

DRAFT

## Middridge Parish Council

### Minutes of Council Meeting

Village Hall,  
Middridge

Monday  
13 May 2013

Time: 6.45pm

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

**Official:** CA Stenger (Clerk)

#### 1/13 NOTICE OF MEETING

The notice convening the meeting was taken as read.

#### 2/13 APOLOGIES FOR ABSENCE

No apologies to note.

#### 3/13 DECLARATION OF ACCEPTANCE OF OFFICE/CODE OF CONDUCT

**RESOLVED** that the Declaration of Acceptance of Office of Parish Councillor be signed and the Code of Conduct agreed by all members.

#### 4/13 DECLARATIONS OF INTEREST/LGA1 FORMS

Cllr Makinson declared a personal, non-prejudicial interest in respect of the agenda item dealing with the allotment transfer as a result of being a current allotment holder, and also in respect of the agenda item dealing with tub maintenance due to being responsible for maintaining a tub.

**RESOLVED** that the Cllr Makinson's declarations be noted, and notification of personal interests forms (LGA1) be completed by all members and received by the Clerk to be returned to Durham County Council.

#### 5/13 ELECTION OF CHAIRMAN OF THE COUNCIL

**RESOLVED** that Cllr W Mellors be appointed Chairman of the Council for the 2013/2014 Municipal year.

#### 6/13 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

**RESOLVED** that the Declaration of Acceptance of Office be signed by Cllr Mellors and received by the Clerk.

**7/13 ELECTION OF VICE CHAIRMAN OF THE COUNCIL**

**RESOLVED** that Cllr Makinson be appointed Vice Chairman of the Council for the 2013/2014 Municipal year.

**8/13 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN**

**RESOLVED** that the Declaration of Acceptance of Office be signed by Councillor Makinson and received by the Clerk. by the Clerk.

**9/13 THANKS TO OUTGOING CHAIRMAN**

Cllr Mellors proposed a vote of thanks to outgoing Chairwoman, Cllr A Clarke, for the duties carried out during her term of office. Cllr A Clarke also gave thanks to the Clerk for her support over the past year, and reported that it had been an extremely busy year. It was also noted that Cllrs W Mellors, A Clarke and WJ Clarke had been Parish Councillors for 30 years. The venue and date for the Chairwoman's dinner was discussed.

**RESOLVED** that the thanks of the Parish Council be recorded.

**10/13 MINUTES**

The Minutes of the meeting held on 4 March 2013 were signed by the Chairman as a correct record.

**11/13 MATTERS ARISING FROM MINUTES**

- i) Cllr Mellors had received confirmation of his registration for the Police & Crime Commissioner Community Panels (min 104/12 iii refers)
- ii) Cllr Makinson had facilitated the purchase of a new laptop (min 104/12 i refers)

**12/13 ACCOUNTS FOR PAYMENT**

Members considered a schedule of Accounts for Payment.

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

JWS Power Wash	Bus shelter cleaning	£ 30.00
Zurich Municipal Insurance	Insurance premium 2013/14	£879.24

**13/13 ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013**

The internal audit of accounts had been completed and was waiting to be approved by Colin Gray. The statement of accounts for the annual return were approved by the Council.

**RESOLVED** that the Clerk complete the required external audit paperwork and send to BDO within the required timescale once the approved accounts were returned from the internal auditor.

**14/13 INSURANCE RENEWAL**

The Zurich Municipal Insurance premium quote for 2013/14 was considered.

**15/13 RESOLVED** that the quote be accepted and the Clerk notify Zurich as necessary.  
**15/13 GROUNDS MAINTENANCE & GENERAL REPAIRS**

i) Tub maintenance

**RESOLVED** that a £10 honorarium be given to each of the 8 parties undertaking tub maintenance, with Cllr A Clarke distributing the funds.

ii) Parish Paths Partnership

P3 had agreed the quote for path maintenance provided by Ian Hayman. There was an issue with a path being ploughed up and planted but this was in hand and being dealt with. Elaine Crow had requested that Ian, as contractor, mark all paths maintained on the map provided and return to her.

