

Chair of the Council:
Cllr Stephen Ashfield
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DH1 4PF



High Shincliffe
Sherburn House
Shincliffe Village

Shincliffe
Parish Council

www.shincliffeparishcouncil.org.uk

Clerk:
Richard Ormerod
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Minutes of the Meeting of Shincliffe Parish Council held on Tuesday 10 October 2023 at 7pm in St Mary's Church Hall, Shincliffe Village, DH1 2ND.

1	Record of attendance: <i>Councillors Stephen Ashfield (in the Chair), Ann Callaghan, Bill Clatworthy & Brian Fairlamb.</i> Also present: Richard Ormerod (Clerk) and a member of the public.
2	Apologies for absence: None.
3	Declarations of interest and dispensation requests: Cllr Callaghan declared an interest in respect of Item 16
4	Public Participation: It was noted that a member of the public from Shincliffe Local History Society wished to speak on Item 17.
5	Minutes of the Meeting of the Council on 21 September 2023: <i>Resolved: The minutes were agreed as a correct record and signed by the Chairman.</i>
6	County Councillor's report: Cllr Stoker was not in attendance but had informed the council that a footpath scheme for Prospect Terrace had been worked up by Durham County Council.
7	Planning applications received: A discussion took place on the recent application DM/23/02778/FPA for retrospective permission for a stable block at the rear of Bank Foot. <i>Resolved: That the Clerk put in an objection on behalf of the council on grounds of aesthetics, increased traffic and encroachment onto the greenbelt, and to request that the application be determined by committee if officers recommend approval. The council was also opposed to the retrospective nature of the application. The Clerk to check whether agricultural land can be changed to recreational without an application for change of use.</i> A discussion took place on the application previously determined at St Mary's Close, Shincliffe Village. <i>Resolved: That the Clerk contact the planning authority to make them aware that there is a perception among local residents that the applicants have gone beyond the permissions that were given.</i>
8	Licensing applications: None.
9	Chairman's update: Cllr Ashfield gave a report. The Chairman had represented the council at the Annual General Meeting of

	CDALC on 7 October. This had included a presentation from the Police & Crime Commissioner. The Chairman was pursuing the issue of setting up a Durham Forum of CDALC Resolved: That the Clerk add the council's mission statement to the council website.
10	Correspondence: Notification had been received of a consultation by Durham County Council on polling districts and polling stations.
11	Financial update: The Finance Committee had recommended that the list of signatories for the council's bank accounts be expended to include Cllrs Ashfield and Clatworthy. Resolved: That Cllrs Ashfield and Clatworthy be additional signatories on the council's bank accounts. Resolved: That bank statements be sent to the home of Cllr Callaghan as Chair of the Finance Committee in future. Resolved: That the council pay the outstanding invoices (proposed by Cllr Ashfield).
12	Neighbourhood Plan: A discussion took place on the development of the Neighbourhood Plan. Finance Committee had resolved, under delegated powers, to appoint Jo-Anne Garrick as consultant, assisting in drafting the determination of area to be covered by the Neighbourhood Plan. Resolved: That Jo-Anne Garrick be notified of her appointment as consultant to the council on the Neighbourhood Plan, and that she and Cllr Fairlamb set up a forum of local residents to assist in drawing up the Plan.
13	Co-option of council members: It was noted that there had not been a call for a by-election to fill the vacancy caused by the resignation of Michael Banks from the council, therefore there would be three vacancies to be filled by co-option. A discussion took place. Resolved: That the council's co-option policy be put into effect. Resolved: That the vacancies be advertised for a two-week period commencing on 17 October 2023. Resolved: That residents who had expressed interest in becoming parish councillors in the council's survey be contacted. Resolved: That those expressing interest be sent a copy of the council's mission statement as part of the application pack. (the above proposed by Cllr Callaghan)
14	Recreational facilities in the parish: A discussion took place on whether the council could do anything to assist.
15	Stink pipes, High Shincliffe: A representative of Shincliffe Local History Society spoke about their desire to have four "stink pipes" in High Shincliffe listed by Historic England. Members had been supplied with a draft consultation letter to

	residents. Resolved: That the consultation letter be amended and then delivered to affected houses, put on the website and put on council noticeboards in time for the matter be put on the agenda for the November meeting of the council.
16	Request for a donation to SCAN: Cllr Callaghan left the meeting. Resolved: That £400 be donated to assist with the production of SCAN.
17	Traffic matters: Resolved: That Cllr Clatworthy contact Nick Rippin from the MP's office to finalise details of the traffic round table meeting. Resolved: That the council wait until after this meeting before ordering the traffic banners. It was noted that DCC Highways staff had consulted Durham Constabulary on whether they could support a 20mph limit on the main road through Shincliffe Village and the perimeter road in High Shincliffe. The findings were as follows: High Shincliffe Speed Surveys to be carried out on Whitewell Acres & Heathways. No initial Police objection to introduction of 20's (excluding Whitewell Acres & Heathways until speed surveys are carried out). Avenue Street/High Street will not be considered for 20's. Shincliffe Village Speed Surveys to be carried out on Low Road & High Street. Total £935 for 4 surveys Resolved: That the council agree to fund the surveys.
18	Shincliffe Play Park: It was noted that the access feasibility study was complete and that members had copies. Resolved: That the council use magnetic boards in the noticeboard at the park.
19	Closure of the church yard, Shincliffe Village: It was noted that the parochial church council at St Mary's Church (PCC) had started the process of closing the church yard and that the process may involve the parish council. Resolved: That the Chairman be delegated authority to enter into any necessary discussions with the PCC.
20	White Ribbon Promise: Resolved: To defer the matter.
21	NALC Foundation Award: It was noted that the council had already achieved many of the criteria for achieving the award. Resolved: That the council aim to achieve the award and that the Clerk present a list of targets still to be reached at the November meeting of the

	<i>council.</i>
22	Motions on notice: There were none.
23	Date and time of next meeting: <i>The next meeting of Shincliffe Parish Council will be on Thursday 16 November 2023 at 6pm in St Mary's Church Hall.</i>

Signed as a true record:

Cllr S Ashfield (Chair)

Date:
