Grindon and Thorpe Thewles Parish Council

Parish Clerk: Gwynn Dunn, 60 West Street, Stillington, Stockton-on-Tees, TS21 1JY

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Minutes of the Parish Council Meeting held on Tuesday 12th May 2020. Due to the measures in place to restrict the spread of Covid 19 the meeting was conducted remotely using 'Zoom'.

Present:
Cllr. Michelle Davies (Chair), Cllr. Paul John, Cllr. Lynne Williams, Cllr. Gareth Rees and Cllr. Michael Lowson
Gwynn Dunn – Parish Clerk (Temp)
Maureen Milburn – New Parish Clerk

1. Apologies for Absence
Apologies were received from Cllr. Richard Mudd

2. Declarations of interest in items on the agenda
Cllr. Paul John declared a personal interest in item 7 – planning application reference 20/0767/FUL as he lives in a neighbouring property.

3. Minutes of the Parish Council meeting held on 14th April 2020
The minutes were approved by all Councillors. They will be signed at the next full Parish Council meeting.

4. Public Discussion
The meeting had been publicised in the usual manner and residents had been invited to attend if they wanted too. The Clerk had not been contacted by any residents about any new issues.

5. Finance
a. Accounts update
The monthly accounts update had been circulated to all Members.

b. To consider the payment of accounts to be presented to the meeting.

000028 - £221.40 – G Dunn – Salary and general overhead expenses (£10.00)
000029 - £125.31 – CLCA – Membership Fees 2020/21.
000030 - £355.16 – Zurich – Insurance premium 2020/21
Details of these payments had been circulated to all members. They were approved by all Members who responded.

c. Confirmation of audit arrangements for 2019/20 accounts including approval of the letter of appointment for the Internal Auditor. To receive a copy of the accounts for 2019-20 for consideration prior to approval at a future meeting.
The Clerk had circulated a letter of appointment for the internal auditor to all members. It was proposed by Cllr. Davies and seconded by Cllr. Rees that the letter is accepted by the Council and sent to the proposed auditor. The Clerk confirmed for members that the auditor is an Associated Chartered Accountant and as such is amply qualified to complete the internal audit for the Council. **GD**

6. Planning – to discuss any new and on-going planning applications

A Councillor had received a letter from a local resident regarding the planning process under the current conditions. A copy had been sent to the Clerk and the Chairman. The resident felt that

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decisions about planning applications should be put on hold as the current measures to control Covid 19 have meant that fewer residents are aware of planning applications, planning notices have not been displayed and people who do not use the internet cannot easily find out details of applications. The resident asked the Parish Council to support their request that decisions about planning applications are deferred. The request was discussed and it was agreed that the Clerk would contact SBC and ask that decisions are deferred – or if this isn't possible the consultation period is extended to enable more residents to find out about applications and respond. **GD**

20/0767/FUL 2 Durham Road,Thorpe Thewles,Stockton-on-Tees

Change of use of the existing self-contained residential annexe to a luxury holiday let. Creation of glamping and holiday leisure site to include the erection of a Golf Simulator/Private Cinema and 1no. Luxury Glamping Pod.

Cllr. John provided his opinions about this planning application then left the meeting.

This application was discussed. The majority of the Councillors objected to the application on the grounds of the potential for excessive noise in a residential setting, additional traffic, insufficient parking spaces, destruction of a habitat due to the proposed removal of a hedgerow, lack of clarity regarding the new access point to the site, the indication that this is the first stage of a larger development and the over development of the site. One Councillor had some reservations but overall was in favour of the development, three Councillors were against. The Clerk was asked to submit the objections to SBC. **GD**

Cllr. John was re-admitted to the meeting.

20/0775/X Grindon Hall Grindon Lane Thorpe Thewles TS21 3HY
Application to crown reduce 2no. Horse Chestnut Trees (T2 and T3) by 2.5-2m subject to Tree Preservation Order 59 (00.8.5.93)
There were no comments on this application

20/0754/FUL 8 Skipper Grove Stockton-on-Tees TS21 3NB
Erection of single storey extension to rear 8 Skipper Grove Stockton-on-Tees TS21 3NB
A decision has not been made about this application yet.

20/0722/VARY Land North Of Thorpe Thewles Durham Road Thorpe Thewles TS21 3JN
Section 73 Application to vary condition 2 (approved plans) of planning approval 18/0644/REM to allow for the extension to the rear/side gardens of Plots 34-40 (retrospective)
A decision has not been made about this application yet.

20/0536/PABRE Coppice Farm Blakeston Lane Stockton-on-Tees TS21 3LE
Notification for Prior Approval for a proposed Change of use of Agricultural buildings to 4 no. dwelling houses and associated operational development.
A decision has not been made about this application yet.

20/0406/FUL 36 Astral Drive, Thorpe Thewles, Stockton-on-Tees, TS21 3FJ
Erection of single storey extension to include the installation of steps to rear.
A decision has not been made about this application yet.

20/0057/FUL Land North of Thorpe Thewles, Durham Road, Thorpe Thewles
Application for the erection of 4 no, detached dwelling houses
A decision has not been made about this application yet.

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7. Progress Reports

a. Appointment of new Parish Clerk – update on this process

The new Clerk, Maureen Milburn was present at the meeting and the current Clerk is circulating some documents to her in preparation for her taking on the role. Due to the covid 19 measures that are restricting meetings a full handover has not been possible yet but will take place as soon as possible. **GD**

Cllr. Williams mentioned that when meetings in person are possible once again an alternative venue will need to be found as building work will be underway in the Parish Hall over the summer.

b. To accept details of a list of on-going items that are currently on hold due to the Covid 19 measures

The Clerk tabled the following list of issues and projects that are currently on hold due to the measures imposed to prevent the spread of Covid 19:-

Installation of the commemorative bench. The bench is currently in storage at Cllr. Michelle Davies house. It is included on the Parish Council Insurance Policy. SBC will be in touch to arrange an installation date as and when possible. The location of the bench on the Village Green has been agreed.

Remedial work to straighten some of the white posts on the Village Green. SBC staff will carry out this work at the same time as they install the commemorative bench.

New chains around the village green – the completion of the installation of the new chains can be achieved once the white posts are straightened. Cllrs. Paul John and Gareth Reece are installing the chains.

School transport – there are potential issues for local residents as SBC withdraw school transport for fare paying pupils due to new regulations for public transport. These regulations are not met by the coaches used for school transport. We were in the process of trying to find out if the schools would step in to help pupils affected. With the schools being closed no progress has been made.

The Clerk was due to request some additional signage in the Parish to try and deter fly tipping at certain points. This was discussed at the meeting on 10th March. The Covid 19 measures were in place before the Clerk had contacted SBC about this matter. As it is not an essential or priority request signage will not be requested until work patterns are getting back to normal.

8. Proposed improvements by SBC to Wynyard Woodland Park and National Cycle Network route 1

The Clerk had received details from SBC Officers for two projects they are seeking grant funding for. One is to upgrade and alter the route of a section of National Cycle Network Route 1 in the Parish, the second is for improvements to access and information for visitors around the main entrance and car park area at Wynyard Woodland Park. The SBC Officers asked if the Parish Council would consider providing letters of support for these projects to support the funding applications. While the projects were supported in principle the Councillors had some queries about the proposed new route of the cycle path. They also asked the Clerk to find out if this funding bid was successful for Wynyard Woodland Park, would it then be possible for some of the section 106 funding that will come to the area from the on-going housing developments to be used to improve the playground in Thorpe Thewles – as far as Councillors are aware all of the 106 funding is currently earmarked for

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Wynyard Woodland Park. The Clerk agreed to ask for these details from SBC and circulate the responses before the Council commit to providing letters of support. **GD**

9. Computer security and Microsoft Office 365 Package

It was discussed and agreed that the Clerk should purchase a Norton anti virus package (£24.99) and renew the Microsoft Office 365 package (£59.99) for the Parish Council laptop. All Councillors agreed that the Clerk can use her own credit card to pay for these items online and then re-claim the money from the Parish Council at the next meeting. **GD**

10. Correspondence – to review the list of incoming correspondence

08/04/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
09/04/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
15/04/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
17/04/2020	SBC	Planning Lists
17/04/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
19/04/2020	Mcafee	Subscription renewal reminder
20/04/2020	Mazars	Annual return forms and guidance
21/04/2020	SBC	Planning consultation – land north of Thorpe Thewles
22/04/2020	SBC	Planning Lists
24/04/2020	SBC	Planning consultation – Skipper Grove
21/04/2020	SBC	Planning consultation – Durham Road
24/04/2020	CLCA	NALC Covid 19 finance survey
27/04/2020	CLCA	Funding bulletin
30/04/2020	SBC	Planning Lists
30/04/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
01/05/2020	CLCA	Membership renewal 2020/21
04/05/2020	CLCA	Bulletin
04/05/2020	District Cllr.	Community update
04/05/2020	SBC	VE Day celebrations in your home
05/05/2020	SBC	Proposed improvements to Wynyard Woodland Park and National Cycle Network Route 1
05/05/2020	CLCA	Coronavirus – Information for Parish Councils (NALC)
05/05/2020	CLCA	Remote meetings – advice and regulations update

10. Councillors Reports and items for future agendas.

The Parish Hall Management Committee has invited a member of the Parish Council to join their Committee. The invitation was circulated to Councillors, but a full response has not been provided yet - this will be added to the next agenda.

Cllr. Rees asked if the Parish Council can consider at the next meeting whether they will support a funding bid for improvements to the Parish Hall. It was agreed that Cllr. Rees will provide some additional information about the work that the Parish Hall Committee are trying to obtain funding for and the funds secured to date and this will be circulated before the next meeting. **GD**

A councillor commented that it looked like building work is taking place at The Vane Arms – there has not been any recent planning applications for the property. SBC Planning Services are aware of this matter.

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11. Date of next meeting

The next meeting is due to take place on 9th June. The location or format of the meeting will be agreed nearer the time as it will depend on the Covid 19 measures in place.

Signed Dated

Proposed

Seconded

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