

STANHOPE PARISH COUNCIL

At a meeting of the Council held in the Dales Centre, Stanhope on 2nd May 2018

PRESENT:

Cllr D Craig Chairman

Cllr B Thompson, Cllr Miss J Carrick, Cllr D Ellwood, Cllr Mrs D Sutcliff, Cllr Mrs K Hutchinson,

Cllr Mrs H Maddison, Cllr M Brewin, Cllr Mrs A Humble, Cllr Miss F Graham

S Anderson Clerk

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Apologies for Absence

Cllr L Blackett, Cllr A Fishburn

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To receive any declarations of Interest from Members

None received

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Minutes of the meeting held on 4th April 2018

The minutes were moved as a true and correct record after the amendment of a councillor's name was taken out and replaced with "the councillors" which was proposed and seconded, Cllr Mrs Hutchinson abstained from voting. A planning application should be looked on its own merit and there should be a proposal and seconder and then a vote taken if objections are to be raised. If a councillor has a concern about an application in other councillors wards they should raise their concern with the ward councillor before bringing it up at the full council meeting.

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Police and the Community

No Police were in attendance

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Matters arising

1. **FREEDOM OF INFORMATION REQUEST** - Our request for information on the Wolsingham School expenditure has been acknowledged. **Resolved:** When the information comes in a copy to be sent to Cllr Miss Graham and to the Action Group
2. **NORTH EAST AIR AMBULANCE** - Mr A Mawson has been asked to the July Parish Council meeting as he has said that the safe and affective deployment of HEMS teams is an intricate and complex subject that would probably benefit from the opportunity to ask questions
3. **COWSHILL WAR MEMORIAL** – Preliminary cost estimates have been received from the internal design section which has turned out more expensive than expected. A local company has been asked for a second opinion on the work and to look how this might be phased over more than one financial year. The War Memorial Trust has also advised that whilst parts of the project remain eligible for assistance their available funds are now severely stretched. Based on this we expect the project to be funded from joint Council

sources. Consideration should be given to the phasing of the works over the next 2-3 financial years, limited to stabilising the structure and refurbishing the memorial cross, establishing and addressing the causes of movement in the two retaining walls and improving access. Only if costs allow will DCC be able to look at reinstatement of railings. Our contribution is expected to be £3000 - £5000 over the forthcoming years. The 100th anniversary of the unveiling of the war memorial would be June 2022 and it may be an appropriate date to tie in with the completion of any restoration works if this is to be taken further

4. **DADDY SHIELD TOILETS** – The toilets at Daddy Shield are now open
5. **RIVERSIDE PLAY PARK, STANHOPE** – Mr Alderson has been informed by assets that the electric board are going to lay electric cables across the site but no further details are available at present
6. **HILL END, FROSTERLEY** – The County Council receive more requests for traffic management solutions than it is able to fund from limited road safety budgets. Due to the need to concentrate resources on reducing casualty accidents, the Council are required to direct their limited funding towards addressing locations in the County that have the worst accident records. On checking the database no personally injury accidents on the C73 at Hill End in the past four years the standard search criteria. Durham Constabulary has introduced Community Speed Watch and under this initiative all speeding complaints are directed to the PACT meetings enabling the appropriate level of intervention and action to be considered.
7. **WOLSINGHAM SCHOOL** – A letter has been received from the Chair of Governors which was sent to Cllr Bell. The suspension is not a prescribed alteration of a school, the changes are temporary while the Local Authority conducts a review of education. Governors have explored every option prior to making the difficult decision to suspend the sixth form, the financial pressure exerted by central government reductions in post -16 funding have left no alternatives. On the impact statement the suspension for two years is a short-term issue and more important is the on-going support and positive action that can arise from the education review. On the educational impacts the chair finds the assertions confused and does not consider that the suspension of the sixth form need lead to any concerns materialising if the community continue to support the schools in the dale. On the cultural implications some parents already choose to send their children to other schools, presumably with no detriment to them. On the economic implications the governors are working with the county and parents to ensure pupils can access post-16 education. Sixth forms of less than around 250 pupils will not be viable and so can only continue if other ways of funding them can be found. Support of Weardale’s wide education solution will, we hope, find such funding. Cllr Miss Graham suggested that we invite Mr Hodgson to the June meeting **Resolved:** It was agreed that we invite Mr Hodgson to the meeting and postpone the speaker for June until August
8. **SMIDDYBURN BRIDGE** – The processes for planning permission and consent under the Commons Act 2006 are separate. If consent is necessary under Section 38, this can be applied for after planning permission is granted, although a planning permission sometimes highlights this need. The first step for us would be to make sure the persons carrying out the works are aware of the need for consent. **Resolved:** Clerk to write to Croglin Estates
9. **STANDING ORDERS** – S Ragg has sent the revised Model Standing Orders and recommends we update them to reflect the new mandatory requirements. Every councillor received a copy of the revised standing orders. The chairman read through each of the items where we added our own number of days and number of councillors. **Resolved:** The Standing Orders were agreed by all councillors and were adopted
10. **GRASS VERGE, WEST FIELD, FROSTERLEY** – The verge will be repaired as soon as possible

