

Chair of the Council:
Cllr Michael Banks
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High Shincliffe
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Shincliffe
Parish Council

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Clerk:
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Minutes of the Meeting of Shincliffe Parish Council held on Thursday 19 January 2023 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), Mr Towan Hancock and another member of the public.
2	Apologies for absence: None.
3	Declarations of interest and dispensation requests: None.
4	Minutes of the Meeting of the Council on 19 December 2022: <i>These were agreed as a correct record and signed by the Chairman.</i>
5	Public Participation: It was noted that Mr Towan Hancock wished to speak on item 8 in respect of cabling work in High Shincliffe.
6	County Councillor's report: Cllr Stoker was not in attendance due to illness but had provided information to the Chairman. It was noted that there was a delay in the commencement of work on the footpath opposite the church hall in Shincliffe Village due to the Area Action Partnership's procedures.
7	Planning applications received: A discussion took place on the proposal to convert of the nursery in Shincliffe Village into two dwellings. As the information had only been received late that afternoon members had not had the opportunity to scrutinise it yet. Given that the deadline for responding is in advance of the next meeting of the parish council, members were advised to contact Cllr Stoker with any concerns. <i>It was agreed that members give further consideration and ask Cllr Stoker to refer the matter to the Central & East Planning Committee of Durham County Council before 6 February if necessary.</i>
8	Chairman's update: Cllr Banks gave a report and drew attention to the numerous activities which councillors had been engaged in since the last meeting. These included: county council divisional boundaries; HGVs; equipment inspections in the park; parish resilience and investment opportunities. It was noted that the deadline for contributions to the next SCAN magazine was 1 February. A discussion took place on the boundaries of county council divisions. It was noted that the information received on the rules for weight limits on

	vehicles travelling from outside the UK needed clarification by the Clerk.
9	Correspondence: Cllr Banks reported on correspondence received and responded to since the last meeting. It was noted that the problem of potholes in Whitwell Acres had reappeared. Mr Towan Hancock had been in touch about phone cables in High Shincliffe and was present at the meeting. A discussion followed. It was noted that the Clerk was investigating the matter and that Cllr Stoker was also involved. <i>It was agreed that the Clerk enquire as to whether BT or a subcontractor was responsible. It was agreed that the Clerk clarify the rules on ducting with Stephen Jones at Durham County Council.</i> A resident had been in touch with concerns in regard to dog safety in High Shincliffe. Neighbourhood Wardens had been alerted. <i>It was agreed that the Clerk establish the exact location of the problems.</i>
10	Financial Update: The Clerk reported that the council currently has £25,604.09 in its main account and £13,880.50 in its reserve account. <i>It was agreed to receive the report.</i> <i>It was resolved to pay the outstanding invoices.</i>
11	Meeting of the Finance Committee on 12 January 2023: Cllr Ashfield gave a report. It was recommended that the council consider setting a budget of £42,230 for the 2023-24 financial year, with a range of options for funding this. A discussion took place. Cllr Fairlamb said he was not happy with the process as there had not been enough of a strategy on which to base the deliberations. Cllr Ashfield said he thought the council was representing what the people of the parish want. Cllr Callaghan stated that a proper process had been followed and that going through budget headings line by line was accepted practice. Cllr Banks said that the council would continue to learn from reviewing its processes each year and that its focus was on issues raised by the community in the parish survey and the ambition of the council to pursue matters which would benefit our communities. <i>It was resolved to set a budget of £42,230 for the 2023-24 financial year (proposed by Cllr Callaghan, seconded by Cllr Ashfield).</i>
12	Precept for 2023-24: A discussion took place on options for setting the precept in order to obtain the necessary finance for the budget. The Clerk had set out a series of options as requested by council. <i>It was unanimously resolved to set a precept of £30,839 for the 2023-24 financial year, which is slightly below the rate of inflation (proposed by Cllr Clatworthy and seconded by Cllr Fairlamb).</i>
13	Training Policy: <i>It was agreed to defer the matter until the next meeting of the council, with Cllr Ashfield to produce a report to be circulated to members in advance.</i>
14	Meeting of the Climate Action Committee on 5 January 2023: Cllr Ashfield said that it was important to include an article of useful information on how residents can help the environment and save money at the same time.

