

Chair of the Council:
Cllr Stephen Ashfield
3 Geoffrey Avenue
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 16 January 2025 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. Also present: Richard Ormerod (Clerk), County Councillor David Freeman.

1	Apologies for absence: Apologies were received from Councillors Brian Fairlamb & Janice Gorlach. Resolved: To receive and accept the apologies.
2	Declarations of interest: None.
3	Members' dispensation requests: None.
4	Public Participation: No members of the public were present but concerns had been raised about students walking in the road between Maiden Castle and Stockton Road where the footpath is raised. Resolved: That the Clerk write to Durham University and East Durham College .
5	Draft Minutes of the Ordinary Meeting of the Council on 19 December 2024: Resolved: The minutes were agreed as a correct record and signed by the Chairman. Draft Minutes of the Extraordinary Meeting of the Council on 9 January 2025: Resolved: The minutes were agreed as a correct record and signed by the Chairman.
6	Chairman's announcements: Cllr Ashfield raised the issue of hearing loops for the church hall. Consultation with the Friday Friends group had revealed that there was a preference for the microphone type. Resolved: That the issue be put on the agenda for the next meeting of the Council. It was noted that the Christmas lights needed to go back into storage. A discussion took place on the Old Mine Site. It was noted that the leaflet was being amended. Resolved: That the Clerk press ahead with the application for Local Nature

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Date:

	Reserve status.
7	Planning and licensing applications: A discussion took place on planning application DM/24/02884/VOC: Variation of condition 2 (Approved Plans) pursuant of application DM/23/01294/RM following outline permission DM/22/01127/OUT to allow replacement of rooflights with 4 no. dormer windows, alteration to garden room and boundary treatments. Resolved: That the Clerk follow up on the council's earlier objection. A discussion took place on the issue of the stables building on the bank. Resolved: That the Clerk seek an update from Durham County Council on enforcement action.
8	Financial matters: The Clerk had circulated a report on the council's financial position. On 14 January 2025 the council had £20,243.27 in the current account and £36,829.20 in the reserve account. Resolved: That the council note the council's current financial position (proposed by Cllr Callaghan, seconded by Cllr Clatworthy). Resolved: That the council pay the outstanding invoices (proposed by Cllr Callaghan, seconded by Cllr Clatworthy). Cllr Callaghan had circulated a draft article for the council's website explaining the budget and precept for 2025-26. A discussion took place. Resolved: That members request amendments if desired and that the document go to the February meeting of the council for approval.
9	Neighbourhood Plan: The Chairman thanked Cllr Fairlamb for his ongoing work on the plan. It was noted that the council's consultant had made it known that she would need to charge VAT on future invoices. Resolved: That the council note the change to invoicing. Resolved: That the Clerk invite the parish council's consultant to the next meeting to speak to members (via Zoom link if necessary) and that members email questions to her (copied to Cllr Fairlamb) in advance if possible.
10	Traffic matters: The Chairman and Clerk had held a meeting with the management of Poplar Tree Garden Centre at which the problems caused by HGVs had been discussed. The possibility of large vehicles unloading at Durham Services onto smaller vehicles instead of coming into Shincliffe Village was discussed, but was seen as unviable. The management was supportive of a weight limit on the High Street. Resolved: That that the Clerk request from Durham County Council a weight limit of 7.5t on the High Street in Shincliffe Village. (proposed by Cllr Ashfield, seconded by Cllr Callaghan). A discussion took place on parking in and around Hall Farm.

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	Resolved: To defer the matter to the next meeting of the Council. A discussion took place on parking around Shincliffe CE Primary School. Resolved: That the Clerk set up a meeting with the headteacher. A discussion took place on the 20mph limits in the parish. Resolved: To invite a Durham County Council representative to a meeting of the council on either 4 or 6 February 2025 (to suit their availability). Resolved: That the Clerk finalise the draft press release on the 20mph decisions in conjunction with members following the meeting with DCC staff.
11	Fly-tipping in the parish: A discussion took place. Resolved: That residents be encouraged to report incidents to the Clerk.
12	Request for donation: North-East Friendship Dogs: A discussion took place. It was thought that the council has insufficient funds to assist on this occasion. Resolved: That the Clerk inform the charity that the council is unable to assist on this occasion.
13	Quality Street: It was noted that a local resident had contacted the council to ask for assistance with improving the aesthetics of the street in High Shincliffe. Resolved: To refer the matter to the Horticulture Committee.
14	Communications between members and with the public: It was noted that the Clerk and Councillors Callaghan and Clatworthy had met with Peter Graham from Netpower earlier in the day. The meeting had been useful and had resulted in all three being made administrators of the council Facebook page. Issues with councillors' emails had also been addressed. Resolved: That the Clerk contact Netpower to be advised on use of the members' area of the website. Resolved: That the Clerk draw up a draft policy for social media use for approval at the next meeting of the council. A discussion took place on the possibility of having a council phone for the public to contact the Clerk. It was agreed not to go down this route at the present time. A discussion took place on the Whatsapp group used by some councillors. It was re-established that this a purely voluntary group used by some members and the Clerk (using their own personal devices) and is not an official council group. Its purpose is purely for discussion, not decision making or requesting actions from the Clerk.
15	Motions on notice: None.
16	Dates and times of meeting up to elections in May 2025: It was noted that the proposed date of the Finance Committee meeting (18

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February) clashed with CDALC election period training and would need to be re-scheduled.

Resolved: That the next meeting be held on 4 or 6 February 2025 at 6pm in St Mary's Church Hall, Shincliffe Village, subject to the availability of Durham County Council Highways officers.

Signed as a true record:

Cllr S Ashfield (Chair)

Date:

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Date: