

**THE MEETING
OF THORNLEY PARISH COUNCIL
YOULL HOUSE, THORNLEY
ON
7TH MAY 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, M. McCoy, M. Quinn, T. Unsworth, J. Williams.

APOLOGIES

Councillor	Reason for Absence	Resolved
Mrs. I. Hind	Illness	Approved

PUBLIC

1 member of the public was present.

1. Minutes of Previous Meeting

The minutes of the previous meeting held on 6th March 2013 were accepted as a true record.

2. Minutes of the Facilities Sub-Committee

The minutes of the previous meeting held on 6th March 2013 were accepted as a true record.

3. Police Report

The Chair welcomed CPO Sharron Bowman to the meeting who reported that in the previous months 91 incidents had been reported in Thornley.

Burglary	1
Theft	2
Arson	1
Cars Stolen	1
Cars Damaged	3
Anti-Social Behaviour	10

A speed control check on the A181, the main link road from the A19 to Durham, was constantly monitored for speeding motorists. An assurance was give that all motorists caught travelling in excess of the limit would be prosecuted. Results of a survey had shown that over 3 cars per hour were in travelling at over 30 m.p.h. The average speed of vehicles was 46 M.P.H. but only 1% were over the speed limit in total.

The Parish Clerk reported that in recent months the locks and chains on the entrance gate to the former Pit Site (opposite the Village Inn) had been stolen and as a result maintaining security of this area was proving difficult. In addition horses had been tethered on the site by persons unknown and the travelling community could gain entry.

Furthermore, residents of Crossways Court had contacted the Parish Council expressing concern re the amount of fly-tipping and off road motor cyclists using the Public Right of Way at the rear of their properties and fly-tipping was a constant problem.

Resolved: That the police be asked if mobile C.C.T.V. cameras could be strategically placed at the problem areas.

4. Public Question and Answer Session

A member of the public raised the issue of excessive water consumption on the allotment sites.

The Chair explained that the situation was already under investigation.

Resolved: That investigation into the cause continue.

5. Unitary County Councillor

As Councillor Nicholls was unable to attend, the Parish Clerk read out a statement on his behalf.

- Gore Hall Farm – Owners have until the end of May to demolish the building that or further action will be taken.
- A number of potholes in the roads have been done throughout the village.
- A request has been made for the path between Ludworth and Thornley to be looked at again.
- The gypsy traveller meetings are still taking place to find a proper location for them to go on rather than them come into the villages. These discussions include members throughout the area.
- Substantial reductions in the Council's budgets are anticipated in the near future.
- Issues regarding Welfare Rights and the bedroom tax are causing concern to many residents in the villages represented by Councillor Nicholls. It is the most vulnerable people who are having the bulk of the problems.
- Durham County Council will be looking at trying to pull the 3 parish council committee meetings of Deaf Hill, Wheatley Hill and Thornley together to see if the local bus service can be improved. Another letter has been sent to the MD of Arriva complaining about the problems.
- Fly-tipping on the walkway from the allotment site in Wheatley Hill to Thornley, has been addressed although some plastic chairs have been dumped.
- A request has been made to cut the hedge between Wheatley Hill and Thornley.

Resolved: That the information be noted.

6. Street Wardens Report

As the Street Wardens were not present no report was available.

Resolved: That the information be noted.

7. Travellers.

The Parish Clerk reported that no further meetings had been held but pointed out that travellers had now camped on Parish land adjacent to the Library.

Resolved: That the Travellers Liaison Offer (D.C.C.) be requested to have them removed immediately.

8. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported that the next meeting was to be held on 11th June 2013 but unfortunately she would be unable to attend.

Resolved: That the information be noted and one of the other representatives attend if at all possible.

9. CDALC Medium & Small Councils Forum

Councillor Mrs. P. English reported that the next meeting was to be held at the Community Centre, Barnard Castle on 17th May 2013 commencing at 2:00pm

Resolved: That the information be noted.

10. County Durham Association of Local Councils

It was reported that no meeting had been held.

Resolved: That the information be noted.

11. New Thornley

Councillor T. Unsworth gave a verbal report on progress being made in relation to the development of the new Resource Centre.

Resolved: That the information be noted.

12. Thornley Residents Group

Councillor Mrs. M. Brunskill reported that East Durham Trust had been thanked for providing bags of road salt to vulnerable residents for use on pathways when frost was predicted.

Funding was being sought toward the provision of a Children's Christmas Party.

Several members of the community had been taken on a trip to Holy Island and Seahouses on transport supported by East Durham Transport.

Resolved: that the information be noted.

13. Long Service Recognition

The Parish Clerk reported that George Wilson, who has served the community as a Parish Councillor since 1960, did not stand for re-election recently due to ill health.

It was suggested that members may wish to consider recognising his dedication and contribution to Thornley in some way.

Resolved: That members suggestions be forwarded to the Chair for consideration at a future meeting.

14. Training for New Councillor's

The **County Durham and Cleveland County Training Partnership** advised that a full one day training session for Councillor's, Chairman and aspiring Chairmen would take place in Peterlee Town Council Offices, Shotton Hall, Peterlee, County Durham SR8 2PH on Tuesday the 9 July.

For Thornley Parish Council the cost £30 per person.

Resolved: That Councillor Mrs. J. Unsworth, M. McCoy, and J. Williams attend.

15. N.A.L.C. Conference – Putting Communities First

The National Association of Local Councils' advised that it would be holding a "Putting Communities First Conferences at three venues in 2013.

Cost per delegate was £132.00

Resolved: That two Councillors be nominated to attend along with the Parish Clerk (M. Quinn and Mrs. P. English if diaries permit). The Chair to be the reserve nomination.

16. Staff Review

The Chair suggested that now that Parish Council had taken over day to day management of Youll House and would take on the responsibility for operating the new Resource Centre from Durham County Council within the next 12 months it was unlikely that the existing staff structure would be appropriate to undertake the tasks required.

It was proposed therefore that the Council's current staff structure be reviewed taking into account current and anticipated workloads.

The review should provide an alternative structure(s) that would deliver an appropriate level of service to the community within existing budgetary constraints if possible.

Resolved: That the existing Staff structure be reviewed and that it be considered by the Personnel Sub-Committee at the appropriate time.

17. Communication and Social Media

Councillor Mike Quinn requested this topic de deferred until the next meeting.

Resolved:

18. Affiliation to British Heart Foundation

Councillor Mike Quinn requested this topic de deferred until the next meeting.

Resolved:

19. Quality Parish Council Status

Councillor Mike Quinn referred to previous discussions on this issue and pointed out that as a result of the recent elections Thornley Parish Council could now meet one of the most important criteria for obtaining Quality Status i.e. that the majority of Councillors had been elected to their positions as opposed to being co-opted.

He suggested that an "audit" be undertaken to see what else was required in order to obtain qualification.

The Parish Clerk pointed out that the qualifying procedures were currently being reviewed by the various agencies and that the results would be known shortly.

Resolved: That obtaining Quality Status be perused subject to notification of the revised qualifying criteria.

20. Welfare Champions

Councillor's Quinn and English reported that East Durham Trust were currently training Welfare Champions (funded by D.C.C.) at various locations to provide assistance in communities on the changes to the Welfare/Benefits system.

It was suggested that Youll House could also be utilised as a training centre and thereafter as a venue in order that residents of Thornley could access information directly.

Resolved: That Councillor Quinn provides further details to the Parish Clerk in order that Youll House can be offered as a venue for the training of Welfare Champions and a centre for obtaining information.

21. Planning Application (REF: PL/5/2013/0090)

Durham County Council advised that Mr. P. Singh had applied for planning permission to erect a rear garage extension at Thornley Fisheries, Hartlepool Street South, Thornley DH6 3BG.

Resolved: That no objection be raised.

22. Planning Application (REF: PL/5/2013/0144)

Durham County Council advised that Mr J Bradshaw had applied for planning permission for a two storey rear extension & detached garage at 51 Dunelm Road, Thornley DH6 3HW.

Resolved: That no objection be raised.

23. Internal Audit Report of Accounts ending 31st March 2013

The Parish Clerk reported that the internal audit of accounts from 1st April 2012 to 31st March 2013 had been completed by W.J. Smith¹ and the accounts were in order.

Resolved: That the report be received.

24. Annual Audit of Accounts Ending 31st March 2013 (REF: 6809)

The external auditor (BDO LLP) advised that the annual audit of the 2012/2013 accounts would take place on 5th June 2013.

The accounts had been prepared in accordance with the requirements of the Accounts and Audit (Amendment) Regulations 2006 (SI 2006/564).

Members were asked to approve Section 1 and Section 2 of the Annual Audit Return and for authorise the Chairman to sign it on behalf of the Parish Council.

¹ A copy of the Internal Auditors report was provided to members.

Members were also advised that arrangements were in hand to inform residents of their rights to inspect the accounts etc., in accordance with the statutory regulations, from 22nd April 2013 to 5th May 2013

Resolved: That the statement of accounts and statement of assurance be accepted along with answers required in section 2, and that the statement be signed by the Chairman on behalf of Thornley Parish Council.

25. Planning Permission (REF: PL/5/2013/0042)

Durham County Council advised that Planning Permission had been granted to Mr A Nichols to Fell Two Trees & Crown Thin Two Others at Glenside ,The Villas, Thornley DH6 3EP.

Resolved: That the information be noted

26. Planning Permission (REF: PL/5/2013/0090)

Durham County Council advised that Planning Permission had been granted to Mr P Singh to construct a rear garage extension at Thornley Fisheries, Hartlepool Street South, Thornley DH6 3BG

Resolved: That the information be noted

27. Time Capsule

Councillor Quinn proposed that the local schools be approached to bury a time capsule at the commencement of building works for the new resource centre.

Resolved: That this item be referred to the Facilities Sub Committee for consideration.

28. Casual Vacancies for Parish Councillors

The Parish Clerk reported that as a result of the recent (uncontested) election two vacancies existed on the Parish Council.

It was normal practice that these vacancies be reported to the Election Services Department of Durham County Council who would then advise on the procedure to fill them.

It was likely, but not certain, that these positions would need to be filled by the Parish Council by Co-option of suitable candidates.

It was suggested that to minimize the timescales involved in appointing two new members, appropriate notices be posted throughout the village seeking applications from residents interested in serving on the Parish Council.

Resolved: That appropriate notices be posted throughout the village.

29. 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 MEETING
OF THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
YOULL HOUSE
THORNLEY
ON
10TH MAY 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, M. McCoy

30. APOLOGIES

Councillor	Reason for Absence	Resolved
T. Unsworth	Other Business	Approved

31. Resource Centre

The Chair welcomed Shealagh Pearce (A.A.P.) to the meeting who outlined various management structures that could be adopted, initially by the parish council, by which the Management Board could operate the centre.

The terms of the 25 year Lease being proposed by Durham County Council were also discussed and if minor alterations were acceded to by Durham County Council, it would be acceptable.

A projected budget, provided by Shealagh was reviewed. It indicated what total revenue and capital budgets could be anticipated for a building of this size over a 5 year period. Shealagh pointed out it was based on similar centres in the locality and that the figures is contained could increase or decrease depending on actual usage once the centre was open to the public. Potential colour schemes for the walls and carpeted areas, provided by Durham County Council were considered and approved subject to clarification on the kitchen cabinet designs.

It was suggested that a "Visionary Day" be organised which would give residents the opportunity to become more involved in the centre's operation and become members of the Management Board.

The A.A.P. would provide appropriate training for the Management Committee in order that they could develop all necessary procedural documents etc.

Resolved: That the information be noted and Durham County Council be advised of the preferred colour schemes and that on completion, Thornley Parish Council will lease the new Resource Centre from Durham County Council for a period of 25 years.

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**THE MEETING
OF THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
YOULL HOUSE
THORNLEY
ON
27TH JUNE 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, M. McCoy, J. Williams

APOLOGIESM. Quinn, T. Unsworth

32. APOLOGIES

<i>Councillor</i>	<i>Reason for Absence</i>	<i>Resolved</i>
<i>M. Quinn</i>	<i>Holiday</i>	<i>Approved</i>
<i>T. Unsworth</i>	<i>Other Business</i>	<i>Approved</i>

33. Ellerby Mews Play Area

For the benefit of new members, the Chair gave a synopsis of the Parish Council's involvement in this issue and how the decisions made previously had been arrived at.

The current situation was also discussed.

It was explained that following a discussion between the Chair and Vice Chair of the Parish Council, officers from Durham County Council Planning Department and Persimmon Homes, held on Friday 21st June 2013, it had been agreed that Durham County Council Planning Department sends a letter, to all residents on the Ellerby Mews Estate. The letter would detail the facts, explain that the Parish Council and Durham County Council had adhered to the democratic processes and that as a result the Play equipment would now be installed.

Resolved: That the information be noted.

34. Travellers

The Chair reported that as a result of travellers pitching on Parish Council land a meeting had been held with officers of Durham County Council.

An explanation of the welfare procedures that must be undertaken and the difficulties that may be encountered by the Parish Council if it sought to have travellers removed from its land through the legal process was provided.

It was generally understood (but not necessarily accepted by everyone present) that it was impossible to prevent individual or groups of travellers camping in Thornley.

It was explained that Durham County Council were in the process of identifying land on which a designated "stopover" site in the locality could be developed, but this was proving difficult to accomplish.



The Parish Council was asked if it would identify an area of land that for such a purpose.

Resolved: That the information be noted and that the Parish Council be asked to consider identifying an area of land in its ownership on which a designated travellers stopover area could be developed.

35. Resource Centre

The Chair provided an update on the development of a Resource Centre by Durham County Council in Thornley and advised that although progress had been slow efforts concerted efforts were now being made to resolve outstanding issues on the design in order that construction could commence in the very near future. It was anticipated that the centre completed by the turn of the year and would be available for use by residents from April 2014.

Resolved: That the information be noted.

**THE MEETING
OF THORNLEY PARISH COUNCIL
YOULL HOUSE, THORNLEY
ON
2ND JULY 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, Mrs. J. Middleton, M. McCoy, M. Quinn, T. Unsworth, J. Williams.

APOLOGIES

No Apologies were received.

36. Minutes of Previous Meeting

The minutes of the previous meeting held on 7th May 2013 were accepted as a true record.

37. Minutes of the Facilities Sub-Committee

The minutes of the previous meeting held on 10th May 2013 were accepted as a true record.

38. Minutes of the Facilities Sub-Committee

The minutes of the previous meeting held on 27th June 2013 were accepted as a true record.

39. Casual Vacancies

The Parish Clerk reported that Mrs. Jennifer Middleton, Mrs. Patricia Maddison and Mrs. Kirsty Mawson had applied to be co-opted onto the Parish Council to fill the two vacancies that existed.

All candidates had been invited to the meeting but Mrs. Mawson had failed to attend.

Resolved: That Mrs. Jennifer Middleton and Mrs. Patricia Mawson be co-opted to the Parish Council.

40. Long Service Recognition (deferred from previous agenda)

The Parish Clerk referred to the minutes of the meeting held on 7th May 2013² and reported that only two suggestions had been forthcoming in relation to recognising the long service of Councillor George Wilson.

Resolved: That in recognition of Councillor George Wilson 53 years' service to the community the Parish Meeting Room in the new Resource Centre be named "The George Wilson Room."

² Minute 13 refers.

41. Communication and Social Media (deferred from previous agenda)

Councillor Mike Quinn outlined his proposal that the Parish Council utilise the information technology that was currently available to better communicate with residents and the wider community.

It was suggested that the Parish Council obtain a "Twitter" and "Facebook" address and that a Web page be developed.

Resolved: That in conjunction with the Parish Clerk, Councillor Quinn be authorised to set up and facilitate Thornley Parish Council "Twitter" and "Facebook" addresses, and develop a WEB page for further consideration by members.

42. Affiliation to British Heart Foundation (deferred from previous agenda)

Councillor Mike Quinn reported that the New Thornley Partnership had affiliated to the British Heart Foundation and as a result this item should now be withdrawn.

Resolved: That the information be noted.

43. Public Question and Answer Session

A period of up to 15 minutes will be allowed for members of the public to ask questions or raise items of concern.

44. Police Report

The Chair welcomed CPO Sharron Bowman to the meeting who reported that in the previous months 34 incidents had been reported in Thornley.

Burglary	2
Criminal Damage	1
Anti-Social Behaviour	1

Reports of air rifles being used in the village had been investigated and the police were awaiting reports from the firearms officer before proceeding.

Dog fouling was a problem in the area and residents were being asked to report offenders.

Resolved: That the report be noted.

45. Street Wardens Report

Because the Street Wardens were not present no report was available.

Resolved: That the report be noted.

46. Unitary County Councillor

Councillor Nicholls reported that Durham County Council had already made budget cuts of approximately £93 million pounds with a further £20 million in 2014/15 and £53 million in 2015/16.

Overall £200 million pounds would have to be saved over a six year period.

To provided vulnerable people with as much information as possible on the impact of the "Bedroom Tax" Durham County Council had set up a help and support unit.

A request from residents on the Ellerby Mews estate to have a "No Ball Games" sign erected on the open space had been passed on to the relevant officers.

The failure of Arriva Busses to turn up on time (or not at all) was causing severe problems for residents trying to get to work. Councillor Nicholls was in discussions with "Go-Northern" to organise a village bus service with funding being provided by Parish Councils.

The owner of Gore Hill Farm was due in court for failing to comply with an order to clear the site.

Resolved: That the information be noted.

47. Durham County Credit Union

The Chair welcomed David Snowdon, Development Officer at the Credit Union who give a short presentation on the service provided and an update as to how 40 residents of Thornley (who had applied for membership) were benefiting..

Resolved: That the information be noted.

48. Travellers

Councillor Nicholls reported that a travellers event, due to take place in Horden had been cancelled but it was being held in Blackhall in August. Hundreds of travellers and caravans were expected to attend. The Travellers Liaison Officers were aware of the event and would serve appropriate notes to vacate the sites as soon as was practicable.

The Parish Clerk reported that Durham County Council had requested that the Parish Council designate an area of land in its ownership for development of a "stop-over" site for travellers.³

Members expressed frustration that the concerns of the Parish Council and its residents had never been properly addressed by either Durham County Council or the Member of Parliament. There was no desire to have a travellers encampment in the village at any time or for whatever reason. On the contrary what was required was a order to ban travellers (or indeed any other person) entering designated areas of land.

Resolved: The information provided by Councillor Nicholls be noted and that the Parish Council refuses to designate an area of land in its ownership for the development of a "stop-over area for travellers.

49. County Durham Association of Local Councils

Councillor Mrs. Brunskill reported that no meeting had been held.

Resolved: that the information be noted.

50. CDALC Medium & Small Councils Forum

Councillor Mrs. P. English reported that it had not been possible for delegates to attend due to other commitments. The next meeting was due to take place on 16th August 2013.

Resolved: That the information be noted.

³ Facilities Sub Committee held on 27th June 2013 Minute 33 refers

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51. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported that the A.G.M. had been held on 11th June 2013 but it had not been possible for delegates to attend due to other commitments.

52. New Thornley

Councillor T. Unsworth reported that more residents were attending meetings now that construction of the new Resource Centre was due to begin.

A "Visionary Day was to take place on 13th August 2013 when it was anticipated that a Management Board could be formed.

Resolved: That the information be noted.

53. Thornley Residents Group

Councillor Mrs. M. Brunskill reported that a Garden Party had been held recently. It was a huge success and proceeds would be used to arrange a Christmas Party for children later in the year.

Resolved: That the information be noted.

54. D.C.C. – Maintenance Standards of Thornley Open Spaces

The Chair reported that a number of residents had expressed concerns about the standard of maintenance undertaken by Durham County Council on the Village open spaces.

Resolved: That the concern of residents be brought to the attention of the Chief Executive of Durham County Council.

55. Request to Purchase Council Land (see plan attached)

The Parish Clerk reported that Mr. Tony Thompson of Mount Garage, High Street, Thornley has made a request to purchase land in the ownership of the Parish Council adjacent to and at the rear of his premises.

Resolved: That until such time as the new Resource Centre and additional facilities be fully developed on the site, consideration of this application be deferred and the applicant be advised accordingly.

56. Request for Donation (REF: 6861)

Hartlepool & District Hospice requested a donation toward their running costs for 2013/14.

Members were asked to recall that a donation of £100.00 was awarded in the last financial year at the meeting held on 4th July 2012.⁴

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £100.00.

⁴ Minute 44 refers.

57. Request for Donation (REF: 6877)

Councillor Mrs. Brunskill declared a personal interest in this item and took no further part in the discussion or voting procedure that followed.

A request has been received from Mrs. Jude Grant for sponsorship for her son Jai's visit to South Africa as part of a school development project.

Resolved: That in accordance with existing council policy not to make donations to individuals, this request be refused.

58. Planning Application (REF: PL/5/2013/0215)

Durham County Council advised that Mr G Miller had applied for planning permission to construct a 2 Two Storey Dwellings on Plot 1 at the rear of Glenside, Thornley, Co. Durham

Resolved: That no objections be raised

59. Refund of Burial Fees

Mrs M. Bruce had requested that the Parish Council refund £190 (50% of the fees) charged for the burial of her late mother Lillian.

The reason for the application was based on the fact that Mrs Walker had been a resident of Thornley for over 50 years before moving to the Abbots Court Nursing Home, Wheatley Hill in 2003 prior to her death.

Resolved: That a refund of £190 be paid to Mrs. Bruce

60. Court Fines & Fees – Arrears

Members were asked to recall that in 2008 the Parish Council instigated legal proceedings against a former allotment tenant to recover costs incurred in clearing his garden of a pigeon loft and other detritus.

The Judge awarded the total sum of £610.00 to be repaid at a cost of £10.00 per month.

Since 4th April 2008 the total received from the individual concerned amounted to £500.00. The balance of £110.00 being outstanding.

The last payment was received on 11th January 2013

Since 2008 the former tenant had had to be reminded, in writing, on 12 occasions that he was in arrears and was therefore failing to comply with the Court Order.

The most recent letter advised him that unless he settled the outstanding arrears and made a concerted effort to make payments on the due dates then the Parish Council would have little alternative but to refer the matter back to the court.

Members were asked to determine if this course of action should be taken or whether the outstanding debt of £110.00 should be written off.

In making a decision members were reminded that although administrative costs would be sought from the former tenant, there was no guarantee that these would be awarded by the Judge.

Resolved: That no further action be taken and the outstanding debt be written off.

61. Planning Permission (REF: PL/5/2013/0144)

Durham County Council advised that Planning Permission had been granted to Mr. J Bradshaw to construct a Two Storey Rear Extension & Detached Garage at 51 Dunelm Road, Thornley, DH6 3HW

Resolved: That the information be noted.

62. Refusal of Planning Permission (REF: PL/5/2013/0157)

Durham County Council advised that Mrs. J. A. Cunningham had been refused planning permission to construct a detached double garage.

Resolved: That the information be noted.

63. Planning Permission (REF: PL/5/2013/0164)

Durham County Council advised that planning permission had been granted to Mr G Stephenson to construct a single storey rear extension at 50, Dunelm Road, Thornley DH6 3HW.

Resolved: That the information be noted.

64. 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.

65. Any 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.

66. Youll House (Age Concern) Thornley

Councillor McCoy explained that following a request from a resident he had obtained from the Chair and Parish Clerk a full account of the reasons why the operation of Youll House had been rested from Youll House (Age Concern) Thornley and the process involved.

The information received had enabled him to answer the concern expressed by the resident concerned.

Councillor Williams (also Chairman of Youll House (Age Concern) had however intervened in the conversation between Councillor McCoy and the resident and had eluded that the information provided by the Chair and Parish Clerk was untrue and by implication that the Chair and Parish Clerk were misleading Councillors and residents.

Councillor McCoy was of the opinion that such a serious allegation should not go unchallenged and therefore requested Councillor Williams, in the Parish Meeting, to substantiate his allegation in order that it could be investigated if necessary.

On being challenged about his remarks Councillor Williams remained silent and only when pressed by Councillor McCoy, did he concede that the information (provided by the Chair and Parish Clerk) was correct.

It was generally agreed by other Councillors that the action of Councillor Williams only served to bring the Parish Council into disrepute and that he should refrain from doing so in future without just cause.

Resolved: That the information provided to Councillor McCoy by the Chair and Parish Clerk on this matter was factually correct and that no further action should be taken.

67. Cemetery Maintenance

The Chair reported that on a recent inspection of the cemetery she had been approached by a resident, visiting the grave of a relative, who had complimented the Parish Council and its staff on the high standard of maintenance in the cemetery.

Resolved: That the information be noted and the compliment be passed on to those concerned.

68. Possible Funding

Councillor Mrs. Brunskill reported that funding may be available from the Community Foundation for a development worker or similar project in Thornley.

The Parish Clerk suggested that any application would have more chance of success if a partnership could be formed between the various groups in the village.

With this in mind Councillor Mrs. Brunskill (Chair of the Residents Association) Councillor T. Unsworth (Chair of New Thornley Partnership) Councillor Mrs. English (Secretary of New Thornley Partnership) agreed to meet to discuss possible projects.

Resolved: That Councillor Quinn represent the interests of the Parish Council.

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**THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
AT
YOULL HOUSE, THE VILLAS, THORNLEY
FRIDAY
30TH AUGUST 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, M. McCoy, J. Williams

APOLOGIES

Councillor	Reason for Absence	Resolved
Mrs. P. English	Other Business	Approved
T. Unsworth	Other Business	Approved
Mrs. J. Middleton	Other Business	Approved
M. Quinn	Other Business	Approved

69. Request to Purchase Land

Following a site visit in order that members could acquaint themselves with location, the Parish Clerk reminded members that Mr. Keith Turner had recently completed the purchase of the former 5-a-side pitch from the Parish Council.

Mr Turner now requested the Parish Council to sell an additional area of land adjacent to the site in order to prevent encroachment by the public.

Resolved: That the sale of the land be agreed in principal subject to the applicant depositing £1,000 to cover survey fees. This would be refunded if the sale went ahead at the price determined by the Value Office Agency. In addition all legal & transfer costs to be paid by the applicant.

70. Allotment Gardens Rent Review 2014/15

The Parish Clerk reminded members that the last time the allotment rents had been increased was in 2011 and were currently £30.00 per annum irrespective of the actual size of the allotment.

When the Parish Council purchased the Coopers Close site the sizes of the plots were not provided and there had been no opportunity since that time to audit the facility. Furthermore no details are held of the type or size of any structures erected on the gardens.

As a result the Parish Council's records are inadequate.

In collaboration with the Allotment Association, an audit of all allotment gardens is currently being undertaken to record details of the structures erected on each allotment and the current size of the plots.

Analysis of the information recorded would also enable members to determine if allotment rents should be calculated on a more equitable basis in future.

It was also pointed out that costs shown in the Parish Council accounts did not accurately reflect the total value of operating the allotment gardens because administrative costs were not charged.

Resolved: That pending the conclusion of the audit, allotment rents for 2014/15 remain unchanged at £30.00 and that the Parish Clerk investigate a method by which a percentage of central administrative costs can be charged to the allotments account.

71. Welfare Park Review of Hire Fees 2014/15

The Parish Clerk reminded members that the cost of hiring the Welfare Park by the two football teams currently using the facility as their “home” pitch was £350 per annum with an additional charge of £25.00 for each pre-season friendly game. The last increase had been made in 2011.

The Chair pointed out that routine maintenance was proving to be a drain on the Parish Council’s limited financial resources and that the facility was in decline due to constant vandalism.

If the facilities were to be brought up to modern standards substantial amounts of money would need to be expended.

Members were reminded that it had been suggested that new football facilities could be developed on land adjacent to the site of the New Resource Centre in the not too distant future if necessary funding could be obtained.

It was also pointed out that costs shown in the Parish Council accounts did not accurately reflect the total value of operating the Welfare Park because administrative costs were not charged to the account and there was a large deficit on the account at the financial year end.

Resolved: That the hire fees for 2014/15 remain unchanged at £350.00 per team and that the Parish Clerk investigate a method by which a percentage of central administrative costs can be charged to the account.

72. Review of Cemetery Fees & Charges

The Parish Clerk reported that the last time the Cemetery Fees & Charges had been increased was in 2011/12. It was therefore appropriate at this time to consider if they should be increased for the forthcoming financial 2014/15.

Members highlighted the work already undertaken by the Parish Council to improve the cemetery in recent years and the program of works still to be carried out.

It was pointed out that because of limited available finance these improvements could be jeopardised unless charges were raised.

Resolved: That individual Cemetery Fees and Charges for 2014/2015 be increased by 10% rounded up to the nearest whole pound.

73. Outstanding Projects

The Chair provided a written brief to members that outlined the current position.

It was pointed out that because of the ever increasing workload and the necessity to operate the New Resource Centre and Youll House, further development work and applications for funding outstanding projects, such as Cemetery Improvement and Green Flag Awards, could not be pursued.

It was suggested that the review of the Parish Council's Staff Structure, currently being undertaken, should include the appointment of a Development/Administrative Support Officer.

Resolved: That the Personnel Sub-Committee be requested include the appointment of a Development/Administrative Support Officer in the Staff Structural Review.

74. Construction of a 9-a-side football pitch

The Parish Clerk reported that a request has been received asking the Parish Council to consider constructing a 9-a-side football pitch on land adjacent to the 11-a-side pitch at the Welfare Park.

Initial construction cost estimates for such a facility would be approximately £1,200 to £1,500 and it could be made available for hire within 4 weeks.

If members were mindful to accede to the request it would have to be funded either from the 2013/14 revenue budget or delayed until capital finance could be allocated.

An alternative would be to open negotiations with the football team(s) to see if they could secure finance through applications to various funding organisations.

If the pitch was constructed income could be derived from hire fees.

When considering this item members were asked to recall that it had been suggested that new football facilities be developed adjacent to the new Resource Centre.

Whilst very supportive of the idea of constructing a 9-a-side pitch at the Welfare Park, members mindful that to do so at this juncture would be short sighted as it could leave the Parish Council open to criticism if it were to embark on the project only for it to be demolished after a relatively short period.

It was suggested that if the applicant and others were prepared to form a partnership with the Parish Council to develop new facilities on the Pit Wheel site it may be possible for the Parish Council to provide the matched funding required.

Resolved: That the applicant be approached to ascertain if they were prepared to form a partnership with the Parish Council and others to develop applications to appropriate funding bodies for new football and associated facilities at the Pit wheel site.

