

**THE MINUTES OF THE MEETING OF
HUTTON HENRY & STATION TOWN PARISH COUNCIL
HELD ON MONDAY 10 JULY 2023**

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

Also present: 1 member of the public

1. Apologies for absence

1.1 To agree apologies for absence.

Apologies for absence were received from Cllrs M Lightowler & N Wood

2. Declarations of interest

There were no declarations of interest.

3. The Minutes of the Meeting held on 12th June 2023

3.1 To agree the minutes

The Minutes of the Meeting held on 12th June 2023 were agreed by the Council and signed by the Chair.

3.2 Update from the Clerk

Historical Map – The history group at St Francis Village Hall had been contacted regarding displaying the map. Further investigation was needed on their behalf regarding insurance etc. **Resolved** – the information be noted.

Plough Inn Community Asset - The bid to make the Plough Inn a community asset had been put on hold as a possible buyer had been found.

Resolved – the information be noted.

Memorial Plaque – LH had received a quote for £95.35 to have the plaque produced.

Resolved – the council agreed to this quotation.

4. Public Participation

A member of the public addressed the council regarding several concerns.

1. It was noted that the new hedgerow at the allotment had been planted near to gas and water mains and the roots may cause damage.

Resolved – the council agreed to investigate this further and monitor the situation.

2. It was noted that an allotment tenant had created a disturbance late at night, hammering and banging. It was also noted, the same tenant was burning fires which did not meet the requirements of the tenancy agreement.

Resolved – the council asked the resident to make a note of what had happened and when and to continue to speak to the council re concerns. LH to write to all tenants reminding them of the conditions of the tenancy agreement.

3. The resident also noted that the new grit bin in Hutton Henry had not been positioned where residents required it. The council noted that the bin was placed where it is following consultation with residents.

Resolved – the council agreed to consult residents again to see if the consensus is to have the bin moved.

5. Correspondence

Hedge in Hutton Henry – residents had complained about the overgrown hedge which runs along the path from Hutton Henry to Station Town. The hedge makes the footpath unusable for pedestrians pushing them onto the road.

Resolved – the council agreed to write to resident, stating they wish to cut the hedge back.

CDALC

A request had been made nationally to light beacons on 6th June 2024 to commemorate 80 years since the D-Day landings.

Resolved – the council agreed not to purchase beacons for this event.

DCC LCTRS Grant

DCC wrote to the council re reducing the LCTRS Grant awarded to Parish Councils – DCC were looking to reduce the grant by 50% by 2025/26. DCC were asking councils their opinions on how this reduction should be made.

Resolved – that the information be noted.

Residents had contacted Cllr J Lyons to complain about the overgrown nettles along the footpaths towards the business centre.

Resolved – the council agreed to have these cut back.

It had been noted that dog fouling was increasing in certain areas, however the council had approached DCC regarding extra bins and were not successful.

Resolved – LH to advertise where free bags can be obtained and approach DCC again.

6. Parish Report

6.1 Parish Update

6.1.1 Bench Repairs Hutton Henry

SL advised against repairing the legs as they were cast iron. New legs could be made for £120 each –they would be slightly different as they would be made of Steel. A new bench would cost approximately £700.

Resolved – the council agreed to replace all 3 legs on the bench.

6.1.2 Flower Planters

The flower planter next to the pit when had been moved to the bus stop.

Resolved – that the information be noted.

Horse Station Town – the horse on the field in Station Town had been repeatedly reported to DCC and the owner asked to remove it.

Resolved – LH to report to DCC.

6.2 Cemetery Report

The storage container had been cleared out and new shelving units installed.

Resolved – that the information be noted.

LH was awaiting a quote to have the size of the hedge reduced along the righthand side of the cemetery following complaints from neighbouring houses.

A resident had expressed concerns over flower vases being damaged by the groundsman at the cemetery whilst grass cutting. It was noted that the cemetery rules state that additional memorials (to a headstone) are prohibited in the cemetery for this reason.

Resolved – Cllr M Farry to contact resident. LH to reiterate the rules of the cemetery and look for an additional noticeboard.

6.3 Allotments

6.3.1 Caravans on the allotment

A Tenant had contacted the council to request permission to replace an existing (inherited) caravan with a new one. The tenancy agreement does not allow caravans on the site.

Resolved – the council agreed not to change the tenancy agreement.

7. Police Report

7.1 To review the Police Report

See Appendix A

7.2 PACT Meetings

The next PACT meeting is the 2nd of August at St Francis Village Hall.

8. Planning Proposals

8.1 To review planning proposals:

DM/23/01770/FPA Single storey extension to east elevation, replacement outbuilding to form garden room, erection of timber carport and reconfiguration of fencing and entrance gate (revised and resubmitted) East Wing, Rodridge Hall, Station Town, TS28 5HQ

Resolved – the council had no objections.

DM/23/01440/CEU Lawful Development Certificate to provide confirmation that development has commenced onsite to trigger the commencement of the planning consent

DM/19/03959/FPA for the installation of ground mounted photovoltaic (PV) solar energy generation system (Solar Farm), associated infrastructure and the creation of an electricity substation (132kV) Hulam Farm, Hutton Henry, TS27 4SA

Resolved – the council agreed to object pending further information including, health implications, possible glare, and the farm being unsightly.

9. Citizens Award

9.1 To discuss nominations and prizes awarded.

There were no new nominations.

10. Finance

10.1 Expenditure 12/06/23 – 09/07/23

Cancer Research UK	Donation	£50.00
Carrs Billington	Leaf Blower	£223.00
Amazon	Extension Lead	£46.00
DCC	Wages	£2,232.18
Eon	Electricity	£70.74
Screwfix	Shelving	£107.99
Edge IT Systems	Cemetery Digitisation	£196.80
Gardens of Grace	Planters	£468.00
Amazon	Clock & Light bulbs	£28.31
Wave	Water Rates	£56.60
Barclays Bank	Charges	£6.00
M Carr Garden Maintenance	Burial	£400.00
Post Office	Postage	£2.60
		£3,888.22

10.2 Income 12/06/23 – 09/07/23

Greig Cavey	Cottage Rent	£332.50
Steven Bell FD	Burial Fees	£90.00
		£422.50

10.3 Bank Balance and Reconciliation

Community Account - £37,858.63

Savings Account - £150,178.77

The council **resolved** to cancel the annual donation to Cancer Research UK and donate to a different local charity on an annual basis and transfer £30,000 from the Community account into the savings account.

11. Family Funday

11.1 Update from the Clerk

Contingency for bad weather. LH had spoken to HHCA and St Francis Village Hall was available. It was noted that Friday 14th was the final day to cancel the food order with Robinsons.

11.2 License agreement DCC

The license had been approved by DCC.

The council agreed to start setting up at 9.30am.

Resolved – that the information be noted.

12. Joint Working with Wingate PC

12.1 Family Funday 23/07/23

Resolved – the council agreed to support the funday at a cost of approx. £350.

12.2 Support for Summer Activity Programme

Wingate PC had approached the council for support with costs for a range of summer activities costing approx. £1800.

Resolved – the council agreed to support the activities.

13. Parish Plan Review

13.1 To review progress of the parish plan

The council were pleased with the progress made on the plan to date.

13.2 To identify priorities moving forward

Resolved – the council agreed the pump track is still the focus, once this is complete the council will look to other areas.

14. Pump Track Update

LH noted that the Solicitors had received an updated lease but there were still some areas that need to be addressed. KK had contacted the head of DCC for support and was awaiting their response.

Resolved – it was agreed the council make a formal complaint to DCC regarding the slow progress and request compensation.

15. War Memorial Hutton Henry – Cllr K Knight

KK had been approached by a resident to tidy up the War Memorial in Hutton Henry, suggesting astroturf and shrubs/roses.

Resolved – the council agreed to spend £150.

16. Policies & Procedures

16.1 To agree the following council policies and procedures

- Data Breach Policy
- Equality and Diversity Policy
- Staff Management Policy
- Subject Access Request (SAR) Disclosure Policy
- Pension and Retirement Policy
- Health and Safety Policy
- COSHH Policy
- Asbestos Policy

Resolved – the policies were agreed by the council.

Appendix A – Police Report

Over the month of June there were a total number of 34 incidents rang in for this area

There have been 3 incidents of Anti-Social Behaviour which included a noise complaint, youths throwing stones and a vehicle abandoned.

- 2 Vehicles have been seized for no insurance and incorrect documents.

Date Range: 01/06/2023 – 30/06/2023

Criminal Damage: x 1

Threats of Criminal Damage (no damage caused)

Criminal Damage to a Vehicle: x No incidents reported.

Anti-social Behaviour: x 3

Noise Complaint

Youths Throwing Stones

Abandoned Vehicle

Burglary residential - x no incidents reported.