

LOW CONISCLIFFE & MERRYBENT PARISH COUNCIL

Minutes of Parish Council Meeting held on 14 September 2016 St Edwin's Church Hall, High Coniscliffe, 7pm

ATTENDANCE: Cllrs: L Steel (Chair), P Ellerton, T Stuckey, S Gatenby, A Craggs, C McLay, WC G Lee
M Bailey (Clerk).

1 Apologies: Cllr M Ellerton, WC P Crudass.

2 Declarations of Interest: None

3 Public Forum: None.

4 Minutes of Last Meeting:

The minutes from the meeting held on the 13 July 2016 were signed.

5 Finance and Accounts:

5.1 Balance at bank as at 1 September 16 was £12816.39 and £85.01 in petty cash. The estimated bank balance at the end of financial year is £67.06 if funds allocated to projects below are spent.

5.2 Funding for new projects was presented. This includes £4500 for 2 speed visors, £3000 mandatory provision for a for Parish Election, £500 for replacement noticeboard in Merrybent and £2000 for planning and neighbourhood planning consultancy fees.

5.3 The review of the Annual Return has been approved by the external auditor. There is a £35 fee to pay for additional information requested by the auditor.

5.4 Expenses approved at meeting: Clerk salary for August and September 2016 (£166.66) and associated tax payable to HMRC (£41.66), expenses for parish maintenance to Quality Garden Services (£211) and DW Maintenance (£40).

6 Matters Arising From the Minutes of the Previous Meeting:

6.1 Speed visors. The meeting was asked to consider 3 proposals put forward by Cllr P Ellerton.

Proposal 1: Purchase 2 units in this financial year, or

Proposal 2: Purchase 1 unit this year and one at a later date

Proposal 3: Defer the purchase of 2 units to next financial year 2017

It was resolved to proceed with purchase of 2 units in this financial year.

5 votes for proposal 1 and 1 vote for proposal 2 (Cllr P Ellerton)

Action: Cllr T Stuckey to request hard copy quotation and terms/conditions from supplier. M Bailey to place the purchase order by 7 Oct 16.

6.2 Damage to traffic islands. Repairs have been completed.

6.3 Concerns raised by David Thompson. It was reported that M Bailey has visited David Thompson to understand the concerns raised about speeding and general maintenance in Merrybent. Potential solutions to the concerns were discussed with David Thompson including progress with acquisition of speed visors and minor relocation of floral displays within the Parish. The distribution of floral displays requires consideration at a future PC meeting.

Action: Cllr T Stuckey to provide further update on speed visor to David Thompson by 7 Oct 16.

7. Planning applications and decisions:

7.1 Application ref 16/00575/OUT. Outline permission for up to 14 dwellings in Low Coniscliffe. Cllrs M and P Ellerton have recently met with the Planning Officer for an update. This included discussion about the hedgerow on the west of Gate Lane that was planted as a condition of a previous planning approval. The hedgerow contains species designated as 'important' under the Hedgerow Regulations. The Parish Council have sent information to the Land Registry at a cost of £40. It was resolved that a further £80 from the PC bank accounts can be used to fund applications to the Land Registry for ownership of the footpath and east hedgerow on Gate Lane. It was also resolved that Quality Garden Services be requested to trim the hedgerows on Gate Lane (quotation for (£150).

The PC thanked Cllrs M and P Ellerton for their considerable work in response to this, and other, recent planning applications.

ACTION: Cllr P Ellerton to submit applications to Land Registry by 30 Sep 16.

7.2 Cllr P Ellerton presented information on Conservation Status as a means of ensuring developments are in keeping with the requirements of the Parish. This includes greater controls over minor developments that residents wish to make to existing properties in the Parish. It was resolved that designation of conservation status for areas in the Parish should be progressed.

ACTION: M Bailey to respond to DBC requesting designation of the Parish as a Conservation Area, by 14 Oct 16.

7.3 Application 16/00872/FUL for erection of an agricultural grain storage building at Coniscliffe Grange Farm was discussed and approved without comment.

ACTION: M Bailey to inform DBC planning of PC decision. By 16 Sept 16.

7.4 Application 16/00496/FUL for erection of 3 dwellings at the former nursery site in Merrybent. It was noted that further information on this proposed development has been submitted since the original application. The application is approved subject to the same conditions and considerations previously submitted.

ACTION: M Bailey to inform DBC planning of PC decision. By 16 Sept 16.

7.5 It was suggested that the PC invite donations from residents in the Parish of Low Coniscliffe, and possibly Merrybent and Devonshire Court, to cover or support the costs of a Planning Consultant for objection reports in respect of contentious planning applications. The financial budget forecast for 2016-17 includes £2000 that the PC agree to spend on Planning Consultancy expenses.

8. Highway Matters: None

9. Parish Matters:

BT have expressed an intention to remove the phone kiosk in Low Coniscliffe due to lack of use. The PC resolved to purchase the kiosk from BT for £1. Ideas for use of the kiosk will be discussed at a future PC meeting.

ACTION: M Bailey to submit form to BT for purchase of the kiosk, by 31 Oct 16.

10. Items for Future Consideration: A residue of £424 in donations remains from the event to celebrate the Queen's 90th birthday. This is to be used sometime in the future by the Parish events committee.

11. Correspondence:

11.1 Untidy land in Low Coniscliffe. Enforcement of the request to improve the appearance of this land is being progressed by DBC.

ACTION: W C Lee to meet with Dave Coates for update on enforcement action and estimated date for completion.

11.2 Training. The County Training Partnership are offering courses on the Local Award Scheme (Oct 16), Purdah for Councillors (Feb 17) and Elections (Mar 17).

11.3 Nat West have changed the rate of interest on the Business Reserve Account to 0.01%.

11.4 It was confirmed that high speed Broadband is now up and running in the Parish.

12. Feedback from Meetings Attended: None

13. Date for next meeting: 26 October 2016, 7.00pm

The meeting closed at 9.15pm.

ME Lester
26/10/16

Summary of Decisions and Actions from LC and Mb Parish Council Meeting – 14 Sep 2016

Minute Ref	Decision/Item	Action
6.1	Resolved to purchase 2 speed visors in this financial year	Cllr T Stuckey to request quotation and terms/conditions. M Bailey to place order by 7 Oct 16
6.3	Concerns raised by David Thompson	Cllr T Stuckey to update D Thompson by 7 Oct 16
7.1	Resolved that £80 from PC bank account can be used to fund 2 applications to land registry for footpath and hedgerow east Gate Lane.	Cllr P Ellerton to submit applications by 30 Sep 16
7.1	Resolved that Quality Garden Services to carry out trimming of hedgerows on Gate Lane (quotation for £150)	Quality Garden Services to trim hedgerows in Oct 16.
7.2	Resolved that designation of conservation status for areas in Parish to be progressed	M Bailey to contact DBC and request designation of conservation status areas in Parish. By 14 Oct 16
7.3	Planning application for grain store at Coniscliffe Grange Farm approved without comment.	M Bailey to inform DBC by 16 Sep 16
7.4	Planning application for 3 dwellings at former nursery, Merrybent approved subject to the same conditions previously submitted.	M Bailey to inform DBC by 16 Sep 16
9	Resolved to purchase Phone Kiosk in Low Coniscliffe from BT for £1.	M Bailey to submit form to BT for purchase by 31 Oct 16
11.1	Untidy land in Low Coniscliffe	W C Lee to meet with D Coates for update on enforcement action