75. Floral Bedding 2014

The Parish Clerk suggested that members may wish to review the necessity of providing floral bedding and hanging baskets throughout the village in 2014/15 in view for the current financial climate.

For information the costs incurred in 2013 were as follows:-

Hanging Baskets	£269.00
Summer Bedding	£1,406.06
Winter Bedding	£775.00

Resolved: That the provision of hanging baskets and Summer bedding be retained but Winter bedding only be provided in the curtilage of the War Memorial.

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**THE MEETING
OF THORNLEY PARISH COUNCIL
YOULL HOUSE, THORNLEY
ON
3RD SEPTEMBER 2013**

PRESENT

Councillors Mrs. M. Brunskill, (Chair), Mrs. P. English, Mrs. I. Hind, Mrs. J. Middleton, M. McCoy, T. Unsworth.

APOLOGIES

Councillor	Reason for Absence	Resolved
Mrs. J. Unsworth	Holiday	Approved
Mrs. P. Maddison	Holiday	Approved
M. Quinn	Work Commitments	Approved

Guests

County Councillor M. Nichols, County Councillor Mrs. L. Hovvels

76. Minutes of Previous Meeting

The minutes of the previous meeting held on 2nd July 2013 were accepted as a true record.

77. Minutes of the Facilities Sub-Committee

The minutes of the previous meeting held on 30th August 2013 were accepted as a true record.

78. Public Question and Answer Session

A resident informed members that 2014 would see the 100th Anniversary of the commencement of World War 1 and as a result the Government was to hold various commemorative events. In addition memorial plaques were to be laid in the home towns and villages of all UK veterans who were awarded the Victoria Cross during that War.

He asked if the Parish could make enquiries to determine if a plaque would be laid in Thornley in commemoration of the sacrifice made by John Scott Youll V.C.

Resolved: That the Parish Clerk make appropriate enquiries.

79. Police Report

As the Police were not in attendance no report was available.

Members expressed concern that the police had failed to attend the Parish meeting when they had been attending the Residents Group on a regular basis.

Resolved: That the information be noted and that the Parish Clerk contacts Inspector Coxon expressing the Parish Council's concern.

80. Street Wardens Report

AS the Street Wardens were not present no report was available.

The Chair pointed out that the Warden Service had been reduced in size and as a result it could well be that no further reports would be available in future.

Resolved: That the information be noted.

81. Unitary County Councillor

Councillor Nichols reported that the legal proceedings relating to Gore Hall Farm was still progressing.

Meetings were being arranged with the various bus companies to discuss the School Bus Service.

An investigation into the recent fire at Thornley Community Centre was currently being carried out by the Police and Fire Officers.

Because of Government cutbacks, the County Council would have to make savings of £220 million by 2015/16.

The Welfare Reform Act and the Bedroom Tax was causing major problems for a large number of residents resulting in many 2/3 bedroom homes being left vacant across the county.

Resolved: That the information be noted.

82. Travellers

The Chair welcomed Councillor Hovvells, Portfolio Holder for Safer and Healthier Communities to the meeting who gave a comprehensive presentation on the role of the County Council in relation to traveller encampments.

Referring specifically the recent (unauthorised) traveller event/encampment held in Thornley, she pointed out that the County Council had not been consulted by the organiser nor was it on County land. As a result they could do very little to address issues raised by either the Parish Council or individual residents. As the event was on Parish Council land it was up to the Parish Council to take enforcement action.

On the wider issue, the County Council was prepared to offer support and advice to Parish Council's and private landowners who wished to stop events taking place.

The County Council had a policy on travellers which can be changed if deemed appropriate to do so but the County Council must abide by the law when dealing with issues of this type.

The location of possible stopover sites in East Durham was still underway but it was proving difficult to identify one that is suitable or acceptable to all concerned.

The Parish Council should decide if it wished to prevent access to the site in future either by the erection of appropriate fencing or by digging a ditch/mound around the perimeter.

Other Parish Councils had called public meetings to gauge opinion and had in some cases placed injunctions on specific areas of land.

Councillor Hovvells stressed that whilst the Parish Council was classed as a "private" landowner it was a public authority and must abide by the legislation governing such bodies when dealing with travellers.

Durham County Council would assist in in this process but it was the Parish Council o be taken and incur any costs.

Resolved: That the information be noted and that a meeting be arranged with Durham County Council (Councillor Hovvels) to investigate the placing a legal injunction on areas of land in Thornley to prevent access by the travelling community.

83. County Durham Association of Local Councils

Councillor Mrs. Brunskill reported that no meeting had been held.

Resolved: That the information be noted.

84. CDALC Medium & Small Councils Forum

Councillor Mrs. English reported that she had attended the meeting and had spoken on the issue of the traveller's event/encampment in Thornley.

Representatives of other Parish Councils were very supportive and it was anticipated that it would now be raised at a higher level.

Reports were also given in relation to matters being dealt with by the Local Council's Working Group.

Councillor Mrs. Brunskill reported that no meeting had been held.

Resolved: That the information be noted.

85. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported that no meeting had been held.

Resolved: That the information be noted.

86. New Thornley

Councillor T. Unsworth reported that the group was to receive £1,000 from Youll House (Age Concern) following the groups demise.

The Visionary Day held in Youll House on 13th August 2013 organised in conjunction with the Parish Council and other groups had been well attended.

Plans of the centre were available to view and residents had been given the opportunity become involved in the management of the centre.

Those attending had been requested to fill out a questionnaire and these would be analysed in planning the future operation of the centre.

Resolved: That the information be noted.

87. Thornley Residents Group

Councillor Mrs. Brunskill reported that the group was to receive £1,000 from Youll House (Age Concern) following the groups demise. It was anticipated that this funding would be used to cover the cost of transport for a visit to the next Luminaire Event in Newcastle or a Christmas Party for children of the Village.

A Prize Bingo event was being planned for residents.

A meeting with police Sgt Peel had been very productive and a number of the issues raised had been resolved or were to be investigated.

Resolved: That the information be noted.

88. Lease Agreement – New Resource Centre

The Parish Clerk reported that In order to formalise arrangements for the new Resource Centre being constructed by Durham County Council, it would be necessary for the Parish Council, having considered the terms of the draft lease and lease agreement, to resolve that the Chair and Vice Chair of the Parish Council and the Parish Clerk sign of the Lease and Lease Agreement in accordance with Thornley Parish Council Standing Order 22 and 4 (a) iv.

Resolved: That having considered the terms of the draft lease and agreement, the Parish Council agreed to enter into a 25 year lease with Durham County Council for the new community center to be built by Durham County Council in Thornley. The Parish Council also resolved to enter into a lease agreement with Durham County Council and the New Thornley Partnership and authorised the Parish Clerk to enter into this agreement on its behalf."

89. Resource Centre

The Parish Clerk reported that following discussions with officers of Durham County Council and the signing of the various lease agreements it was anticipated that construction of the Resource Centre would commence on site very shortly for use by the public in April 2014.

Resolved: That the information be noted.

90. Invitation

Wheatley Hill History Club invited 2 representatives of the Parish Council to attend the launch of their new pop-up display system which charts the history of the village from before the Roman period until 2013.

This launch to take place on Thursday 12th September 2013 between 10:00 am until 1:00pm

In her absence the Parish Clerk reported that Councillor Mrs Unsworth had expressed an interest in attending this event.

Councillor McCoy also expressed an interest in attending this event subject to other commitments.

Resolved: That Councillors Mrs. Unsworth & McCoy be authorised to attend the event as representatives of the Parish Council.

91. Request for Donation

Wellfield Community School requested a donation to fund a school visit to South Africa.⁵

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £200.00.

⁵ Copy of the full application was available to members.

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92. Request for Donation (REF: 6885)

Butterwick Hospice requested a donation to support their operations in 2013/14.

Members were asked to recall that a donation of £100.00 was granted last year at the meeting held on 4th September 2012.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £100.00.

93. Request for Donation (REF: 6907)

Bishop Auckland Rugby Club requested a donation to help fund improvements to the changing facilities at their rugby football ground.

Resolved: That the request be received.

94. Youll House (Age Concern)

The Parish Clerk reported that he had been informed that the organisation had now ceased to operate and that the funds remaining in its bank account had been distributed to Thornley Methodist Chapel, New Thornley Partnership, Thornley Residents Group, Thornley Catholic Women's League and Age UK Durham.

Resolved: That the information be noted.

95. Planning Permission (REF: PL/5/2013/0215)

Durham County Council advised that planning permission had been granted to Mr G Miller to construct 2 two storey dwellings at plot 1 Rear of Glenside, Thornley.

Resolved: That the information be noted.

96. Planning Permission (REF: 4/13/00644/HRN)

Thornley Durham County Council advised that Planning Permission had been granted to Mr L Oliver to remove 61 metres of hedgerow at land West of High Croft House Farm DH6 3HS

Resolved: That the information be noted.

97. Annual Audit of Accounts Ending 31st March 2013 (Ref: 6913)

The Parish Clerk reported that BDO Stoy Hayward LLP had completed the audit of the parish council's accounts for the financial year ending 31st March 2013.

Other than a minor comment relating to the valuation of Fixed Assets, no issues had been raised by the auditor and the accounts are in order.⁶

Arrangements must now be made for the residents to view the Notice of Conclusion of Audit.

⁶ Copy of the Auditor's report was made available to members.

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Resolved: That the information be noted and arrangements be made for residents to view the Audit Report.

98. 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.

99. Any 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.

100. Request for Welfare Barrier Gate Key

Mr. & Mrs. Goldsmith Station House, Hartlepool Street South, Thornley requested that they be provided with a key to the barrier in order to access their paddock and for use in case access is required by Emergency Services.

Resolved: That a key be provided on condition that the gate must remain locked at all times when not being used for immediate access. Failure to comply would result in withdrawal of the key.

101. St. Bartholomew's Church Windows

Councillor Mrs. Brunskill reported that following a fire in the Thornley Community Centre she had visited the centre. Whilst there she had been approached by a resident of Thornley who had claimed ownership of the windows which were stored in the cellar of the facility and that he was there to reclaim them.

She had explained that because they had been purchased by the Thornley Heritage Group (with the aid of the Parish Council) some years ago following the demolition of the Church, he could not have them.

On being provided with this information the person became abusive and made threatening remarks. As a result Mrs Brunskill considered it necessary to report the incident to the police.

Subsequent enquiries made by the Parish Clerk to Durham County Council had revealed that due to asbestos contamination in the Community Centre no one (other than designated personnel) could enter the building and no item could be removed without the express permission of the Safety Officer in Charge. In any event, all items stored in the building at the time of the fire might have to be destroyed or go through a decontamination process before they could be removed from the centre.

It was not known at this stage what this might cost or who would be asked to settle the account for the decontamination process.

To safeguard against possible theft or loss of the windows members considered it necessary to ascertain more details of the cost of decontamination and should it become necessary, to advise the resident of the Parish Council's interest in this matter.

Resolved: That further information be obtained on the cost of the decontamination of the windows.

102. Exclusion of the Press & Public

In accordance with Section 100A (4) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985 the press and public be excluded from the following item of business on the grounds that it involves the disclosure of exempt information, as defined in Paragraph 1 Part 1 of Schedule 12A of the Act

[REDACTED]

[REDACTED]

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**THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
AT
YOULL HOUSE, THE VILLAS, THORNLEY
FRIDAY
4TH OCTOBER 2013**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. J. Middleton, T. Unsworth

APOLOGIES

Councillor	Reason for Absence	Resolved
M. McCoy	Other Business	Approved
Mrs. P. Maddison	Working	Approved

104. Trespass on to Council Land – Site Meeting

Following a site visit in order that members could acquaint themselves with location, the Chair reminded members that Mr. Keith Turner had recently completed the purchase of the former 5-a-side pitch from the Parish Council.

Whilst levelling his site however he had deposited all excess material onto the adjacent land owned by the parish council without permission. As a result the height of the land had been raised significantly in some areas.

Two possible alternatives were discussed by members to resolve the problem. One was to instruct Mr. Turner to remove all the material from parish land and return it to its former condition or two, to plant a sufficient number of trees (in addition to those predetermined by the Planning Condition to screen Mr Turner's the perimeter wall) to enhance the appearance of the area which had been despoiled.

Resolved: That Mr. Turner be advised that on completion of the construction of his new perimeter wall he must arrange, at his own expense, the planting of a sufficient number of trees (to be determined by the Parish Council) on the area of land in question.

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**MEETING OF
THORNLEY PARISH COUNCIL
YOULL HOUSE, THE VILLAS, THORNLEY
5TH NOVEMBER 2013**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, Mrs. J. Middleton, M. McCoy, T. Unsworth.

APOLOGIES

Councillor	Reason for Absence	Resolved
J. Williams	Sickness	Approved

Guests

County Councillor M. Nichols

Note from the Chair

The Chair reminded members that if they could not attend any meeting of the Parish Council or as its representative at those of another organisation it was important to have your apologies officially recorded in the minutes. Members must do so personally and not rely on the Parish Clerk to do so on their behalf. This was particularly important when representing the Parish Council's interests at meetings other than those of the Parish Council. When making apologies to outside organisation members should also notify the Parish Clerk in order that record can be maintained.

105. Minutes of Previous Meeting

The minutes of the previous meeting held on 3rd September 2013 were accepted as a true record.

106. Minutes of the Facilities Sub Committee

Councillor Mrs. Brunskill referred to minute 104 and pointed out that although the planting of trees was also considered, members resolved instead to the planting of wild flowers so as to create a meadow.

Having noted this change, the minutes of the previous meeting held 4th October 2013 were accepted as a true record.

107. Unitary County Councillor

Durham County Council was still trying to identify areas of land across the county on which "stopover" sites for travellers could be developed.

The current Health & Safety Regulations were being addressed and a number of other County Council Departments were now being involved in the process. When travellers were reported to be encamped in any location they were now being moved on more swiftly than on previous occasions.

In order to comply with notifications received from Central Government, the Durham County Council budget would need to be reduced by approximately £220 million.

Procedures put into operation by the County Council for dealing with the effects of the Welfare Reform Act and Benefits System were working well and no major problems were being reported although it was now taking 10 weeks instead of 10 days to resolve issues because of the complexities of the Benefits System.

A private firm was to launch a pilot bus service from Thornley and the surrounding villages to the Metro Centre on Saturday 14th December 2013 to gauge opinion and promote the service. Details would be provided to Parish Clerks for distribution residents.

Councillor Nichols advised members that the Community Centre was to be demolished on Monday 11th or Tuesday 12th November 2013 and as a result the stained glass windows and other artefacts stored in the building must be removed by Friday 8th November 2013.

Any individual or group claiming ownership of the items would be required to provide evidence of their claim and sign a disclaimer in relation to the potential asbestos contamination, take full financial responsibility for decontamination, removal from the building and appropriate storage (of said items).

Members were informed that whilst the Parish Council could prove ownership of the Stained Glass windows, via an Audit Trail of the payment and produce minutes to this effect, they did so only on behalf of the Thornley Heritage Group by way of a Donation.

Members took the view that the rightful owner of the artefacts was therefore the Thornley Heritage Group not Thornley Parish Council.

The Parish Council had been led to believe that the Heritage Group no longer existed and as a result it was unlikely that a project would ever be undertaken to preserve them for the community unless another organisation came into existence.

Members also expressed concern at the very short notice been given in respect of removal and that they had been given no indication what the cost of the decontamination might be. It was also in no position to store the items for an indeterminate length of time in the event that they might be used.

Resolved: That the information be noted and that Durham County Council be advised that Thornley Parish Council had no further interest in obtaining these artefacts and that they should take whatever action they deemed necessary to identify another owner or determine an appropriate course of action to bring the matter to a satisfactory conclusion.

108. Public Question and Answer Session

There were no members of the public in attendance.

109. Police Report

The Chair welcomed CP1586 Sandy Holland to the meeting who reported that in the previous month 46 incidents had been reported in Thornley.

Anti-Social Behaviour 6

A Speedwatch had taken place and of 34 cars identified only 1 had been reported for a speeding offence.

Councillor Mrs Middleton had requested that more action be taken to reduce the incidents of Quad-Bikes causing nuisance/disturbance in the village.

Resolved: That the report be received.

110. Street Wardens Report

As the Street Warden were not present no report was available.

Resolved: That the information be noted.

111. New Thornley

Councillor T. Unsworth presented a report on the recently held "Visioning Day" which indicated that 35 residents were interested in volunteering to support the operation of the new facility. The inaugural meeting of the Management Group was to take place in Youll House, The Villas, Thornley on Thursday 7th November 2013.

Resolved: That the information be noted.

112. Travellers

The Chair reported that this item had been raised by the Parish Council at a meeting of the County Durham Association of Local Council's Small Council's Forum and that they had offered their support to raise this matter with Durham County Council.

Resolved: That the information be noted.

113. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported she was awaiting notification as to when the next meeting would take place.

Resolved: That the information be noted.

114. CDALC Medium & Small Councils Forum

Councillor Mrs. English reported that the next meeting was to take place at Shotton Hall, Peterlee on Saturday 15th November 2013 when she would again raise the issue of travellers in Thornley.

Resolved: That the information be noted.

115. County Durham Association of Local Councils

Councillor Mrs. Brunskill reported that she had not been able to attend the last meeting due to illness.

Resolved: That the information be noted.

116. Thornley Residents Group

Councillor Mrs. Brunskill reported that a visit to the Luminaire Exhibition in Newcastle had been arranged with funding provided by the A.A.P.

A Children's Christmas Party had been arranged to take place in Youll House on 7th December 2013 for 50 children up to the age of 12. A magician would perform for the children and all attending would receive a gift.

The Remembrance Day Service had been arranged to take place at the Thornley War Memorial on Sunday 10th November 2013. Residents were being asked to meet at 10:40am. As in previous years the Parish Council was being asked to donate the sum of £50 to the Butterwick Hospice in lieu of payment for the Bugler that would be in attendance.

Resolved: That the information be noted and that the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £50.00.

117. Neighbourhood Plan Working Group meeting.

The Chair provided updated minutes and other related information⁷ and reported on a meeting arranged by N.A. L.C that she had attended with the Parish Clerk recently.

Resolved: That the information be noted

118. Future of Youll House

The Parish Clerk suggested that as the construction of the New Resource Centre was finally underway they may wish to consider the future of Youll House in order that appropriate plans could be implemented.

Resolved: That the Parish Clerk investigate the possibility of disposing of the premises for development or the sale of the premises on the open market.

119. Ellerby Mews Play Area.

The Chair & Parish Clerk provided a verbal update on this item including the R.o.S.P.A. report and that financial contribution amounting to approximately £8,000 was to be received from the developer to cover long term maintenance now that its construction was complete and that it had been transferred into Parish Council ownership.

Resolved: That the information be noted.

120. Capital Projects 2014/2015

The Capital Works Program report that provided details of all existing projects, estimated costs and current balances was reviewed in order that the agreed amounts required could be incorporated into the 2014/2015 budget.

Resolved: That the report be approved excepting that the reserves at 31st March 2014 and the suggested amount to reserve for 2014/15 for item 5 (Replacing Playground Equipment) and item 8 (Welfare Park Refurbishment) be transferred to item 9 (Works Depot).

⁷ Made available to members.

121. Development of Parish Council Website

Members were asked to recall that Councillor Quinn was authorised on a previous occasion to investigate the possibility of developing a Parish Council website.

Durham County Council had now advised that the charge for building a website would be £1500 including web site design & development (3 Days work) Training (1/2 Day), 1 years support and web site hosting.

The annual maintenance/support and hosting charge would be in the order of £676.

Resolved: That a decision be deferred until such time as the new Resource Centre becomes operational.

122. Request to Purchase Land

Members were reminded that they had agreed in principal to sell to Mr. Keith Turner an additional area of land adjacent to his development on the basis that he paid all legal & transfer costs.⁸

Whilst Mr. Turner was prepared to proceed with the purchase he would only do so if the Parish Council paid its own legal fees.

Resolved: That the Parish Council pay its own legal costs.

123. Revision of Policy of Amounts for Donations

Members were asked to recall that the present policy of the council was that each application was considered on merit and generally whether the expenditure would directly or indirectly affect the residents of Thornley.

Donations would only be granted to bona-fide organisations who had a bank account and wherever possible payment was made following the submission of an appropriate invoice covering the amount in question.

The amount donated was determined by members based on the application and there was no maximum or minimum level of the donation.

Under the current financial climate members were asked if they wished to revise the policy and fix the maximum level that applicants could receive (unless there was a justifiable reason for a greater sum) and thereby ensure that the Section 137 (Donations) expenditure budget could assist a greater number of organisations in any given financial year.

Resolved: That the Policy be changed to reflect that the maximum donation made by the Council to any applicant would be £50.00 unless members decided that there was justifiable reason for a greater sum.

124. Planning Application (REF: CE/13/01138/FPA)

Durham County Council advised that Mr G Miller had applied to erect a Rear Porch and Detached Double Garage with Dormers at Hamilton House 1 The Rookery, Thornley, Durham DH6 3FA.

Resolved: That no objections be raised

⁸ Facilities Sub Group 30th August 2013 minute 69 refers

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125. Request for Donation (REF: 6942)

The Great North Air Ambulance requested a donation to help fund the service over the next 12 months.

Members were asked to recall that a donation of £100 was made in 6th November 2012.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £300.00

126. Request for Donation (REF: 6957)

The Greater Durham Citizens Advice Bureau requested a donation of £400 to help fund the service over the next 12 months.

The Parish Clerk pointed out that following the closure of facility in the Thornley Library due to cutbacks in funding provided by Durham County Council, the nearest advice centre for residents of Thornley was now in Peterlee.

Members were asked to recall that a donation of £300 was made in 6th September 2011.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £50.00.

127. Invitation (REF: 6962)

Haswell & District MENCAP Society invited representatives from the Parish Council to attend their Carol Service which would take place in Durham Cathedral on Saturday 21st December 2013 at 2:30pm.

Resolved: That Councillor Mrs. Pat English attend as the representative of the Parish Council.

128. Application for Planning Permission (REF: CE/13/00908/PND)

Durham County Council advised that Planning Permission had been sought to demolish the Thornley Community Centre following the recent fire in the facility.

Resolved: That the information be noted.

129. Revision of Standing Orders

The National Association of Local Councils advised that the model Standing Orders for Councils had been revised.

These new Standing Orders had been adjusted to reflect the impact of the Localism Act Changes and it was recommended that all councils consider adopting or adapting their Standing Orders to provide them with a comprehensive set of Standing Orders to adhere to when meeting.

Resolved: That Thornley Parish Council's Standing Orders be amended to reflect the changes suggested by NALC and adopts them for future use. Copies of the new Standing Orders to be distributed to all Parish Councillors when the changes are complete.

130. ICCM Exclusive Rights of Burial Course – Endorsement of Action

The Parish Clerk advised that the Institute of Cemetery & Crematoria Management had previously advised that they were to arrange a 1 day training course on this Statutory process which is both a legally complex and emotional area of Cemetery Management at the Warwick Memorial Hall, Warwick on Eden Nr. Carlisle on 23rd October 2013 at a cost of £125.00⁹

Having advised the Chair that the Granting, Exercising and Transfer of Exclusive Rights of Burial presented a number of difficulties for the Parish Council, recommended that attendance at this event would be most beneficial.

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

131. Letter of Thanks (REF:6935)

A letter of Thanks was received from Wellfield Community School for the Parish Councils recent donation.

Resolved: That the letter be received.

132. Letter of Thanks (REF:6950)

A letter of Thanks was received from the Butterwick House Children's Hospital for the Parish Councils recent donation.

Resolved: That the letter be received.

133. 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.

134. Any 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.

135. Planning Permission (REF: CE/13/01137/VOC)

Durham County Council advised that planning permission had been granted to Mr. G. Miller to vary condition 2 of PL/5/2013/0215 relating to compliance with approved plans to change of elevations and internal configuration at The Rookery Ashwood Grange, Thornley.

Resolved: That the information be noted.

⁹ Details attached.

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PURPOSES**



**THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
AT
YOULL HOUSE, THE VILLAS, THORNLEY
FRIDAY
7TH JANUARY 2014**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, M. McCoy, T. Unsworth

APOLOGIES

Councillor	Reason for Absence	Resolved
Mrs. J. Middleton	Other Business	Approved

136. Allotment Waiting List

The Parish Clerk reported that in recent months the time taken to allocate vacant allotments to people on the waiting list was taking longer than necessary because those at the top of the list were, for various reasons, refusing the allocation, but were insistent upon being left on the waiting list.

As a result, when the next vacancy occurred they had therefore to be given first refusal before it could be offered to the next person on the waiting list. This delayed the letting process and incurred some (unnecessary) expense on the part of the Parish Council in terms of time and postage.

Members suggested that the letting process could be streamlined if applicants were asked to designate on which allotment site they required an allotment and that a policy be introduced stating that only one offer of an allotment tenancy would be made to people on the waiting list. If this offer was refused their name be removed from the waiting list. They would be given the opportunity to re-apply but their name would be placed at the bottom of the waiting list.

The Parish Clerk suggested that the existing waiting list be reviewed and brought up-to-date by contacting those concerned setting out the policy.

Resolved: That a new policy be introduced whereby any person wishing to have their name placed on the waiting list for an allotment must (a) designate on which allotment site they required an allotment and (b) that only one offer of an allotment tenancy would be made. If the offer was refused their name be removed from the waiting list. They would be given the opportunity to re-apply but their name would be placed at the bottom of the list.

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PURPOSES**



**MEETING OF
THORNLEY PARISH COUNCIL
YOULL HOUSE, THE VILLAS, THORNLEY
14TH JANUARY 2014**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, Mrs. J. Middleton, M. McCoy, T. Unsworth, J. Williams.

APOLOGIES

Councillor

Reason for Absence

Resolved

Guests

Apologies from County Councillor M. Nichols

137. Minutes of Previous Meeting

The minutes of the previous meeting held on 5th November 2013 were accepted as a true record.

138. Minutes of the Facilities Sub Committee

The minutes of the previous meeting held 7th January 2014 were accepted as a true record.

139. Public Question and Answer Session

Members of the public expressed their concerns and anxieties about a proposed development in Thornley for which planning permission had been sought from Durham County Council and encouraged members to object to planning permission being granted.¹⁰

Resolved: That the concerns be noted when this item was considered later in the meeting.

140. Police Report

As the police were not present no report was available.

Members expressed concern that the police had failed to attend a number of meetings and as a result questioned the necessity of having the report as a standing item on the agenda.

Resolved: That the information be noted and that the Police report be removed as a standing item on the agenda.

141. Street Wardens Report

As the Street Wardens were not present no report was available.

Members expressed concern that the Street Wardens had failed to attend a number of meetings and as a result questioned the necessity of having the report as a standing item on the agenda.

¹⁰ See Minute 155 below

Resolved: That the information be noted and that the Street Wardens report be removed as a standing item on the agenda.

142. Unitary County Councillor

Councillor T. Unsworth presented the report of County Councillor Nichols who was unable to be present stating that discussions with the Arriva bus Company were still ongoing and that the new service, operated by a private company to the METRO Centre was proving a success.

The views of Thornley residents was being sought concerning the removal of yellow lines on certain parts of Hartlepool Street.

Resolved: That the information be noted.

143. Travellers

The Parish Clerk provided members with a submission from the Easington Association of Parish & Town Council's concerning travellers and horse fairs in the region.

He reminded members that they had previously determined that Thornley Parish Council should host a meeting with those other Town Parish Councils who had offered their support in raising concerns at a higher level.

In view of the fact that other bodies, representing the local government were now addressing this issue, members considered that it would be unwise and unnecessary to continue with plans to hold separate discussion with those council's but rather to notify them that the association and NALC had taken the lead on this issue and to suggest that if they did not have representation on either of these bodies they might wish to raise it with their own local associations.

Resolved: That the information be noted and that those Town & Parish Council's that had offered support to Thornley Parish Council be advised of developments and to make representations to their own local associations.

144. County Durham Association of Local Councils

As no meeting had been held a report was unavailable from members.

Resolved: That the information be noted.

145. CDALC Medium & Small Councils Forum

Councillor Mrs. English reported that she had been unable to attend and had offered her apologies.

Details of the next meeting had been provided to her and she would endeavour to attend.

Resolved: That the information be noted.

146. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported that because the times of the meeting had been changed it was no longer possible for her or Councillor Mrs. Hind to attend.

Resolved: That the information be noted.

147. New Thornley

Councillor T. Unsworth reported that the next meeting was due to take place on Tuesday 21st January 2014.

He pointed out that a meeting of the Resource Centre Management Group had also been arranged.

Resolved: That the information be noted.

148. Thornley Residents Group

Councillor Brunskill reported that the Children's Christmas Party held in Youll House had been a great success with over 38 children attending.

The group was in the process of organising an event later in the year to mark the centenary of WW1.

Applications were being submitted to raise funds to send the elderly residents of Thornley on a day trip to York in summer.

A Garden Party was also being planned to mark the opening of the Resource Centre.

With the co-operation of Durham County Council a balance of £3,000 remaining in the account of the former Thornley Banner Society had been transferred into the Residents Group bank account until such time as the Banner Society could be formally disbanded and distributed to other groups in the village that had a constitution and a bank account.

Resolved: That the information be noted.

149. Thornley Resource Centre – Solar Panels

Following an urgent request from Durham County Council concerning the fitting of Solar Panels to the new Resource Centre, the Parish Clerk, after consultation with the Chair, arranged a meeting on site at very short notice to discuss the issue and possible implications.

Members that were able to attend were provided with details of installation and the cost benefit (to the Parish Council) if there installation was agreed too. It was pointed out that there would be no cost to the Parish Council for the provision as it would be paid for by Durham County Council from the construction contingency fund.

Resolved: That the action of the Parish Clerk be endorsed and to agree to the installation of the solar panels on the Resource Centre subject to confirmation by Durham County Council that there will be adequate insurance provision in the event they sustain any damaged and that the other insurance aspects/manufacturers guarantees (particularly the roof) will not be made void as a result.

150. St. Bartholomew's Church Windows

The report of the Parish Clerk in relation to this matter was considered.

Resolved: That the recommendation on the report be approved.

151. Society of Local Council Clerks Practitioners Conference

In accordance with Council policy, the Parish Clerk sought approval to attend (subject to workload) the Society of Clerks Annual Practitioners Conference taking place at the Radisson Blu Hotel, East Midlands Airport on Friday 28th February & Saturday 1st March 2014.

He pointed out that this was a very worthwhile event providing up-to-date information via hands-on practical sessions covering a range of Legal, Financial and other topics including Community Building Refurbishment, Insurance, Statutory Employment Law, Creative Communities, Youth Councils, Quotes, Digital Engagement Contracts and Tendering and Grave re-use for Burial Authorities.

Cost for Clerks and Councillors is £220 per delegate.

Resolved: That permission be granted for the Parish Clerk along with any Councillor's that wished to attend.

152. Neighbourhood Plans

The Chair provided a comprehensive update on this issue following her attendance at a recently held meeting arranged by N.A.L.C. and stressed the benefits to Thornley if a plan could be developed in the village.

Resolved: That the information provided be noted.

153. Request for Donation (REF: 6987)

Haswell & District MENCAP Society requested a donation to help fund the purchase of a demountable building.

Members were reminded that a donation of £50.00 was granted at the meeting held on 1st March 2011.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £50.00.

154. Request for Donation

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

New Thornley Partnership requested a donation towards the cost of hiring accommodation in the Resource Centre and towards setting up the new Management Steering Group.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £400.00.

155. Request to Purchase Land (REF: 6991)

Mr. Palminder Singh 1, Hartlepool Street South, Thornley made a request to purchase from the Parish Council an area of land measuring approximately 447sq.mtrs which was adjacent to his property.¹¹

Resolved: That the sale be agreed in principal subject to the applicant depositing £1000 to cover survey fees. This would be refunded if the sale went ahead at the price determined by the Value Office Agency. Both parties to pay their own legal costs.

156. Application for Planning Permission (REF: CE/13/01554/FPA)

Durham County Council advised that Partner Construction Ltd had applied for planning permission to construct 28 no. affordable dwellings & 6 no. dwellings including landscaping and access at Land North of Dunelm Road and the A181 Dunelm Road Thornley Durham.

Members expressed the view that whilst they welcomed new development in the village, particularly affordable homes, they were concerned that this application sought to develop an area considered a “greenfield” site which was outside the identified areas in both the existing County Durham Development Plan or the Development Plan currently out to public consultation. It was also felt that any further development in that area could only exacerbate water and sewerage problems already being experienced by residents in nearby properties. Furthermore there were other “brownfield” sites within Thornley that members considered should be developed in preference.

Resolved: That the Parish Council advise Durham County Council of their concerns and object to planning permission being approved for the reason previously stated.

157. Staff Christmas Bonus.

The Parish Clerk explained that for a number of years it had been the practice of the Parish Council to consider the payment of a Christmas bonus to members of the workforce.

Following consultation with the Chair and Vice Chair it was suggested that a similar gesture is made once again.

Resolved: That the action of the Parish Clerk be endorsed and that the 3 members of staff receive a Christmas bonus of £50.

¹¹ **Members were provided with a location plan**

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158. WW1 Centenary - War Memorial Renovation

Members were made aware that 2014 would see the beginning of events to mark the 100th anniversary of WW1.

To mark this event all local authorities in the UK had been advised that grants were available to renovate their existing war memorials.

This is in addition to the plaque that will be installed in the home towns of those individuals who received a Victoria Cross.

Resolved: That The Parish Council endeavours to recruit residents of Thornley to form a group to apply for funding to renovate the Thornley War Memorial in time for the festivities in November 2014 but if this cannot be accomplished the Parish Council undertakes the project if possible.

159. Planning Permission (REF: CE/13/01138/FPA)

Durham County Council advised that planning permission had been granted to Mrs. G. Miller to erect a rear porch and double garage extension with dormers at Hamilton House, The Rookery, Thornley, Co. Durham DH6 3FA.

Resolved: That the information be noted.

160. Planning Permission (REF: CE/13/01137/VOC)

Durham County Council advised that Mr. G Miller The Rookery, Ashwood Grange, Thornley, Co Durham had been granted a variation of condition 2 relating to compliance with approved plans:- change to elevations and internal configuration.

Resolved: That the information be noted.

161. Letter of Thanks (6978)

A letter of thanks was received from the Great North Air Ambulance for the Parish Councils recent donation.

Resolved: That the letter be received

162. Letter of Thanks (7000)

A letter of thanks was received from the Thornley Residents Group for the Parish Councils recent donation.

Resolved: That the letter be received

163. Thornley Community Centre (Ref: 7004)

Durham County Council advised that the site of the former Community Centre measuring approximately 1346.91 sq. m² was surplus to requirements and was to be sold on the open market as part of the Community Facilities Review.

Should the Parish Council wish to purchase the land it would be at full market value.

Resolved: That the information be noted.

164. Parish Precept 2014/2015

The Parish Clerk reported that it was appropriate at this time to consider the budget for 2014/15 and set the precept to be raised via Durham County Council.

When setting the Precept members were reminded that in April 2014 the Parish Council was to enter into a 25 year lease with Durham County Council for the new Resource Centre and that this may result in increased staffing costs and higher overall levels of income & expenditure than in previous years.

Taking into account these anticipated increases the total budget requirement for 2014/15 had been calculated at £189,930.

To meet the increased demands therefore the minimum Precept required would be £131,887 plus LCTSS Grant of £19,578 to result in a £0 balance at the year end.

The Precept for 2013/14 was set at £107,527 plus an LCTSS grant of £24,948 a total of £132,475.

Resolved: That the Parish Precept for 2014/15 be set at £131,887 plus LCTSS Grant of £19,578 and that Durham County Council be advised accordingly.

165. Internal Auditor's Report of Accounts 1st April 2013 to 30th September 2013

The Parish Clerk reported that the Internal Audit of accounts from 1st April 2013 to 30th September 2013 had been completed by W.J. Smith.

The accounts were in order and only minor observations had been made in regard to the necessity to review Risk Assessment periodically.¹²

Resolved: That the report be received.

166. 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.

167. Any 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.

168. Request for Donation (REF: 7018)

Thornhill Primary School, Shildon, Co. Durham requested a donation towards the County Durham School Benevolent Fund.

Resolved: That the letter be received.

¹² A copy of the report was made available for members.

169. Request for Donation (REF: 7019)

Thornley Residents Group requested a donation towards the cost of providing 183 poppies to be laid at the War Memorial in November 2014 as part of the Centenary of the Great War 1914-18 by children of the Thornley.

Resolved: That a decision be deferred until the next meeting.

170. Development Officer

The Chair welcomed Kris Richardson, who had recently been appointed by the East Durham Trust as the Development Officer for Thornley.

He then gave a brief presentation on his role in the community.

His main task would be to support the development of a Resource Centre Management Group and facilitate the founding of user groups within the centre.

Resolved: That the information be noted.

**THORNLEY PARISH COUNCIL
FACILITIES SUB-COMMITTEE
AT
YOULL HOUSE, THE VILLAS, THORNLEY
FRIDAY
7TH FEBRUARY 2014**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison.

171. Electronic Fob Access Control Entry System - Resource Centre

The Chair explained that it may not always be possible for the Management Committee of the Resource Centre to have the reception desk manned at all times when the centre was open. As a result users would not be able to gain entry to the centre. Discussions had therefore taken place with officers at Durham County Council to see how this situation could be overcome.

It was proposed that an electronic fob entry system be installed in the centre that would allow designated individuals or user groups to enter the building whenever required whilst maintaining overall security.

To minimise costs it would be necessary for the electrical provision and installation to be undertaken during construction of the building. Estimated costs would be £1,505 which must be paid for by the Parish Council (the leaseholder) or jointly with New Thornley Partnership.

Resolved: That to progress works the Parish Council under-rights the cost of £1,505 for providing an electronic fob access control entry system for the Resource Centre whilst endeavouring to obtain funding (in conjunction with the New Thornley Partnership) from appropriate sources.

172. Electrical Provision for Christmas Tree – Resource Centre

The Chair explained that in order to comply with an earlier decision of the Parish Council ¹³ to provide a Christmas tree in close proximity to the Resource Centre an electrical provision must be provided. To accomplish this, a duct must be installed from the centre to the nearby coppice, underneath the car park. Ideally this work should be undertaken before the car park was constructed.

Discussions had taken place officers of Durham County Council to see if this could be achieved.

Estimated cost for the provision of a duct was £1,433.

¹³ 8th January 2013 minute 165 refers



Resolved: That the Parish Council under-rights the cost of providing a duct from the Resource Centre to the nearby coppice underneath the car park at a cost of £1,433 whilst endeavouring to obtain funding (in conjunction with the New Thornley Partnership) from appropriate sources.

173. C.C.T.V. System Resource Centre.

The Chair explained that no provision had been made by Durham County Council for a C.C.T.V. system in the Resource Centre.

It was considered essential for security reasons that such a system was installed and that this should include cameras covering the parish depot facility once this had been relocated adjacent to the new centre.

Durham County Council had provided an estimate of £3,543 plus a further £3,400 should additional lighting be necessary to improve coverage.

Resolved: That the Parish Council under-rights the cost of providing a C.C.T.V. system at an estimated cost of £3,543 whilst endeavouring to obtain funding (in conjunction with the New Thornley Partnership) from appropriate sources and £3,400 should additional lighting be required to improve coverage.

**MEETING OF
THORNLEY PARISH COUNCIL
YOULL HOUSE, THE VILLAS, THORNLEY
4TH MARCH 2014**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, Mrs. J. Middleton, M. McCoy, T. Unsworth, J. Williams.

APOLOGIES

None

Guests

County Councillor M. Nichols

174. Minutes of Previous Meeting

Councillor Mrs. Brunskill referred to minute 147 and pointed out that the event was to be held in the grounds of the Resource Centre if it was open by then. Having noted this change the minutes of the previous meeting held on 14th January 2013 were accepted as a true record.

175. Minutes of the Facilities Sub Committee

The minutes of the previous meeting held 7th February 2014 were accepted as a true record.

176. Request for Donation (REF: 7019)

The Parish Clerk reported that this item had been deferred from the previous meeting

Thornley Residents Group requested a donation to fund an event in memory of those residents of Thornley who lost their lives in various conflicts around the world.

Resolved: That the Council in accordance with its powers under sections 137 and 139 of the Local Government act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £366.00 on submission of an appropriate invoice.

