

LOCKWOOD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 15th FEBRUARY 2018 AT 7.00 PM AT LINGDALE VILLAGE HALL

PARISH COUNCILLORS PRESENT: Cllrs M.Jefferson (Chairman), A.Clayton, V.Davison, A.Groves, D.Healey, J.Henderson, C.Kingham, K.Nolan and S.Young.

MEMBERS OF THE PUBLIC: None

POLICE: None

OTHERS: Matt Parsons and Heather King (Sirius Minerals Plc)

CLERK: Mr M.P.Stone

126. APOLOGIES FOR ABSENCE:- Apologies were received from Cllr M.Brown (family commitment), Cllr B.Hardy (working) and Cllr P.Miller (meeting).

127. TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY, PECUNIARY AND NON PECUNIARY INTERESTS.

Cllr M.Jefferson declared a non-pecuniary interest in all matters relating to the Lingdale Lift-Off Group as Chairman of that group, The Neighbourhood Action Partnership (NAP) as Vice-Chair and The Big Local.

Cllr K.Nolan declared a non-pecuniary interest in all matters relating to Charltons Village and The Big Local.

128. TO RECEIVE UPDATE FROM SIRIUS MINERALS

Matt Parsons and Heather King attended the meeting to provide members with an update on progress of the project.

Matt Parsons advised members that a number of complaints had been received from residents regarding the work being carried out on behalf of Northern Powergrid to lay a power supply cable through Kilton, Lingdale and Stanghow to the Lockwood beck site. Sirius were not happy with the work that had been carried out as they believed the traffic management had been poor, access had been poor and the reinstatement work had been poor with the roundabout at Little Moorsholm and many grass verges being left in a poor state. As a result work had been stopped in the village although some work was continuing on Kilton Lane and at Stanghow. Northern Powergrid had given assurances that the work would not affect the Northumbria in Bloom entries. Sirius were now working with RCBC to ensure that the work is completed to the required standard.

There were currently two rigs drilling bore holes down to 360m to take soil samples in preparation for sinking the main shaft. At 360m a cavern will be created from where the boring machine will be launched. In the first year the ground will be frozen to a depth of 160m and the first 30m of the shaft will be sunk.

There is currently an exhibition at Pannett Park museum in Whitby detailing the story of the project so far and covering the history of mining in the area.

The Sirius Minerals Foundation has awarded its first batch of grants with a number of local community groups being successful in their applications to the fund. Chair thanked the representatives for the contribution that Sirius had already made to the local community.

Questions were then asked by members:-

Cllr Young asked about what plans were in place for the excess land which had been purchased by Sirius as part of the original land deal and who people should contact to express an interest in purchasing any land which became available as the project progresses. Matt Parsons agreed to make enquiries and forward the correct contact details to Cllr Young.

Cllr Nolan asked when representatives of Sirius would be holding another residents meeting at Charltons. Matt Parsons advised that no meeting was planned, a letter or newsletter answering residents questions was to be delivered to every household in the village.

Matt Parsons and Heather King left the meeting.

129. REPRESENTATION FROM RESIDENTS

None.

130. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 25th JANUARY 2018.

Approval of the minutes was proposed by Cllr A. Clayton, seconded by Cllr K. Nolan and accepted by the members present as a true record.

131. MATTERS ARISING FROM THE MEETING HELD ON THURSDAY 25th JANUARY 2018 – PROGRESS REPORTS ONLY.

Minute 110/93/75/62/46/22a Clerk reported that he had e-mailed Mike Greene to enquire as to whether or not the Parish Council's request that all parts of Meadowdale Court are adopted. Mike Greene had advised that he was not aware of the issue and Andy Mollen was currently off work so he would make some enquiries with Andy Mollen's team and get back to us.

Minute 116 Clerk reported that the hay cart planter had been manufactured and was ready for installation on the grass verge around the Little Moorsholm roundabout, replacing the existing old wooden planter tubs. Lingdale Lift Off were to pay £1,250+vat and the Parish Council contribution will be £1,495+vat which will be taken from the In Bloom budget. Cllr Jefferson had spoken to Andy Roberts at RCBC who was happy with the plans to replace the planters. Cllr Groves was to assist Cllr Jefferson and the Parish Warden to remove the existing planters and the new planter should be in place in the next 8-10 days.

132. CORRESPONDENCE RECEIVED

Members received the following:-

- a) E-mail received from Margaret Middleton at CLCA confirming names of successful nominations for the Buckingham Palace Garden party.

133. TO CONSIDER PROPOSAL FROM COUNCILLOR KINGHAM THAT THE PARISH COUNCIL IMPLEMENT FIXED PENALTY NOTICES TO ANYONE FOUND TO BE BREACHING THE CLEANER NEIGHBOURHOODS ACT.

Cllr Kingham advised members that the Parish Council does have the power to issue Fixed Penalty Notices and could keep any money raised. She wished to raise the issue to bring it to members attention and create a discussion about the possibility of using the powers.

Members agreed that it was a good idea but had concerns over how the scheme would be implemented and where the resources and funds would come from to operate the scheme.

Clerk advised that other local Town & Parish Councils had either ruled out such an option following legal advice or felt that it was an RCBC responsibility to provide enforcement services and were currently resisting this service being pushed onto the local Parish Councils.

Resolved that the Clerk would make further enquiries and report back to a future meeting.

134. REQUESTS FOR FINANCIAL ASSISTANCE

None.

135. FINANCE

a) To approve all payments required in undertaking the council's business since the last meeting that are to be accounted for in the 2017-2018 financial year.

The Clerk provided members with the Finance Report for February 2018 giving full details of all financial transactions undertaken since the last meeting of the council which included the BACS payments, direct debits, transfers, income and cheque payments (vouchers 102914 to 102915) that the council was required to pay.

Members **resolved to agree** all payments and transactions undertaken.

b) To approve the budget for the 2018-2019 financial year as recommended by the Finance, Personnel and Policy Committee.

Clerk explained the budget strategy to members and advised that this budget represented the second year of a three year plan to reduce the Council's reserves to a reasonable level. Council was maintaining a £10,000 general reserve and a £11,784 Election Reserve, both of which were ring fenced, as well as a bad debt reserve and holding allotment deposits. These reserves provide the Council with cashflow security in the event of a delay receiving the precept from RCBC each year. Additional reserves in the form of a working balance have also allowed the Council to use the reserves to balance the budget each year without the need to increase the Council precept. The additional reserve (working balance) resulted from the sale of land a few years ago which has been gradually invested back into the community in recent years in the form of upgrading of the Council's five allotment sites, purchase of Christmas Lights in Lingdale and Boosbeck, Defibrillators across five of the Council's villages and numerous grants to local community and In Bloom groups. Once this working balance reserve has been spent, which is anticipated to be at the end of the 2019-2020 financial year, Council will need to produce a balanced budget without the use of reserves and so non-core budget headings are being reduced each year in preparation for that point in time. Clerk is also looking at the core budget headings with a view to reducing costs where possible to ensure that funding is still available for grants and special projects after 2020.

Resolved to adopt the budget for 2018-2019 as recommended by the Finance, Personnel and Policy Committee (proposed by Cllr Young, seconded by Cllr Healey and agreed unanimously).

c) To consider the precept setting for the Financial Year 2018-2019

Members had received the precept information in the budget pack. Information provided by Redcar & Cleveland BC showed that if the precept is frozen at the same Band D level as last year (£41.31) this will result in a parish precept of £52,045 (a reduction of £55 from last year). Each 1% increase or decrease on this figure will result in a £520 increase or decrease in the parish precept.

The Finance, Personnel & Policy Committee, at their meeting on 11th January 2018, agreed to recommend a freeze (Band D £41.31) to the Full Council for approval.

Resolved to freeze the precept requirement at Band D £41.31 resulting in a precept of £52,045. (Proposed by Cllr Kingham, seconded by Cllr Nolan and agreed unanimously)

d) To adopt the Investment Policy as recommended by the Finance, Personnel & Policy Committee

Clerk explained that the investment policy was there to set clear rules for any investments that the Council may choose to make in financial institutions other than with the Councils bankers, HSBC. This may be used to ensure that the Councils balances are all covered under the Financial Services Compensation Scheme (FSCS) which is currently £85,000 per institution.

The policy was adopted in 2016 and is reviewed annually. The Finance, Personnel & Policy Committee have carried out a review of the policy and no changes had been made.

Resolved to adopt the investment Policy as presented.

136. TO CONSIDER REQUEST FROM RESIDENT AT CHARLTONS FOR ADDITIONAL DOG GLOVE DISPENSER AT BOTTOM OF VILLAGE NEAR BUS STOP.

Cllr Nolan confirmed that the existing dog glove dispenser at Charltons was well used and there is a problem with dog fouling at the bottom end of the village. Clerk confirmed that the cost would be £79+vat and that funds were available in the Repairs and Renewals budget.

Cllr Young advised that Stanghow did not currently have a dog glove dispenser and had previously requested one to be located on Low Stanghow Road at the entrance to the footpath leading to Lingdale Playing Field.

Resolved to order two dog glove dispensers, one for Charltons and one for Stanghow.

137. TO RECEIVE AN UPDATE ON THE GENERAL DATA PROTECTION REGULATION (GDPR).

Clerk advised that he had tried to contact representatives from both Redcar & Cleveland Borough Council and Billingham Town Council for an update on potential costings for the DPO service but both were away on annual leave. Clerk had also started preparing a data audit report looking at all data held by the Parish Council.

Cllr Kingham indicated that from information received at the Governance meeting, the cost of the DPO service for Lockwood Parish Council would be around £220.

Sue Bridges would head up RCBC's Data Protection team and would be looking to offer out their services to Town and Parish Council's. With regard to the Parish Council's data, it was stated that data held by way of providing a service to an individual would be deemed to be implied consent to hold the data.

138. TO CONSIDER PROPOSAL FROM COUNCILLOR KINGHAM THAT THE PARISH COUNCIL FORM A SUB COMMITTEE TO LOOK AT ALL ISSUES ARISING FROM THE GDPR REGULATIONS AND REPORT BACK TO FULL COUNCIL.

Members considered the need for such a committee and whether enough councillors would put themselves forward to sit on the committee to enable quorate meetings to take place. Clerk advised that it should be constituted as a Working Party as it was not a permanent committee and that a minimum of five councillors would be required to be members of the working party with a quorum of 3 members.

Resolved to set up a working party to look at all aspects of the GDPR. Cllrs Clayton, Groves, Kingham, Nolan and Young put themselves forward and were duly elected to sit on the GDPR Working Party.

Clerk had prepared draft terms of reference for the working party which were circulated.

Resolved to adopt the terms of reference as presented

Cllr Kingham elected as Chair of the Working Party (proposed by Cllr Jefferson, Seconded by Cllr Nolan). as per the terms of reference for the working party.

Cllr Clayton elected as Vice-Chair of the working party (proposed by Cllr Kingham, seconded by Cllr Jefferson) as per the terms of reference for the working party.

Clerk to supply some possible dates for first meeting.

139. TO CONSIDER PREMISES LICENCE APPLICATIONS

a) PRE0605, The Oasis, Margrove Park Holidays, Margrove Park

Members considered the application and noted that the premises were inside a secure caravan park, accessed by key card entry with the clientele being people staying on the caravan park. No objections had been received from members of the public or councillors.

Resolved that the Parish Council had No Objections to the application.

b) PRE0607, Moorsholm Cricket and Athletic Sports Club

Members considered the application and noted that the premises would be the only licensed premises in Moorsholm following the closure of Toad Hall Arms and would mainly be used for cricket matches and functions organised by the club. No objections had been received from members of the public or councillors.

Resolved that the Parish Council had No Objections to the application.

140. TO CONSIDER LOCAL GOVERNMENT BOUNDARY COMMISSION DRAFT RECOMMENDATIONS ON NEW ELECTORAL ARRANGEMENTS FOR REDCAR & CLEVELAND

Clerk advised members of the proposed changes affecting the Lockwood and Westworth wards. It was proposed that the Westworth ward would disappear with Charltons, Margrove Park and Slapewath moving into the Lockwood ward and Boosbeck moving into the Skelton West ward. The Lockwood ward would remain as a one councillor ward. The Lockwood Parish Council boundary would remain unchanged.

Cllr Nolan expressed regret that Charltons and Margrove Park would lose the support of Westworth ward Cllr Watts who would no longer be the elected representative for the villages. Cllr Young expressed regret that Boosbeck had not also been brought into the Lockwood ward as the Council had requested in the original consultation.

