

**MINUTES OF
THORNLEY PARISH COUNCIL
FACILITIES COMMITTEE
THORNLEY VILLAGE CENTRE
2ND JULY 2015**

PRESENT

Councillors Mrs. J. Unsworth (Chair), M. McCoy, T. Unsworth,

APOLOGIES

<i>Councillor</i>	<i>Reason for Absence</i>	<i>Resolved</i>
<i>Mrs. P. English</i>	<i>Holiday</i>	<i>Approved</i>
<i>Mrs. P. Maddison</i>	<i>Work Commitments</i>	<i>Approved</i>

PUBLIC

No members of the public were present.

Meeting Commenced:10:00am

25. Youll House

The Parish Clerk reported that a contractor had been commissioned to provide a quotation to demolish the facility and grass over the site. Unfortunately this had not arrived in time for consideration by members.

Members were informed that there was a quantity of tables, chairs and other items stored in Youll House.

These items which had been donated to the Parish Council were now surplus to requirements and it was therefore suggested that local community groups be invited to obtain these items, free of charge, should they wish.

Resolved: That the information be noted and local community groups be advised that the surplus items equipment was available should they wish to acquire it.

26. Allotments - Possible Notice to Quit

The Parish Clerk reported that over a period of time a tenant of the Coopers Close allotment site had been continually warned about his failure to maintain his allotment in accordance with his agreement and not to leave his belongings on the entryways as it caused an obstruction.

Members were informed that having been advised that the matter was to be referred to the Parish Council the tenant had now removed his belongings from the entryway.

Resolved: That the tenant be advised that any further breach of his Allotment Tenancy Agreement would result in immediate Notice to Quit being served upon him.

27. Allotment Path Maintenance

Members were asked to recall that some years ago a verbal agreement had been reached with the Coopers Close Allotment Association that in an effort to reduce maintenance costs and keep rents increases to a minimum, they would ensure that the two allotment paths were treated with weedkiller or strimmed on a regular basis to maintain a standard and uniform appearance.

The Parish Clerk reported that periodic inspection of the site indicated that their approach was inconsistent and as a result the standard was below that might be reasonably expected by the Parish Council.

Resolved: *That the Coopers Close Allotment Association be requested to improve the maintenance standard on the entryway paths to avoid the Parish Council having to undertake the work and the consequential impact on annual rents.*

28. Maintenance Schedule

The Parish Clerk reported that regular monitoring of both the revised working schedule (implemented following the resignation of the former Chargehand) and the maintenance levels being achieved by the current workforce indicated that additional measures needed to be taken if a decline in standards was to be avoided.

Members considered alternative methods that could be employed, including additional (temporary) labour and the possibility of contracting the service out to suitably qualified firms.

Resolved: *That an additional member of staff be employed until 30th September 2015 and that the contracting out of the service be explored.*

29. Depot Intruder Alarm and C.C.T.V. Maintenance Renewal

The Parish Clerk reported that the annual maintenance contract for the intruder alarm and C.C.T.V. system at the Parish Council Depot was up for renewal at an approximate cost of £750.

Members considered the effectiveness of the system against overall benefit.

Resolved: *That the maintenance contract be terminated following the required 3 month notice period.*

30. RoSPA Annual Playground Inspection.

The annual inspection report produced by RoSPA on play equipment in the village was considered.

In all cases the faults identified are very low, low or medium risk items.¹

The Parish Clerk stated that items requiring attention would be addressed as indicated in the report.

Resolved: *That the report be accepted and actioned as required*

31. Any Additional Urgent Items of Business

¹ *The report is available for members.*

In accordance with the Local Government Act, 1972, as amended by the Local Government (Access to information) Act, 1985, section 100B (4)(b), the Chair following consultation with the Proper Officer, agreed that the following items of business not shown on the agenda, be considered as a matter of urgency.

32. Cemetery Regulations

The Parish Clerk reported that the sections allocated for the internment of cremated remains (D1 and D2) were now almost full to capacity and future internments would now take place in section D3.

Members suggested that the specification, type and size of memorial plaques allowed on the cremated remains plots should be standardised to maintain a uniform appearance.

Resolved: *That a decision be deferred until additional information is obtained from other Burial Authorities.*

33. Finance & Budgetary Control Reports

The Finance & Budgetary Control report detailing all income and expenditure since the last meeting and the current budget position was considered.

Resolved: *That the report be accepted and that the Parish Clerk makes arrangements to settle any outstanding accounts.*

The Parish Clerk reported that an outline application was to be submitted to the County Durham Foundation to attract funding for a Feasibility Study and that it was intended to submit an application to the Big Lottery to undertake the agreed projects when its funding criteria had been announced.

A consultation process was being planned to determine what equipment etc., residents desired most so that cost estimates could be produced.

Resolved: *That that the information be noted.*

Meeting Terminated: 10:30am