177. Public Question and Answer Session

No questions were asked from members of the public who were present.

Resolved: That the information be noted.

178. Unitary County Councillor

Councillor Nichols provided an update on the budget savings required to be made by D.C.C. 2014/2016 amounting to £224m a reduction of 6.3%.

Efforts were being made to protect front line services however.

The Gore Hall Farm development was being closely monitored because of the possibility of landslip.

A new bus shelter was to be installed following an accident near Thornley School and insurance officers were investigating.

Final talks were being held in relation to the Medical Centre.

Resolved: That the information be noted.

179. Request for Donation (REF: 7042)

The Toma Fund based in Gateshead and covering the North East region requested a donation toward their appeal fund.

Resolved: That the letter be received

180. Invitation (REF: 7041)

The M.E.N.C.A.P. Society invited members of the Parish Council to attend their Victory Ball due to take place in the Rainton Memorial Hall Houghton le Spring on Saturday 22nd March 2014.

Tickets were priced at £30.00 to include entertainment and a 3 course meal.

Resolved: That the invitation be received.

181. Planning Application (REF: CE/13/01713/FPA)

Durham County Council advised that Mr. K. Turner had applied for change of use from open land to showman storage and placement of 1 no. static home at 2 Fairview, Thornley, CO. Durham DH6 3BL

Resolved: That no objection be raised.

182. Cemetery Regulation

The Parish Clerk reported that the Cemetery Regulations (revised) were due to come into force on 1st May 2014.

Clause 5.11.3 stated that Christmas wreaths and floral displays shall be removed by the Parish Clerk and disposed of at the 2nd week of February, or earlier if the natural flowers are in a deteriorating condition.

As the wreaths can be quite expensive and because they provide some colour in the cemetery in winter, it was suggested that to remove them in February may be a premature.

Resolved: That clause 5.11.3 be amended to say that wreaths will be removed in the 2nd week in April or the commencement of the grass cutting season whichever comes earlier.

183. Allotment Tenancies

The Parish Clerk reported that at present any resident could become the tenant of numerous allotment gardens and as the number of people requesting that their names to be added to the allotment waiting list was steadily increasing this could cause some difficulties.

Resolved: That any resident be only be permitted to occupy one allotment garden. This change of policy would not be retrospective and will not therefore effect those tenants who currently occupy more than one allotment garden.

184. Awards for All Grant

The Chair was pleased to announce that subject to verification of signatures, the Parish Council's application to the Big Lottery Awards for All Program had been approved.

In accordance with the application the grant of £10,000 would now be spent on the purchase of new furniture and other equipment for the new Resource Centre.

Resolved: That the information be noted.

185. Proposed Traffic Regulation Order (REF: 7027)

Durham County Council provided details of a proposed traffic regulation order – initial consultation - to provide safer access routes to the Thornley Community (Resource) Centre.

Resolved: That the information be noted.

186. Request for Donation (REF: 7054)

Butterwick House requested a donation from the Parish Council to their fund raising efforts in 2014.

Members are reminded that a donation £100 was made at the Parish Council meeting held on 3rd September 2014.¹⁴

Resolved: That the application be received.

187. Request for Donation (REF: 7056)

Durham County Brass Band Association requested a donation to their fund raising efforts for 2014.

Members are advised that this is the first such application from the association.

Resolved: That the application be received.

188. Thornley Resource Centre – Solar Panels

Members were asked to recall that at the Parish Council meeting held on 7th January 2014¹⁵ it was agreed that solar panels be installed on the new Resource Centre subject to confirmation by Durham County Council that there would be adequate insurance provision in the event they sustain any damaged and that the other insurance aspects/manufacturers guarantees (particularly the roof) will not be made void as a result.

Durham County Council now advised that their insurance policies specifically excludes solar panels. However, should panels be damaged as a result of structural failure of the building, this would be covered by DCC design liability insurance.

As a result, potential damage resulting from theft or vandalism of the solar panels would not be covered by DCC insurance policies and the risk would need to be managed by the Parish Council.

¹⁴ Minute 92 refers.

¹⁵ Minute 148 refers

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Further investigation indicates that no specific insurance policies exist to cover this eventuality from any insurer.

In short, the risk of theft/vandalism must be judged against the annual income which can be generated from the Solar Panels.

Resolved: That the Parish Council proceeds with the purchase of the Solar Panels as previously agreed but should damage or vandalism occur the cost of any replacement/repair would be borne by the Parish Council.

189. Travellers

County Councillor Nichols reported that 34 locations had been identified across the county where travellers sites could be developed. These were to be shortlisted by County Councillors and of officers from all service departments and a report produced for Cabinet consideration.

In answer to a question posed by Parish Councillors that travellers were to be referred to as Nomads (those living a nomadic lifestyle), Councillor Nichols stated he would investigate.

Resolved: That the information be noted.

190. County Durham Association of Local Councils

As no meeting had been held a report was unavailable.

Resolved:

191. CDALC Medium & Small Councils Forum

Councillor Mrs. English reported that because the time of the meeting had been changed it had not been possible for her to attend. She had however tendered her apologies.

Resolved: That the information be noted.

192. Easington Association of Town & Parish Council's

Councillor Mrs. Brunskill reported that because the times of the meetings had been changed, it was no longer possible for her or Councillor Mrs. Hind to attend.

Resolved: That the information be noted.

193. New Thornley

Councillor T. Unsworth reported that the group had been successful in obtaining £2000.00 from the former Thornley Banner Society which would be used to further develop the new Resource Centre.

The Annual General Meeting of New Thornley Partnership was to be held in Youll House on 18th March 2014 at 6:45pm.

The Resource Centre Management Group had appointed Trustees and had obtained Charitable Status.

Meeting of both groups were being well attended.

Resolved: That the information be noted.

194. Thornley Residents Group

Councillor Mrs. Brunskill reported that the group had been successful in obtaining £1000.00 from the former Thornley Banner Society which would be used to organise village activities.

A village litter pick was being organised along with a Pie & Pea Supper and a bus trip for residents.

A donation of £20 had been made to the local school for prizes.

Resolved: That the information be noted.

195. WW1 Commemorations

Members were asked to recall that at the meeting held on 14th January 2014¹⁶ it was agreed that the Parish Council should endeavour to recruit residents of Thornley to form a group to apply for funding to renovate the Thornley War Memorial in time for the festivities in November 2014 but if this could not be accomplished the Parish Council undertakes the project if possible.

It was suggested that the Thornley Residents Group and the New Thornley Partnership be requested to nominate 2 representatives to attend a War Memorial Restoration Group and that posters be placed in various locations asking residents to participate in order to progress this initiative.

Resolved: That Thornley Residents Group and the New Thornley Partnership be asked to nominate 2 representatives to attend a War Memorial Restoration Group and that residents attention be drawn to the project by means of posters.

196. Letter of Thanks (REF: 7033)

A letter of thanks was received from Haswell & District MENCAP for the Parish Council's recent donation.

Resolved: That the letter be received.

197. Planning Objection (REF: CE/13/01554/FPA)

Durham County Council acknowledge receipt of the Parish Council's objection to the application made Partner Construction Ltd to construct 28 no. affordable dwellings & 6 no. dwellings including landscaping and access at Land North of Dunelm Road and the A181 Dunelm Road Thornley Durham.

Resolved: That the information be noted.

198. Lease Agreement – New Resource Centre

The Parish Clerk reminded members that further to the Parish Council meeting held on 3rd September 2013¹⁷ when it was resolved that a an agreement be entered into with Durham County Council for the lease of a new Resource Centre once the construction of the building was completed, the Parish Council must now authorise two members of the Parish Council to sign that lease on behalf of the Parish Council in accordance with Standing Orders (article 22).

¹⁶ Minute 157 refer

¹⁷ Minute 88 refers

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Resolved: The Chair, (Councillor Mrs. J. Unsworth) and the Vice Chair, (Councillor Mrs. Marion Brunskill) execute the lease with Durham County Council for and on behalf of the Parish Council.

199. Letter of Thanks REF: 7048)

A letter of thanks was received from the New Thornley Partnership for the Parish Council's recent donation.

Resolved: That the letter be received.

200. 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.

201. Any 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.

202. Planning Permission (REF: DM/14/00173/FPA)

Durham County Council advised that planning permission had been granted to Whitfield Ltd Chemists for the installation of a replacement shopfront at 2, Stanley Terrace, Thornley, Co. Durham DH6 3ES.

Resolved: That the information be noted.

203. Planning Permission (REF: DM/14/00174/AD)

Durham County Council advised that planning permission had been granted to Whitfield Ltd Chemists for the erection and display of a non-illuminated fascia sign at 2, Stanley Terrace, Thornley, Co. Durham DH6 3ES.

Resolved: That the information be noted.

204. Risk Assessments

The Parish Clerk reported that it had been necessary to update certain Risk Assessments.

Resolved: That that the information be noted and that Risk Assessments should be a standing item on future agendas in order to keep members informed.

205. Newsletter

The Chair reported that the second edition of the Parish Newsletter had been produced (draft circulated) and that the cost of printing 1200 copies would be approximately £200.

Resolved: That these newsletter be printed and distributed to every household.

206. Temporary Appointments

The Parish Clerk reported that Durham County Council had advised that the Resource Centre was to be leased to the Parish Council in May 2014.

Whilst a Management Group, comprising residents and officers from groups operating in Thornley, had been constituted, it was extremely unlikely that it would have the skills, knowledge or capacity to operate the centre efficiently for a considerable length of time. In the interim it would be essential that the security and cleanliness of the building be maintained and that the necessary finance and administrative procedures were properly undertaken.

Whilst members had determined that a Staff Review should be carried out to address these and other issues¹⁸ this remained incomplete because of the general workload of the Parish Clerk.

The necessary finance to fund the required posts would be provided from the 2014/15 precept and economies in other areas.

Permission was therefore sought to appoint a Caretaker/Cleaner/Responsible Keyholder in time for the centre opening and to investigate the most practical method for ensuring the outdoor space is developed and that administrative & financial procedures are properly carried out.

Resolved: That a Caretaker/Cleaner/Responsible Keyholder be appointed as soon as possible; that the Parish Clerk investigates the most practical method for ensuring the outdoor space is developed and that administrative & financial procedures are properly carried out.

¹⁸ Meeting held on 30th August 2014 minute 74 refers.

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