

LOCKWOOD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 20th JULY 2017 AT 7.00 PM AT LINGDALE VILLAGE HALL

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

MEMBERS OF THE PUBLIC: None

POLICE: None

OTHERS:

CLERK: Mr M.P.Stone

42. APOLOGIES FOR ABSENCE:- Apologies were received from Cllr M.Brown (working), Cllr A.Conroy (illness) and Cllr B.Hardy (working).

Clerk read to the meeting a letter of resignation as Parish Councillor with immediate effect which had been received from Gloria Robinson (Lingdale & Stanghow Ward) and was accepted by the members present. Clerk would now submit the letter to RCBC to enable the Casual Vacancy process to begin. Chair said that Gloria would be a big loss to the Parish Council and to him personally and wished her all the best for the future.

43. 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, Charltons Community Centre, The Big Local.

44. REPRESENTATION FROM RESIDENTS

None.

45. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 15th JUNE 2017.

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.

46. MATTERS ARISING FROM THE MEETING HELD ON THURSDAY 15th JUNE 2017 – PROGRESS REPORTS ONLY.

Minute 17/163 Noticeboard - Clerk advised that an Advertising Consent application for the new noticeboard had been submitted and accepted by RCBC as valid. The application was currently out for consultation and a decision was expected within 8 weeks.

Minute 22a Clerk had written to Andy Mollen requesting that all parts of Meadowdale Court are adopted. Request has been supported by Cllr Kay. No response had been received so far. Work to add extra parking spaces at bottom of Meadowdale Court has been completed.

Minute 33e Clerk had sent a response re Boosbeck Post Office consultation.

Minute 34 Clerk had spoken to Maurice Wright at Lingdale Village FC and he had agreed that the Parish Council logo would be incorporated on the team's shorts.

Minute 37 Clerk advised that the Christmas Lights have been ordered at a cost of £345 +vat each (Total £3,795+vat). Cllr Kingham asked if lights could be supplied for Moorsholm.

Chair advised that the street light columns at Moorsholm were not owned by RCBC and were unsuitable for Christmas Lights.

47. CORRESPONDENCE RECEIVED

Members received the following:-

- a) Letter from Track & Field project re closure of project and request for LPC to take over ownership of the benches on the Track.

Resolved that Lockwood Parish Council take ownership and responsibility for maintenance of the benches on the Track at Lingdale Playing Field. Clerk would request a copy of the insurance policy and the benches would be added to the Council's insurance policy when the present cover expires on 18/03/2018.

- b) Consultation notice from Sembcorp re The Tees Combined Cycle Power Plant (Tees CCPP) Project at the Wilton International Site. Clerk advised that LPC has been consulted under section 42 of the Planning Act 2008. **Resolved** that members had no comments to make on the consultation.

48. REQUESTS FOR FINANCIAL ASSISTANCE

- a) Moorsholm Memorial Hall re Moorsholm Show.

An application had been received requesting £180 towards the printing costs for the production of the show schedule at this year's Moorsholm Show. Chair advised that the Parish Council supported this event every year. Clerk advised that the Parish Council receives full credit for its contribution on each page of the publication.

Resolved to award a grant of £180 under section 137 of the Local Government Act 1972.

49. 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 July 2017 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 102881 to 102884) that the council was required to pay.

Clerk advised that we are currently in a period of 30 working days for the exercise of public rights which runs until 21st July. All necessary notices and documents have been published on the website and the notice of exercise of public rights is also on all PC noticeboards.

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

50. TO RECEIVE AN UPDATE ON THE PUBLIC ACCESS DEFIBRILLATOR PROJECT

Clerk provided members with a funding report showing all the funding requests made and the financial commitments received so far.

Clerk advised that The Big Local had approved our grant request for £4,000 towards the project at its Board Meeting on Monday evening (17th July).

Cllr Healey advised that Boosbeck Village Hall wished to be involved in the project and would contribute £250 to the costs.

Clerk advised that the total order cost was £9,956.25 and the amount pledged in grants was £6,100. A discount of £331.25 will be applied to the order if 5 units are ordered so the total contribution required from the Parish Council will be £3,525.00. As the project had commenced after the budget was agreed for 2017/18 this amount was not included in the budget. The Finance, Personnel and Policy Committee had recommended that the Parish Council contribution should be taken from the Council's reserve funds.

