

**THE MINUTES OF THE MEETING OF THE
CASTLE EDEN PARISH COUNCIL
HELD ON THURSDAY 20 JUNE 2013**

Present:

Councillor M Wilmer (Chair)
Councillors P Carter, D Martin, B Nutter and B Robertson

Also Present:

Councillors R Crute and L Pounder – Durham County Council, PCSO I Goodwin, Mrs A Moon – ACE, Mrs D Carter, Mrs V Robertson, Mrs K Martin, Mr I Bird, Ms H Johnson, Mr B Turnbull, Mrs C Turnbull and Mr D Palmer

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. POLICE REPORT

PCSO Goodwin explained that since the last meeting, 27 calls had been received in the Castle Eden and Sheraton area comprising of burglary, theft, motorbikes on the walkway, anti-social behaviour which was a civil dispute and an environmental nuisance which was being investigated by Durham County Council.

Incidents were down 27% in the area and up 2% in the whole section. Crime was down 40% in the area and up 42% in the Blackhall area, however this was due to a small number of incidents.

Coast Watch was launched at the end of May. This was a multi agency approach to reduce anti-social behaviour and fly tipping along the coast.

RESOLVED that the information given be noted.

3. THE MINUTES OF THE LAST MEETING held on **16 MAY 2013**, a copy of which had been circulated to each Member were approved and signed by the Chair.

4. MATTERS ARISING FROM THE MINUTES

Minute No 9 refers – The Clerk advised that the section of walkway south of the A181 to the Hartlepool border was in the management of the Countryside Service at Durham County Council. The section of the walkway north of the A181 was in the management of the Clean and Green Team at Durham County

Council. All concerns regarding the walkway could be referred to the relevant section at Durham County Council.

5. **CORRESPONDENCE**

The Churchwardens and PCC of the Parishes of Blackhall, Hesleden and Castle Eden had extended an invitation to all Members to the Licensing by the Bishop of Jarrow and Installation of the Archdeacon of Durham of the Rev'd Alison Richardson on Sunday 18 August 2013 at 4.00pm. Members were to RSVP by July 26 2013.

RESOLVED that the information given, be noted.

6. **COUNTY COUNCILLOR'S REPORT**

Councillor Crute advised that he had been notified via the Police of an environmental issue regarding the noise from the clay pigeon shooting on Sunday mornings. He had referred the matter to Durham County Council for further investigations.

A problem had arisen at South View with a tree growing between two pavements and was protruding out onto the steps. This was a private issue and was for information only.

Councillor Robertson referred to the access gate at the side of the golf course and queried if a key could be retained by the Secretary at the Golf Club. The emergency services had recently responded to an emergency call and had to drive over the golf course.

RESOLVED that enquiries be made with a view to the Golf Club retaining a key for emergencies.

7. **PLANNING PROPOSALS**

Consideration was given to the following applications from Durham County Council:

- i) PL/5/2013/0167 Pruning of Two Yew Trees and Removal of Hedge at 1 Parklands Court, Castle Eden for Mr Constantinovici

Information be sought on what the trees would be replaced with.

RESOLVED that no objection or comment be made.

- (ii) PL/5/2013/0185 Two Storey Extensions, General Refurbishment & Alteration to Driveway Access including New Access Gates & Wall at 4 Parklands Drive Castle Eden for Mr D Johnson

RESOLVED that no objection or comment be made.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM OF BUSINESS, COUNCILLOR B NUTTER DECLARED A PECUNIARY INTEREST AND LEFT THE MEETING

- (iii) PL/5/2013/0205 Dormer Bungalow at Land adjacent Rose Cottage and South of The Foundry, Castle Eden for Mr C Seymour

Concerns were raised regarding the impact the proposal would have on the highway as well as drainage and flooding. The existing properties in The Foundry suffered from flooding and drainage problems and it was felt that the proposal would exacerbate the problem. Further concerns were also expressed regarding the impact the proposal would have on residential amenity.

RESOLVED that the concerns raised be made to Durham County Council and the Parish Council object to the application.

COUNCILLOR NUTTER REJOINED THE MEETING

- (iv) Proposed Sheraton Wind Farm

Mrs Carter explained that new planning guidance had been announced in relation to onshore wind farms.

The guidance sets out clearly that the need for renewable energy did not automatically override environmental protections and the planning concerns of local communities. Decisions should take into account the cumulative impact of wind turbines and properly reflect the increasing impact on the landscape and local amenity as the number of turbines in the area increased. Local topography should be a factor in assessing whether wind turbines had a damaging impact on the landscape and great care should be taken to ensure heritage assets were conserved in a manner appropriate to their significance, including the impact of proposals on views important to their setting.

Mrs Carter advised that Planning Officers had indicated that the guidance would not applied by local councils but would be used in an appeals process.

The Clerk advised that the Parish Council had objected in March 2012 to the planning application.

It was felt that as there was significant community objection, the original objection should be reinforced as well as reference made to the new guidance regarding cumulative impact on local communities.

RESOLVED that the original objection be reinforced and further objection be made regarding the cumulative impact the turbines would have on the village and surrounding area.

8. **FINANCE REPORT**

(i) Balance at Bank

Balance at Bank as at 18 May 2013	£13,599.23
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Expenditure

Alphagraphics (A1 posters for Parish Plan)	£204.00
Alphagraphics (Flyers for Parish Plan Event)	£75.00
Clerks Expenses May 2013	<u>£100.23</u>

Balance at Bank	£13,220.00
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(ii) Cheque Signatories

The Clerk advised that all cheque signatories were required visit the bank to complete a third party form and provide two forms of identification.

RESOLVED that the information given, be noted.

9. **GOVERNANCE ARRANGEMENTS**

Members were advised that in order to give effect to good governance a Parish Council should commit time to producing and annually reviewing, their governance documents.

These documents set the environment in which a Parish Council was expected to discharge its duties and powers. They constituted the internal rules, practical arrangements and processes which were essential to those who form and work for the council.

A Parish Council's governance documents should be readily available for inspection, whether on a website or local notice board, and Parish Councillors and employees should be able to demonstrate compliance with its governing

documents in relation to all its activities, decisions and decision making processes.

Core governing documents for parish councils comprised:

- Standing Orders for the conduct and transaction of business at meetings of the council
- Arrangements for inspection of minutes and accounts by local residents
- Standing orders and arrangements for the proper administration of its financial affairs
- Standing orders for entering into contracts
- The code of conduct adopted by the council which Councillors must observe
- Arrangements for access to information held by the council under the Freedom of Information Act 2000.
- Arrangements for handling complaints.

Governing documents may be amended with a view to improving the Council's method and efficiency in conducting its business.

RESOLVED that the Parish Council undertake a review of its governing documents.

10. **VILLAGE MATTERS**

(i) **Parish Plan**

Amanda Moon circulated the draft Parish Plan 2013. Following discussion on the content, it was agreed that all Members look at the Action Plan summary and assign themselves to lead or coordinate activity.

(ii) **ACE Report**

Amanda Moon circulated the key points from the last ACE meeting and gave an update on progress. 25 entries had been received for the Scarecrow Festival and judging had taken place the previous day.

A £1.5m grant had been secured from the Creative People and Places Fund. In collaboration with the local community, the consortium will develop an ambitious three-year project bringing internationally renowned artists to work in East Durham, as part of a programme directed by local people that will include festivals, exhibitions and events. The goal of the project was to produce great art that was valued and appreciated by those living and working in East Durham.

The Chair explained that a recent meeting of the Easington Area Association of Parish and Town Councils, Mrs Pearce, Principal AAP Co-ordinator had given a presentation regarding the grant that had been

secured. It was suggested that Mrs Pearce be invited to a future meeting to provide further information about the initiative.

RESOLVED that Mrs Pearce, Principal AAP Co-ordinator be invited to a future meeting.

11. **PARISH COUNCIL CO-OPTION**

Councillors Carter and Robertson declared a personal interest.

Model Standing Order No 12 for Local Councils was adopted for this item of business.

Three candidates had expressed an interest in becoming a Parish Councillor. They addressed the meeting with their reasons for applying to be a Councillor. All candidates were duly proposed and seconded and a vote took place.

RESOLVED that Mrs V Robertson and Mr B Turnbull be co-opted to the Parish Council.

12. **PARISH COUNCIL LETTERHEAD**

Consideration was given to samples of letterhead that would be used by the Parish Council.

RESOLVED that the letterhead be agreed.

13. **ANY ADDITIONAL ITEMS OF BUSINESS**

Members raised concerns that a recycling clothing bin had been located in the turning circle next to the golf course.

RESOLVED that enquiries be made as to who the clothing bin belonged to

14. **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Schedule 12A to the said Act.

15. **ADDITIONAL WORK REQUIRED**

It was suggested that the Clerk be authorised to carry out additional work in order to review the Governance Arrangements of the Parish Council and be remunerated in accordance with the Clerk's current terms and conditions.

RESOLVED that The Clerk be authorised to carry out additional work and be remunerated in accordance with the Clerk's current terms and conditions.