11. **WILLOW GREEN, FROSTERLEY** – The problem will be looked into by DCC. Part of the verge has been repaired but one end needs tidying up a bit more **Resolved:** Clerk to contact DCC
12. **CASTING VOTE** – Cllr Nicholson has sent a reply that the Constitution states that in the event of a tie the chair may exercise a casting vote. It was mentioned that the chair had voted on something that he had never been to and seen and should have taken the Parish Councils views into consideration as a consultee
13. **WARSHIP WEEK PICTURE** – Mr Dixon and Mr Elgey have searched the Town Hall again without success. Regrettably Mr Elgey cannot recall the picture at all and it is not held in the County Record Office either
14. **EASTGATE BRIDGE** – Mr Donaldson has inspected the bridge and at the moment it would cause more disruption in having to get a lifting machine in and close the road than to leave it and he will keep inspecting it as it is not dangerous.
15. **DEPARTMENT OF EDUCATION** - The department has reviewed the points in our letter and will look into this matter further. They do need more time to review the information properly and in depth that the situation requires. L Pidcock has a meeting with Damian Hinds MP on 1st May and she will be relaying all views to him personally
16. **KENNETHS BRIDGE, FROSTERLEY** – The detailed design has been completed and the application for consent was submitted on Thursday 19th April. Confirmation of receipt was received on Friday 27th April. Whilst this will potentially delay the start of the works until mid to late June the works would still be completed within the permitted window for working within the river. The Environment Agency have also determined that it is necessary to approach the landowner on the southern side for their opinions on the scheme and they have until 25th May to engage with the EA. During this time the internal review process will continue, and internal feedback will be received from the Fisheries, Biodiversity and geomorphology teams. Any internal feedback that needs to be acted upon will be passed to DCC as soon as it is received. During this time the processing of the application will continue so that after the consultation period has finished, the application will be ready for final acceptance. However, this is subject to DCC having addressed any further issues raised by the EA and the consultee having no legal basis to challenge the decision for the works to proceed. Assuming that no legally valid objections are raised, the EA confirms that they will be able to meet the start date of 11th June on site
17. **MOUND OF SOIL IN THE GRAVEYARD** – This has still not been removed and needs doing urgently **Resolved:** Cllr Brewin to contact D Hunt
18. **LITTER PICK** – Cllr Craig mentioned that a risk assessment had to be done and commented in the past that nothing had ever happened. There was more danger of cyclists being hit and pedestrians, but they were still on the road. A councillor mentioned that he used to write risk assessments and that all risks are accounted for. It was mentioned that dash cam footage of people throwing rubbish out of the car can now be used as evidence to prosecute.
19. **MEMORIAL TREES AT IRESHOPEBURN** – Cllr Blackett has been to the school and there was nothing in the log. A resident believes it would be after 1930. An article is going into the gazette to see if anyone has any information on the trees. Also the records at County Hall are to be looked at.
20. **WOLSINGHAM SKATE PARK CONSULTATION** – Cllr Miss Graham and her family attended the consultation and there had been a good turnout
21. **LIME TREES, FROSTERLEY** – Cllr Mrs Maddison would like to know if the trees have been inspected and if any work is to be done to them **Resolved;** Clerk to write to DCC

