

Shincliffe Parish Council

Chair of the Council:

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



Clerk:

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

www.shincliffeparishcouncil.co.uk

Minutes of the Meeting of Shincliffe Parish Council held on Thursday 16 June 2022 at 6pm in St Mary's Church Hall, Shincliffe Village, DH1 2ND.

1	Record of attendance: <i>Councillors Michael Banks (in the Chair), Stephen Ashfield, Ann Callaghan, Bill Clatworthy & Brian Fairlamb.</i> Also present: Richard Ormerod (Clerk).
2	Apologies for absence: None.
3	Declarations of interest and dispensation requests: Councillor Ashfield declared an interest in Item 16.
4	Minutes of the Meeting of the Council on 21 April 2022: <i>These were agreed as a correct record and signed by the Chairman.</i>
5	Standing Orders were suspended to receive a presentation from the Spatial Policy Team at Durham County Council on Neighbourhood Plans.
6	Public Participation: None.
7	County Councillor's report: None.
8	Planning applications received: No comments.
9	Chairman's update: Cllr Banks gave a report on council work in the past year. It was noted that a written version of this report would appear in the SCAN magazine. Cllr Banks reported on a meeting between himself, Cllrs Clatworthy and Fairlamb, and Mr Lee Mowbray, Major Projects Team Leader at Durham County Council, to identify traffic management measures. The councillors accompanied Mr Mowbray on a walk through the village to discuss parking options and the ongoing concerns with A177. Mr Mowbray is to produce a report for the parish council. Cllr Banks reported on celebrations of the Queen's Platinum Jubilee which were a joint effort between the parish council, the Shincliffe Community Association, Shincliffe Women's Institute and St Mary's Church. The events were held over four days and were well attended, including the picnic which attracted over 100 people. Cllr Banks expressed thanks to Mr Stephen Goodhart for putting up and removing much of the bunting. <i>Cllr Clatworthy moved that the Chairman be formally thanked for his efforts and this was seconded by Cllr Ashfield. This was agreed.</i> <i>It was agreed to receive the report.</i>

10	Correspondence: Cllr Banks reported on correspondence received and responded to since the last meeting. Topics included Japanese Knotweed, engaging with DCC on traffic issues, the offer of plants from a resident of High Shincliffe and the possibility of a major housing development at Houghall.
11	Financial update. The Clerk reported that the council currently has £38,528.26 in its main account, £5,980.38 in its reserve account and £7,868.79 in its savings account. It was noted that the Finance Committee would meet on 5 July. <i>It was agreed to receive the report.</i> <i>It was agreed to hold a meeting of the Finance Committee on 5 May.</i>
12	Report on internal controls: The Clerk had prepared a report on the advice of the Internal Auditor. <i>It was agreed to accept the report.</i>
13	Annual Governance and Accountability Return 2021-22: The Clerk gave a report. <i>It was agreed that the Annual Governance and Accountability Return 2021-22 be agreed as correct and sent to the External Auditor (Mazars).</i> <i>It was agreed that the period of inspection be the six weeks beginning 24 June 2022.</i>
14	Creating a Community Emergency Plan. See item 22.
15	Website. Cllrs Ashfield, Callaghan and the Clerk had met with Mr Peter Graham from Net Power Creative, based in Chester-le-Street to discuss setting up a new parish council website and the associated costs. <i>It was agreed that Net Power Creative be the provider of the new parish council website.</i>
16	Durham area representative on the CDALC Executive Committee: <i>Cllr Ashfield left the meeting.</i> An election was taking place for a Durham area representative on the Executive Committee of the County Durham Association of Local Councils, in which each affiliated council had one vote. There were two candidates, Cllr Ashfield from Shincliffe Parish Council and Cllr Boettcher from West Rainton & Leamside Parish Council. <i>It was agreed that the council's vote be cast for Cllr Ashfield.</i>
17	Co-option of members to Shincliffe Parish Council: <i>Cllr Ashfield rejoined the meeting. It was agreed to defer the matter to the next meeting.</i>
18	Training budget: A discussion took place on the allocated annual budget for training of members and the Clerk (currently £300). <i>The consensus was that this is too low. It was agreed to refer the matter to Finance Committee.</i>
19	Carbon Reduction Group. This was proposed as an informal group and items for discussion included electric charging points and solar farms. <i>It was agreed to discuss the status of the group at the next meeting of the council.</i>
20	Shincliffe Village play park: A discussion took place on the cutting of the grass and associated closures of the park. <i>It was agreed that the Clerk obtain quotes for cutting of the grass with a "ride-on" mower or "robot" mower.</i>

	<i>It was agreed that the Clerk obtain three quotes for carrying out a feasibility study into access improvements at the play park, to be funded by a grant from the Durham AAP.</i> <i>It was agreed that the council renew the service level agreement with Durham County Council for inspections be renewed for the forthcoming year (proposed by Cllr Ashfield, seconded by Cllr Fairlamb).</i>
21	Traffic matters: Dealt with under previous items. Cllr Fairlamb raised the issue of the need for a safety barrier at Willowtree Avenue.
22	Motions: <i>The following motion proposed by Cllr Ashfield and seconded by Cllr Clatworthy was agreed:</i> <i>Community Emergency Plan</i> <i>Nearly all emergencies affecting communities are dealt with by a joined up, multi-agency response i.e. the emergency services, local authorities, utilities and voluntary agencies. Yet, situations do occur, such as extensive flooding, storm damage, deep snow, power outage or major incident, which could put pressure on resources. Our community pulls together automatically to support each other when these emergencies do occur. However, we can make our response even more organised and effective, by preparing a Community Emergency Plan. Emergency responders say that it helps when they know who to talk to in the community and have planned what to do in advance. Therefore, having a plan will make our community feel confident we have done everything we can if an emergency occurs.</i> <i>Therefore Shincliffe Parish Council resolves to set up a Community Emergency Committee to work with the community to develop a Community Emergency Plan.</i>
23	Date and time of next meeting: <i>The next meeting of Shincliffe Parish Council will be on Thursday 21 July 2022 at 6pm in St Mary's Church Hall.</i>

Signed as a true record:

Cllr M Banks (Chair)

Date:
