

SIGNED MINUTES

**Midridge Parish Council**

**Minutes of Council Meeting**

**Village Hall,  
Midridge**

**Monday  
5 September 2011**

**Time:6.45pm**

**Present:** Councillors H Howe (Chairman); A Clarke, WJ Clarke, P Makinson, W Mellors

**Official:** CA Stenger (Clerk)

**39/11 NOTICE OF MEETING**

The notice convening the meeting was taken as read.

**40/11 APOLOGIES FOR ABSENCE**

No apologies.

**41/11 MINUTES**

The Minutes of the meeting held on 4 July 2011 were signed by the Chairman as a correct record

**42/11 MATTERS ARISING FROM MINUTES**

All matters covered in following agenda items.

**43/11 ACCOUNTS FOR PAYMENT**

Members considered a schedule of Accounts for Payment, with an additional invoice received from SE Landscaping for grasscutting in August.

**RESOLVED** that the following accounts be approved for payment:-

C Stenger	Salary (to be paid 30 Sept)	£165.15
HMRC	Tax liability (to be paid 30 Sept)	£ 88.20
SE Landscaping	Grasscutting - July	£188.00
SE Landscaping	Grasscutting – August	£188.00
CBDO	External Audit	£180.00
JWS Power Wash	Bus Shelter Cleaning	£ 30.00

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44/11

**GROUND MAINTENANCE & GENERAL REPAIRS**

i) Maintenance of the Millennium Hedge (minute 25/11 i refers)  
Cllr A Clarke reported that no further contact had been received regarding maintenance of the Millennium Hedge by the Countryside Service but would follow this up. Arrangement of a 'volunteer day' was also discussed, in line with CVS 'Make a Difference Day', at which members of the council were prepared to undertake maintenance of the undergrowth, hopefully with some volunteer assistance.

**RESOLVED** that Cllr A Clarke contact Ian Grey/Countryside Service further regarding undertaking maintenance.

ii) Parish Paths Partnership  
An email had been received from Elaine Field requesting details of parish circular walks to be included in a published guided walks programme for April - September 2012. A number of walks of varying length were identified – it was agreed that the Clerk contact Elaine to establish the best length of walk for the programme, and then a suitable circular walk could be agreed upon.

**RESOLVED** that the Clerk contact Elaine Field to discuss a suitable walk.

iii) Village Green – Trees  
The Clerk had requested and received the necessary paperwork for permission to crown lift the trees on the village green. Cllr J Clarke had completed the forms with the relevant details and will send to Durham County Council.

iv) Grasscutting  
A complaint had been received regarding the village green grasscutting. Cllrs Howe and J Clarke had met with the contractor to discuss the complaint. Further cuts were monitored and deemed to be satisfactory.

**RESOLVED** that the grasscutting continue to be monitored.

v) General  
It was agreed that the village tubs were looking good, and also the display around the war memorial, with plants provided by Bluebell Nursery. Cllr A Clarke reported that David Strong had volunteered to take over the maintenance of the tub at the end of The Close.

45/11

**PROPOSED DISPOSAL OF ALLOTMENTS BY DURHAM COUNTY COUNCIL, MIDDRIDGE**

The Clerk had ascertained that Joanne Maclean was not at work due to sickness. A new member of staff, Fiona Bullen, had very recently stepped into Joanne's position and had agreed to chase up the issue but, to date, no contact received.

**RESOLVED** that the Clerk contact Fiona again to further request progress details.

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(Cllr Makinson declared a personal, non-prejudicial interest in respect of the above item as a result of being a current allotment holder.)

### **46/11 PLANNING APPLICATIONS**

There were no new applications to consider.

The Clerk had contacted David Walker regarding the previous submission for removal of planning conditions at Middridge Meadows and had gained the information needed for the Council to submit a response stating that there were no objections but that the number of events held during the year should be limited and also the business use should be limited to the livery already established. It seemed that a decision had not yet been made in respect of the application.

### **47/11 CHILDREN'S' PLAY AREA**

Consideration was given to the Clerk's monthly inspection report regarding the condition of the play area and equipment. There were no issues to be reported.

### **48/11 C35 NEWTON AYCLIFFE TO SHILDON ROAD-TRAFFIC CALMING**

An initial traffic survey had been conducted, with the police proposing to do more. The traffic count results were: 134 cars east bound, with 3 speeding at an average of 34mph; and 117 west bound with 4 cars speeding at an average speed of 38mph.

Cllr A Clarke proposed that the possibility of a sign, with wording along the lines of 'Please drive safely through our village' be looked into.

