



**MINUTES FROM A MEETING  
OF EGGLESCLIFFE & EAGLESCLIFFE  
COUNCIL HELD ON THURSDAY 4<sup>TH</sup> APRIL 2019 AT ALL SAINTS CHURCH,  
DUNNOTAR AVENUE, EAGLESCLIFFE, COMMENCING AT 7.00pm**

**CLLRS PRESENT:** M Rigg - Chair  
R Rowlinson - Vice-Chair  
J Clarke  
G Colling  
J Fletcher  
J Milburn  
M Milburn  
G Perrie  
R Reynolds  
F Wray

**IN ATTENDANCE:** C Whitehead – Clerk to the Council

Before commencing with the meeting, the Council and the Clerk took a few moments in silence to remember Cllr Geoff Turner who passed away on 25<sup>th</sup> March 2019.

**APOLOGIES:** Apologies for absence received from Cllrs. A Lamond & M Snaith

**DECLARATIONS:** None

**DISPENSATIONS:** None required for this meeting.

**50/19 MINUTES FROM 7<sup>TH</sup> MARCH 2019 MEETING**

**RESOLVED:** That the Minutes from 7<sup>th</sup> March 2019 meeting be taken as read and accepted as a true record.

**51/19 MATTERS ARISING (FOR INFORMATION ONLY)**

None

**52/19 COUNCILLORS REPORT BACK**

1. Cllr Rowlinson gave his report on the 3rd April meeting of DTVACC: one of the first items was to note the passing of Cllr Geoff Turner who was for many years this Council's representative on the committee. Handover of the airport ownership took place on 15th February and the Stobart Company has a twelve month contract with a six month extension to manage the airport. The CAA essentials including radar, telecoms, runways, lights etc. will be managed by S Woods and funded by the Tees Valley Mayor's Office. There are plans to re-open the hotel after big improvements and the housing development has been scrapped. There is a target of 1.4 million passengers per year to break even with 2 million desired.

2. Cllr Fletcher had attended the AGM of EPHA where Hon. Judge P Armstrong was appointed as the new president.

3. Cllr Rigg had the minutes of the latest EARA meeting which recorded the group's interest in having a defibrillator in Egglecliffe village. Cllr Rigg had alerted the group to this council's defibrillator scheme and welcomed EARA to have a representative on the working party.

#### 53/19 REPORT BY THE CLERK INCLUDING CORRESPONDENCE

**1. Refer Minute 38/19** 1. SBC had indicated by letter dated 21st March, that they had made it clear to Network Rail that they did not support the demolition of the railway signal box and that the FSDR group would be consulted on any formal planning application that affected Stockton & Darlington's railway assets. An emailed response from Network Rail stated that wherever possible Network Rail will consider options for redundant signal boxes from local community groups or heritage railway. Unfortunately, due to the close proximity of Uraly Nook signal box to the operational railway and no safe public access there was no alternative option but to demolish. Re-siting a non-listed signal box would normally be at the cost of the local community group, and could be prohibitive. Currently there are no plans in the foreseeable future to close Uraly Nook crossing. The full responses were tabled for interest. To date there had been no response from Historic England.

**2. Refer Minute 200/18** 2. Receipt is noted of a letter dated 19th March from Persimmon Homes confirming their arrangements to tidy the patch of land in their ownership on Leicester Way. Persimmon intend to write to nearby residents to discuss options for longer term maintenance and asked if this is something this council would be interested in getting involved with.

**AGREED:** This council does not have the resources to assist with maintenance of the land.

**3. Refer Minute 39/19** 5. With regard to cemetery space, SBC have indicated to Yarm Town Council that they are at the early stages of considering future cemetery provision in the Borough and would get back in touch for discussions after an internal meeting (SBC) in mid-April.

**4. Refer Minute 44/19.** It is noted that the Tees Valley Mayor is unable to attend the APM. Arrangements have been made for the Canal & River Trust to give a short presentation and speech; they will be bringing their own slides. FS&DR will also be attending and require a table for some promotional information.

5. An advertising sign had appeared on the fencing at this council's Jubilee Garden, drawing several complaints / enquiries including one from SBC planning enforcement. Cllr Snaith had kindly taken down the sign and Cllrs expressed their gratitude for his actions

6. Stockton & Yarm Royal British Legion is requesting donations of up to £50 to assist with costs for a Festival of Remembrance Event. Contributors will receive two free tickets to the event which is to be held in October raising funds for the local RBL branch and the Poppy Appeal.