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Correspondence Received

1. An allotment tenant has reported that a vehicle went into the allotments at Bondisle and got stuck which made an awful mess. There is a notice on the gate saying no vehicles in wet conditions, but this is being ignored. Cllr Miss Carrick and the clerk inspected the plots when there. The tenant that requested to remove a shed last year and replace it with another the same size was inspected and the new shed is smart with new wood much smarter than the one that is there. A discussion took place but the rules must be adhered to
2. The Ministry of Housing, Communities and Local Government has recently issued a Powers for dealing with unauthorised development and encampments consultation and our council may want to consider responding to this consultation to express points of view on this subject
3. Details were sent on sponsored places to attend the Northern Heartlands Planning Event for the full day on 25th April in Bishop Auckland Town Hall
4. On Monday 30th April the road C20 Meadows Edge was temporarily closed for re-surfacing works which had been deferred from 3rd April 2018
5. The Government recently announced a £67m Gigabit Broadband Voucher Scheme where small businesses can claim up to £3000, against the cost of connection either individually or as part of a group project. Residents can also benefit from the scheme as part of a group project which must include businesses and can claim for a voucher of up to a value of £500. All councillors have been sent the details.
6. The next meeting of the Local Councils Working Group is scheduled for 12th June from 10am -12.00am S Ragg would like to know if there are any Parish Councils that would host this meeting
7. A tenant from Ireshopeburn Allotments has requested a skip to remove some rubbish from the site. There are rotting window frames with glass in, an old oil drum, barbed wire, glass demi Johns, part rolls of sheep wire, old iron bars etc. **Resolved:** It was agreed to hire a skip to remove the rubbish
8. We have been sent details of the consultation on the proposal to remove street lights at St Johns Church, Rookhope and the proposal to remove street lights on the main road, Rookhope 124 metres west of the Western boundary of Rookhope Primary School in a westerly direction for 85 meters 2 columns. We have 28 days for comments **Resolved:** Clerk to object to DCC after Cllr Thompson has checked the poles
9. The 2018 CDALC Annual General Meeting will be held on Saturday 20th October 2018 in the Council Chamber County Hall starting at 10.00. All member councils are able to send up to two representatives. We can consider submitting nominations for the positions of President and three Vice Presidents. Cllr Ellwood is attending this meeting
10. In an effect to improve communications/transmissions to parish and town councils S Ragg is proposing that CDALC will forward details of all emails to both the clerk and the Chairman of the council. **Resolved:** As the new chairman is not on email the details of the vice-chairman to be sent
11. S Ragg has received some information from NALC that the Government has tabled an amendment to its own Data Protection Bill to exempt all Parish and Town Councils and Parish Meetings in England and Community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.
12. S Ragg has sent details of the National Rural Crime Survey which needs a minimum of 500 returns. This information is important to get a true picture of crime and anti-social behaviour in rural communities across County Durham and Darlington.
13. D Hunt has sent the Highways Workers job sheets all councillors have received a copy. It was noticed that the riverside walk cleaning is not mentioned as much so it must not be an issue
14. There will a temporary road closure at Huntshield Road to Level Gate on Tuesday 8th May for resurfacing works

15. S Ragg has sent details of a Neighbourhood Planning Engagement Workshop on Tuesday 8th May 2.30 - 4.30 pm at Belmont Community Centre, Gilesgate Moor, Durham
16. It has been reported that the corner of the roof at the toilets at Daddry Shield has been hit by a wagon and needs repairing. **Resolved:** Clerk to contact S Makepeace

9899

Planning Matters

DM/18/00878/FPA

Proposed extension to existing caravan park
White House and Hagg Bridge Caravan Park

We objected to this application and asked for it to go to Committee but as the Parish Council cannot provide a planning reason the request for it to be heard at Committee cannot happen. On the 11th April the Council has changed the Constitution and if a Parish or Town Council wish to call an application to Committee, they are asked to confirm their attendance at the meeting to make representations. This will ensure that where applications are called in, representatives are in attendance to make representations to Committee

DM/18/00931/FPA

Field Shelter
Farplace Animal Rescue
Farplace
Sidehead
Westgate

DM/18/01030/FPA

Replace windows and doors with UPVC
15 Kirk Rise
Frosterley

PLANNING PERMISSION

DM/17/02069/FPA

Erection of dwelling and detached garage
Land to the rear of
Forest Lea
71 Front street
Frosterley

DM/18/00602/FPA

Erection of dwelling
Land adjacent to 19
Eastcroft
Stanhope

DM/1703922/FPA

Two storey extension with Juliette balcony and path to rear
Hill House West

Westgate

DM/18/00448/FPA

Demolition of outbuildings

Proposed new garage

The Hotts

Hotts Lane

Ireshopeburn

9900

General Data Protection

Cllr Mrs Humble attended the training event at County Hall

The key points are that the Parish Council is registered with the ICO which costs £35 per year.

The Council is a Data Controller and GDPR gives individuals control of their own information.

Compliance with GDPR is mandatory and data can be in paper or electronic form

We need to shred/delete data which is no longer needed

Send relevant information to the County Archives in line with our retention policy

Documents must be stored securely in a locked fire proof filing cabinet

Laptops must be password protected and have anti-virus protection which are both regularly updated

Memory sticks should be stored securely, and password protected

Refrain from mentioning names in meetings and on planning applications

Access to website restrict to clerk

We need to carry out a data audit and record findings

Complete a Privacy Impact Assessment for each type of data held

Approve an Information and Data Protection Policy

Approve a Consent form

Approve a Privacy Notice

Approve a Subject Access Request

Data security breach reporting form

To achieve compliance the clerk should join the SLCC which costs £115 per year with a £10 one off joining fee

Calculate time required to complete tasks

Set a realistic timetable to complete steps identified

Resolved: It was agreed to register with the ICO and a direct debit mandate was signed by the chair and the clerk. Also for the clerk to join the SLCC and to order a filing cabinet

9901

Parish Council Website

Stanhopeparishcouncil.co.uk will be our domain name

The previous clerk's phone number has been coming up when you google SPC he has received some phone calls. The email was read out.

The clerk visited the police for advice and contacted the number which turned out to be a resident concerned about 5G cables and masts. The planning department was contacted and there have been no applications for masts in the Wolsingham area. If there were then the residents would receive letters

Northgate have looked, and the details are no longer on the website unless they have been submitted to any other external sites they won't appear when our site goes live. If it does appear anywhere then if we send Northgate the page, then they can try and update them, but this can only be down to the owner of the sites and depend on how quickly they respond to requests from them

9902

Finance

1. Greenbarnes Ltd have sent the brochure and price list for the notice boards. The wall mounted one is £1179.83 for the Lime Tree wall and the post-mounted for Cowhill is £1354.85. The Board at Stanhope needs Planning Permission and would cost £66 the forms have been sent. At Cowhill no planning permission is needed, and J Hodges has inspected the area and has agreed to it, he is awaiting confirmation from higher up **Resolved:** Clerk to get another quote
2. Barrington Hall would like to apply for the £500 Village Hall Grant money **Resolved:** It was agreed to send £500
3. St Johns Chapel Town Hall would like to apply for the £500 Village Hall Grant money **Resolved:** It was agreed to send £500
4. Rookhope Village Hall would like to apply for the £500 Village Hall Grant money **Resolved:** It was agreed to send £500
5. S Makepeace has advised that in the closed Churchyard at Stanhope some of the branches need trimming back as they are catching the machines when the grass is cut. It will be about a days work as the branches will be cleared with a chipper **Resolved:** It was agreed to have the work done by S Makepeace
6. St Johns Chapel PCC would like to apply for the £300 churchyard maintenance grant **Resolved:** It was agreed to send £300
7. Ireshopeburn Literary Institute would like to apply for the £500 grant money **Resolved:** It was agreed to send £500
8. St Thomas Church Hall would like to apply for £500 grant money **Resolved:** It was agreed to send £500
9. St Thomas PCC would like to apply for the £300 churchyard maintenance grant **Resolved:** It was agreed to send £300
10. T Johnson has handed his business over to P Irwin and would like to know if it is alright for Mr Irwin to start cutting the grass at Ashcroft Play area. He will be charging the same rate for the same number of cuts. First cut April last cut October depending on the weather and usually every three to four weeks **Resolved:** It was agreed for Mr Irwin to cut the grass
11. Bank reconciliation figures for end of March and all receipts and payments were sent to all councillors and were discussed
12. Annual Internal Audit Report for 2017/18 was read out
13. Annual Governance Statement 2017/18 was approved and signed by the clerk and the chairman
14. The Accounting Statements 2017/18 was approved and signed by the clerk and the chairman
15. Eastgate Village Hall would like to apply for the £500 Village Hall grant **Resolved:** It was agreed to send £500
16. Eastgate PCC would like to apply for the Churchyard Maintenance Grant of £300 **Resolved:** It was agreed to send £300

