

# Shincliffe Parish Council

## Chair of the Council:

Cllr Michael Banks  
2 Robson Terrace  
Shincliffe Village  
Durham  
DH1 2NL



## Acting Clerk:

Richard Ormerod  
Helvellyn, 14 Geoffrey Avenue  
Durham  
DH1 4PF  
shincliffeparishcouncil@yahoo.co.uk

[www.shincliffeparishcouncil.co.uk](http://www.shincliffeparishcouncil.co.uk)

## Minutes of the Meeting of Shincliffe Parish Council held on Thursday 20 January 2022 at 6pm in St Mary's Church Hall, Shincliffe Village, DH1 2ND.

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Record of attendance:</b> <i>Councillors Michael Banks (in the Chair), Stephen Ashfield, Brian Fairlamb, Lizzie Pexton and Christine Warburton.</i> Also present: Richard Ormerod (Interim Clerk), Cllr David Stoker, Brian Johnston, Louise Nelson, Graham Hollingsworth, James Wilson.                                                                                                                                                                                                                                                                                     |
| 2 | <b>Apologies for absence:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3 | <b>Declarations of interest and dispensation requests:</b> Cllr Pexton declared an interest in respect of Prospect Terrace.                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 4 | <b>Minutes of the Ordinary Meeting of the Council on 16 December 2021:</b> <i>These were agreed as a correct record and signed by the Chairman.</i>                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 5 | <b>Public Participation:</b> James Wilson spoke about the meeting of Durham County Council's Central & East Planning Committee held on 11 January 2022. He said that he wished to open channels with the parish council and find constructive and civilised ways forward.                                                                                                                                                                                                                                                                                                       |
| 6 | <b>County Councillor's report:</b> County Cllr David Stoker said he was disappointed with the planning permission granted for four holiday units on land to the west of Poplar Tree Garden Centre in Hall Lane, Shincliffe Village and the loss of green belt land. There had been two road traffic accidents, one by Poplar Tree and one by Maiden Castle. Discussions were ongoing with DCC Highways. Work would be done with the WI and the local history society on jubilee funding. Work was being done with Shincliffe CE Primary School to set up a forest school.       |
| 7 | <b>Planning applications received:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 8 | <p><b>Chairman's update:</b> Cllr Banks gave a report on council work since the last meeting.</p> <p>It was noted that planning permission had been granted for four holiday units on land to the west of Poplar Tree Garden Centre in Hall Lane, Shincliffe Village.</p> <p>"Phishing" emails to councillors' email addresses were becoming more common and members should be wary of this.</p> <p>The council's website had been attacked but had been repaired by contractors ITC.</p> <p>The latest inspection of the play park had revealed nothing new. It was agreed</p> |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | <p>that the Clerk double-check the tasks to see if any require action at present.</p> <p>There had been reports of cold-calling in the parish which was making residents feel vulnerable, especially the elderly. The Clerk would obtain “No Cold Calling” stickers to give out to residents on request.</p> <p><b><i>It was agreed that Lisa Bennison from Durham Constabulary be invited to the next meeting of the council.</i></b></p> <p>SCAN would be contacted in respect of their 25 February deadline for content of their next newsletter.</p> <p>The Clerk had produced drafts of identity cards for members. These would need the members’ term of office and the website address adding.</p> <p><b><i>It was agreed that members would liaise with the Clerk and come up with proposals for applications to the AAP by the February meeting. The task of leading on each would be split as follows: Traffic Plan: Cllr Warburton; Website: Cllr Pexton; Carbon reduction: Cllr Ashfield; Neighbourhood Plan: Cllr Warburton/Cllr Fairlamb; Access: Cllr Banks.</i></b></p> <p><b><i>It was agreed to receive the report.</i></b></p>                                                                                                                                                                                                                                                                                |
| 9  | <p><b>Correspondence:</b> Cllr Banks reported on correspondence received and responded to since the last meeting. Topics included protection of residents living near Shincliffe Village Play Park in the event of lockdowns, planning procedures, grassed areas on Low Road, verges in High Shincliffe, placing a large stone on the village green in Prospect Terrace, management of village greens and powers to prevent parking on them, jubilee celebrations and noticeboards.</p> <p>Correspondence had been received from a resident asking for a more balanced account of the Monitoring Officer’s Report, which the Chairman was pleased to do.</p> <p>The Chairman had received correspondence about the accident involving the pedestrian refuge near Maiden Castle. DCC Highways were aware and the issue was being kept on the agenda. It was agreed to contact Mary Foy MP to voice the council’s concerns about this stretch of the A177, to inform her that the council will be campaigning for a reduction in the speed limit to 30mph and to seek her support for this.</p> <p>A discussion took place on the access to the garden centre and the problems associated with this. Possible solutions included restricting times of entry for large vehicles and/or a one-way system. The issue should be incorporated in the traffic plan and the resident who raised the issues would be informed of this.</p> |