**RESOLVED** that the Clerk inform Ian of the quote acceptance, provide the map for marking as requested and return it to Elaine once completed.

iii) Bus shelter cleaning

Correspondence had been received regarding a necessary increase in the cost of cleaning the bus shelters from £30 per visit to £36.

**RESOLVED** that the increase be agreed and the Clerk to write to inform JWS Powerwash of the decision.

iv) Millennium Hedge

There had been no response from David Scott, Houghall College, regarding hedge laying.

**RESOLVED** that the Clerk contact Mr Scott again to request an update.

**16/13 PROPOSED DISPOSAL OF ALLOTMENTS BY DURHAM COUNTY COUNCIL, MIDDRIDGE**

The Clerk reported that Fiona Bullen had left DCC and there had been no response from the new contact, Deborah Jobling.

**RESOLVED** that the Clerk email Gerard Darby and Deborah Jobling and suggest a meeting to discuss issues and a visit to the allotments.

**17/13 PLANNING APPLICATIONS**

There were no new applications to be noted.

**18/13 CHILDREN'S' PLAY AREA**

Consideration was given to the Clerk's monthly inspection report regarding the condition of the play area and equipment – the Clerk reported that one corner of the flooring at the end of the slide was lifting, and that the moss was still an issue.

**RESOLVED** that Cllr Mellors would check the flooring issue and that Ian Hayman would be asked for his input on dealing with moss.

**19/13 C35 NEWTON AYCLIFFE TO SHILDON ROAD-TRAFFIC CALMING**

A traffic monitoring report had been received which showed that there **was** a problem with speeding. Further speed monitoring was to be carried out at intervals.

**RESOLVED** that the information be noted.

**20/13 NEIGHBOURHOOD PLAN**

The amendments had been made to the Neighbourhood Plan letter and questionnaire as previously agreed.

**RESOLVED** that the way forward for the Neighbourhood Plan be discussed at the forthcoming Local Councils meeting with Great Aycliffe Town Council.

**21/13 G.A.T.C./MIDDRIDGE AREA ACTION PARTNERSHIP FEEDBACK**

The next board meeting was delayed until 11 June, 6pm in Aycliffe Village Hall.

**RESOLVED** that the report be noted.

**22/13 FUTURE EVENTS**

i) Noticeboard dedication

An event to dedicate the new noticeboard to Cllr Dorothy Bowman had been arranged to take place on Friday 17 May at 6pm. The new laptop would also be on display.

**RESOLVED** that Cllr Mellors would make a short speech and refreshments would be arranged.

ii) Middridge Circular Walk

The circular walk had been arranged to take place on Thursday 16 May at 10am, with the Village Hall as both the starting and finishing point. Elaine Crow from the Parish Paths Partnership would be leading the walk and also providing refreshments and literature/display of information.

**RESOLVED** that the Clerk advertise the event.

**23/13 GENERAL CORRESPONDENCE**

i) Middridge Village Association - Summer Fete

A request had been received for permission to use the Village Green and also for the Council to provide a raffle prize.

**RESOLVED** that permission to be granted and an amount of £40 given as a raffle prize, with the Clerk writing to confirm both decisions.

ii) Durham County Council survey - Working Together

A survey regarding new opportunities in environmental services was considered.

**RESOLVED** that the survey be completed to show interest in further grounds maintenance being undertaken by the Parish Council rather than DCC, and returned to DCC by the Clerk.

**24/13 ADDITIONAL ITEMS**

The Clerk reported details of future training, as informed by Steve Ragg. It was agreed that the 'Village Green' training would be of interest.

**RESOLVED** the Clerk keep members updated on this training.

**25/13 NEXT MEETING**

Monday, 1 July 2013 at 6.45pm

Chairman \_\_\_\_\_