

**MINUTES OF
THORNLEY PARISH COUNCIL
THORNLEY VILLAGE CENTRE
3RD NOVEMBER 2015**

PRESENT

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

APOLOGIES

No apologies were received.

PUBLIC

One member of the public was present.

Meeting Commenced: 7:00pm

107. Draft Minutes of the previous Parish Council Meeting

The draft minutes of the meeting held 1st September 2015 were approved and signed by the Chair as an accurate record.

108. Draft Minutes of the Facilities Committee Meeting

The draft minutes of the meeting held on 29th October 2015 were tabled for the member's information.

Resolved: That the information be noted.

109. Draft Minutes of the Personnel Committee Meeting

The draft minutes of the meeting held on 29th October 2015 were tabled for the member's information.

Resolved: That the information be noted.

110. Draft Minutes of the Finance Committee Meeting

The draft minutes of the meeting held on 29th October 2015 were tabled for the member's information.

Resolved: That the information be noted.

111. Police Report

As the police were not present a report was unavailable.

Members expressed concern that there had been no police presence at the Parish Council meetings for some months and that a considerable number of residents were now parking their vehicles on the pedestrian path on each side of Dunelm Road.

Resolved: That the information be noted and the Council's concerns be raised with the Police Commissioner.

Action: *The Parish Clerk to ascertain if attendance could be improved and if any P.A.C.T. meetings were being held in the village.*

112. Public Question and Answer Session

A member of the public enquired if there were any vacancies for members on the Parish Council.

The Chair advised that there were none at present and that should any occur in future they would be filled using the procedure defined by the Monitoring Officer of Durham County Council.

Resolved: *That the information be noted.*

113. Matters Arising - Progress Report of the Parish Clerk

The Parish Clerk provided an update on outstanding and current issues.

- Bollard Installation Dunelm Road – requested by residents to prevent some car drivers mounting the pavement and by-passing the traffic calming measures.
- Overgrown Hedges and Paths – B1279 – Durham County Council had advised that because of budget cutbacks they only had 2 operatives attending to these matters across the whole of the county. It was anticipated that the hedges would be attended too over the course of the 2 weeks.¹
- Contract Maintenance – This was being progressed.
- Village Centre Land Transfer- now complete.
- Parish Newsletter – Publication date delayed. It was anticipated that this would now be produced in early 2016.
- Traffic Calming Measures outside St. Godric’s School Wheatley Hill – the re-occurring damage to the “rubber cushions” had been raised with Durham County Council and asked if they should now be replaced with fully tarmacadam.
- Members highlighted the potential for accidents to occur now that the round-a-bout at the junction of Dunelm Road, Cottingham Grove and The Villas had been relocated and asked that this be brought to the attention of Durham County Council.
- As concern was being expressed by Councillors and Trustees of the Village Centre at the lack of progress on the part of Durham County Council to rectify outstanding issues identified within the 12 month defects period the situation would be discussed with the Parish Solicitor.

Resolved: *That the report be received.*

114. Unitary County Councillor

Because County Councillor Nichols was not present a report was unavailable.

Resolved: *That the information be noted.*

¹ *It was noted that some of the work had been undertaken prior to the parish meeting.*

115. Risk Assessments – Revisions

The Parish Clerk reported that no alterations or amendments were required.

Resolved: *That the information be noted.*

116. CDALC Medium & Small Councils Forum

Delegates reported that they were unable to attend.

Resolved: *That the information be noted.*

117. Thornley Village Centre Management Group

A verbal report was presented to members on the current status of the Village Centre operation along with an explanation on proposed activities.

Resolved: *That the report be received.*

118. Lease Agreement with Trustees of Thornley Village Centre

Councillors Mrs. P. English, Mrs. P. Maddison and T. Unsworth declared a personal interest in this item and took no further part in the discussion or voting procedure that followed.

The Parish Clerk tabled information relating to the meeting held between Members of the Parish Council and the Trustees of the Village Centre held on 5th October 2015 when it had been suggested that the Parish Council be responsible for the payment of all service charges and day to day maintenance of the premises etc. The Trustees to pay the sum of £5,000 (renegotiable every 12 months) to off-set expenditure incurred. Any surplus being ring fenced by the Parish Council in a “sync-fund” to be used for period maintenance of the building as defined in the lease that existed between the Parish Council and Durham County Council.

Resolved: *That suitable Lease agreement between the Parish Council & the Trustees of the Village Centre for the operation of the facility be produced.*

Action: *The Parish Clerk.*

119. Appointment of Trustee to Village Centre Management Group

Members to appoint a new Trustee to serve on the Management Group due to a change in its composition.

Resolved: *That because no nominations were made the position stands vacant.*

120. Village Centre Working Group – Phase II

The Parish Clerk reported that in order to progress the development of outdoor facilities on land adjacent to the Village Centre it would be appropriate to set up a Working Group comprising Councillors, representatives of other agencies and residents to consult with interested parties and provide the Parish Council with recommendations and cost estimates.

Resolved: *That the Village Centre Phase II Development Working Group be created and that Councillors Mrs. P. English, Mrs. K. Huntington & Mrs. P. Maddison be appointed to serve as delegates of the Parish Council.*

Action: *The Parish Clerk to define suitable Terms of Reference, arrange the inaugural meeting and report back on progress.*

121. Demolition of Youll House

Members were asked to specifically endorse the decision of the Facilities Committee held on 27th August 2015 that Youll House be demolished²

Resolved: *That arrangements be made to demolish Youll House as soon as practicable.*

Action: *The Parish Clerk to make appropriate arrangements.*

122. Legal Briefing - Co-option of Councillors

The Parish Clerk tabled legal briefing re-issued by N.A.L.C. on the Co-option and vetting procedures they recommend Council's adhere to when such vacancies occur on Parish Councils.

Resolved: *That the Parish Council adopts the recommendations along with the person specification and the competencies listed on the Person Specification when appointing Co-opted Members in future.*

123. SLCC 41st National Conference

Members were asked to recall that they had been asked if the Parish should send delegates and given an equal opportunity to attend.

Members responded as follows:-

6 were in favour of the Parish sending delegates.

2 were not in favour of the Parish sending delegates

2 did not reply.

Of those members in favour of sending delegates all had excused themselves from attending because of prior commitments other than Councillor Mrs. Unsworth.

As a result places were booked for the Chair & Parish Clerk.

Resolved: *That the action of the Parish Clerk be endorsed.*

124. 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.

125. Allotments Maintenance

The Coopers Close Allotment Association had been notified that the Parish Council was to be advised of their failure to maintain the allotment paths at an acceptable standard.

Resolved: *That maintenance of the allotment paths be returned to the Parish Council and the associated costs be charged to the appropriate budget cost centre.*

² Minute 65 refers.

126. Regional Community Event

An outline programme and preliminary details of a 2nd regional event entitled **Your Region Your Community Your Event** being organised by N.A.L.C. to take place on 6th March 2016 were tabled for discussion. Venue and specific details to be provided by N.A.L.C. nearer the time of the event.

Resolved: *That all Councillors and the Parish Clerk be authorised to attend.*

Action: *Councillors to provide their names to the Parish Clerk who would reserve sufficient places.*

127. Remembrance Day Service

Members were reminded that the annual Remembrance Day Service was to be held at the Thornley War Memorial on Sunday 8th November 2015 when the Chair would place a wreath on behalf of the Parish Council.

Those attending should arrive at 10:40am

Resolved: *That the information be noted.*

Meeting terminated 8:20pm

The next meeting of the Parish Council will be held in Thornley Village Centre, High Street, Thornley on 12th January 2016 at 7:00 p.m.