| 10 | <p><b>Financial update.</b> The Clerk reported that the council currently has £21,650.31 in its main account, £5,979.66 in its reserve account and £7,868 in its savings account. <b><i>It was agreed to receive the report.</i></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 11 | <p><b>Meeting of the Horticulture Committee on 11 January 2022.</b> Cllr Warburton reported on the meeting and presented the report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|    |                                                                                                                                                                                                                                                                                                |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | <b><i>It was agreed to note the report.</i></b>                                                                                                                                                                                                                                                |
| 12 | <b>Policy on co-option.</b> It was noted that CDALC had commented on the draft policy and suggested some amendments. <b><i>It was agreed that as these recommendations had only just arrived that the council convene an Extraordinary Meeting on 7 February 2022 to agree the policy.</i></b> |
| 13 | <b>Website.</b> Further information was still awaited from Durham County Council about their products and charges for hosting parish council websites. <b><i>It was agreed that the Finance Committee take this up.</i></b>                                                                    |
| 14 | <b>Service Level Agreement with Durham County Council for HR Advisory Services.</b> <b><i>It was agreed to continue with the SLA.</i></b>                                                                                                                                                      |
| 15 | <b>Tree Grant.</b> <b><i>It was agreed to proceed with the application for funds now that it was confirmed that the parish council owns the village green.</i></b>                                                                                                                             |
| 16 | <b>Benches.</b> It was noted that the matter was still with the council's insurers.                                                                                                                                                                                                            |
| 17 | <b>Shincliffe Village play park:</b> It was noted that the second picnic bench had been delivered.<br><b><i>It was agreed that the council ask Marc Platts to install it.</i></b>                                                                                                              |
| 18 | <b>Noticeboards:</b> It was noted that the iroko noticeboard ordered from the St Margaret's Centre for the Shincliffe Village play park was under construction.                                                                                                                                |
| 19 | <b>Traffic matters:</b> Dealt with under item 8.                                                                                                                                                                                                                                               |
| 20 | <b>Queen's Platinum Jubilee:</b> <b><i>It was agreed that once replies come in the Clerk will use the council's website to request volunteers for a working group to coordinate events.</i></b> A discussion took place on planting sunflowers across the parish.                              |
| 21 | <b>Motions:</b> None.                                                                                                                                                                                                                                                                          |
| 22 | <b>Date and time of next meeting:</b> <b><i>The next meeting of Shincliffe Parish Council will be on Thursday 167 February 2022 at 6pm in St Mary's Church Hall.</i></b>                                                                                                                       |

The Clerk closed the open section of the meeting and the Clerk and members of the public left.

In private:

|    |                                                                                                                                                         |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| 21 | <b>Terms and conditions of employment and advertising vacancy for Clerk to the Council:</b><br>It was noted that the advertisement was ready to go out. |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------|

Signed as a true record:

Cllr M Banks (Chair)

Date:

---