**AGREED:** That a donation of £50 be provided to Stockton RBL Festival Fund.

7. The Clerk had experienced difficulty contacting GPD Leaflet Distribution to find out when they would collect the leaflets for distribution within the agreed timescale and before 4th April. After numerous emails and telephone messages they had finally answered a call on 2nd April and said they could not start distribution until 8th April. The Clerk had explained that was no good and other arrangements would be made; an email expressing dissatisfaction had been sent. Cllrs and the Clerk had arranged to share distribution themselves it being too late to find an alternative service to get the newsletters out in time for the APM

8. Arrangements to have an annual tree inspection are in hand – SBC's Tree and Woodland Officer has been out to look at the sites individually; with the exception of the woodland at Eliff's Mill allotment site where he would need to arrange access. The estimated the cost of a survey is £325 per annum which would include for inspection of all trees plus administration to prepare a schedule and cost for any recommended works for each site. The officer recommends an annual survey for this council in order to comply with its legal duty of care under Occupier Liability Act). He will be drafting a service level agreement to outline the inspection criteria for the council to look at and verify boundaries etc. prior to confirming acceptance.

9. It is noted that in the forthcoming elections the election of Parish Councillors for Eggescliffe & Eaglescliffe is uncontested and 10 councillors are elected unopposed

10. The following articles and magazines were tabled for interest: Local Councils Update & Clerk

#### 54/19 PLANNING APPLICATIONS

The following applications had consultation expiry dates before the 4th April. They had been considered by the Chair and Vice – Chair who raised no comments/concerns.

19/0381/FPD - 26 Royal George Drive Eaglescliffe - Erection of single storey extension to rear/side and garage conversion to form office and domestic store.

19/0575/FUL - 61 Mayfield Crescent Eaglescliffe - Erection of two storey extension to side and single storey extension to the front to include the installation of a canopy and erection of single storey extension to the rear (demolition of existing conservatory)

18/2885/RET - 3 Grassholme Way Eaglescliffe - Retrospective application for garage conversion.

The following applications were considered at this meeting:

19/0650/DCH- Offices Elementis Chromium Uray Nook Road Eaglescliffe - Information to discharge condition(s) 3 (Materials), 7(Construction Management Plan), 8 (Soft Landscape Scheme), 9 (Surface Water Drainage) ,12 (watching Brief) ,13 (External Lighting) and 14 (Method Statement) of planning approval 17/0038/FUL - Change of use of the Elementis offices/laboratory to provide an operations base for the Great North Air Ambulance, new hard standing helipad, new hanger building, fuel storage tank and insertion of a set of doors with the existing office building

**RESOLVED:** No comments to be made on the application above.

19/0568/OUT - Orchard House Church Road Eggescliffe - Outline application with some matters reserved (appearance, landscaping and scale) for the erection of a detached dwelling.  
decision

**RESOLVED:** This council has no objections to this proposal provided that any additional driveways/entrances do not cause access problems for other properties on Church Road.

#### 55/19 MINUTES & REPORTS FROM COMMITTEES & WORKING GROUPS

##### a) Minutes 19<sup>th</sup> March Allotment Management Committee

**RESOLVED:** That the minutes of the meeting are received.

The Clerk reported that there had been a spate of thefts from the Eliff's Mill allotment site which she had reported to the police. However, it was up to individual tenants to report any losses.

The Clerk reported that there had been an error in the draft allotment accounts presented at the meeting: the allotment reserve balance as at 31<sup>st</sup> March 2019 was £6173 and not the figure stated in the draft accounts

#### **56/19 POLICY REVIEWS**

##### **a) Code of Conduct**

Copies of the Code of Conduct with proposed revisions had been circulated with the papers for the meeting. It is noted that the revisions had been prepared using NALC template Code of Conduct for parish councils 2016. Items Appendix B (i) a) & (i) b) in the template had been excluded in 2012 from this council's code as it was found that the extent of the interests in these items would make the councils work in the community with outside bodies unworkable. It was agreed that these items remain excluded from this council's Code of Conduct.

**RESOLVED:** That the Code of Conduct as revised is put into effect

##### **b) Code of Conduct Complaints**

Copies of the Code of Conduct Complaints policy as adopted on 7<sup>th</sup> February 2013 had been circulated with the papers for the meeting. It is noted that no changes were proposed.