9903

Risk Assessment

The risk assessment was read out in full and discussed

9904**AAP Report**

Cllr Thompson mentioned that there was a meeting on the last Thursday of May

9905**CDALC Report**

Cllr Ellwood reported that after the last meeting Cllr Bell wrote to the Chair of the Governors so it was a letter from the Durham Association, so it had a bit more weight. The councillors would like Cllr Ellwood to thank him it was much appreciated

9906**Accounts for Payment**

BT Clerks phone bill	£126.46
Northgate Systems website	£312.00
Weardale Publishing stationery	£20.51
NWG Business Public Conv Daddry Shield	£22.99
JRB Enterprise Dog Bags	£537.60
JRB Enterprise Dog Dispensers	£197.94
Stanhope Parish Council Scottish Widows	£40,000.00
S Anderson Salary	£661.70
S Anderson Home as Office	£35.00
S Anderson Expenses	£84.76
TOTAL	£41,998.96

ACCOUNTS FOR RECEIPTS

DCC Precept	£48,000.00
DCC Section 136	£2,700.00
Total	£50,700.00

9907**New Matters for Discussion**

1. Cllr Brewin mentioned that the beck was silted up and needs cleaning out. **Resolved:** Clerk to contact D Hunt
2. In the car park at Frosterley next to the Village Hall there are three vehicles that have not moved since Christmas **Resolved:** Clerk to contact DCC
3. Cllr Ellwood would like to discuss the Christmas Lights next month **Resolved:** Clerk to put the item on the agenda
4. Cllr Mrs Humble commented that the layby on Burtreeford Bank has not been repaired yet as the tarmac has lifted up **Resolved:** Clerk to report again to DCC
5. Cllr Thompson mentioned the street lights and will contact the clerk

6. Cllr Mrs Hutchinson mentioned that the pot holes between Station Road Head and Fairless's have not been repaired yet **Resolved:** Clerk to report again to DCC
7. The wall has slipped away at Huntley Well and it is a retaining wall Cllr Mrs Hutchinson contacted J Hodges who has inspected it and it is dangerous
8. Cllr Mrs Hutchinson would like a letter to go to the Police as a fortnight ago the bikes were racing. The same night Cllr Craig reported them to the Police **Resolved.** Clerk to send a letter
9. Cllr Miss Carrick would like to report that motorbikes are parking in the disabled bay by the Everyday Café and also cars have been seen in the bays to. **Resolved:** Clerk to write to DCC
10. There are seedlings growing in the garden by Garden Close, Stanhope that need removing **Resolved:** Clerk to report to D Hunt
11. When the work has finished at the fire station, Stanhope the grass verge will need reinstating
12. Cllr Miss Graham would like the litter signs back **Resolved:** Clerk to contact D Hunt
13. Cllr Miss Graham mentioned the mine adits in the Dene and that they need uncovering and then railings put in front of them. No reply had been received from the Church Commissioners **Resolved:** Clerk to write again and include a stamped address envelope
14. Some of the walks in Stanhope Parish need the discs on the footpaths **Resolved:** Clerk to contact M Murden
15. Cllr Miss Graham would like to meet an official of DCC at the turning bay at the bottom of Ashcroft either at 8.50 or 3.05 to see if some Keep Clear Signs could be put there **Resolved:** Clerk to write to DCC
16. Cllr Craig has received a warning from UTASS concerning roadside post boxes that some are being broken into and the information used. It has been known for people to try and get the post off the postman who must put the post through a door. A vigilant postman reported an incident to the Police.

9908

Clerks Business

Nothing to report

Meeting closed at 10.10

Date of next meeting 6th June at Dales Centre, Stanhope commencing at 7pm

.....signed.....date