

Dalton Piercy Parish Council
Minutes of meeting held at 7.00 pm on Thursday 11th July 2019
at Dalton Piercy Village Hall

Present: Cllrs A Burroughs (Chair), M. Patrick and L. Noble.

In Attendance: Leader of Hartlepool Borough Council Cllr S. Moore, Ward Cllr B. Loynes and Clerk J. White

2 members of the public.

Meeting began at 7.00pm.

- 1. Apologies for Absence:** Cllrs D. Rezai, J. Bearby and A Timothy Ward Cllr M Young
Accepted and Approved.

- 2. Declaration of interests:**

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

- 3. Public Forum:**

- Trees at Abbotts Lea query and request for update on broadband.
- Cllr L Noble reported on behalf of residents' problems faced due to the Dalton Heights development; Cars belonging to site workers are being parked all around the village when residents had been led to believe parking would be on site. Lots of dust and rubbish form the site particularly affecting those who live at Dalton heights, Lorries on the road – some using the back road. Cllr Noble also reported that she has been made aware an Environmental Officer from HBC is due to inspect the site.

- 4. Minutes of meeting held on 13th June 2019.**

Item moved to later in the meeting as Cllr Burroughs had been unable to open the document prior to the meeting. It was **Agreed** the Clerk should save minute documents in PDF format going forward.

- 5. Matters for report:**

- a) ICO registration.**

The Clerk reported that she recently spoke to the ICO while working on a matter for the PC. Advice received from the ICO at this time was that DPPC should register with the ICO (annual fee £40.00) The ICO recommends this as the PC contracts work to external bodies to complete project work. Holding details of these companies requires the PC to register.

Cllr Noble **proposes** DPPC should register with the ICO. **Seconded** Cllr Burroughs. **Agreed.**
Cllr Burroughs requests DPPC document retention policy be added to the next meeting agenda for review.

- 6. Red Gap projects:**

- a) 2018 projects:**

Cllr Noble reported the Chairman had been in contact with Anglian Water requesting funding support to meet the shortfall for the play area installation. He is hopeful they may contribute to the project.

Cllr Burroughs would like clarification as to how the Section 106 monies from the Dalton Heights development could be spent? And the possibility that funds could be split to meet the shortfall for the play area and the Village Hall. **Action** Clerk to write to HBC for clarification when the fund will be released and what it can be spent on.

Benches; Cllr Patrick would like to know when the benches are to be installed. It was **agreed** this should go ahead as soon as a suitable contractor was found. Cllr Burroughs raised

concerns from residents regarding potential overlooking due to the siting of the benches. Cllr Noble reported the sites chosen by the maintenance group were specifically chosen to avoid this.

b) Cllr Noble reported a meeting to decide on funding applications had taken place earlier this week. The decisions are now with Grantscape for consideration. The successful projects will be announced later in the summer. She also reported that funding for the community garden fencing had been officially withdrawn, due to the change in circumstance, at that meeting.

7. Substantive Items – Council Vacancy

The Clerk reported notices advertising the vacant position had been displayed with a deadline of today for those interested in the position to express an interest. The Clerk confirmed she had received one expression of interest.

8. Chairman's Report:

Cllr Rezai requested that in his absence Clerk updates the PC regarding ongoing discussions with Anglian Water in the hope of gaining funding for the new play area. This was previously reported at this meeting by Cllr Noble.

9. Ward Councillors report;

Cllr Burroughs congratulated Cllr Loynes in her new position as Mayor. Cllr Loynes explained it is an honour with lots of engagements coming up.

Cllr B. Loynes reported;

- Defibrillator, it is believed purchase and fitting should be included with the £1,200.00 fee. However, HBC had not budgeted for fitting and there were no funds available to fulfil this. Cllr Moore reported he oversaw fitting of a defib where the installation fee was around £200.00. The Clerk reported there was a small amount left in the Red Gap award that could cover a fitting fee if it was close to this amount. It was **agreed (proposed LN seconded MB)** the Clerk should arrange fitting ASAP if HBC quote a similar amount. Clerk to **Action**.
- The road resurfacing on Dalton Lane has been completed along with further pot hole repairs on Dalton Back Lane. Cllr Burroughs commented the new painted white lines made the road appear narrower and suggested a record of accidents on the roads surrounding the village should be kept.
- DPPC councillors reported the electric box which supplies the feed for the Christmas tree lights is unsafe. **Action:** Cllr Loynes to request HBC electrical team look into this. Cllr Burroughs requests when the electrical work is completed DPPC receive written notification the work has been carried out to the correct standard.
- The first phase of footpath from Three Gates to the village is complete. Cllr Patrick questioned the length of the footpath installed from Three Gates to the village, he thought it seemed quite short. **Action:** Clerk to check map layout from the quote. Cllr Burroughs suggested the finish was quite rough, users may struggle to get a pushchair along.

10. Maintenance Group Report:

Cllr Noble reported that;

- The Christmas tree lights have been damaged but it appears the damaged section may be able to be removed to join two working sections together. Options discussed regarding Christmas tree lights to improve safety and prevent further damage to the lights included; raising branches to keep lights away from the ground, removing the large tree and using the replacement smaller tree, taking the Christmas lights off the tree.
- A hole in the Village Green close to the tree has been filled.
- Some tree works are required around the village. However, the tree close to the allocated allotment parking spot is causing an obstruction. A quote for tree works is in the process of being obtained.

