

INGLETON PARISH COUNCIL
MINUTES OF ORDINARY PARISH COUNCIL MEETING - NUMBER FOUR - HELD ON
WEDNESDAY 22nd NOVEMBER 2017
AT INGLETON VILLAGE HALL – 6.45 PM

ITEM NO.	ITEM	ACTION
4/1	<p>Present: Councillors: Paul Hunton (Vice Chair); Steve Leech (Chair); Judith Pressley (Member) and Michelle Vickers (Member) In Attendance: N/A Visitors: 7 No. Residents</p>	
4/2	<p>Apologies for Absence: Councillors: Ian Cartwright; Anthony Tillbrook</p>	
	<p>Prior to commencement of the meeting the Chair confirmed that in the interests of accuracy a recording of the Meeting will be made and deleted once the Draft Minutes were agreed as a True and Accurate Record at the next Parish Council Meeting. Cllr Leech also reiterated it was in order for the public to record the meeting also.</p>	
	<p>Cllr Leech also wished to record his and the Parish Council Member's thanks to the Village Hall Committee for hosting us for this and other Parish Council meetings from time to time. This was much appreciated.</p>	
	<p>Cllr Leech reported that Mrs. Clare Addison, appointed as Parish Clerk in September 2017 had resigned due to conflicting responsibilities. Ingleton Parish Council has a vacancy for a Parish Clerk.</p>	
	<p>Cllr Leech has handed the responsibility for the recruitment of a Parish Clerk to Cllr Tillbrook and the Personnel Committee.</p>	
4/3	<p>Declarations of Interest: Members were asked to consider whether they might have a personal or pecuniary interest in any matter included on the Agenda for this meeting.</p>	
	<p>RESOLUTION: None Recorded.</p>	
4/4	<p>Public Participation: Comments on Agenda Items:</p>	
	<p>Cllr Leech confirmed that residents are welcome to raise issues. However, it may not be possible for the Parish Council to give an immediate response or decision if the matter raised is not a current Agenda item. Any issue may have to be publicised to the general public before a Resolution can be made at a future meeting.</p>	

4/5 Public Participation:

Item 4.5.1 - Damage to Pavement and Road Surface - A Resident raised an issue regarding damage to a pavement and the roadway outside of his property at the junction of Manor Road with Front Street leading to the Primary School caused by a burning abandoned vehicle. This was considered to be an urgent matter as it was a Health and Safety issue involving children as well as parents using the damaged pavement and road surfaces.

RESOLUTION: IPC to report this matter to the Highways Department at Durham County Council to effect repairs as a matter of urgency. **SMP**

Item 4.5.2 - Parking on Green Verge at The Old Vicarage, Front Street – A visitor reported parking on the verge near The Old Vicarage. The land is not owned by the Parish Council, however, as parking a vehicle elsewhere than a road is an offence it was agreed that the Parish Council would report this matter to the Police for their attention.

RESOLUTION: IPC to report this matter to the Police Authority. **PH**

Item 4.5.3 - Dog Fouling - Visitors reported feeling very unhappy and fed up that there some residents continue to allow their dogs to foul and then do not clean it up.

RESOLUTION: IPC to report this matter to the Dog Warden at Durham County Council as soon as possible. An Item regarding the above to be placed in the next available edition of the Parish Pump. **SMP
JP**

Item 4.5.4 - Parking by Residents Close to Main Road Access Points - A Visitor asked if there was anything which can be done to enable residents to be considerate towards their neighbours when parking their vehicles near roadways leading from roads either side of Front Street – not only as a matter of respect for their neighbours but for safety considerations also.

RESOLUTION:
Further consideration to be given to IPC Contacting Highways Department at Durham County Council re the erection of a safety mirror at the junction under discussion. (To be carried forward to 24th January 2018 Parish Council Meeting). **SMP**

IPC to place an item in the Parish Pump reminding villagers of their responsibility towards the safety of other residents when they have to gain access to Front Street and not to hamper nor obstruct residents' visibility when driving onto the main road. **SMP**

An item to be placed in the IdPP expressing gratitude to villagers for their consideration when parking on Parish Council owned access roadways and not obstructing their neighbours access and exit points. **SMP**

4/7 Councillor Vacancy

Cllr Leech reported the Parish Councillor Vacancy to the Electoral Services Commission and invited to engage in the placement process. The vacancy was also advertised through the proscribed channels i.e. The Village Notice Board; The IPC

Website; Newspaper. One person expressed an interest in the vacancy by writing to the Chair.