On a proposal from Cllr Nolan, seconded by Cllr Young, it was **resolved** to proceed with the order from Wel Medical for 5 iPad SP1 Semi Auto AED Defibrillators with external locked cabinet, the Guardian Vigilance system and the 10 year worry free AED package for each unit with the Parish Council's contribution of £3,525.00 being drawn from the Council's reserve funds.

Clerk advised that additional costs of £150 for the artwork on A4 double sided leaflets, £126 printing costs for 2,000 copies and £50 shipping costs would be met from existing budgets.

It was agreed that delivery of the leaflets to each household and businesses in the villages concerned could be carried out by the Council's own resources.

There would also be a cost for an electrician to install each device in its location and connect to a mains electricity supply.

51. TO CONSIDER QUOTES RE SUPPLY OF PHOTOCOPIER

Clerk presented a report showing three quotes (including current prices from existing supplier, Xerox) as comparison costs for the supply of a photocopier for the parish Council Office. Working in conjunction with Skelton & Brotton Parish Council and Saltburn, Marske and New Marske Parish Council prices had also been obtained from Total Business Group and Digital Office Solutions. Clerk advised that the current Xerox machine was much bigger and more sophisticated than was required and that by downsizing to a Develop C227 from Konica supplied by Total Business Group at a rental of £93.60 per quarter over 5 years the Parish Council would save £342.96 per year in rental costs. Usage costs were similar to current costs Mono 0.25p (Xerox 0.23p) and Colour 1.9p (Xerox 2.3p) and the Develop machine still met all of our current printing requirements.

Resolved that Clerk would take the necessary steps to establish the notice terms for the existing contract, cancel the existing contract with Xerox giving the appropriate notice and then take out a new 5 year contract with Total Business Group for a Develop C227 (Konica) machine commencing at the end of the Xerox contract.

52. TO CONSIDER VARIOUS MAINTENANCE ISSUES IN LINGDALE (proposed by Cllr Jefferson)

a) To consider low maintenance scheme for four Lingdale Village entrance signs. Cllr Jefferson explained that Lingdale Lift Off no longer had the resources to maintain planted beds at the village entrance signs. The proposal was for Lockwood Parish Council to make the signs attractive but low maintenance by keeping the sandstone edge, removing some soil and replacing with a coloured slate. Andy Roberts from RCBC had been contacted and was in agreement. Labour would be provided by the Parish warden and Cllr Jefferson.

Resolved to proceed with the project to convert 3 Lingdale Village entrance signs to low maintenance features with costs being met from the Repairs and Renewals budget.

b) To consider replacing salt bins in Lingdale which are in a poor condition. Cllr Jefferson commented that many of the salt bins in the area were a disgrace.

Resolved that Councillors would take photos of any salt bins in their ward which were in poor condition and send them to the Parish Clerk. Details would then be logged and sent to RCBC for them to be replaced. If RCBC are unwilling to replace those deemed to be in poor condition, the Parish Council will look at purchasing them direct.

c) To consider holding a meeting with RCBC officials to discuss various maintenance issues within the village, including grass cutting on footpaths and litter picking.

Resolved that a meeting with Andy Roberts will be arranged before the next meeting on 21st September 2017.

53. TO CONSIDER PLANNING APPLICATIONS

a) **R/2017/0430/FF**

PROPOSAL: DEMOLITION IN PART OF EXISTING

STABLES;ERECTION OF DETACHED SINGLE
STOREY BUILDING FOR ADULT LEARNING AND
SUPPORT FACILITY

LOCATION: LOCKWOOD VIEW STANGHOW ROAD STANGHOW
TS12 3LF

APPLICANT:MR & MRS K MCKEWAN

Resolved: No Objection

b) R/2017/0459/AD

PROPOSAL: DISPLAY OF FREE STANDING NOTICE BOARD

LOCATION: LAND ADJACENT TO LINGDALE VILLAGE HALL
MEADOWDALE COURT LINGDALE TS12 3HF

APPLICANT:LOCKWOOD PARISH COUNCIL

Resolved to Fully Support the Application

c) R/2017/0080/FF

PROPOSAL: CHANGE OF USE OF LAND TO PLAYING FIELD
INCLUDING INSTALLATION OF 1 DUEX MESH
MULTI-GOALS

LOCATION: LAND AT VILLAGE GREEN MARGROVE PARK

APPLICANT:MARGROVE PARK VILLAGE ASSOCIATION

Resolved to Fully Support the Application

d) R/2017/0277/FF

PROPOSAL: NEW DORMER TO FRONT ROOF SLOPE AND
EXTEND EXISTING REAR DORMER

LOCATION: 15 BALMORAL ROAD, LINGDALE, TS12 3HW

APPLICANT:MR PRESTON

Resolved: No Objections

54. COMMITTEE REPORTS

a) To receive a report on Allotment Committee meeting held on 17th July 2017.

