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 10th September in the Parish Hall, Thorpe Thewles.

Present:	Cllr. Lynne Williams (Chair)	Cllr. Paul John
	Cllr. Michael Lowson	Cllr. Richard Mudd
	Cllr. Gareth Rees	Cllr. Michelle Davies (arrived at 7.00pm)
	District Cllr. John Gardener	3 Members of the Public
	Gwynn Dunn – Parish Clerk (Temp)	

1. Apologies for Absence
There were none.
Condolences had been sent to the family of Bob Mullen following his recent death. Bob had provided great support to the Parish Council in recent months.

2. Declarations of interest in items on the agenda
There were none.

3. Minutes of the Parish Council meeting held on 13th August 2019
Cllr. Lynne Williams signed the minutes of the meeting held on 13th August 2019 as a true and correct record. The minutes were proposed by Cllr. John, seconded by Cllr. Rees and approved by all Councillors present.

4. Matters arising from the minutes of the last meeting
The Clerk had received a brief response from Stockton Borough Council about access to the play area. A more detailed response will follow.

5. Public Discussion
The Council was informed that the Residents Association summer fete had raised £524.00. £200 was offered to the Parish Council as a contribution towards the cost of the new Christmas Lights. This was duly accepted with thanks. Thanks were given to the Parish Council for providing funding to cover some of the costs of the entertainment at the fete. District Cllr. Gardener provided information about the Community Improvement Fund that he manages for the Northern Parishes on behalf of Stockton Borough Council and the levels of funding that are available for projects in each of the three Parishes in the Ward.

6. Finance

a. To consider expenditure for 2019/20
The Clerk had drafted and circulated an accounts sheet detailing income and expenditure to date and possible projected expenditure. It was agreed to discuss it further at the next meeting.

b. To consider a financial risk assessment and asset register
The Clerk had circulated a financial risk assessment for the Council. It was approved for adoption by all members.

The Clerk had drafted an asset register for the Parish Council based on information provided from Councillors and the former Parish Council documents. She agreed to check with SBC which salt bins they own in the Parish and find out if any trees on the Village Green have tree preservation orders on them.

c. To consider the payment of accounts presented to the meeting and confirm payments approved at previous meetings

The following approved payments had been made in August following the receipt of a cheque book:-
Cheque No. 000001 – £230.00 – Thorpe Thewles Residetns Association – Fete support
Cheque No. 000002 – £81.00 – CDALC – Training Fees
Cheque No. 000003 – £500.00 – SCP PCC – Churchyard grant for St James Church
Cheque No. 000004 – 96.27 – CLCA – Membership Fees
Cheque No. 000005 – £347.12 – Zurich – Insurance fees – paid to Cllr. L Williams to re-imburse her for the fee paid
Cheque No. 000006 – 439.65 – C Dean – Parish Clerk services May - August
In addition the following new payments were approved be all councillors present:
Cheque No. 000007 – £220.00 - Grindon Parish Hall – Hire Fees
Cheque No. 000008 - £285.60 – G Dunn – Parish Clerk Salary and Expenses
(stamps £8.40, paper £2.95, general office expenses £10.00)
District Cllr. Gardener left the meeting.

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

19/1752/FUL Erection of 1 no. dwelling. Follyfoot Banks, Calf Fallow Lane Norton.
19/1796/FUL Erection of single storey extension to rear. (Demolition of existing conservatory). Howden Hall, Durham Road, Stockton-on-Tees, TS21 3LR
19/1834/FUL Erection of first floor extension to rear with dormer. Ivy House, Bank Terrace, Thorpe Thewles, TS21 3JW

There were no comments on any of the applications.

8. Progress Reports

a. Costs for Village Green Chains

Cllr. John had obtained three quotes for supply and painting of metal chains to replace the plastic chains around the Village Green. The total cost will be in the region of £1100.00. It was agreed that before any expenditure decisions are made a walk around the Parish should take place and all the assets checked to see what repairs etc. are required. The Clerk was also asked to contact the District Councillor to see if he would consider funding new chains.

b. Christmas Lights

The new lights have been ordered from SBC. It was agreed that the Clerk should ask SBC if the Christmas lights can be turned on during the week of 2nd December.

c. Vegetation management on the Village Green

The Councillors agreed that some of the vegetation on the Village Green is overgrown. The Clerk will obtain a quote for some pruning work to be done. Some of the work required may need to be completed by BT as the growth is around telephone wires. A letter has been

received asking for some work to be carried out on a tree in North Close. The Clerk will try to ascertain who is responsible for the tree and contact them.

9. Parish Clerk – to agree and sign a contract

The Clerk had added her details to the contract that the Council had already approved at a previous meeting. It was agreed by all present that the salary scale for the Clerk should be NJC Salary Point 9. The contract was signed by the Clerk and Cllr. Davies.

10. Parish Council Website – to discuss the development of a website for the Council

The Clerk had circulated a link to the website used by one of her other Councils. All members agreed that a similar website will suit Grindon and Thorpe Thewles Parish Council. The Cl **GD** agreed to make a start on the construction of the website.

11. Policies – to consider the following polices for approval

- **a. Code of Conduct**
- **b. Discipline and Grievance**
- **c. Complaints**

The Clerk had circulated drafts of each of the above polices to all Councillors prior to the meeting. A few errors were noted to dates etc. but subject to these alterations they were all approved by all present for adoption by the Council.

12. Withdrawal of the Stagecarriage bus service – to discuss

Although the X8 service passed through Thorpe Thewles the Councillors agreed that the loss of this service does not have the impact on the Parish that it has had on some of the other Parishes in the area as Thorpe Thewles is still serviced by other bus services.

13. Correspondence – to review the list of incoming correspondence

12/08/2019	Lloyds Bank	New Customer Support Info.
16/08/2019	SBC	Confirmation of Christmas Lights Order
19/08/2019	SBC	Planning Lists
19/08/2019	TTRA	Hall Hire Invoice
19/08/2019	CLCA	Subscription Fees Invoice
21/08/2019	SCP	Confirmation of acceptance of feedback required for churchyard grant.
22/08/2019	TVRA	Request to add Parish Council details to data base
27/08/2019	SBC	Update of contact details
30/08/2019	SBC	Access to play area – initial response
05/09/2019	TVCA	Consultation – Strategic Transport Plan
09/09/2019	FoE	Take Climate Action in your community
10/09/2019	SBC	Temporary Road Closure – Norton West Level Crossing

14. Councillors Reports and items for future agendas

The Clerk to report a damaged stone on Vicars Bridge to SBC Highways.

15. Date of next meeting

The next meeting of the Parish Council will take place on Tuesday 8th October 2019 at 6.30pm in the Parish Hall, Thorpe Thewles.

Signed Dated

Proposed

Seconded