NOTED: In accordance with IPC C Co-option policy, Sandra Parrett was co-opted as a Council Member of Ingleton Parish Council.

Cllr Leech welcomed Sandra Parrett to Ingleton Parish Council.

4/6 Item – To Confirm and Sign as an Accurate Record - Meeting No. 3 - Minutes of Ingleton Parish Council dated the 27th September 2017

MOTION: Proposed by Cllr Michelle Vickers to confirm that the Minutes of the Parish Council Meeting held on Wednesday 27th September 2017 are a True and Accurate Record – Seconded by Cllr Sandra Parrett.

RESOLUTION: MINUTES - Signed and Dated 22nd November 2017 As an Accurate Record by Chair.

4/8 To Receive an Update on the Progress Surrounding the Use of the Pavilion and Preparation of the Field for playing Cricket

NOTED: After discussion, consideration and a risk assessment by Parish Councillors it had been decided to postpone groundwork to create and prepare the cricket green area in the Playing Field until the start of the new growing season. Cllr Leech reiterated that IPC remain committed to seeing cricket return to Ingleton.

4/9 Brought forward/..... Cricket Club Working Group: (TORs To Be Tabled) – To consider proposals for establishing a working group to progress the Lease of the Pavilion and Field for the Purposes of Playing Cricket.

NOTED: Cllr Vickers (Chair PFWG) had spoken to the Fields in Trust Organisation to obtain clarification of the Terms of Reference on behalf of Ingleton Parish Council regarding statutory requirements e.g. Asking pertinent questions, scoping answers, legal implications etc.

RECEIVED: Draft Terms of Reference for Cricket Club Working Group

MOTION: Cllr Leech proposed that a Cricket Club Working Group be established under the tabled TORs in order to progress the lease of the Pavilion and Field for the playing of Cricket.

AMENDMENT:

Cllr Hunton proposed an amendment to Paragraph “8” of the Working Group TOR such that KJCC Cricket Captain and Chair to be named members of the KJCC Working Group – and that any other KJCC member can be co-opted.

**SL/PH/
MV**

AMENDED MOTION PROPOSED: By Cllr Leech – **SECONDED** By Cllr Hunton.

VOTE: Agreed unanimously by five Parish Councillors present.

RESOLUTION: It was agreed that that a Cricket Club Working Group be established under the amended ToRs in order to progress the lease of the Pavilion and Field for the playing of Cricket. Three Members of the IPC would be on the Working Group – namely Cllrs Vickers, Pressley and Cartwright.

NOTE: Paragraph “6” of the Working Group TOR states that The Chair Person of the Working Group shall be appointed at the first meeting.

4/10 Parishioner Concern: To Discuss Parishioner Concerns regarding the use of Parish Council Precept for Charitable Purposes

DISCUSSED: This Item was discussed and debated at length.

NOTED: Ingleton Parish Council Current Policy for Awarding Charitable Donations.

RESOLUTION: This Item will be re-visited at the 24th January 2018 Meeting, where the Precept will be set.

Routine Business:

4/11 To Receive an Update on IPC Finances

4/11.1 Financial Account Update - Cllr Vickers reported the following (Please see attached for further detail):

Monies In the Current Account: £5,639.04
“ “ Savings Business Account: £3,096.67
“ “ Playground Account: £2,631.72

Cllr Vickers gave a verbal report regarding estimated costings regarding various Repairs and Upgrading works to the Sports Pavilion.

4/11 4/11.2 Finance – Annual Audit Report

NOTED: Chair reported that two errors were identified in the Annual Accounts of the Parish Council.

1. The Clerk to the Council’s signature was missing.
2. Chair and Vice Chair had been informed by the Auditors that it was in order for the one remaining Parish Councillor from the previous Parish Council to sign the Internal Audit document. This was carried out. Subsequently, our Chair was informed that this was not.

NOTED: A fine has been levied in the sum of £48.00.

RESOLUTION: This Item will be raised as an individual Item on the next Agenda.

4/12 To Receive a Progress Report from the Pavilion and Field Working Group (PFWG)

RECEIVED: A verbal Report received from Cllr Vickers. Cllr Pressley liaising with TAPs and Durham Community Foundation as avenues for future funding/Grant Aid applications. Cllr Vickers confirmed that it was intended to hold a further PFWG meeting in January 2018.

