

**MINUTES OF
THORNLEY PARISH COUNCIL
THORNLEY VILLAGE CENTRE
1ST MAY 2018**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Ms. J. Grant, Mrs. A. Kelly, Mrs. P. Maddison, P. Nuttall, D. Smith, T. Unsworth, G. Wilson.

APOLOGIES

Councillor	Reason for Absence	Resolved
Mrs. P. English	Holiday	Approved

PUBLIC

No members of the public was present.

Meeting Commenced 7:00pm

1. Draft Minutes of the previous Parish Council Meeting

The minutes of the previous meeting held on 6th March 2018 were tabled, approved and signed by the Chair as an accurate record.

2. Police Report

As the police were unable to attend the meeting they had asked that the Parish Clerk present their report.

Since the previous meeting the following incidents relating to Thornley had been reported.

Anti-social Behavior – 2
Criminal Damage – 3
Theft From motor vehicle – 2

Anti Social Behavior was down 33% since the same time last year.

Several reports have been received about shops selling alcohol to youths . Any additional information should be reported to the police to aid their investigations.

A “Stay Safe” operation in relation to the amount of youths congregating in the area was scheduled to take place in the near future.

Operation “Hawkeye” was also being initiated because of a rise in theft from motor vehicles in the area.

Resolved: That the report be received

3. Unitary County Councillor

Councillor Ms. Grant reported that the Police Commissioner Ron Hogg had visited the village and that speed restrictions at the “Crossways” to reduce traffic hazards and improve safety was being considered.

Details of the cost of highways maintenance (£17million) and the increased cost of gritting and snow clearance was also provided.

Resolved: That the report be received.

4. Public Question and Answer Session

There were no questions raised.

Resolved: That the information be noted.

5. Risk Assessments

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

Resolved: That the information be noted.

6. Delegates Report on CDALC Medium & Small Councils Forum

The Parish Clerk reported that it had not been possible for representatives to attend the previous meeting of the association.

Resolved: That the information be noted.

7. 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 settles any outstanding accounts.

8. Matters Arising - Progress Report of the Parish Clerk & Councillors

The Parish Clerk provided information on:-

- *Welfare Park Insurance Claim - ongoing*
- *Community Support Worker commenced on 9th April 2018*
- *War Memorial Arch – Installation nearing completion.*
- *Pit Wheel Renovation – Building works completed. Theme lighting to be installed and commissioned in due course.*
- *Library Allotment Security gate – relocated.*

Resolved: That the information be noted

9. Report of the Facilities & Community Officer

The report of the Facilities & Communities Officer was tabled for consideration.

Resolved: That the report be received.

10. Risk Assessments

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

Resolved: That the information be noted.

11. Delegates Report on CDALC Medium & Small Councils Forum

The Parish Clerk reported that it had not been possible for representatives to attend the previous meeting of the association.

Resolved: That the information be noted.

12. Delegates Report on East Durham Association of Parish & Town Council's

The Parish Clerk reported that it had not been possible for representatives to attend the previous meeting of the association.

Resolved: That the information be noted.

13. Training and Development

The Parish Clerk advised that the S.L.C.C. Leadership in Action Conference was to be held in Stratford on Avon on 5th & 6th June 2018. Councillor's wishing to attend were requested to contact the Parish Clerk in order that the appropriate number of reservations could be made.

Resolved: That the information be noted.

14. Unauthorised Development and Encampments Consultation

The Parish Clerk reported that the Government was seeking views on the effectiveness of powers for dealing with unauthorised development and encampments.

Resolved: That the information be noted¹.

15. Planning Permission (DM/18/00684/FPA)

Durham County Council advised that planning permission had been granted to Mr. Thomas Pounder 23, East Lea, Thornley Co. Durham DH6 3EA to construct a garage and porch to the gable and front of the property respectively with a drive and car crossing for access The extension to the rear has been deemed to be permitted development.

Resolved: That the information be noted

16. Planning Permission (DM/18/00919/TP)

Durham County Council advised that planning permission had been granted to Mr. Allan Nichols, Glenside, The Villas, Thornley Co. Durham DH6 3EP to fell a lime tree and reduce a sycamore tree and a leylandii hedge to 3 meters.

Resolved: That the information be noted

17. Planning Permission (DM/18/00983/FPA)

Durham County Council advised that planning permission had been sought by Mr Chris Stevenson to construct a two storey extension to the rear, a single storey side extension and a canopy to front at Dalton House, Percy Street West, Thornley Durham DH6 3AP, Thornley Co. Durham DH6 3EP. Councillor reported that the property was already under construction.

Resolved: That the information be noted

18. Request for Donation (REF:)

The Women's Gala Day group requested a donation to assist with the organisation of "Durham Women's Gala" celebrating 100 years of women's suffrage.

¹ Councillor Grant highlighted the fact that D.C.C. would be responding as they monitored unauthorised encampments in the area.

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

19. Request for Donation (REF: 8793)

The Thornley Banner group requested a donation to fund arrangements for their participation in the Durham Miners Gala the cost of which is estimated at £1350.00

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

20. Additional Urgent Items of Business

There were no additional urgent items of business.

Meeting Terminated 7:51pm

**MINUTES OF THE
EXTRA ORDINARY THORNLEY PARISH COUNCIL
THORNLEY VILLAGE CENTRE
22ND MAY 2018**

PRESENT

Councillors Mrs. J. Unsworth (Chair), Mrs. P. English, Ms. J. Grant, Mrs. A. Kelly, Mrs. P. Maddison, M. McCoy, T. Unsworth, G. Wilson.

Meeting Commenced 9:30am

21. Apologies for Absence

No apologies were received.

22. Annual Governance & Accountability Return Ending 31st March 2018

Mazars LLP (the Government appointed external auditor) advised that the annual return for the 2017/18 accounts would commence on 6th July 2018.

The Parish Clerk reported that the accounts had been prepared in accordance with the requirements of the Accounts and Audit Regulations 2015 (SI 2015/234).

Members were requested to approve Section 1 and then Section 2 of the Governance & Accountability Return and to authorise the Chairman to sign it on behalf of the Parish Council.

Members were also advised that arrangements were to be made to inform residents of their rights to inspect the accounts etc., in accordance with the statutory regulations, from 4th June 2018 to 13th July 2018.

Resolved: That Section 1 and Section 2 the Annual Governance & Accountability Return be approved and that Annual Governance & Accountability Return be it signed by the Chairman on behalf of Thornley Parish Council.

23. Policy Documents

The Parish Clerk reported that to comply with changes in the General Data Protection Regulations due to come into force on 25th May 2018 it would be necessary for the Council to adopt the following:-

- Privacy Policy
- CCTV Policy
- Document Retention Policy
- Child Protection Policy

Resolved: That the policies be adopted.

24. Annual Inspection of Allotments

In accordance with a previous decision of the Council arrangements need to be made to undertake an annual inspection of the allotments.

Resolved: That the members undertake the annual inspection of allotments on 11th June 2018.

25. Allotment Waiting list

The Parish Clerk reported that in accordance with existing policy on the letting of allotments, it would be necessary to convene a meeting of the Allotments Panel to interview a prospective tenants.

Resolved: That the Allotments Allocation Panel convene immediately following Extra Ordinary meeting of Thornley Parish Council & again of 29th May 2018.

26. Any Additional Urgent Items of Business

There were no other additional urgent items of business.

Meeting Terminated 10:00am