



Minutes of the Annual Meeting of Haswell Parish Council held on
Wednesday 30th May 2018 at 6.30pm held in the Meeting Room, St Pauls Church,
Haswell

Present

Cllrs C Hood (Chair), G. Dunstone, O. Gray, E. Major, J Cook, K Welch, H Milburn & W Ramsay

County Councillor I Cochrane

In Attendance - 14 members of the public

The Chair welcomed everyone to the Annual Parish Council Meeting.

56.18 To Elect a Chairman for the Ensuing Year

RESOLVED Councillor C R Hood be elected as Chairman.

57.18. To Sign & Complete the Declaration of Acceptance of Office

The newly elected Chair signed his acceptance to the Office of Chairman of Haswell Parish Council.

58.18 Register of Disclosable Pecuniary Interest & other Registerable Interests

Members were reminded to update their forms if necessary.

59.18. To Elect a Deputy Chair for the Ensuing Year

RESOLVED Councillor O Gray be elected as Vice Chair.

60.18 Apologies for Absence

Apologies for absence were offered and accepted from Councillor S Hartley and County Councillors J Grant & E Huntington.

61.18 To Approve the Minutes of the Last Meeting

RESOLVED the minutes of the meeting held on 25th April 2018, be agreed as a true and correct record of the meeting.

62.18 Review and Adoption of The Parish Council's Standing Orders and Financial Regulations

Members were asked to review the Council's Standing Orders and Financial Regulations. **RESOLVED the Standing Orders and Financial Regulations be adopted.**

63.18 To Confirm the Dates of the Meetings for the Forthcoming Year

RESOLVED the date of the meetings be confirmed as :- 27 June, 25 July, August (Recess) - no meeting, 26th September, 31st October, 28th November, December – no meeting, 30th January 2019, 27th February, 27th March, 24th April, 29th May 2019.

64.18 To confirm the arrangements for insurance cover in respect of all insured risks

Members were asked to note the insurance arrangements with Zurich Municipal for the forthcoming year. At this point reference was made to an item included on the list of insured items and currently its whereabouts were unknown. **RESOLVED** the insurance arrangements be confirmed and enquiries be made about the item discussed, and should it not be located, it be deleted from the list of items insured.

65.18 To review the Policy on Reserves and Balances, Training, Protocol on Member/Officer Relations, Publication Scheme, Council's procedure for handling request made under the Freedom of Information Act 2000, Complaints Procedure

Members were asked to review the policies and procedures listed above. **RESOLVED** the policies and procedures as listed be accepted.

66.18 Sub-Committees

RESOLVED representatives to the following sub committees be appointed:-

- Human Resources – Cllrs Cook, Hood & Welch
- Events – Cllrs Dunstone, Gray, Hartley, Hood, Major & Ramsay
- Health & Well Being – Cllrs Gray, Hartley, Major, Welch & Milburn

67.18 Delegates to Other Bodies

RESOLVED representatives to serve on outside bodies be appointed as follows:-

1. County Durham Association of Smaller Local Councils Local Council Forum – Cllrs Hood & Gray
2. Easington Area (Durham County Association of Parish & Town Councils) – Cllrs Gray & Hartley

68.18 Police Briefing

The Clerk read out the update report provided by the Police. There were no further issues raised. **RESOLVED** the information given be noted.

69.18 Finance

(a) To approve the monthly accounts

The payments for April/May 2018 were submitted to Members for approval. **RESOLVED** the accounts for April/May 2018 as follows be approved for payment:-

1. NWG (urgent Payment sanctioned)water charges 81.74

Paid on 29/4/2018 following approval by Chair and Vice Chair – for endorsement

2. Arco	PPE (workwear)	63.54
3. Giant Steps Nursery	office rent	3,600.00
4. GL & NR Tate	tractor fuel	155.20
5. Turfcare	fertiliser, seeds	556.95
6. Microshade	internal audit of accounts	144.00
7. Mr P Levitt	various (see sheet)	48.15
8. ICO	registration	40.00

(b) Monthly Bank Reconciliation for April 2018

RESOLVED the bank reconciliation for April 2018, a copy of which had been circulated to each Member, be accepted.

(c) Annual Governance & Accountability Return 2017/18

RESOLVED Section 1 of the Annual Governance Statement 2017/18 be approved and signed by the Chair and Clerk.

FURTHER RESOLVED Section 2, The Statement of Accounts be approved and signed by the Chair and Clerk.

(d) Internal Audit Report for consideration and acceptance and Assurance by Risk Area

RESOLVED the internal auditor's report along with the assurance by risk area and any actions contained within it be actioned and the report be accepted.

(e) To approve and implement the payscales and allowances for 2018/19

RESOLVED the pay scales as agreed at national level, be approved and implemented.

70.18 Planning

Pesspool Hall Farm, Hal Lane, Reserved matters application for approval of details of access, appearance, layout and scale for the erection of a dwelling pursuant to outline planning permission DM/16/03755/OUT. Ref DM/18/01335/RM

There were no comments offered on this application. **RESOLVED the information given be noted.**

71.18 Member's Reports

The Chair reported on the actions taken in George Street, where further enforcement was required.

He stressed the need to go forward with the noticeboards which were needed in the village. He asked if any of the Councillors were willing to take a lead on the employment of an Apprentice, it was asked that the Chair take a lead with this matter. Reference was made to grounds maintenance works carried by the groundsman and it was asked this be clarified and the Hazelwell Centre be advised accordingly. He reported the Dent Close Play area was in need of attention. Issues relating to problems with road surfaces needed to be reported to DCC either by Do it on Line or telephone.

The Chair spoke on the use of the banner and he read out the reply received from the Hazelwell Centre following the parish council's request to use it on for the Banner Parade on 14 July and Remembrance Day Parade in November. The Chair suggested a workshop be held with residents and a new banner be designed at a cost of approximately £9,000. He felt this money could be raised by events and fundraising in the village. The Vice Chair commented that she felt this money could easily be raised, however she felt very sorry and was upset that this was necessary. County Councillor Cochrane offered £200 to start the fund.

RESOLVED further information on progress with these items be awaited.

Councillor Cook reported on a very positive walkabout held with relevant partners identifying items for attention ie pot holes, a fence that needed attention etc. County Councillor Grant had pledged £200 towards the locals that lunch project and County Councillor Brookes £400 towards the summer activities. She reported on the engagement with residents undertaken recently for the street lighting and she said the feedback had been positive and the exercise had been enjoyable. She reported on the recent charity event held in the Oddfellows and mentioned a report and action following debris on the main road from Haswell Plough to Shotton. She also spoke on the issues at Sycamore House.

Councillor Major reported the Haswell Tot Group was going well and local that lunch was up to 24 participants. The Royal Wedding event had been well attended and discussions were ongoing for the Sacred Space Project. So far there had been 249 people taking part in the holiday activities.

Councillor Milburn commented she was flabbergasted that the PACT Meeting and Parish Council Meeting were being held at the same time on the same day. Speeding was continuing to be a big problem and she asked residents to get registration numbers and the times of day and make a report and DCC had assured they would send out a traffic unit. She felt the attendance at the May Mahem events had been amazing. She reported on an issue with a local footpath which she had reported for action. She had investigated the cost of a sound system and reported on prices. The Council thanked her for her efforts and it was **RESOLVED approval be given to ordering the sound system at the cost of £406.00.**

Councillor Ramsay reported he had a lot of feedback on the proposed shooting club planning proposal, and he hoped DCC planners would take into account local opinion.

Councillor Gray asked if attention could be given to the fence around the former pit site and could a rubbish bin be installed. She spoke about the access to walkers to the footpaths around the villages, where she felt it was important for them to be maintained. The action needed for the area next to the beck was still being pursued along with the enforcement action at the Grey Horse.

Councillor Hartley had given her apologies and given her report to the Clerk to give to the meeting. The Haswell Strollers Group, a walking group aimed at people aged

50+ is due to start on 19 June. On 1st July at 4pm was a “Unity in the community” service with Haswell Children’s choir performing alongside members of the Local that Lunch Project, with everyone welcome. A classic car show is to be held on 4 July at the Lisa Dixon Centre with an American Independence Day theme. Finally planning was well underway for the six weeks holiday programme. The partnership group had agreed to run one activity each day in the school holidays, with all activities being offered free of charge and include free food and drinks for children.

72.18 County Councillor’s Update Report

Councillor Cochrane advised he had undertaken a GDPR course with DCC. He congratulated the Parish Council for the work done and things achieved in the past year and he said it had been a pleasure to work with the Council and he thanked Members. The Chair said he was sorry Councillor Huntington was unable to be at this meeting.

73.18 Clerk’s Monthly Progress Report

The Clerk gave Members a verbal update report concentrating on the General Data Protection Regulations that came into force on 25 May 2018. A copy of the GDPR Toolkit produced by NALC had been circulated to each Member covering the new Data Protection Laws, the Parish Council had registered with the ICO and the Clerk was currently working on privacy notices for the web site and Members.

RESOLVED the progress made with implementing the GDPR be noted.

74.18 Public Participation

The Chair invited members of the public present to address the Parish Council on items of concern:-

Many members of the public were in attendance to speak about their concerns at the problems with bad behavior of the residents of Sycamore House, a local young people’s home. The Chair advised he had spoken to the Police who had in turn spoken to the owners of the property. The Chair encouraged residents to make reports to the Police if there were any issues. It was alleged there had been problems for over the past five years with anti social behavior and vandalism.

RESOLVED the Parish Council make a report of the issues and concerns of residents to Offsted and the portfolio holder at DCC for Children and Young People to ask for her support with this issue.

Fly tipping next to the beck along with flooding there was also reported.

A local resident reported how he was happy to be part of this community and to live in the village, seeing everyone come together, he was however appalled at the response from the Hazelwell Centre with regard to the use of the miners banner.

75.18 Parish Clerk

The Chair advised the six month review had now been satisfactorily completed, and Council were requested to now confirm the appointment of K Tweddle as Clerk and RFO to Haswell Parish Council. **RESOLVED Ms K Tweddle be confirmed as the Clerk to the Parish Council and RFO & DPO.**

Prior to closing the meeting once again thanked the members of the public for their interest and support.

76.18 Date & Time of the Next Meeting

RESOLVED the next Parish Council Meeting be held at St Paul's Church Hall, Church View, Haswell, DH6 2DT on Wednesday 27th June 2018 at 6.30pm.