MV

4/13 Local Maintenance/Village Issues

Item 4/13.1 - Construction of Wall Outside the Building Line of the home of a Resident on the Gainford Road, Ingleton - The Parish Council has received a number of complaints from residents regarding a wall which has been constructed beyond the existing building line. It has been suggested that the wall has been built without Planning Permission, has no foundations, is built on land owned by Durham County Council and the resident has damaged the Northern Power Grid telegraph pole.

RESOLUTION: The Parish Council has agreed to report this matter to Durham County Council Planning Department.

SMP

Item 4/13.2 - Overgrown Bush at Nursery End –

RESOLUTION: Cllr Hunton agreed to investigate further and report back to the Parish Council in due course.

PH

Item 4/13.3 - Overgrown Pathway – East of Village Towards Morton Tinmouth – A resident has requested that DCC totally cut the path back and expose the walkway properly.

RESOLUTION: Cllr Parrett agreed to report this matter to DCC in due course.

SMP

4/14 Members Questions to Chair or Clerk

Item 4/14.1 - Letter Received from Martin Clark – Parish Clerk to Previous Parish Council dated 20th November 2018

RECEIVED: Letter from Mr Martin Clark raising concerns that

1. IPC acted outside of its authority in striking the May 2017 Annual Parish Meeting from the official records.
2. The Annual Audit Report of the Annual Accounts of the Parish Council had not yet been published.

SL

DISCUSSED: Having taken advice from DCC the Chair is satisfied that the concern raised by Mr Clark in regard striking the Annual Parish Meeting is valid.

RESOLUTION: Both items are to be placed on next scheduled IPC Meeting Agenda to resolve the issues.

NOTED: Cllr Leech wished to record his thanks to Mr Clark for raising the issues with

the PC and will make public the Auditor's Report by placing it on the IPC website in due course.

MV

Item 4/14.2 –

SL/PH

NOTED: Cllr Ian Cartwright - one of our Defib Guardians has reported that a villager had used the Defib recently. Comment was made regarding some means of identifying when the Defib had been used in order that we can keep a set of new Defib pads available at all times. They can only be used once. The Parish Council were heartened to hear that whilst it was sad that a villager had been poorly the Defib was available and assisted the resident in their time of need.

4/15 The Meeting Ended at 8.40 pm.

4/16 Date, Time and Venue of Next Meeting – Wednesday the 24th January 2018 in the Village Hall at 6.45 pm.

Signed: Dated:
Councillor S. Leech – Chair

IPC FINANCIAL TRANSACTIONS REPORT 28.03.2017 – 19.10.2017

Date	From	Income	payable to	Outgoings	Balance
28/03/2017					£3,790.14
03/04/2017			M Clark Salary	£65.32	£3,724.82
06/04/2017	Precept	£4,570.00			£8,294.82
21/04/2017			Eon	£8.82	£8,286.00
18/05/2017			Eon	£8.64	£8,277.36
21/05/2017			M Clark Salary	£65.32	£8,212.04
25/05/2017			cdalc subs 100269	£71.12	£8,140.92
01/06/2017			M Clark Salary	£65.32	£8,075.60
15/06/2017			Eon	£10.30	£8,065.30
03/07/2017			M Clark Salary	£65.32	£7,999.98
04/07/2017			Zurich 100273	£419.80	£7,580.18
20/07/2017			Eon	£12.52	£7,567.66
28/07/2017	mclark -ink	£37.87			£7,610.53
02/08/2017			Nwg buisness	£10.46	£7,600.07
09/08/2017			CeCmwalker100271	£302.40	£7,297.67
09/08/2017			CeCmWalker100274	£403.20	£6,894.47
17/08/2017			Eon	£7.78	£6,886.69
21/08/2017	Donation Carboot	£5.00			£6,891.69
24/08/2017			M vickers Keys	£52.00	£6,839.69
24/08/2017			M vickers Goalnets	£25.89	£6,813.80
25/08/2017			Well Medics Safe	£605.94	£6,207.86
06/09/2017			Nwg buisness	£74.57	£6,133.29
14/09/2017			Eon	£7.78	£6,125.51
04/10/2017			CeCmwalker100283	£201.60	£5,923.91
04/10/2017			CeCmwalker100284	£302.40	£5,621.51
16/10/2017	Donation	£35			£5,656.51
19/10/2017			Eon	£9.69	£5,646.82