Cllr Burroughs welcomed Cllr Shane Moore to the meeting and invited him to speak.

Cllr Moore stated he was at our meeting in his capacity as leader of Hartlepool Borough Council to establish the situation surrounding the Village Hall, to understand the problems with the dilapidated building and what can be done to resolve them.

He was quite shocked to see the state of disrepair. Cllr Patrick explained the background and history of the hall. A discussion took place where it was made quite clear how important the hall is to the community.

Cllr Moore stated his intention to discuss the Village Hall with his colleagues at HBC with a view to finding a positive solution to secure the halls future.

Cllr Burroughs thanked Cllr Moore and Cllr Loynes for their time and that we are hopeful for the future of the hall. This felt like a very positive discussion.

Cllrs Moore and Loynes left the meeting.

11. Financial

a) Financial report

The Clerk presented the financial reports which were accepted.

Financial Transactions 14th June 2019 – 11th July 2019

Receipts	£
HMRC (VAT 2018-2019)	4,439.77
TOTAL:	4,439.77
Payments	£
J. White (Clerks salary June 2019)	206.02
Affordable Landscapes 1x grass cut	275.00
DPVHA (hall rent)	420.00
C+C Walker (grass cut x2)	384.00
Viking (stationary)	35.44
Hedley Planning Services Ltd. (planning consultant)	900.00
HBC – planning parking bay	117.00
TOTAL:	2,337.46

The Clerk reported a further VAT claim would be made in the coming weeks.

Also, some Red Gap funding should also be claimed over the coming weeks.

It was **Agreed** to pay the balance of £3,440.00 outstanding legal fee. (**Proposed** Cllr Burroughs **Seconded** Cllr Noble)

AGAR. The Clerk reported that unfortunately the person assigned to complete the internal audit informed us just before the submission deadline that she was unable to do it. This has resulted in the audit publication and submission to the external auditors being late. A second person has been sourced to complete the internal audit and paper work is currently with them. It was **agreed** Ms Blakemore should go ahead with the work as soon as possible.

It was **agreed** to pay architectural fees in relation to our planning consultants work of £300.00.

The Clerk reported there was some confusion regarding fees due to HBC for all planning applications, it appears we have been charged twice and overcharged for some works. The Clerk is working with our planning consultants to resolve this.

Printing costs; the Clerk reported that as an oversight printing costs had been covered by her personal Cllr Burroughs **Proposed** the Clerk should look into the most cost-effective option. Clerk to **Action**.

12. Personnel Group.

The Clerk reported there were a large number of actions from last months meeting. The workload is currently over and above the hours the Clerk is paid. This is resulting in work not being dealt with. The Clerk suggested Councillors are mindful of this going forward, as should this continue, work will fall behind.

13. Correspondence.

- Wynyard Homes provided two options for installing an 'advertising sign' to the Village Green along with offer of a fee while the sign is in place. The Clerk advised Councillors that any sign on the Village Green may require Planning Permission.
Cllr Burroughs proposes
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14. Planning Applications

The Clerk presented detailed copies of each planning application for Councillors consideration.

Provision of equestrian facilities to land off Dalton Lane close to Three Gates junction – application number xyz.

Provision of extension to 6 College Close – application number xyz.

- The Clerk made Council aware this application is for her home, if it is necessary for the Clerk to declare an interest she did so at this point.

Cllr Burroughs requests the Clerk sends the details to all Councillors with response deadline attached. DPPC have no comment to make on the above applications at this time.

Dalton Heights – amendments to approved plans application number xyz.

Cllr Noble reported the Rural plan Group had looked at the variation in detail; It is very difficult to ascertain what exactly the variations are, there are no clear dimensions on the plan. Some roof heights are to be increased also building finishes are to be changed.

Cllr Burroughs **proposes** the PC comments on the application and that DPPC reiterate their objection to the whole development, the proposed amendment to the application should be dismissed as the specifics are not clear. Cllr Noble should liaise with the Rural Plan group for a full response which the Clerk will then submit. **Seconded** Cllr Patrick **Agreed**.

15. Matters of Concern to Councillors:

Cllr L Noble expressed her concern regarding the Dalton Heights development and its continued impact on the village and its residents.

The Clerk reported it had been an action from last month's meeting to contact Wynyard Homes raising current issues. This email was sent. In reply the Clerk received a telephone call from the site manager with an update. He informed the Clerk that onsite parking was yet to be completed 2 members of the public and Cllr A Burroughs left the meeting.

Request for 'Batts fencing' to be on the next agenda.

16. Minutes of meeting held on 13th June 2019.

Approved as a true and accurate record of the meeting with the following two amendments;

- Section 6 b) 4th paragraph line 3 should read 'send Christmas lights and cart/benches'
- Point number 14. Line 1 omit 'planning approval' for 'certificate of permitted development'

2 members of the public left the meeting.

17. Exempt section

- a) Council vacancy – The Clerk updated the PC on applications for the position. Cllr Burroughs **proposed** the candidate is invited for a discussion with Councillors and if suitable, a special meeting should be called to Co-opt the member as soon as possible. **Agreed.**
- b) Complaints
Cllr Burroughs expressed an interest and left the meeting.
The meeting is no longer quorate. This item will be discussed when the Special meeting is arranged.

18. Date of next meeting: Thursday 12th September 2019

Meeting closed at 09.20 pm