

**THE MEETING OF
THORNLEY PARISH COUNCIL
AT
THORNLEY VILLAGE CENTRE,
THORNLEY
8TH JANUARY 2019
AGENDA**

COMMENCING 7:00 p.m.

Declaration of Interest

If members are aware of a personal or prejudicial interest in relation to any items on the Agenda this should be disclosed at this stage or when the interest becomes apparent during the consideration of an item in accordance with the Code of Conduct for Members.

1. Apologies for Absence

2. Draft Minutes of the previous Parish Council Meeting – Copy attached

To consider if the draft minutes should be approved and signed by the Chair as an accurate record.

3. Police Report

To receive the verbal report of the Chief Constable in relation to incidents relating to Thornley since the previous meeting.

Approximate time allowed for discussion 15 minutes

4. Unitary County Councillor

To receive County Councillor Jude Grant's report.

Approximate time allowed for discussion 10 minutes

5. Public Question and Answer Session

Members of the public will be permitted to ask questions or raise items of concern.

Approximate time allowed for discussion 15 minutes

6. Finance & Budgetary Control Reports

To consider the Finance & Budgetary Control report detailing all income and expenditure since the last meeting and the current budget position.

Green Sheets Attached

Approximate time allowed for discussion 5 minutes

Decision Required

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

The Chair will only permit issues to be raised on items in the minutes if they are not already listed for discussion later on the agenda.

- *Transfer of Assets – Shrub Beds*
- *Tarmac Repairs at the Cemetery Entrance*
- *Welfare Park Fencing Funding Update/Refurbishment*

Approximate time allowed for discussion 20 minutes

8. Lights Albert Street and Fairview Thornley.

To reconsider entering into a Service Level Agreement with Durham County Council to cover the maintenance of the street lights in Albert Street and Fairview at an annual cost of £48.00¹

Decision Required:

9. Parish Precept 2019/20

To consider the 2019/20 budget report prepared by the Parish Clerk and determine the Precept requirement.

Approximate time allowed for discussion 5 minutes

Decision Required

10. Risk Assessments

To consider if changes or additional Risk Assessments are required.

Approximate time allowed for discussion 10 minutes

Decision Required:

11. Training and Development

In accordance with existing policy² to advise members that the S.L.C.C. Practitioners Conference is to take place at Chesford Grange, Kenilworth on 14th & 15th February 2019 at a cost of £229 per delegate (early bird rates). Members can expand their knowledge and understanding or improve their skill base by attending the various training sessions or workshops. Any member wishing to attend should advise the Parish Clerk.

Approximate time allowed for discussion 5 minutes

Decision Required:

12. Planning Permission (REF: DM/18/02534/FPA)

Durham County Council has advised that Planning Permission has been granted to Reach Out Care Support Services Ltd. for a change of use from C3 to C2 (residential institution) at "Hunthorn" Hartlepool Street North, Thornley, Durham DH6 3AN.

Recommendation: That the information be noted.

13. Perimeter Fence Coopers Close Allotments.

In accordance with minute 94 of the previous meeting, to consider a proposal made by Councillor Wilson to replace the perimeter fence.

Approximate time allowed for discussion 10 minutes

Decision Required

14. G.D.P.R.

To advise members on the process being implemented to notify Allotment Tenants and Football Teams of the regulations.

Approximate time allowed for discussion 5 minutes

Recommendation: That the information be noted.

¹ Meeting held 6th November 2018 minute 96 refers.

² Meeting held on 9th January 2018 minute 170 refers

15. Report of the Facilities & Community Officer

To receive the report

Recommendation That the report be received

16. Staff Christmas Bonus.

After seeking the Chair's approval a Christmas bonus payment of £50 (pro rata) had been made to members of the workforce in accordance with previous practice.

Recommendation: To endorse the action of the Parish Clerk.

17. Allotment Tenants Engagement Meeting

To consider the issues raised by Allotment Tenants at the meeting held on Monday 26th November 2018 and the action to be taken when tenants contravene their allotment agreement.

- *That as landlords the Parish Council should enforce its rules and regulations as set out in the allotment agreement.*
- *To amend the wording in "warning letters" to give tenants the opportunity to explain the reason for non-compliance.*
- *That the Parish Council should undertake maintain of the decommissioned land on a more frequent basis e.g., 10 day cycle throughout the growing season.*
- *That the Parish Council erects internal fencing and gates for tenants when they first occupy a vacated allotment and how this would be funded i.e. from the general fund or increased allotment rents.*
- *That the Parish Council provides a skip on the allotment site on one or 2 occasions throughout the year (possibly March & September) in order that tenants can dispose of unwanted produce or other material from allotment gardens and how this would be funded i.e. from the general fund or increased allotment rents.*
- *That material disposed of by contractors when some allotments were decommissioned be excavated and re-examined to determine if it contained dangerous asbestos contrary to the survey report provided to the Parish Council by the approved agency and if contaminated take appropriate action to ensure its removal from site.*

Approximate time allowed for discussion 30 minutes

Decision Required

18. 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), to consider any item the Chair considers urgent, following consultation with the Proper Officer.

The next meeting of the Parish Council will be held in Thornley Village Centre, High Street, Thornley on 5th March 2019 at 7:00 p.m.