Resolved that Clerk would submit further comments to the consultation that *'Lockwood Parish Council is disappointed that Boosbeck has not been moved into the Lockwood ward, as requested on the Parish Council's response to the original consultation, but fully understand the reasons why this would be difficult to achieve.'*

141. COMMITTEE REPORTS

a) **To receive a report on Allotment Committee meeting held on 12th February 2018.**

Members received the draft minutes from the meeting which had been circulated.

Chair thanked Allotment Committee members for the excellent job they were doing to raise the standards on the Council's allotment sites.

142. TO RECEIVE REPORTS FROM MEETINGS OF OUTSIDE BODIES ATTENDED BY COUNCILLORS.

a) Cllr Clayton had attended the latest meeting of the Cleveland Local Council Association (CLCA). Clerk would forward the minutes to members for their information.

b) Cllr Clayton and Cllr Groves had attended a meeting hosted by the Tees Valley Community Foundation (TVCF) at Guisborough Town Council to advise attendees of the grants of up to £1,000 that were available to local groups putting on events and entertainment for the Klondike Grand Prix on 29th April 2018.

143. PARISH MATTERS

a) **Clerk's report**

Clerk advised members of the litter pick arranged for 10.00am in Lingdale on Friday 23rd February as part of the Great British Spring Clean event.

Clerk and Parish Warden had attended a Local Community Advisory Service (LCAS) seminar at Peterlee on Wednesday 1st February which looked at Accident and Claims reviews, Risk Assessments, Lone Working and Safeguarding. As a result a new system has been put in place to record defects reported at Lingdale Village Hall and the actions taken to rectify the defects.

Clerk was to attend a training/introductory session with Mazars LLP, the Council's new external auditors, at Billingham on 21st March 2018.

b) Chairman's Report.

Chair reported issues with flytipping on Lingdale High Street with a bed being dumped in the road. There were also issues with some of the flats and antisocial behaviour.

The Klondike Grand Prix would take place on Sunday 29th April 2018. Each village would receive the same amount of money from the Big Local as for last year's event.

The new employment hub, supported by the Big Local, was being launched in Skinningrove on Wednesday 21st February.

c) Ward Councillor Reports.

Cllr Young reported that work had commenced to upgrade the kitchen and toilets at Stanghow Community Centre.. The village had decided not to enter the In Bloom competitions this year but would be participating in the East Cleveland Scarecrow Festival on 11th August.

Cllr Clayton reported damage to the Little Moorsholm roundabout which had been brought to the attention of Matt Parsons from Sirius Minerals at the beginning of the meeting.

Cllr Clayton suggested that the new councillors should be invited to attend committee meetings as observers so they can make an informed judgement on any committees they may wish to stand for at the Annual meeting in May. **Resolved** that they be invited to future committee meetings.

Cllr Groves reported that he had found rubbish on Kilton Lane which he had reported to RCBC.

Cllr Henderson reported serious parking issues at Margrove Park. There has been 4 abandoned vehicles in the village which had take 6 months to sort out. There were 100 cottages and 100 parking spaces although many families now have two or more vehicles. The unadopted rear access to the properties is in a poor condition and is not usable by cars so residents are unable to access garages. The unadopted land is owned by residents. One solution being looked at is the possibility of increasing parking spaces by utilising some of the planted and cobbled areas. Chair advised that this issue has been looked at before without success and is also a problem in Lingdale and other villages.

Cllr Healey reported that parking is also an issue in Boosbeck, particularly around Wandhill Gardens, where there are too few parking spaces for the number of cars owned by residents.

Cllr Nolan reported that parking is also an issue in Charltons, particularly on the back street with vehicles blocking paths.

Dog mess was still a big issue in the village.

Front windows had been smashed in 4 houses as well as a bedroom window and a car in one incident. Police had been informed.

The service 28 bus was still not going into Charltons due to the traffic problems in the village.

Cllr Kingham reported that there were still issues with Back Lane following the work carried out by the contractors. The road needed to be resurfaced.

The Parish Council noticeboard in the village was in need of repair.

144. THE COUNCIL WILL NOW BE IN PRIVATE SESSION

No items were discussed.

145. DATE AND TIME OF NEXT MEETING

Parish Council Meeting - Thursday 15th March at 7.00pm

The meeting closed at 9.06pm

Signed:M.Jefferson, Chairman, Date 15/03/2018

Signed:Clerk to the Council, Mr M.P.Stone Date 15/03/2018