

Chair of the Council:
Cllr Stephen Ashfield
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Durham
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 Thursday 17 October 2024 at 6pm in St Mary's Church Hall, Shincliffe Village, DH1 2ND.

Record of attendance: Councillors Stephen Ashfield (in the Chair), Ann Callaghan, Bill Clatworthy, Brian Fairlamb, Janice Gorlach & Sunny Moon-Schott.
Also present: Richard Ormerod (Clerk).

1	Apologies for absence: No apologies were received from members. County Councillor David Freeman had sent apologies as he had hoped to attend but was unable to.
	The Chairman led the council in holding a minute's silence in remembrance of Kate Kirton, Clerk to the parish council between 2013 and 2021, who had died since the previous meeting.
2	Declarations of interest: None.
3	Members' dispensation requests: None.
4	Public Participation: There were no members of the public present at the meeting, though two had sent questions to members. A resident asked why the tracks by the Old Mine Site were not included in the Neighbourhood Plan consultation. The resident had been supplied with the answer that it was agricultural land. A resident had asked whether the council had considered the case for a pedestrian crossing by the Old Mine Site. The resident had been given the answer that this had not been considered. Resolved: That the council consider the case for a pedestrian crossing by the Old Mine Site at a future meeting.
5	Draft Minutes of the Ordinary Meeting of the Council on 19 September 2024: Resolved: The minutes were agreed as a correct record and signed by the Chairman (proposed by Cllr Callaghan, seconded by Cllr Clatworthy).
6	Chairman's announcements: Cllr Ashfield spoke about former Clerk Kate Kirton and arrangements for the parish council to be represented at her funeral on 18 October. Also discussed was the possibility of a memorial plaque or tree in the parish. Resolved: To add council policy on memorials to the November council agenda.

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	It was noted that the new noticeboard was in place at Sherburn House, and that the wooden noticeboard had been moved to its new location in the play park. It was noted that all the council's items had been removed from the storage lockup in Langley Moor and that the council would receive a refund from the company for the remainder of October. A discussion took place on the need for testimonials about use of the footpaths by Sherburn House. Resolved: That the council request testimonials from residents via the website and social media, and that the issue be put on the November meeting agenda.
7	Planning and licensing applications: EN/24/00771 Telford Close: Residents had raised concerns about the size of the dormers and whether they were in keeping with the planning permission given. Resolved: That the Clerk contact the planning officer at DCC to obtain details of the application and the date by which objections would need to be made. DM/24/02710/FPA East Durham And Houghall Community College: A discussion took place. It was thought that members needed longer to examine the plans for the partial demolition, refurbishment and retention of the existing college buildings, and construction of a new two-storey teaching block and ancillary buildings. Resolved: That members call a special meeting, if desired, to discuss the application.
8	Meeting of the Finance Committee on 15 October 2024: The committee had recommended to council that the 20mph schemes in High Shincliffe and Shincliffe Village be funded by taking £25,500 from reserves and restoring reserves to their current levels over the next few years via small increases in the precept. Discussions took place on the appropriateness of using reserves for this purpose and whether there could be a tendering process. Council moved to a vote with five votes for the recommendation and one against. Resolved: That the council fund the 20mph schemes in High Shincliffe and Shincliffe Village by taking £25,500 from reserves and restoring reserves to their current levels over the next few years via small increases in the precept (proposed by Cllr Callaghan, seconded by Cllr Clatworthy). Cllr Fairlamb requested that his vote against the proposal be recorded. Resolved: That a special meeting of the council be held on Thursday 24 October at 4:30pm in St Mary's Church Hall, Shincliffe Village, to discuss the details of the proposed schemes.
9	Financial matters: Resolved: That the council pay the outstanding invoices

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	<i>(proposed by Cllr Callaghan, seconded by Cllr Moon-Schott).</i>
10	Neighbourhood Plan: Councillor Fairlamb reported on progress made. It was noted that 28 online responses had been received and that there had been an impressive level of engagement. Publicity had also gone out via SCAN magazine. The consultation ends officially on 31 October 2024 but responses would still be accepted if sent in shortly after this date. There was a need to answer queries from some respondents. Concern was expressed about the amount of land in and around the parish on which developers had registered an interest. It was noted that Sherburn House had (via solicitors) responded to the consultation. This had been forwarded to the parish council's consultant. The Chairman had prepared a response. The Chairman thanked Cllr Fairlamb for his ongoing work on the plan. <i>Resolved: That the council note the report.</i> <i>Resolved: That the Clerk forward the Chairman's response to the parish council's consultant.</i>
11	Purchase of a long-handled bulb planter: Following the bulb planting event the need for this item had been identified. <i>Resolved: That that the parish council purchase a suitable planter from the horticulture budget (proposed by Cllr Callaghan, seconded by Cllr Clatworthy).</i>
12	Defibrillator pads: It was noted that the pads in all three defibrillators were about to reach their expiry date. <i>Resolved: That the council replace all three sets of pads immediately (proposed by Cllr Callaghan, seconded by Cllr Clatworthy).</i>
13	Website and email: Cllr Moon-Schott reported on his recent conversations with the council's website supplier (Netpower) about the difficulties members had been having with email. Testing had indicated that the problems stemmed from configuration issues. The domain had been moved to an approved supplier. The Chairman thanked Cllr Moon-Schott for his efforts. <i>Resolved: That the Clerk ask Peter Graham from Netpower to hold a "drop-in" session on Thursday 24 October between 3:30 and 4:30pm in the church hall to try to remedy members' email problems.</i>
14	Motions on notice: Councillor Ashfield moved, and Cllr Gorlach seconded, the following motion: <i>Considering the need to attract a diverse range of candidates to serve as councillors, Shincliffe Parish Council shall introduce an annual allowance of £135 for each elected councillor, beginning for councillors taking office after the</i>

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	<i>upcoming May 2025 election.</i> <i>This allowance aligns with the latest recommendations from the Independent Remuneration Panel and is comparable with allowances provided by similar parish councils, which typically range from £100 to £300 annually, depending on council size and local requirements.</i> <i>The council will ensure compliance with regulatory requirements by publicly advertising and publishing the decision on the allowance scheme, as recommended by the panel.</i> <i>This initiative aims to encourage broader participation in local governance by helping future councillors cover incidental expenses incurred in fulfilling their responsibilities.</i> <i>A discussion took place and the council then moved to a vote, in which there were four votes against and two abstentions.</i> <i>Resolved: That the motion falls.</i>
15	Meeting dates for the remainder of the current council year: <i>Resolved: That the Clerk draw up a list to be agreed over email.</i>

Signed as a true record:

Cllr S Ashfield (Chair)

Date:

Signed:

Date: