

Minutes of the Meeting of Haswell Parish Council held on

Wednesday 25th November 2020 at 6.30pm held virtually and live on social media

Present:-

Cllrs C HOOD (Chair), E Major, O Gray, S Hartley, H Milburn, J Cook, A Wainwright, & W Ramsay
County Councillor L Hovvels

The Chair welcomed everyone to the meeting, both Councillors and members of the public watching on social media.

91.20 Apologies

Apologies for absence were received from Councillors K Welch and County Councillor I Cochrane.

92.20 Code of Conduct

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct. Councillor E Major declared an interest in the item relating to a request for financial support from St Paul's Church, as she was the church warden and member of the PCC.

93.20 The Minutes of the Meeting Held on 28th October 2020

RESOLVED that the minutes of this meeting, a copy of which had been previously circulated to each Member, be approved and signed as a true and correct record.

94. 20 Finance

(a) To approve the monthly accounts payments for October/November 2020

The payments for October/November 2020 submitted to Members, previously circulated, listed below some of which had already been approved for payment, in accordance with the Council's Financial Regulations.

Accounts Already Paid:-

P Levitt	misc (see receipt)	86.97
Arco	various	678.62
GL & N R Tate	tractor fuel	62.40
Horns Garden centre	compost	96.00
Pena	lights etc	270.00
Thompson & Morgan	spring bulbs	64.95
Durham Cathedral	grant	250.00
Most Creative - Halloween House		15.00
Funniest - Halloween House		15.00
Spookiest - Halloween House		15.00
Zoom	subscription	14.39

For approval to pay:-

Arco	face masks/PPE	75.76	
	Snow shovels	44.26	120.02

RESOLVED the action taken in making the payments as listed, totalling £1,688.35, be endorsed.

The Clerk asked for approval to pay accounts in between the next meeting date, in accordance with Financial regulations and report the payments back to council for endorsement, and this was approved.

(b) To consider the bank reconciliation for October 2020

A copy of the bank reconciliation had been circulated prior to the meeting. **RESOLVED the reconciliation be accepted.**

(c) To consider estimates of expenditure for 2021/22

Members were requested to submit any "large ticket" items to the Clerk in advance of the precept being considered and set at the meeting in January 2021. The Clerk also reported receipt of confirmation of the Tax Base for 2021/22 from Durham County Council and that the net position for the parish council would be -£243.84. **RESOLVED the information given, be noted.**

(d) Request for Financial Assistance – St Paul’s Church

Consideration was given to this request. The Clerk explained the required information for grant requests had been submitted within this financial year by the Church. Members spoke about the vital role the church played in the community. **RESOLVED a grant of £1,500 be made to St Paul’s Church. FURTHER RESOLVED it be suggested to the Treasurer he apply to Durham Rural Community Council for funding and he submit his projections for the outgoings and costs over the next few months and re submit this to the parish council.**

Councillor Cook joined the meeting at 6.50pm.

95. External Audit

The Clerk reported receipt of notice of the completion of audit from the council’s auditors, Mazars. The certified Annual Governance and Accountability Return had been circulated to each Member and the Notice of Conclusion of the audit and would be posted on the web site and on public noticeboards in the village. There were no significant matters arising from the audit. **RESOLVED the notice of conclusion of the Audit for the year ended 31 March 2020, be noted.**

96. 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, (copies available on the Council’s web site <https://bit.ly/2HnTxMa> and <https://bit.ly/2JpZudP>. **RESOLVED the review of the Standing Orders and Financial Regulations be noted and the documents be adopted by the Parish Council.**

97. 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, and the Clerk offered details of the renewals for one, three and five year agreements. **RESOLVED the insurance arrangements be noted and a three year LTA be made with Zurich Municipal at a cost of £2,495.60.**

98. 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. **RESOLVED these items be placed on the agenda for further consideration at the January meeting.**

99. To Confirm the Dates of the Meetings for the Forthcoming Year

Members were asked to confirm the dates for the meetings as follows:- January 20th 2021, February 24th, 31st March, 28th April, 19th May, 30th June, 28th July, August – recess, 29th September, 27th October, 24th November, all to note change to January and May dates. **RESOLVED the dates be accepted.**

100. Halloween House Competition

RESOLVED the action taken in awarding prizes for the Halloween House Competition be endorsed and the Parish Councils thanks be noted for those that entered.

