

Dalton Piercy Parish Council
Minutes of meeting held at 7.00 pm on Thursday 13th June 2019
at Dalton Piercy Village Hall

Present: Cllrs D Rezai (Chair), A Burroughs, M. Patrick.

In Attendance: Clerk J. White

4 members of the public.

Meeting began at 7.10pm.

1. **Apologies for Absence:** Cllrs J. Bearby and A Timothy (who may arrive late) Ward Cllrs B Loynes and M Young
Accepted and Approved.

2. **Declaration of interests:**

Cllr A. Burroughs – Allotment
Cllr M. Patrick – Village Hall

3. **Public Forum:**

- No comments.

4. **Minutes of meeting held on 14th May 2019.**

Annual meeting minutes

Proposed AB Seconded MP as a true and accurate record of the meeting. **Agreed.**

Cllr L Noble entered the meeting.

Full council meeting minutes 14th May.

Cllr A Burroughs abstained from the vote as had not yet read the minutes.

Proposed LN Seconded MP as a true and accurate record of the meeting. **Agreed.**

The minutes were signed by the Chairman.

Cllr A Timothy entered the meeting.

5. **Matters for report:**

a) **Village Green grass cutting – residents' permission.**

The Clerk reported that a request had been made for permission to be granted to a resident to cut part of the village green close to their property and the DPPC grass cutting contractor desists from cutting the area.

A discussion took place.

It was **agreed** the historical agreement which states DPPC contractors cut the whole village green and residents may cut the grass in between cuts as has previously been the case.

Action: Clerk to contact grass cutting contractors to remind them all areas of the green must be cut.

b) **Allotment tenancies**

Clerk reported the vacant (ex-community garden plot) now has a new tenant.

c) **Council vacancy for report.**

Clerk reported that, after the resignation of Cllr L Moses, she contacted the monitoring officer at HBC who sent instructions to place a notice that there was a vacancy. If HBC received a certain number of requests this would trigger an election. The Clerk went on to state this notice had been displayed for the required number of days on our notice board and website. This morning the Clerk had been contacted and informed there had not been requests for an election and DPPC must now co-opt a new member.

6. Red Gap projects:

a) 2017 projects:

Clerk reported issues on receiving the defibrillator. HBC have received the defib equipment but are not going to install and have asked DPPC to collect the equipment.

A discussion took place.

Action: Clerk to contact the dept and Ward Cllr B Loynes to chase HBC as it is DPPC's understanding that HBC would be overseeing installation.

Cllr A Burroughs questioned if it could be possible to use alternative funding for the playground to get the project moving again? Cllr D Rezai **proposes** he continues to request a meeting with Anglian Water with a view to possibly securing some extra funding. **Seconded** AB. **Agreed.**

A discussion took place regarding the section 106 monies from the Dalton Heights development.

Action: It was **agreed** the Clerk should write to Hartlepool Borough Council legal and planning department and cc to the letter should be; leader of the Council and our ward Councillors. The letter should request how and when can DPPC apply for the fund and seek clarity as to exactly what the fund can be spent on. (clarify 'regeneration' of the village hall)

b) 2018 projects;

Allotment Fence project – The Grantscape award was granted for a kids club/community garden. The plot is now privately rented. **Action:** Clerk to notify Grantscape of the fact.

Cllr A Burroughs reported the new allotment holder has replaced and stained the existing perimeter fence.

Cllr A Timothy **proposes, seconded** by Cllr L Noble (**agreed**) that:

Action: The Clerk should write to the plot holder thanking them for the work completed and requesting receipts for the materials used with a view to DPPC considering reimbursement for materials.

The Chairman reminded Councillors that they should air on the side of cautiousness when discussing matters in which they have declared an interest. Cllr Burroughs referred to DPPC standing orders. The Clerk reported that we are awaiting advice which may result in amending/updating DPPC standing orders.

Cllr L Noble reported Grantscape have requested all submissions are provided to them to bring funding applications up to date even if the project is part completed, ie. Village improvement application; send Christmas lights and cart.

New village benches; Cllr L Noble **proposes** an advert is placed with mybuilder.com to find a suitable contractor to install the three benches purchased as part of the village improvement scheme. The Clerk reported this item was on the certificate of permitted development submission with HBC. But, it is not a legal requirement to have this permission in place to continue with installation.

Seconded by Cllr A Burroughs. The Clerk requested confirmation that the three new benches are to be installed the same as the existing village bench. This was **agreed**. Clerk to **action**.

