

LOW CONISCLIFFE & MERRYBENT PARISH COUNCIL

Minutes of Parish Council Meeting held on 9 July 2019

St Edwin's Church Hall, High Coniscliffe, 7pm

ATTENDANCE: Cllrs: K Marshallsay (Chair), M Ellerton, L Steel, A Craggs, S Clark
BC G Lee, M Bailey (Clerk).

Apologies: P Ellerton, C McLay, BC P Crudass

1 Declarations of Interest: None

2 Public Forum: The meeting was attended by two members of the public.

2.1 Housing development on Gate Lane. A representative from the Planning Action Group made a proposal that there should be engagement with the developers (Robertsons Builders) to minimise the adverse impact of the development. Several ideas were discussed. It was stated that the developers are known to be receptive to ideas from the community.

Action: M Bailey to liaise with D Coates to arrange dialogue with the developers.

2.2 Independent evaluation of DBC Local Plan. A resident outlined an initiative being progressed by local Green Party / Friends of the Earth. This involves hiring a former Council Planner to make an independent assessment of the Local Plan in terms of future housing needs and environmental impact. The PC agreed to support the initiative and, in principal, to make a financial contribution once further information is available.

3 Minutes of Last Meeting:

The minutes of the meeting held on 14 May 19 were signed by the Chair.

4 Matters Arising from the Minutes of the Previous Meeting:

4.1 Talk on bronze age site. To be arranged for September / November PC meeting.

Action: K Marshallsay.

4.2 Planning application for untidy land in Low Coniscliffe. The latest information from DBC states that improvement works have commenced and due to complete on 23 July 2019. It was noted that the wall to the front boundary is designated in the adopted NP as a significant structure and must be protected from destruction.

Action: M Bailey to inform DBC Monitoring and Compliance Officer of the status of the fronting wall in the adopted NP.

4.3 Salt boxes. Information was presented on potential new replacement for existing units.

Action: P Ellerton to update on progress at next PC meeting.

4.4 Banking arrangements. Additional signatories for approval of expenses are to be progressed with the bank. The business address is to be updated.

Action: M Ellerton to print forms and arrange for completion by new signatories.

4.5 General Data Protection Regulations. No progress. The draft PC policy for GDPR is to be progressed at a later date.

4.6 Website accessibility requirements. New regulations require information on the PC web-site to be made accessible to individuals who are visually impaired.

Action: M Bailey to enquire with website developer for potential solutions.

4.7 Complaints handling. No progress. The draft PC policy for complaints handling is to be progressed at a later date.

4.8 Summer Event. This was held on 7 July and was reported to have been very successful with excellent community engagement. Lots of ideas for future events were suggested. Thanks to all of those who gave their time and effort to run the event.

4.9 Risk management plan. The draft plan is to be actively progressed.

Action: M Bailey to review status of draft plan and identify next steps for progress.

4.10 PC insurance. An additional premium is required to ensure cover for Community events.

4.11 Training. A training event organised by CDALC was attended by K Marshallsay, S Clark and C McLay. A session for new councillors organised by DBC was attended by S Clark.

4.12 Dog signage. It was reported that signs have been produced and will shortly be posted.

Action: L Steel to arrange for posting of signs.

5 Finance and Accounts:

5.1 Balance in bank account as at 1 July 19 was £23230.94 and £11.96 in petty cash. The estimated bank balance at the end of financial year is £11165.

5.2 Expenses approved at the meeting: Clerk expenses printer ink (£3.98), Clerk expenses notebook / printer paper (£7.00), CDALC training fee (£81.00), Clerk salary Jun / Jul 19 (£232.00), Tax on clerk salary to HMRC (£58.00), Additional insurance premium (£118.07).

5.3 It was agreed that the salary for the new Clerk will be £1740 pa (inc tax).

5.4 Annual Return. The notice for Exercise of Public Rights has been posted and is due to conclude on 19 July 19. All Annual Return documents are available on the PC website.

6 Planning applications and decisions:

A decision on the applications for development at 1 Gate Lane and Rosebank nurseries are to be determined on 10 July 19.

It was noted that correspondence regarding potential legal action was on-going.

7 Highway Matters:

7.1 It was reported the bus shelters in Merrybent need cleaning and the concrete fence leading to the motorway bridge requires strimming. P Ellerton has contacted DW maintenance to progress the works.

7.2 The speed visor on the A67 Merrybent east has been damaged by a third party vehicle. This damage can be claimed on the third party insurance. An estimate for repair of the damage is required to progress the claim. In the event the third party insurer considers a new unit is

appropriate then the PC agreed that a solar power rather than battery operated unit should be acquired.

Action: M Bailey to contact P Crudass to request evidence of damage and estimated repair costs.

It was reported that speed visor for Merrybent west is said to be obsolete. Concern was expressed about the situation considering the unit is 3 years old. Clarification is needed before a decision on repair or replacement can be made.

Action: M Bailey to contact P Crudass for additional information.

8 Parish Matters:

8.1 Devonshire Court requires a litter bin on the green.

Action: M Bailey to request from DBC.

8.2 A street light (ref no) in Low Coniscliffe has been damaged.

Action: M Bailey to bring to attention of DBC.

9 Items for future consideration:

Information was presented on the acquisition of a defibrillator for Heighington. S Clark reported that this topic is under discussion by a Low Coniscliffe Whatsapp group and will monitor the chat.

10 Correspondence: None.

11 Feedback from meetings attended: None

12 Date of next meeting: 17 Sep 19 at 7.00pm.

The meeting closed at 9.00pm.