	<i>It was agreed that the Clerk establish the regulations around the installation of solar panels in the conservation area.</i> <i>It was agreed that a draft survey be produced before the next meeting of the council.</i> <i>It was agreed that the council fund any additional costs of including in the next issue of SCAN an article on community resilience and adaptation.</i> <i>It was agreed that the council include in its next residents' survey questions on the following: solar panels; a community bus scheme and warm spaces.</i>
15	Proposed upgrade to existing radio base station installation at CTIL10803722 Whitwell Farm, Shincliffe Lane, High Shincliffe, DH1 2SL: <i>It was agreed not to make comments at the present time.</i>
16	Shincliffe Village play park: It was noted that Park Lane Services were about to perform the first of their quarterly operational inspections. Cllr Fairlamb asked that the toddler swing be given special attention as there was a split in one of the beams. It was noted that Robert Lynas Ltd had been informed that their services will be required for the access feasibility study but that the council was still awaiting receipt of the offer letter from the Area Action Partnership.
17	Parish Resilience Forum: The Chairman gave a report. It was noted that the Chairman had met with the Clerk, local resident Roy Smith and Laura Dobson from the Civil Contingencies Unit of Durham County Council. <i>It was agreed that the Clerk organise a public meeting to assess the level of interest, with a date to be chosen when Mr Smith and Ms Dobson are available.</i> The Chairman was in contact with the President of the Womens' Institute to discuss use of their building as a coordination centre. It was thought that St Mary's Church Hall was the best option or use as a place of safety in Shincliffe Village.
18	Defibrillator Training: <i>It was agreed to arrange the training in consultation with Mr Tom Sharples from the Rotary Club.</i>
19	Bench: It was noted that the council was still waiting for agreement from Durham County Council on use of its preferred site just off the A177. <i>It was agreed to go ahead with installation once the authority is given.</i>
20	Traffic matters: Cllr Clatworthy presented members with information on four potential sites for electric vehicle charging points proposed by Durham County Council. These were Avenue House in High Shincliffe, the High Street in High Shincliffe, opposite the Rose Tree public house in Shincliffe Village and next to the Rose Tree pub. A discussion took place on the proposed sites. It was noted that if the sites are on Durham County Council land the county council will install and fund the points. The Chairman thanked Cllr Clatworthy for his efforts.

	<i>It was agreed that the council would undertake further research and consultation on the issues.</i>
21	Durham County Council Standards Committee: <i>It was agreed that Cllr Ashfield be nominated.</i>
22	Tree survey: Management was needed of the trees in the old mine woods. Cllr Clatworthy had been in touch with the Durham Wildlife Trust, who had agreed to carry out an assessment of the trees, with the possibility of a grant available. Cllr Clatworthy would keep in contact with the trust. <i>It was agreed that the Clerk follow up the issue of the safety of trees owned by Shincliffe Primary School.</i> <i>It was agreed that the Clerk establish which trees in High Shincliffe are the responsibility of the parish council.</i> <i>It was agreed that the Clerk contact Durham County Council to ask how they manage their trees on public rights of way, with a view to organising additional surveys of any that are the responsibility of the parish council.</i>
23	Residents' meeting to plan Coronation events: A discussion took place. <i>It was agreed that the council would set up public meetings on one Thursday in each of February, March and April 2023.</i>
24	Boundary Commission Consultation on county council divisions: A discussion took place. <i>It was agreed that the council put in an objection to reducing the number of county councillors on Durham County Council.</i>
25	Website: It was noted that the working group was in the process of organising a meeting with Mr Peter Graham from Netpower.
26	Motions: Cllr Ashfield moved the following motion: Reducing HGV traffic affecting villages and narrow, unsuitable roads Preamble The Government's figures show that HGV traffic nationally is increasing. The most recent figures, up to September 2021, show that whilst car traffic decreased, there was an 8.9% increase in HGV traffic in just one year. The growth in HGV traffic affects noise, air quality, and safety in many of our local villages and towns, across County Durham and can have a real impact on quality of life for those living on affected streets, causing sleepless nights and even mental health problems. It also affects cyclists and pedestrians, especially older or vulnerable people and those with small children. One cause of HGV traffic on unsuitable roads is the use by lorry drivers of google maps and/or satnavs which are only intended for car use. In extreme cases, HGVs are being routed up narrow and unsuitable routes and becoming stuck. A large volume of HGV traffic is caused by new development, and residents

	frequently report frustration that the appropriate routing of construction traffic is not given sufficient care and attention as part of the planning process, and may feel like an afterthought, when from their perspective it should be front and centre. The Traffic Management Plan for DCC required by the council at the validation stage requests information on the 'level of vehicle movement and routing arrangements, however new wording could better encourage the routing of construction traffic away from narrow, residential or unsuitable roads. This would require any major development to consider this important issue at the very beginning of the planning process, and send a strong message that the council takes this issue seriously. This Council resolves: To request that CDALC lobby Durham County Council and NALC to call on the government for the mandatory introduction of commercial satnavs for HGVs (see https://trans.info/en/sat-navs-lorries-301372). To ask council officers to expand the current validation requirements for planning applications for major development, so that routing away from narrow, unsuitable and residential roads and away from villages becomes an integral feature of any planning permission discussed or granted, and is thought about at the earliest possible stage. <i>The motion was seconded by Cllr Clatworthy and agreed unanimously.</i>
27	Date and time of next meeting: <i>The next meeting of Shincliffe Parish Council will be on Thursday 16 February 2023 at 6pm in St Mary's Church Hall.</i>
28	In Private: Remuneration of staff: <i>It was resolved unanimously that the Chairman commence the staff appraisal process and report back to members once completed (proposed by Cllr Callaghan, seconded by Cllr Clatworthy).</i> The Chairman also suggested that he compile a report recommending changes to the staff contract.
29	In Private: Possible capital purchase: <i>Deferred to February meeting of the council.</i>

Signed as a true record:

Cllr M Banks (Chair)

Date:
