

# Shadforth Parish Council

## Minutes

of a meeting of Shadforth PARISH COUNCIL held on **Tuesday 6<sup>th</sup> July 2021** at 6pm at Sherburn Hill Hub, Sherburn Hill.

**In attendance:** Parish Cllrs Martin, Beattie, Thompson, Kell, Flude, County Cllrs Miller & Varty, Members of the Public: Mrs Nelson

Meeting started at 18:02

- 1 **Apologies for absence** : Lucy Hovvels. Bill Kellett. David Hall .
- 2 **Disclosures of Interest:** None.
- 3 **Minutes.** Minutes of the meeting of the council held on 1<sup>st</sup> June 2021 were signed as a true record.
- 4 **Public questions, comments or representations.**
- 5 **Updates from Parish Councillors:**
  - 5a **Defibrillators.** Cllr Thompson has been working with Durham AAP & David Hall to establish defibrillators in Parish Council area. Grants available for equipment and installation. Possible locations were discussed. Cllr Thompson to continue to conduct research and to find out what the additional costs are for a device in Ludworth. Jake to check which AAP Ludworth belongs to.  
A Working group was established of Co Cllrs Jake Miller, David Hall, Parish Cllrs Wendy Martin and Debra Thompson.
  - 5b **Side of shop parking area.** – Cllr Thompson reported that there have been complaints about the poor state of repair of the area next to the shop in Sherburn Hill, and there have been suggestions to turn the area into a car parking area. Keepmoat have said they have already had approval to turn the area into car park area, Cllr Thompson will contact Keepmoat to provide a date for the works.
  - 5c **Area next to Sherburn Hill Methodist church.** Plans had been submitted to tidy the area but were rejected. Cllrs Thompson & Kell to pursue.
  - 5d **Weeds & Untidiness on Sherburn Hill Front Street.** Cllr Thompson had received a letter regarding weeds and general untidiness of the village. A discussion took place about what action could be taken, and agreed that Cllr Thompson would to explore possibilities, eg contacting the Clean & Green team, as a Parish Council initiated project would be beyond our capacity at the current time considering all Health & Safety planning etc. Action: Emma to forward Insurance policy to Debra.
  - 5e **Benches on Sherburn Hill Moors:** Cllr Kell updated the meeting re benches. It was suggested that individuals could adopt a benches as long

as the Parish Council agreed to maintain them. Taylormade would supply wood for benches,

Action: Cllr Kell to conduct a costing exercise for council consideration.

- 6 **Updates from County Councillors** Jake Miller & Chris Varty provided updates on their activities in the Parish Council. Jake to chase up Planning permission for defibrillators.

- 7 **Updates from PCSO** No updates from PCSO.

- 8 **Clerk's Job Vacancy:** Cllr Emma Beattie provided an update on progress of recruitment. A working group was established of Wendy Martin, Debra Thompson, Stuart Flude, Emma Beattie to complete the process. Interviews to be held Monday 26<sup>th</sup> July if possible.

- 9 **Annual Governance and Accountability Return:**

This item was postponed as the internal audit had not yet been completed. An extraordinary meeting was scheduled for the 13.7.2021.

- 10 **Clerk Handover:** Cllr Beattie provided an update on the current stage of obtaining and Accessing Parish Council website and bank, emails, Microsoft account.

- 11 **Finance Administration:** Approved: removal of ex council members from mandate by letter to bank. New signatories & online banking operators appointed: Cllr Thompson, Cllr Martin, Cllr Kell. Cllr Beattie & Flude are existing signatories.

**Approved: Invoices to be paid:** SE Landscapes, Insurance, NE Jobs Approval by cheque.

Email Insurance contract to Wendy.

Add to Agenda next week.

- 12 **Vacancies:** Ludworth Ward vacancies. 13<sup>th</sup> July is the deadline for Election to be called by 10 residents.

- 13 **Mobile Phone: Approved:** mobile phone contract PAYG with The Phone Coop and donated phone. .

- 14 **Annual Meeting Business:** Some items were being dealt with as they come up, and the rest will be addressed once new clerk is in post.

- 15 **Ludworth Community Centre:** A grant request had been received from Ludworth Community Centre. It was agreed to postpone till new clerk was in post.

**Action:** Wendy Martin to write to LCC to inform them of the decision

**Action:** Emma Beattie to put a notice on website re grants being postponed

## **16 Correspondence Received:**

Parish Paths: Reports received that Parish Paths have not been getting cut satisfactorily. Cllr Beattie to send existing contract, the list of paths and plan to Cllr Kell and Martin to establish what paths are within the contract, have those paths been cut.

A complaint had been received about Shadforth Village Green Road. The issue had been passed on to Cllr Hall.

A question had been received about whether scattering Ashes in the Cemetery was allowed.

Action: Wendy Martin to ask clergy for any info about scattering ashes in the cemetery.

Valuations Office: A letter had been received to provide information about the Cemetery for the purpose of rating valuation.

Action: Emma Beattie to send questions to council members.

**17 To receive Register of Interest Form** Cllr Beattie to contact Cllr Davison for his form

## **18 Any Other Business.**

Minutes prepared by Emma Beattie, Acting Clerk to the Council on 01.09.2021 and Approved

by ..... Position..... On (Date): .....