Cllr L Noble suggested that DPPC may wish to consider dedicating the benches to residents of the village that made an impact on village life over the years.

c) 2019 projects;

Cllr L Noble reported that the projects DPPC will submit this year were agreed at a special meeting held on 20th May 2019.

All submissions have now been made.

7. Substantive Items

a) Risk Assessments

Cllr A Burroughs reported the Risk Assessment has been completed and suggested on top of this our grass contractors should contact DPPC if they find any issues (ie, rabbit holes, fallen branches or any other dangers they see) it must be reported to the Clerk.

This was **agreed**. The Risk Assessment is an ongoing document and should be updated by the maintenance group should any new issues arise.

8. Chairman's Report:

The Chairman reported there have been a number of changes at HBC including a new leader of the council. He is hopeful there will be renewed support for a new Village Hall.

It was **proposed** by Cllr L Noble that a letter should be sent to our ward councillors expressing DPPC's congratulations in their new roles within HBC. **Seconded** by Cllr A Burroughs. Clerk to **Action**.

9. Ward Councillors report;

No report this month.

10. Maintenance Group Report:

Cllr Noble reported that;

- The allotment fence, and village benches have previously been mentioned in this meeting.
- The new Christmas tree lights have been cut. It appears this may have been done by the grass cutters. It appears they may be fixed. Cllr D Rezai **proposes** that a letter be sent to the contractors describing the damage and that DPPC are looking into the matter. Also, that DPPC should contact HBC for advice as to how DPPC might fix the problem and prevent future damage. **Agreed**. Clerk to **Action**.
- The Batts fencing – **Action**: Clerk to chase insurance claim for stolen fencing.

11. Personnel Group Report:

Nothing to report this month.

12. Financial

a) Financial report

The Clerk presented the financial reports which were accepted.

Financial Transactions 10th May 2019 – 13th June 2019

Receipts	£
Allotment rent	62.50
S Burroughs	10.00
TOTAL:	72.50
Payments	£
J. White (Clerks salary May 2019)	206.02
N Allen – Barristers fees	4,000.00
The glass shop – defib glass	60.00
Zurich Municipal – Insurance	257.00
Wave Anglian water bill	12.69
Affordable landscapes – 1x cut	275.00
C+C Walker Ltd – Grass	192.00
Edward Egglestone – 2018/19 payroll and year end	64.68
TOTAL:	5,067.39

There is one outstanding allotment rent for 2019/20. **Action:** Clerk to chase after checking DPPC Allot rules and regs.

DPPC does not hold a key for the double gate and if the lock has been changed at the second gate DPPC does not hold a key to this. If locks are changed DPPC must be provided with a copy. **Action** Clerk to chase key copies.

Clerk reported the VAT claim for 2018/2019 financial period has been submitted at a total of £4,439.77

2 members of the public left the meeting.

The Clerk reported that the Annual Governance Statement should be completed and signed off at a full council meeting.

The clerk read through each point under the governance statement which were **agreed** and signed by the chairman.

Also, the accounting statement was presented. This was **agreed** and signed by the chairman.

The Clerk reported that Miss S Chapman is willing to complete the internal audit. Clerk reported last years audit was completed free of charge. It was **agreed** Miss Chapman should complete the internal audit and DPPC should offer £100.00 in thanks for the work.

The Clerk presented some outstanding invoices, yet to be paid and reported Deerness who completed the recent tree works have not submitted an invoice, only the quote for works was received. **Action** Clerk to chase.

14. Correspondence.

- Grantscape advised we should not proceed with the play area project until planning approval is received. All other projects should be submitted.

15. Planning Applications

No applications received.

- DPPC applications for parking bay one stop shop planning and certificate of permitted development.
The Clerk reported there is some confusion over which fees are due to HBC for both applications. **Action** Clerk to chase along with our planning consultant.

16. Matters of Concern to Councillors:

Cllr L Noble requested a thank you letter is sent to the rural plan group for their support in objecting to the recent Dalton Heights submission. The Clerk should also contact HBC to state DPPC will send a representative to speak at planning committee. Clerk to **Action**.

Councillors raised concerns about the Dalton Heights development including starting on site before 7.30am, parking vehicles around the village. **Action:** Clerk to write to Wynyard homes expressing concerns.

2 members of the public and Cllr A Burroughs left the meeting.

17. Exempt section

a) Complaint 1

A discussion took place. **Action:** clerk to respond by email within 20 working days.

b) Complaint 2

Proposed by AT a letter be sent. **Agreed.** Clerk to **Action**.

A third point was discussed it was resolved to send a written response. Clerk to **action**.

18. Date of next meeting: Thursday 11th July 2019

Meeting closed at 09.55 pm