101. Horticulture Plan for the Haswells

Council were given a verbal update by the Clerk on progress with grounds maintenance and horticulture in the village as prepared and given by the Groundstaff. **RESOLVED the information given be noted.**

102. Planning

Details were given of the following planning application:-

Plot 2, Coldwellburn Mews, Haswell - Dwelling & double garage

RESOLVED no comments be offered on the planning application.

103. Police Report/Update

The Clerk read out the Police report for the meeting. **RESOLVED the information given be noted.**

104. Expression of Interest – Playing Fields Haswell

The Clerk reported receipt of an expression of interest from Durham City AFC to have a community football club in Haswell. Following considerable discussion it was **RESOLVED an informal offer of a 25 year lease be made to Durham City AFC, subject to acceptable terms and conditions and without prejudice. If this term was acceptable they then be asked to provide more detailed plans of what they would wish to do to the site in order to make Haswell their home ground.**

The Chair asked this decision be recorded with a named vote with the following Members voting for the proposal O Gray, A Wainwright, J Cook, S Hartley, E Major, H Milburn and C R Hood. Councillor Ramsay voted against the motion.

105. Member's Reports

Councillor Major asked if it would be possible to light up the church at Christmas following the brilliant feedback when it was lit for Remembrance Sunday. **RESOLVED this be arranged as requested.**

Councillor Ramsay asked if the play area at Haswell Plough could be considered for improvement and the Clerk suggested this could be included in the estimates of expenditure as a future capital scheme.

Councillors Hartley and Wainwright had nothing to report.

Councillor Cook spoke about the need for a footpath from Haswell Plough to the school in Shotton, safe routes to school was a big issue and this would support reduction in school gate parking and traffic issues.

Councillor Milburn, whilst not having any local issues, reported on changed to the custody suite arrangements for Peterlee and she said she was concerned the changes may pull resources away from the villages and other areas.

Councillor Gray asked if the wall next to Gloucester Terrace might be improved as it was damaged and unsightly. She questioned why only some of the road work improvement had been carried out. It was explained there was a priority rota and timing depended upon when they were reported, finance available and their condition and they would be in the system for attention. She reported on a metal rim that had appeared next to a directional sign going out of the village towards South Hetton, (Pesspool Lane).

Thanks were given to Councillor Ramsay for his efforts and hard work with the Christmas Trees for the villages. It was agreed the light switch on be done as soon as possible.

106. County Councillor's Update Report

The Chair welcomed County Councillor Hovvels to the meeting, she thanked everyone for their warm welcome. She then gave her update report to the meeting which included the following items:-

- Improving the environment was important and would raise spirits, there was grants available and the footpath and road work improvements at Haswell plough would contribute to this
- Details of "Insight" on DCC's web site providing COVID updates and the Community Hub set up
- Silver Talk service providing a vital telephone link for residents
- Custody Suite proposals and she shared what she knew about the proposed changes
- Her Notice of Motion to the Council Meeting in December regarding contacting Matt Hancock about concerns about the track and trace service.

107. Public Participation

The Chair to invited members of the public to address the Parish Council on items of concern or interest. Issues raised included:-

- Update on the defibrillator
- Update on the memorial wall
- Abandoned vehicles at the end of Faraday Terrace
- Requests for hanging baskets and more floral displays.

108. Date & Time of the Next Meeting – the next meeting shall be 20th January 2021 at 6.30pm (via Zoom)

The Chair thanked everyone for taking part in the last meeting of 2020. He wished everyone a fantastic Christmas and Prosperous New Year. He encouraged everyone to stay safe and to follow the NHS guidelines.