

**MINUTES OF
THORNLEY PARISH COUNCIL
THORNLEY VILLAGE CENTRE
1ST SEPTEMBER 2015**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Mrs. P. English, Mrs. K. Huntington, Mrs. A. Kelly, Mrs. P. Maddison, M. McCoy, T. Unsworth, J. Wilson, J. Williams.

STAFF

The Parish Clerk

Loren Simpson – Administrative Assistant

OTHER

Mrs. S. Pearce – Area Action Partnership

APOLOGIES

<i>Councillor</i>	<i>Reason for Absence</i>	<i>Resolved</i>
<i>J. Luke</i>	<i>Personal</i>	<i>Approved</i>
<i>County Councillor M. Nichols</i>	<i>Personal</i>	<i>Approval</i>

PUBLIC

No members of the public were present.

Meeting commenced: 7:00pm

With the Chair's permission the Parish Clerk introduced Loren Simpson and informed Councillors that in accordance with a previous decision she had been appointed as an Administrative Assistant on a part time temporary basis in place of an apprentice.

71. Police Report

As the police were not present no report was available.

Resolved: That the information be noted.

72. Commemorative Plaque – John Scott Youll VC

Shealagh Pearce of the Area Action Partnership referred to information previously distributed to members and gave a short presentation on the procedure for installing the plaque and for determining the best location.

The Chair reported that the Parish Council had already initiated a meeting of residents interested in organising related events in order that an application for funding could be made to appropriate agencies prior to the event in 2018. For its part the Parish Council was endeavouring to have the War Memorial refurbished. It was suggested that the A.A.P. send a representative to the next meeting of the group to further its objectives.

Resolved: *That the information be noted.*

Action: *The Parish Clerk to forward an invitation to the A.A.P. to attend the next War Memorial Restoration Group Meeting.*

73. Public Question and Answer Session

As no members of the public were in attendance no questions were raised,

Resolved: *That the information be noted.*

74. Draft Minutes of the previous Parish Council Meeting

The draft minutes of the meeting held 7th July 2015 were approved and signed by the Chair as an accurate record.

75. Matters Arising - Report of the Parish Clerk

The Parish Clerk will provide an update on current or outstanding issues.
Bollard Installation Dunelm Road – In accordance with previous instruction, D.C.C. had been asked to provide the reason for installing a bollard. As yet no response had been received.

Overgrowth on Public Footpaths - In accordance with previous instruction, D.C.C. had been asked to cut back or trim the verges. As yet no response had been received.

Website Development – A number of firms specialising in the development of WEB sites for Parish Council's had been contacted and the situation was ongoing. An application for a .gov.uk domain name was under consideration.

Photocall – Junior Football Club Sponsorship – Following the delivery of the football strips which the Parish Council had prided funding, it was anticipated that a photocall could be arranged for an article in the next edition of the Parish Newsletter.

Appointment of Administrative Support Worker – As mentioned at the commencement of the meeting members were informed of the role of the newly appointed Administrative Assistant.

War Memorial Restoration Group – An initial meeting of the group had recently been held. The residents that had attended had been informed that the Parish Council was endeavouring to restore the memorial by 15th June 2018 when the commemorative place to Second Lieutenant John Scott Youll VC. would be installed. It was hoped that residents would become involved by organising their own related activities, funding for which may be available via the Parish Council's applications.

Resolved: *that the information be noted.*

76. Draft Minutes of the Facilities Committee Meeting 28th July 2015

The draft minutes of the meeting were tabled for the member's information.

Resolved: *that the information be noted.*

77. Draft Minutes of the Facilities Committee Meeting 27th August 2015

The draft minutes of the meeting were tabled for the member's information.

Resolved: *that the information be noted.*

78. Draft Minutes of the Finance Committee Meeting & Income and Expenditure report 27th August 2015

The draft minutes of the meeting were tabled for the member's information.

Resolved: *that the information be noted.*

79. Unitary County Councillor

In the absence of Councillor Nichol's his written report was tabled for the information of members.

Members were concerned that the footpath bordering the B1279 Ludworth Road was in need of attention. The hedges were becoming overgrown on this stretch of road and along the public footpath at the side of the Welfare Park.

Resolved: *That Councillor Nichol's report be received.*

Action: *That the Parish Clerk raises the Parish Councils concerns with Durham County Council for rectification.*

80. Risk Assessments

The Parish Clerk reported that no alteration to Risk Assessments was required.

Resolved: *That the information be noted.*

81. Delegates Report on CDALC Medium & Small Councils Forum

Councillors Mrs. P. English and T. Unsworth reported that no meeting had been attended.

Resolved: *That the report be received.*

82. Delegates Report on Thornley Village Centre Management Group

Councillor Mrs. P. Maddison presented a verbal report on the Centre operations. A Young Children's Activity programme had been particularly successful. New groups were being attracted to the centre and funding for 11 to 15 year olds was currently being sought. It was anticipated that the "Winter Warmers" meals program that had been such a success last year would be arranged again.

Resolved: *That the report be received.*

83. Contract Maintenance

The Parish Clerk reported that two firms had contacted the Parish Council seeking to provide no obligation quotations for undertaking all grounds maintenance operations.

Members considered that after taking into account additional savings that would result in not having to provide premises and machinery the proposal could result in a significant reduction in expenditure.

Resolved: *That no obligation quotations be obtained from interested firms for consideration by the Facilities Committee.*

84. Parish Meeting Times

The Parish Clerk reported that the results of the recent members survey in relation to the times Parish Council meeting indicated that the majority were in favour of no change to current meeting arrangements.

Resolved: *That Parish Council meeting be convened at 7:00pm as at present.*

85. Execution and sealing of legal deeds

The Parish Clerk reported that in accordance with Standing Order 22 (a) the Parish Council must authorise the signing of the deed required by law to transfer land formally in the ownership of the New Thornley Partnership to the Parish Council¹ and nominate two Councillors to do so².

It was further pointed out that as the Chair, Councillor Mrs. J. Unsworth, would be signing on behalf of the New Thornley Partnership it was suggested that the Vice Chair, Council Mrs. P. Maddison and 1 other Councillor undertake the task.

Resolved: *That signing of the deed be authorised by Councillors Mrs. P. Maddison and Amanda Kelly.*

Action: *The Parish Clerk to arrange.*

86. Additional Urgent Items of Business

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.

87. Permission to Tether Horses on Parish Land

An application was received from a resident wishing to tether 3 horses on Parish land at the rear of the Village Centre.

Resolved: *That permission be granted subject to annual review and until such time as the area be required for future development and that the applicant had appropriate public liability insurance in place.*

Action: *The Parish Clerk to arrange.*

88. Capital Projects 2016/17

The Capital Works Program report that provided details of all existing projects, estimated costs and current balances was reviewed the in order that the amounts required could be incorporated into the 2016/2017 budget.

Resolved: *That the suggested amounts to be reserved in 2016/17 be approved an incorporated into the budget.*

Action: *The Parish Clerk to arrange.*

Meeting terminated: 8:10pm

¹ *Meeting of the Parish Council held 3rd March 2015 Minute 199 refer.*

The next meeting of the Parish Council will be held in Thornley Village Centre, High Street, Thornley on 3rd November 2015 at 7:00 p.m.