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 November in the Parish Hall, Thorpe Thewles.

Present: Cllr. Michelle Davies (Chair)
Cllr. Michael Lowson
Cllr. Lynne Williams
District Cllr. John Gardener
Gwynn Dunn – Parish Clerk (Temp)
Cllr. Paul John
Cllr. Richard Mudd

1. Apologies for Absence

There were apologies form Cllr. Gareth Rees

2. Declarations of interest in items on the agenda

Cllr. Michael Lowson declared a personal prejudicial interest in item no. 7 – planning – as one of the applications concerns his property.

3. Minutes of the Parish Council meeting held on 8th October 2019

Cllr. Michelle Davies signed the minutes of the meeting held on 8th October 2019 as a true and correct record. The minutes were proposed by Cllr. John, seconded by Cllr. Williams and approved by all Councillors present.

4. Matters arising from the minutes of the last meeting

There was nothing additional to discuss.

5. Public Discussion

District Cllr. Gardener was unable to stay at the meeting for long due to another commitment. As such he was updated on the renewal of the chains for the Village Green as he has provided the funding for this project. Thanks were given to Cllr. Gardener for supporting this work.

6. Finance

a. Accounts Update

A summary of the current status of the bank account and upcoming payments had been circulated to all Members.

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

Cheque no. 000010 - £50.00 – Stockton Borough Council – Uncontested Election Fee
Cheque no. 000011 - £536.00 – ATF Supplies – Chain for Village Green
Cheque no. 000012 – 732.00 – Multicoat N. E. Ltd – Powder coat for chains

Cheque no. 000013 - £274.25 – G Dunn – Salary and general overhead expenses (£10.00)

The payments were approved by all Councillors present.

The Clerk had registered the Council with the Information Commissioners Office as required. Cllrs. Paul John and Lynne Williams completed the direct debit instruction form for the registration fee.

Cllr. Williams confirmed she had purchased new pads for the defibrillator as the old set had passed their use-by date. She gave the Clerk the receipt for re-imbursement at the next meeting. **LW**

7. Planning – to discuss any new and on-going planning applications
19/2410/REV Revised application for the erection of a bungalow.
(Removal of existing static caravan and metal container)
Blakeston Croft Farm, Blakeston Lane, Stockton-On-Tees
Cllr. Michael Lowson left the room

GD

There were no comments on this application

Cllr. Lowson returned to the meeting

18/2696/NMA Non-material amendment of planning approval 18/2696/FUL
Thorpe Beck Farm, Durham Road, Thorpe Thewles
There were no comments on this application

19/2221/PABRE Notification for Prior Approval for a proposed Change of use of Agricultural buildings to 4 no. dwelling houses and associated operational development.
Coppice Farm Blakeston Lane Stockton-on-Tees TS21 3LE

There were no comments on this application

19/1752/FUL Erection of one dwelling
Follyfoot Banks, Calf Fallow Lane, Norton

This application had been refused

19/1796/FUL Erection of single storey extension to rear
Howden Hall, Durham Road

This application had been approved with conditions

19/1834/FUL Erection of first floor extension to rear with dormer
Ivy House, Bank Terrace

This application had been approved with conditions

19/1503/FUL Substitution of house types at plots 10, 20 and 26 (and provision of one additional plot - plot 42)
Land north of Thorpe Thewles, Durham Road, Thorpe Thewles

This application had been approved with conditions

19/2015/FUL 2 Buckthorn Crescent, Stockton-on-Tees, TS21 3LD
Erection of single storey extension to rear

This application had been approved with conditions

The arrival of a caravan at the Iris Gardens site at Grindon Lane Ends was discussed. District Cllr. Gardener said that a recent appeal for planning permission for a residence at the site had been granted. Cllr. Gardener agreed to circulate details of the appeal and the outcome. **JG**

Information about an application for accepting low level radioactive waste at Port Clarence had been sent to all Parish Councils in the area. The Clerk distributed the details of upcoming exhibitions associated with this application

Cllr. Gardener gave apologies and left the meeting

8. Progress Reports

a. Village Green Chains – progress report

The funding for the purchase and coating of the chains had been transferred to the Parish Council from SBC. The quotes had been updated and the preferred suppliers selected. Cllr. John took the payment cheques for the chains and will secure supply of the chains and arrange to have them coated and installed on the Village Green. **PJ**

b. Trees, vegetation and footpath management in the Parish – Update

The work to clear the vegetation form around the public footpath sign at the end of School Close had been undertaken by the SBC Rights of Way team. The team may have repaired the fence also if access was possible, the Clerk will check. **GD** The SBC Arborist has surveyed the trees in the Parish and will send the Clerk the details of any recommended work soon. Once we have these recommendations the work to cut back the bushes on the green can be undertaken at the same time. **PJ** The planter on Wynyard Road was provided by the former Parish Council. It is in a poor state of repair, it was agreed that Cllr. John should remove it.

c. Bench Repair – progress report

Cllr. Williams has asked a local joiner to quote for repair of the bench. He is happy to do the work and the quote is expected soon. **GD** The Clerk will arrange to have the nameplate re-painted.

d. Parish Council Website – Progress Report

The Clerk has continued to work on the website and had circulated the link - grindonandthorpethewlespc.btck.co.uk. It can be found using Google but it not **GD**

appearing on listings with other search engines yet – the Clerk will continue to work on improving this. The Councillors are pleased with the appearance and layout etc.

9. Winter Gritting – Durham Road – response to SBC query

The Clerk had asked SBC Highways if Durham road can be included in the regular gritting schedule. A response had been received explaining that Durham Road is part of the priority 2 gritting routes and there are no plans to change that. As such it was agreed that a salt bin should be purchased so grit can be provided for some areas of the road. The Clerk will obtain some prices and circulate these to all Members. **GD**

10. Planning Training – to confirm attendance at this event

The Clerk had circulated details of a training event covering responding to planning applications that will be held in Durham on November 26th. It was agreed that Cllrs. Davies and Williams will attend this event at a cost of £27.00 per person. The Clerk will book them onto the course and circulate any further information. **GD**

11. Cleveland Local Council's Association – date of next meeting

This will take place on 20th November. The Clerk will circulate the papers when she received them – anyone form the Council who is interested is welcome to attend. **GD**

12. Tees Valley Rural Crime Forum – date of next meeting

This will take place on 18th November. The Clerk will be attending, and she thinks Cllr. Rees may attend also as he has done in the past. **GD**

13. Parish Clerk – to discuss recruiting a permanent Parish Clerk

The Clerk confirmed that while she is willing to continue to work for the Council for the immediate future, she does not want to carry out this work on a permanent basis. As such it was agreed that the Clerk should put an advert together to publicise the post in the New Year. **GD**

14. Policies – to consider the following polices for approval

a. Financial Regulations

The Clerk had circulated a copy of the Model Financial Regulations for Parish Councils. It was felt that some of the requirements are rather onerous for a Parish Council with a relatively small budget, one part time member of staff and few incomings and outgoings. It was agreed that the document should be modified so that all of the main regulations are complied with but the level of administration required to ensure compliance with all of the regulations is reduced **GD**

b. Transparency Code

The Clerk had circulated a copy of this to all Members so they are aware of the Council's responsibilities under the Transparency Code.

The Clerk explained that the Parish Council will need to find someone to audit the accounts at the end of the financial year. Cllr. Williams said she may know someone who might be willing to do this – she will find out and feedback at the next meeting. **LW**

15. Correspondence – to review the list of incoming correspondence

09/10/2019	SBC	Planning Lists
09/10/2019	SBC	Invitation to Mayor's Dinner Dance
09/10/2019	FoE	Climate Actions for Town and Parish Councils
10/10/2019	CLCA	Neighbourhood Planning/Health and Well Being- legal update
16/10/2019	SBC	Update from Rights of Way Officer
17/10/2019	SBC	Planning Lists
18/10/2019	HMRC	Government Gateway Confirmation
18/10/2019	SAAA	Notification of external auditor 2019/20
18/10/2019	CLCA	New website accessibility resources
20/10/2019	Cllr. P John	Quotes for work – village green
24/10/2019	SBC	Information re winter gritting – Durham Road
24/10/2019	CLCA	Tees Valley Rural Crime Forum details of next meeting
24/10/2019	TVRA	Tees Valley Village Hall Newsletter
24/10/2019	Cllr. J Gardner	Cleveland Police Neighbourhood Consultation
28/10/2019	SBC	Liaison over provision of funds for village green fencing
28/10/2019	Augean	Community Consultation Information
31/10/2019	SBC	Planning Lists
01/11/2019	SBC	Planning Lists
01/11/2019	SBC	Invitation to Mayor's Carol Service
04/11/2019	CDALC	Confirmation of places – Planning training
06/11/2019	SBC	Tree work – Thorpe Thewles - Update
06/11/2019	SBC	Invoice – Uncontested Election Fees
07/11/2019	SBC	Planning Lists

16. Councillors Reports and items for future agendas

It was agreed to discuss the suggestion of providing a war memorial bench at the December meeting. **GD**

17. Date of next meeting

The next meeting of the Parish Council will take place on Tuesday 10th December 2019 at 6.30pm in the Parish Hall, Thorpe Thewles.

The meeting ended at 8.00pm

Signed Dated

Proposed

Seconded