Draft minutes were tabled.

No issues were raised.

b) To receive a report on Village Hall Management Committee meeting held on 19th July 2017.

Clerk advised that this meeting did not take place as the meeting was not quorate and would now be rearranged for September.

c) To receive a report on the Finance, personnel and Policy Committee meeting held on 20th July 2017.

Clerk advised members of the following issues which had been discussed at the Finance meeting and recommended to Full Council for approval.

i) Recommended that the Parish Council adds up to £50 to the donation received from Mr & Mrs Colledge last year and purchase three good quality Community Champion Awards with one to be presented to a pupil at Lingdale Primary School, one to a pupil at Lockwood Primary School and one to a Community Champion from the Lockwood Parish. An event would be put on to present the trophies to which local dignitaries would be invited.
Resolved.

ii) Recommended that a low maintenance planter with the Parish Council logo be purchased for Little Moorsholm which would be looked after by local residents. Cost would be paid for from the Lockwood in Bloom budget. Further planters could be purchased for

other villages in future years. **Resolved** to go ahead with the purchase of a planter for Little Moorsholm and Clerk to investigate costs.

iii) The Parish Clerk's annual appraisal was overdue and would now be completed prior to 19/09/17.

55. PARISH MATTERS

a) Clerk's report

Clerk advised that he had currently accrued 0.75 hours in lieu time.

Clerk advised that he was on holiday from Monday 24th-Friday 28th July. The office would reopen on Monday 31st July. The office would be open mornings (9am until 12noon) only during August.

Clerk advised that the Parish Council newsletter would appear in the next edition of Coastal View which was due to be published on 26th July.

Clerk reported one incident of fly-tipping on Lingdale Playing Field which had been reported on 4th July.

b) Chairman's Report.

The Chair reported that the Northumbria in Bloom 'It's Your Neighbourhood' judging on Friday 14th July had been successful with a number of local residents and the mayor of RCBC present at the Lingdale Lift Off site. Results would be announced at a presentation event later in the year.

c) Ward Councillor Reports.

Cllr Clayton reported on the recent CLCA meeting which had been held at Lingdale Village Hall. Discussion had been held over section 106 money not coming back to the Parish Council from the unitary authority at Stainton.

Cllr Clayton had raised the issue of the Annual Parish Assembly being outdated and unnecessary. Enquires were to be made to see if anything could be done to make this event optional rather than statutory.

Cllr Clayton also reminded members of the free training event being staged by the Cleveland & Durham County Training Partnership at Shotton Hall, Peterlee on 7th September regarding running public buildings and Village Halls.

Cllr Miller and Healey advised members of events taking place at the official re-opening of Boosbeck Village Hall on 27th August 2017.

Cllr Davison advised that he was intending to stand down as a councillor but had reconsidered his decision and would now stay on for a further year.

Cllr Young reported that the Northumbria in Bloom judging had taken place at Stanghow on Tuesday 18th July and thanked the Parish Warden for his contribution to the efforts to get the village looking so good.

Cllr Kingham reported the work was progressing well on the new junction at Swindale Lane and the dry stone wall was looking very good.

There were a number of deep ruts in Back Lane at Moorsholm which RCBC had agreed to fill in with a contribution from Ward Councillor Steve Kay.

Cllr Kingham also reported that the lettering on the war memorial was fading and was advised that funding is available to clean war memorials.

Cllr Nolan reported that there had been more fly tipping on the old road at Charltons and the drains on the back road were blocked and were still waiting to be cleaned out by RCBC.

Cllr Nolan was trying to establish if the Charltons war dead were listed on the war memorial at Boosbeck as she would like a war memorial of some kind at Charltons to remember those residents of Charltons who have given their lives in war. It was suggested that The Big Local be approached for a grant to secure a war memorial for Charltons.

56. THE COUNCIL WILL NOW BE IN PRIVATE SESSION

No items were discussed.

57. DATE AND TIME OF NEXT MEETING

Parish Council Meeting - Thursday 21st September at 7.00pm

The meeting closed at 9.16pm

Signed:M.Jefferson, Chairman, Date 21/09/2017

Signed:Clerk to the Council, Mr M.P.Stone Date 21/09/2017