



Minutes of Sherburn Village Parish Council

9th January 2018

Sherburn Village Parish Council		
9/1/18	19:00	Sherburn Village Community Centre
Attendees	Councillor J Leadbitter(Chairman), Councillor A Leary, Councillor K Smith, Councillor R Pye, Councillor D Hall, Cllr D Coulthard, Cllr Coulthard	

Item 1 – Apologies for Absence	
	Standard Item
Apologies for absence were received from Councillor G Smith,	

Item 2 – Declarations of Interest	
	Standard Item
None	

Item 3 – Public Participation		
	Standard Item	
Paul Willey, St Mary's Church, attended the meeting to request that a member of St Mary's be on the working party for the WWI commemoration and to find out what plans there were for the celebrations. He was advised that there was a proposal to light a beacon on the village green; Remembrance Service to be extended; exhibition of WWI artefacts in the Community Centre. It was agreed that someone should be included from the church and Paul is to let the Clerk know the details.		
Action Items	Person Responsible	Deadline
Name of Church Member for WWI working group	Paul Willey	None

Item 4 – Minutes of Previous Meeting	
	Standard Item
The minutes of the previous parish meeting were all approved by members without amendment.	

Item 5 – Matters Arising	
	Standard Item
Grave Digger is leaving the soil so that it is now on the path and surrounding area and not correctly on the mound & that Clerk to contact re sinking grave and to check if he can level them. Discuss with him to leave future graves with a mound to allow for any sinking.	

Item 6 – Planning Matters	
	Standard Item

No planning applications have been received.		
Action Items	Person Responsible	Deadline
None	None	None

Item 7 – Police & Crime Commissioner & Policing		
Standard Item		
No figures available on the Police UK Website		
Action Items	Person Responsible	Deadline
none		

Item 8 – Correspondence		
Standard Item		
Clerk advised that Electoral office had advised that no one had applied to join the Parish Council after notices were placed in Noticeboards.		
Action Items	Person Responsible	Deadline
None		

Item 9 – Financial Matters		
Standard Item		
The clerk provided her financial report to members which was approved. Clerk advised that all documentation now received from members and would now complete forms and return to bank to get actioned.		
Action Items	Person Responsible	Deadline
Update bank signatories	Parish Clerk	None

Item 10 – Budget		
The setting of the precept was discussed and it was agreed that a raise of 3% would be required.		
Action Items	Person Responsible	Deadline
Send Precept to Durham County Council	Parish Clerk	ASAP

Item 11 – Buckingham Party Garden Party		
Councillors Hall & Dee Coulthard showed an interest in attending. Clerk advised that final selection would be by random draw through CDALC		
Action Items	Person Responsible	Deadline
Clerk to forward names to Steve Ragg, County office	Parish Clerk	ASAP

Item 12 – World War I Commemoration		

It was proposed and agreed to set up a working party to include members from the Parish Council, Cllrs Leadbitter, Leary, Delia Coulthard & Pye and Paul Willey, Peter Kell would also be invited. A meeting was arranged for Monday, January 15th at 6.30 at Community Centre and report back to Parish Council at the next meeting. Clerk to notify all other participants of date & time.

Action Items	Person Responsible	Deadline
Notification of date, time & venue of meeting	Clerk	ASAP

Item 13 – Pitman’s Parliament

The cost of the seats is £100 and following discussion it was decided to purchase a seat and it was agreed that as there is not a seat for Sherburn Village it would be Sherburn Hill. Clerk to information on seat purchase.

Action Items	Person Responsible	Deadline
Information on seat purchase	Clerk	Next meeting

Item 14 –Neighbourhood Plan

Parish Clerk

Cllr Hall advised that he could get someone from Locality who could attend a meeting to advise how the Parish Council could proceed and they would cover items such as housing, village etc; what is wanted to be achieved in the village. Also Durham Community Action could advise and it was agreed to invite someone to attend. Cllr Hall advised that there may be the opportunity to apply for some funding to help towards costs. Cllr Leadbitter asked if there may be a possibility of working with other parishes to reduce the costs but was advised that this was not possible. It was asked as to what was the difference between a Neighbourhood plan and a Parish Plan. Cllr Hall advised that a Neighbourhood Plan was to do with protecting open spaces and that a Parish Plan was to identify the needs over the next 5-10 years and what/how they would could be achieved. Cllr David Coulthard said he would prefer a Parish Plan and after discussion it was decided that this was the way forward and to contact Durham Community Action to invite them to meeting to discuss in more detail.

Action Items	Person Responsible	Deadline
Durham Community Action – invite to attend meeting to discuss	Clerk	None

Item 15 – Any other matters

Cllr Leary has been contacted by Tailormade – Derek Longstaff would like fund some activities but it is not known would the funding level would be.

Discussion of purchasing new equipment – agenda for next meeting with prices

Garages – white van had been seen on the site & possibly is involved in illegal activities. Get quotes for gates to be installed

Allotments – Fencing needs to be repaired or some replaced

Park House Gardens verges – agenda for next meeting

Advertising for newsletter – deadline 1/3/18

Action Items	Person Responsible	Deadline
Email Mr Longstaff to invite to meeting to discuss	Clerk	None
Equipment prices – agenda & costs	Clerk	Next meeting
Quote from Skill Mill for fencing & gates	Clerk	Next meeting
Park House Gardens Verges - Agenda	Clerk	Next meeting

Next Meeting – Tuesday 13th February at 7pm

