish Council **agreed** that the Clerk will:

- a. Carry out a Land Registry search to find out the ownership of the land behind the bus shelter on Station Road and the land behind Platform 1 and the Sadberge Road allotments.
- b. Ask the Streetscene Team to clean the gutters and cut the grass in the village before the 15th July.

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972. Parks and Grounds

972.1 Water Park

a. Ponds Structural Survey Update

The Clerk reported that he had contacted the Engineer who carried out the structural survey and was assured that the report would be sent to the Parish Council within the next two weeks.

b. Drains and Gullies

Councillor Mrs. Beadle reported that the Community Centre had received a quotation from a drains company to carry out work on the drains on its land. There was a need for a sleeve to be inserted on the drain on the Parish Council's land to connect with the drains on the Community Centre land.

The Parish Council **agreed** that:

- i. Councillor Mrs. Beadle will contact the Chair of the Community Centre to obtain agreement to work on the drains on the Community Centre's land and the Parish Council's land to be carried out at the same time and will obtain quotations for the drains work on the Parish Council's land.
- ii. The quotation for work on the drains on the Parish Council's land be accepted if it is under £1,000 and work to go ahead as quickly as possible.

c. Street Lights – Update

Councillor Mrs. Bullock reported that the street lights in the Water Park between the Parish Council building and the Community Centre had been repaired and that this item should now be taken off the agenda for future meetings.

d. Incidents in the Water Park

No incidents in the Water Park had been reported to the Parish Council.

e. Proposal for setting up a Friends of the Water Park

The Parish Council **agreed** to leave the establishment of the Friends to Councillor Mrs. Bullock.

972.2 Play Area and Playing Field

a. Health and Safety Report

The Vice Chairman reported that he regularly inspects the play area and playing field and there was nothing to bring to the attention of the Parish Council.

b. RoSPA Inspection Report

The RoSPA inspection of the Play Area and the Playing Field was carried out and the report was awaited. This would include minor repairs to the surface of the Play Area which the Vice Chairman had reported to the Parish Council.

972.3 The Front, Middleton One Row

a. Cleaning of seating on The Front - Update

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The Clerk reported that the seats on The Front had been restored by Darlington Cares.

The Parish Council **agreed** that the Clerk will write to thank Darlington Cares for their work on the seats.

b. Middleton One Row Heritage Views Project – Update

The Chairman referred to comments on social media about the Project which indicated that the Project would be detrimental to the environment and habitats. The Parish Council received Arboricultural Survey the Tree Felling Application, the Tree Felling Confirmation, the Tree Felling Comments and the Woodland Management Proposals with the papers for the meeting.

The Vice Chairman asked if the Project would damage the habitats. It was reported that there would be no damage to habitats during the work and after the work was completed. The Chairman also referred to correspondence from residents on The Front which had been sent to Groundwork.

973. The Whinnies Nature Reserve

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

974. Rocket Run – Former Stockton and Darlington Railway line

The Parish Council **agreed** that the Clerk will progress this item.

975. Policies and Procedures

975.1 Website

Councillor Foggett reported that the transfer of the contents of the website to the new host needed to be agreed by Inspirar and he was contacting Inspirar about this and the back up. A 'Contact Us' page was going to be introduced in the new website. The website was up to date and the instructions to use the Defibrillator will be put on the website.

976. CCTV

Councillor Foggett reported that he had discussed the Parish Council's requirements for two cameras at the front and back of the Parish Council's building and a wireless link to the Model Boat Club's CCTV system with a security company. The quotation was awaited.

977. Community Safety

977.1 MSG PC Speed Monitor – Update

Councillor Foggett reported that the traffic analysis was sent to the Chairman. There were 8,380 vehicle movements in Yarm Road and Killinghall Row over a three week period. The maximum speed recorded was between 30 and 40 MPH with the average 38 MPH. There were 65 vehicle movements on a Wednesday morning at 10 a.m. The recorded speed of vehicles violating the speed limit was a small number recorded at between 50 and 55 MPH. The Speed Monitor had now been moved to Middleton Lane.

977.2 Community Speed Watch – Update

Councillor Foggett reported that the speed monitor had still not been found. It was loaned to Durham Police and it was then loaned by the police to the Stanley Division but since then no one knows where it is. The village PCSO was trying to find the location of the speed monitor and return it to the village. There were 6 volunteers to participate in the speed monitoring but there is no equipment.

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977.3 PACT

Councillor Mrs. Beadle reported that the village PCSO who is shared with other villages in Darlington does not have a vehicle in the area to respond to incidents. In other parts of the country sponsorship has been sought to provide vehicles.

978. County Durham Association of Local Councils Smaller Councils Forum

The Chairman's report on her attendance at the Smaller Councils Forum on the 23rd May, 2019 was circulated with the papers for the meeting.

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

979. VE Day Commemorations 8th May, 2020 – Update

Councillor Mrs. Beadle reported work was in hand to call a meeting with groups in the village to draw up plans for the VE Day Commemorations.

980. Resident matters raised at the Parish Assembly

980.1 Request to relocate overhead power cables underground in the village

The Parish Council received an email from a resident asking if the power cables can be placed underground in the village.

The Parish Council **agreed** that the Chairman will write to the resident and the NDP Working Group will consider including the suggestion in the Neighbourhood Development Plan

980.2 Request to investigate the viability of a relief road

The Chairman reported that the Vice Chairman and she will meet with Highways Officers on the 8th July to discuss the possibility of a new road

The Parish Council **agreed** that the NDP Working Group will consider including the suggestion in the Neighbourhood Development Plan.

981. Dates of Next Meetings

Monday 15th July – Ordinary Parish Council Meeting (mainly Finance)

Monday 29th July – Ordinary Parish Council Meeting (mainly Planning).

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

The meeting ended at 8.50 p.m.

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

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