

Chair of the Council:
Cllr Stephen Ashfield
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High Shincliffe
Sherburn House
Shincliffe Village

Shincliffe
Parish Council

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Minutes of the Meeting of Shincliffe Parish Council held on Thursday 21 March 2024 at 6pm in St Mary's Church Hall, Shincliffe Village, DH1 2ND.

1	Record of attendance: <i>Councillors Stephen Ashfield (in the Chair), Ann Callaghan (in the Chair for the initial part), John Charters, Bill Clatworthy, & Sunny Moon-Schott.</i> Also present: Richard Ormerod (Clerk) and County Councillor David Freeman.
2	Apologies for absence: <i>Apologies were received and accepted from Cllrs Brian Fairlamb & Janice Gorlach.</i> Cllr Stephen Ashfield arrived after the start of the meeting.
3	Declarations of interest and dispensation requests: Cllr Callaghan declared an interest in item 17.
4	Public Participation: None.
5	Draft Minutes of the Meeting of the Council on 15 February 2024 and the Extraordinary Meeting of the Council on 14 March 2024: <i>Resolved: The minutes were agreed as a correct record and signed by the Chairman.</i>
6	Planning and licensing applications: No comments were deemed necessary.
7	Chairman's update: Cllr Ashfield said that two enquiries had been received by email relating to the percentage increase in the parish council precept for 2024-25. The residents had been referred to the article on the parish council website. An email had been received from a resident relating to the state of trees in the parish. The resident would be invited to address the next meeting of the Horticulture Committee. Cllr Ashfield said that the council was making good progress on many issues including the Neighbourhood Plan and traffic speed campaigns, and members were thanked for their efforts. <i>Resolved: To receive the report.</i>
8	Meeting of the Horticulture Committee on 5 March 2024: The committee had recommended that a system of purchase orders be introduced via Scribe Accounts for requesting horticultural work for contractors from April 2024. <i>Resolved: That a system of purchase orders be introduced via Scribe Accounts for requesting horticultural work for contractors from April 2024 (proposed by</i>

	<i>Cllr Clatworthy, seconded by Cllr Callaghan).</i> The committee had recommended that the “hedge pack” of free trees be applied for from the Woodland Trust. <i>Resolved: That the council apply for the “hedge pack” of free trees from the Woodland Trust (proposed by Cllr Clatworthy, seconded by Cllr Moon-Schott).</i> The committee had recommended that the parish council consider whether to ask Durham County Council to include Shincliffe Woods in the Conservation Area. <i>Resolved: That the Clerk contact the Dean & Chapter to establish ownership of the woods.</i>
9	Shincliffe Village Play Park: It was noted that the parish council’s lease on the play park land expires in 2035. A discussion took place on the installation of new goal posts. A discussion took place on the damage to the bench outside the park. <i>Resolved: That the council purchase the goal posts from GB Sport and the Clerk organise the ordering and installation (proposed by Cllr Clatworthy, seconded by Cllr Callaghan).</i> <i>Resolved: That the Clerk ask Durham County Council to carry out another temporary repair on the bench (proposed by Cllr Clatworthy, seconded by Cllr Moon-Schott).</i> <i>Resolved: That the Chairman bring a full report on the play park to the April meeting of the council.</i>
10	Riverside path: A discussion took place. <i>Resolved: That the Clerk organise a site meeting with Savill’s, as agents for the Dean & Chapter (proposed by Cllr Charters, seconded by Cllr Clatworthy).</i>
11	Neighbourhood Plan: Cllr Fairlamb had circulated a written report. <i>Resolved: To receive the report.</i> <i>Resolved: That Cllr Moon-Schott investigate the possibility of converting the posters used at the drop-in event to PowerPoint for use on the council website.</i> <i>Resolved: That the Chair and Clerk meet with the management of the garden centre when time permits to discuss issues of mutual concern and working together.</i> <i>Resolved: That a meeting with a Rights of Way officer from DCC be arranged as soon as possible to discuss pathways in general within the parish.</i>
12	Financial matters: The Clerk had circulated a report on the council’s current financial position. At the 14 March 2024 the council had £23,376.82 in the current account and £14,149.03 in the reserve account. <i>Resolved: To note the current financial position.</i> <i>Resolved: That the council pay the outstanding invoices with the exception of</i>

	<i>the NALC invoice for training, the Clerk to clarify why it arrived so late.</i>
13	Mission statement update: Cllr Callaghan circulated the current mission statement. <i>Resolved: That Cllr Callaghan update the document, including changing dates and names on committees.</i>
14	Traffic matters: It was noted that an acknowledgement had been received from Durham County Council to the parish council's complaint entitled Creating a Safer Shincliffe. It was noted that the BBC reporters would be attending the publicity event on 23 March.
15	Noticeboards in Sherburn House and Shincliffe Village: It was noted that the door of the noticeboard had been swung backwards, damaging the locking alignment. Cllr Moon-Schott had visited the site to check the board and confirmed that it is not economically repairable. It was noted by Cllr Clatworthy that there is a noticeboard in the archway at Sherburn Hospital. <i>Resolved: That the Clerk be authorised to spend up to £700 on a suitable replacement (proposed by Cllr Callaghan, seconded by Cllr Clatworthy).</i>
16	Website and email: It was noted that Cllr Moon-Schott had contacted Openreach and confirmed that it will not be possible to have a wired internet connection in the church building. <i>Resolved: That Cllr Moon-Schott investigate the price of a hub in order to gain internet access.</i>
17	Request for financial assistance towards the production of SCAN magazine: <i>Resolved: That the parish council award a grant of £400 towards production of the magazine.</i>
18	Motions on notice: None.
19	Date and time of next meeting: <i>The next ordinary meeting of Shincliffe Parish Council will be on Thursday 18 April 2024 at 6pm in St Mary's Church Hall.</i>
	<i>Members of the public and the Clerk left the meeting</i>
20	In Private: Staffing matters: The Chair reported on his recent appraisal with the Clerk and changes to terms and conditions were agreed. <i>Resolved: That the Chair inform the Clerk of the outcome.</i>

Signed as a true record:

Cllr S Ashfield (Chair)

Date:
