

THE MINUTES OF THE MEETING OF

HUTTON HENRY PARISH COUNCIL

HELD ON MONDAY 14 NOVEMBER 2022

Present: Councillors Mr K Knight (Chair), Mrs M Farry (Vice-Chair), Mrs J Grieves, Mr D Bannon, Mrs J Glenville, Mrs N Wood & Mr J Lyons.

1. Apologies for absence

1.1 To agree apologies for absence

Apologies for absence were received and agreed for Councillor M Lightowler.

2. Declarations of interest

There were no declarations of interest.

3. Public Participation

There were no members of the public present.

4. The Minutes of the Meetings held on 10th October 2022

4.1 To agree the minutes

Resolved - the Minutes were agreed and signed by the Chair.

4.2 Update from the Clerk

Updates given throughout meeting.

5. Correspondence

Mencap Nativity Invitation

A council representative had been invited to attend the Mencap Nativity at Durham Cathedral on Saturday 17th December 2.30pm.

Resolved – the council were unable to send a representative.

Councillor B Drake Resignation

Cllr B Drake contacted the Chair to advise she was resigning from the council due to health concerns and other commitments.

Resolved – the Council thanked B Drake for her time on the council and agreed to send flowers.

6. Parish Report

6.1 Parish Update

6.1.1 Grit Bins

Having been quoted £1000 from DCC for the installation of two new grit bins, the council **resolved** to purchase their own and source the grit using the £500 grant.

6.2 Cemetery Report

6.2.1 Staff training

LH advised that CDALC had been approached re offering cemetery training to reduce costs.

Resolved – that the information be noted.

6.2.2 Cemetery Digitisation

LH had spoken to the archives department at DCC re digitisation but had been unable to get a quote.

Resolved – the council agreed that digitising the cemetery was necessary and to move forward with Pear Technologies.

6.3 Allotments

6.3.1 Allotment Rent

LH advised that allotment holders had been contacted re fees – 3 plots were currently outstanding. There are 4 vacant plots.

Resolved – LH to write to those tenants still to pay and advertise vacant plots.

6.3.2 Community Allotment

LH is liaising with Hutton Henry Primary School re-funding to plant fruit trees. The school have been successful in their application and delivery is expected soon.

LH advised that the council need to tidy the allotment ready for planting. DCC have announced Tree Week funding, up to £250.

Resolved – K Knight to help clear the land for planting. LH to apply for further funding once the number of trees already committed is confirmed.

7. Police Report

7.1 To review the Police Report

The council reviewed the police report - see appendix A.

7.2 PACT Meetings

Dates for future PACT meetings are:

16th November @St Francis Village Hall, Hutton Henry 6-7pm

7th December Online 6-7pm

8. Planning Proposals

8.1 To review planning proposals

There were no planning applications to discuss.

9. Councillor Training

Cllr Grieves attended the recent training organised by CDALC “managing play areas” and fed back to the council.

Future training/events

Parish and Town Councils - Forthcoming Electoral Review of Durham County Council Mon 21st Nov 2022 at 6pm (1 hour approx.) online

10. Finance

10.1 Expenditure 10/10/22 – 14/11/22

GNG Waste Management	Skip Hire	£612.00
Premier Waste	Cemetery Bins	£40.84
DCC	Wages	£1,934.71
Cllr Farry	Halloween Packs	£185.70
JRB Enterprise	Dog Bags	£190.20
Eon Next	Electricity	£39.44
Easy Fuels	Diesel Cemetery	£535.82
L Hall	Expenses & Petty Cash	£133.00
Wingate PC	Bingo Sept	£61.00
CDALC	Training	£80.00
Gardens of Grace	Planters	£360.00
Barclays Bank	Charges	£6.00
Viking	Stationary	£67.63
104213	Poppy Wreaths	£50.00
		£4,095.34

10.2 Income 10/10/22 – 14/11/22

Allotment rent	Various	£660.00
Greig Cavey	Cottage Rent	£382.50
		£1,042.50

10.3 Bank Balance and Reconciliation

Community Account	£9,802.09
Savings Account	£165,571.12

Transfer from savings to current account £3,800.00

10.4 Banking Update

The paperwork re debit card had been lost in the post, therefore needed resubmitting. The mandate change had still not been approved by Barclays.

Resolved – LH to resubmit paperwork and speak to mandate team at Barclays.

10.5 To review the financial risk assessment

Resolved - the council agreed to the risk assessment.

10.6 Pay Award 2022

LH advised that the pay award had been agreed, with an increase of £1,925 (FTE) awarded to each SCP – backdated to April 2022. From April 2023, an additional day's holiday will also be awarded.

Resolved – the council agreed to adopt the pay award for their employees.

11. Budget 2023/24

11.1 To agree the 2023/24 budget and Precept

Following discussion, it was **RESOLVED** that the 2023/24 budget be set at £42,559. This comprised a Precept of £38,000 and LCTSS grant of £4,559.00.

12. Citizens Award

12.1 Nominations

There were no nominations for the citizens award.

12.2 Gifts to be awarded

13. Parish Council Name Change - update from the Clerk

LH advised that Legal Services at DCC are currently drafting a report to be considered by the County Council on the 7th December. If approved, the earliest date for implementation would be the 1st February 2023.

Resolved – that the information be noted.

14. Pump Track – update from the Clerk

Procurement have asked what the final budget is for building the track.

Resolved – the council agreed to set the budget at £85,000.

LH had been in contact with the solicitor for a lease update to be told they had not heard from DCC. Having spoken to DCC, LH was advised that two newspaper adverts needed to be published at a cost of £67.50, re the loss of open space.

Resolved – the council agreed to the advertising costs and asked that Cllr Crute and Deinali be updated regarding the slow progress.

15. Partnership working with Wingate PC – update from the Clerk

The date of the next bingo event is the 29th November.

The Council have been successful in obtaining a £500 grant from Believe Housing to continue the Social Interaction and Community Spirit project.

Resolved – LH to liaise with GR re organising future dates.

Christmas lunches

Resolved – the council agreed to work with Milbank Church and Wingate PC to organise two Christmas lunches, one before and once after Christmas.

16. Halloween Activity Packs – update from Councillor Farry

MF advised that a total of 46 activity packs had been delivered, 22 in Hutton Henry and 24 in Station Town at a cost of £212.83. The packs were well received. LH advised that a resident had emailed the council to say thank you.

Resolved – that the information be noted.

Christmas activity packs

The council **resolved** to offer packs at Christmas, delivery would be the weekend of 17th/18th December, orders to be in by 7th December. The budget was set at £300.

17. Remembrance Day – update from the Clerk

Poppies had been installed on the lampposts in both villages and the feedback from residents was very positive. It was also noted that the poppies had not been vandalised, which was a concern for the council. The poppies are to be taken down at the end of November. KK noted that there had been a good turnout at the memorial in Hutton Henry – wreaths were laid at the pit wheel and war memorial. LH had not yet made the donation to East Durham Veterans as their donation page wasn't working.

Resolved - the council thanked KK and DB for putting up the poppies. LH to contact EDV directly re donation.

18. Communication with Durham County Council

The Council feel they receive little support from DCC with very slow or no response to enquiries made, which is stalling projects.

Resolved – a meeting had been arranged with the County Councillors to discuss the issues.

19. Christmas Trees

KK was quoted £220 for the Christmas tree to be erected and installed at Devine Care Home.

Resolved – the council agreed to pay £220 for the Station Town tree and donate £220 to Hutton Henry CA for their tree. JL to ask Milbank Church youth group to make decorations.

20. Policies

To review the following policies

- Publication Scheme

Resolved – the council agreed to the policy.

The next meeting of the council will be on Monday 12th December 2022

Appendix A

Date Range: 01/10/2022 – 01/11/2022

Criminal Damage: x 2 Reported incidents

- Damage to a garden
- Damage to a wall
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Criminal Damage to a Vehicle: No Reported Incidents.

Antisocial Behaviour: x 4 Reported Incidents.

Nuisance: x 4

-Off Road Bike

- Youths x 3 – Youths throwing eggs and getting in vacant properties

Burglary: x 1

- Station Town

The PACT meeting is 16th November at 6pm at Hutton Henry

This week we are looking to get back into the schools for engagement and to highlight any issues with youths in the area.