**RESOLVED:** That the Code of Conduct Complaints Policy is reviewed and remains in effect.

##### **c) General Complaints**

Copies of a draft Complaints Procedure had been circulated with the papers for the meeting. It is noted that the draft had been adopted from the national model Town & Parish Council Complaints Procedure published by the SLCC.

**RESOLVED:** That the Complaints Procedure is adopted.

#### **57/19 DURHAM LANE RECREATION GROUND**

On 21<sup>st</sup> March in the council office, Cllr Rigg and the Clerk met with Neil Fowler, representative of Leven Junior AFC, and Stephen Cole, representing the development managers of the site at Allen's West. Unfortunately, no other members of the Recreation Committee were available to attend the meeting and the group had proceeded with a discussion on the proposals for satisfying the off-site recreation condition in the current planning application for the Allen's West Site.

To update councillors on the situation, copies of emailed correspondence between the group had been circulated with the papers for the meeting. Copies of an additional email from Stephen Cole had been tabled prior to the start of the meeting; this latest correspondence advised that of a proposal to discharge the planning condition by way of a commuted sum secured with a unilateral undertaking from the landowner or their successors to the parish council i.e. a sum of money committed to the Council for use by the Council /football club. The sum would be based upon the capital cost and professional fees associated with procuring the works discussed at our meeting namely the enhancement of the pitches, footpath/cycleway access from the development and the introduction of the MUGA on the Parish land.

**RESOLVED:** Whilst not being against the idea in principle; before reaching a decision, the council would require much more detail of how the financial arrangement would be worked out i.e. exactly what it would cover and an idea of the costs of ongoing maintenance.

#### **58/19 COMMITTEE MEETINGS/DATES TO BE ARRANGED**

None at this time

## 59/19 ACCOUNTS

### a) INCOME/ITEMS FOR PAYMENT

**RESOLVED:** That the schedule of payments below is approved:

Payee	Required for	Amount £	Payment method	Date paid /approved
Clearaway	Allotment clearance	250.00	BP	14/03/19
CPRE	Membership renewal	36.00	BP	18/03/19
Npower	Floodlights electricity (S137)	93.23	BP	25/03/19
E&EC	Transfer funds D'ton BS to HSBC	36,000.00	BS chq	26/03/19
Kompan Ltd	Kingsmead play area (part)	10,000.00	BP	27/03/19
Kompan Ltd	Kingsmead play area (balance)	26,265.25	102771	27/03/19
Came & Co	Hiscox Insurance Policy 2019/20	1,277.72	BP	01/04/19
Warrior Properties	Office rent	312.00	BP	01/04/19
CLCA	NALC membership fee	633.89	BP	01/04/19
Grenke leasing	Phtocopier lease	369.75	DD	03/04/19
British Telecom	Telephone & internet services	82.16	DD	03/04/19
Staff	Salaries + expenses (£119.52)	1,673.20	BP	04/04/19
HMRC	Tax & NIC	477.81	BP	04/04/19
Cash	Office petty cash	150.00	102772	04/04/19
Communicorp	Subs. Local Councils Update	75.00	102773	04/04/19

**RESOLVED:** That the following income is noted.

From	For	Amount £	Date
Darlington BS	Funds transfer to HSBC	36,000.00	26/03/19
Darlington BS	Interest on account	169.81	30/03/19
SBC	Precept & grant	61,923.00	01/04/19

### b) Quarterly Financial Statements as at 31st March 2019

**RESOLVED:** That the following financial statements for the quarter ended 31st March 2019 are received and noted: listed payments and receipts with bank reconciliation; petty cash reconciliation; budget comparison; movements of reserves and reserved fund balances

### c) To appoint a member, other than the chairman or a cheque signatory, to verify bank reconciliation as at 31st March 2019

**RESOLVED:** That Cllr Clarke is appointed to verify the bank reconciliation for the quarter ended 31st March 2019 and report his findings at the next meeting.

## 60/19 ITEMS FOR INFORMATION

None at this time

## 61/19 CONFIRMATION OF DATE & TIME OF NEXT MEETING

**RESOLVED:** That the next meeting would be held on Thursday 16<sup>th</sup> May 2019 commencing at 7pm in All Saints Church

There being no further business the Chair declared the meeting closed at 9.05 pm