

# CORNSAY PARISH COUNCIL

At a meeting of Cornsay Parish Council held on Wednesday, 29<sup>th</sup> June, 2016, at 7.00pm, in Woodland Hall, Woodland Road, Esh Winning.

**Present:** Councillor B Armstrong (in the Chair)  
and Councillors J Armstrong, L McKendrick, R Makepeace and D Robb  
and County Councillors D Bell, A Bonner and J Chaplow

## 25. COUNCILLOR FS DUGGAN

The Chairman reported, with deep sadness, that Councillor Syd Duggan had recently died.

Councillor Duggan had been a member of this Council for many years and had also represented the area on Derwentside District Council. He had been heavily involved in Hamsteels Community Centre and Hamsteels Community Hall Association and had worked tirelessly for the benefit of the community and local people.

Members observed a moment's silence as a mark of respect.

## 26. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor K Duggan.

## 27. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

There were no declarations of interest or requests for dispensations.

## 28. REPORTS FROM COUNTY COUNCILLORS

County Councillors reported on the following items:

- Councillor Eddie Bell had been elected as chairman of the council for the forthcoming municipal year.
- Lumiere would be returning to Durham in November, 2017 following the success of previous events.
- Wharton Park had now re-opened following a £3m restoration.
- The County Durham Plan was now out for public consultation. A number of consultation events were planned to take place across the County.
- Councillors Simon Henig had stepped down as chair of the North East Combined Authority.
- The County Council has recently won an award from the Municipal Journal for excellence in governance and scrutiny.

**Resolved:** *That the report be noted.*

## 29. MINUTES

The minutes of the Annual Meeting of the Council and Ordinary Meeting held on 25<sup>th</sup> May, 2016, were confirmed as a correct record and signed by the Chairman.

## 30. MATTERS ARISING

There were no matters arising.

## 31. FINANCIAL REPORT

(a) Agreement was given for the payment of:

- (i) £313.89 to Mr D Walker in respect of Clerk's wages for June.
- (ii) £78.60 to HMRC in respect of PAYE for June.

- (iii) £443.00 to Makepeace Landscapes in respect of grounds maintenance and play areas.
- (iv) £840.00 to Artis Consulting in respect of quantity surveyor services for June.
- (v) £840.00 to Blake Hopkinson LLP April payment for design works.
- (vi) £44.34 to JRB Enterprises in respect of dog bags.

(b) Cheques issued:

(i)	25 <sup>th</sup> May 2016	£	332.42	Clerk's wages	No. 857
(ii)	25 <sup>th</sup> May 2016	£	83.20	HMRC	No. 858
(iii)	25 <sup>th</sup> May 2016	£	117.60	Northern Echo Job Advert	No. 859
(iv)	25 <sup>th</sup> May 2016	£	840.00	Artis Consulting	No. 860
(v)	25 <sup>th</sup> May 2016	£	840.00	Blake Hopkinson LLP	No. 861
(vi)	25 <sup>th</sup> May 2016	£	513.50	Makepeace Landscapes	No. 862
(vii)	25 <sup>th</sup> May 2016	£	151.43	Playdale Playgrounds	No. 863
(viii)	8 <sup>th</sup> Jun 2016	£	88.00	MG Ackroyd	No. 864
(ix)	25 <sup>th</sup> May 2016	£	180.00	NEREO Job Advert	No. 865
(x)	25 <sup>th</sup> May 2016	£	137.61	CDALC	No. 866
(xi)	25 <sup>th</sup> May 2016	£	50.00	Petty Cash	No. 867
(xii)	3 <sup>rd</sup> June 2016	£	75,694.50	WJM Quigley Ltd	No. 008
(xiii)	9 <sup>th</sup> June 2016	£	20,000.00	Transfer to Barclays	No. 868
(xiv)	28 <sup>th</sup> June 2016	£	120.00	Our Lady Queen of Martyrs Hall	No. 869

(c) Cash at Bank:

Northern Rock	£41,136.35
Barclays	£42,998.62
Barclays (Savings)	£12,232.64

### 32. CORRESPONDENCE

There was no correspondence requiring the Council's attention.

### 33. PLANNING APPLICATIONS

There were no planning applications for consideration.

### 34. BANKING ARRANGEMENTS

In order to ensure that cheques could be signed efficiently, it was necessary to add an additional signatory to the Council's accounts.

**Resolved:** *That Councillor L McKendrick be added as a signatory to the bank accounts.*

### 35. COMMUNITY BUILDING PROJECT COMMITTEE – MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2014

At the Annual Meeting of the Council, it had been resolved to dissolve the Community Building Project Committee as it was no longer required.

The Internal Auditor had highlighted that the minutes of the last meeting, held on 18<sup>th</sup> November, 2014, were unsigned in the Minute Book and had recommended that they be reported to the Council for confirmation.

**Resolved:** *That the minutes of the meeting of the Community Building Project Committee held on 18<sup>th</sup> November, 2014, be confirmed as a correct record and signed by the Chairman.*

## **36. HAMSTEELS COMMUNITY CENTRE**

### **(a) Neighbourhood Budget Application**

County Councillors D Bell, A Bonner and J Chaplow had kindly agreed to make a contribution from their Neighbourhood Budgets to cover the cost of IT provision in the new community centre.

The terms and conditions of the grant required approval by the Council.

### **(b) Lease to Hamsteels Community Hall Association**

The former community centre had been leased to the Hamsteels Community Hall Association, this lease having been ended by virtue of a deed of surrender when the building had closed last year.

In order to enter into a new lease with the Association in respect of the new building, it would be necessary to have a new lease drafted.

Durham County Council, who had undertaken the legal work in relation to the building recently, were able to undertake this work at a cost of £84.00 per hour and estimated that it would take around 7 hours to complete.

### **(c) Telephone Line**

The Clerk had been advised that it was necessary to arrange for the installation of a telephone line to the new building in order that the fire and intruder alarms could be monitored. It would also enable a landline telephone to be installed in the building.

The Clerk had approached BT who had indicated that a line could be installed at a cost of £120.00 together with a monthly cost of £25.90 in respect of line rental and unlimited calls to UK landline and mobile telephone numbers.

### **(d) Gas & Electricity Meters**

The Clerk had just been informed that it was the Council's responsibility to arrange for the installation of gas and electricity meters in the new building.

He had attempted to contact various suppliers, but to-date, the only one to respond had been EON. The information required to complete the application had been requested from the contractors and, once received, an application could be made for meters to be installed.

### **(e) Update on Progress**

The Chair reported that the new building was progressing well. It had been agreed to change the specification of external paving to reduce costs. The contractors had advised that additional floor screeding would be required to accommodate the hearing loop and this had been passed on to the architect to deal with.

### **(f) S106 Monies**

Durham County Council was in receipt of £31,000.00 in s106 monies in respect of the housing development being undertaken on the former school site.

The Chairman advised that she had made some inquiries with a view to accessing this funding for environmental improvements in and around Western Avenue, including tidying up the former garage site, re-installing the former flower bed in the grassed area in front of nos. 20-26, provision of short stay parking for the shop and removal of the bollards and pinchpoints. It was hoped that this would increase the attractiveness the area and link with the new community centre.

**Resolved:** (i) *That terms and conditions of the grant be approved and signed on behalf of the Council.*

(ii) That Durham County Council be instructed to prepare a lease of the new building to the Hamsteels Community Hall Association.

(iii) That a telephone line be installed with BT.

(vi) That an application be made to EON for installation of gas and electricity meters and provision of electricity and gas supplies to the new building.

### 37. EXCLUSION OF THE PRESS AND PUBLIC

**Resolved:** That in view of the confidential nature of the following item of business, and in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be temporarily excluded and they be instructed to withdraw from the meeting.

### 38. HAMSTEELS COMMUNITY CENTRE

The architect had recently advised of the situation in respect of timescales for completion of the new building and that there would be some delay in the building being handed over. The contract had made provision for the building to be completed in early July.

As a result of the delay, there were various financial issues to be considered.

**Resolved:** That provided the impact on the Council was financially neutral, the Council wished to reach an amicable and negotiated agreement without the need to invoke the relevant clauses in the contract.

### 39. PAY SETTLEMENT 2016/2017 & 2017/2018

The National Joint Council for Local Government Services had reached agreement on pay awards to cover the years 2016/2017 and 2017/2018.

Details of the revised payscales had been circulated.

**Resolved:** That wages be increased in line with the agreement.

The Meeting closed at 8.00 pm

Signed as a correct record:

Chairperson ..... Date .....

Clerk ..... Date .....