**RESOLVED** that the Clerk contact Lee Mowbray to discuss the possibility of provision of a safety sign.

### **49/11 G.A.T.C./MIDDRIDGE AREA ACTION PARTNERSHIP FEEDBACK**

Cllr A Clarke reported that the next board meeting was to be held on Tuesday 27 September at Aycliffe Village Hall at 6pm.

**RESOLVED** that the report be noted.

### **50/11 CLERK'S SALARY – NEW REQUIREMENTS**

An email had been received from John Harron from Thirsk Payroll offering payroll services for Parish Councils. It was agreed that their services would be taken up, at a cost of £52 per year, and the Clerk sent all the relevant information and forms. The Clerk reported that the Council was now registered as an employer, and all paperwork was up to date.

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The Clerk's salary would now be paid quarterly, in line with the tax liability payments to be made to HMRC. Thirsk Payroll would provide all the information necessary to make these payments.

**RESOLVED** that the Clerk make the required payment to HMRC when notified.

51/11

### **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011 AND 2012**

The completed audit, response and invoice had been received from the external auditors, BDO. There were no matters of concern recorded. A further form was enclosed, requiring that the Council choose a date in 2012 for the external audit to be undertaken. The last available date was agreed upon, to give enough time for the relevant end of year accounts to be completed and approved before submission to BDO.

**RESOLVED** that the Council accept the approved annual return. Also that the Clerk complete the Notice of Conclusion of Audit and display copies in both noticeboards as soon as possible, and complete the 2011/12 audit date form and return to BDO.

52/11

### **FUTURE EVENTS**

i) Remembrance Sunday

It was proposed that Cllr A Clarke liaise with Shildon Town Council regarding this year's event, and that the Parish Council once again make a donation of £25 towards the cost of a Remembrance wreath. Cllr Makinson agreed to clean the war memorial for the occasion.

**RESOLVED** that Cllr A Clarke contact Shildon Town Council and Cllr Makinson undertake cleaning of the war memorial.

ii) Christmas Celebrations

It was agreed that the Council plant a permanent Christmas tree on the village green. Cllr J Clarke agreed to contact Andrew Bailey to discuss purchase of a tree. An email had been received from David Hodgson, DCC Neighbourhood Services, regarding a quote for dressing/undressing a tree with lights – it was agreed that a quote would be requested.

**RESOLVED** that Cllr J Clarke contact Andrew Bailey regarding a permanent tree, and that the Clerk contact David Hodgson to request a quote for lights.

iii) Queen's Diamond Jubilee

Suggestions for celebrating the Diamond Jubilee were discussed. An idea was the purchase of an outdoor Parish Clock, either for mounting on the village hall or freestanding on the village green. Members agreed to research outdoor clocks and possible retailers. Another suggestion was an event to be held on the village green, in conjunction with the Village Association. Cllr J Clarke agreed to bring the matter up at the next Village Association meeting. Other possibilities included tree planting and the Jubilee Fields II Initiative.

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**RESOLVED** that the issue of an outdoor clock be researched and that Cllr J Clarke ask for co-operation and ideas from the Village Association.

iv) Community Cinema

The Neighbourhood Policing Team had proposed showing a free family film in the Village Hall one Saturday in October. Dates would need to be agreed and volunteers would be needed for siting of chairs and refreshments etc. Cllr A Clarke had passed details on to Lourine Beadle, Chairman of the Village Association, for discussion at their next meeting.

**53/11**

### **GENERAL CORRESPONDENCE**

The Council considered the email log, detailing all emails received by the Clerk, and the following correspondence:

- Letter from Colin Gray agreeing to act as Internal Auditor
- Letter from Emma Tweddle requesting permission to site Bouncy Castle on village green for birthday celebrations
- Letter of thanks from Middridge Village Association for the Summer Fete raffle prize donation
- Letter from Planning Dept, DCC stating comments to be taken into account when application is determined regarding Middridge Meadows
- Letter from NHS re Hypercute Stroke Services Formal Public Consultation
- Consultation documents from E-ON regarding The Isles Wind Farm proposal

**RESOLVED** that the correspondence be noted and that permission for the bouncy castle be granted with the conditions that the hirer is fully insured and the castle only be sited for the duration of the birthday party.

**54/11**

### **ADDITIONAL ITEMS**

No additional items were presented.

**55/11**

### **NEXT MEETING**

Monday 7 November 2011 at 6.45pm.

Chairman \_\_\_\_\_