



Minutes of Sherburn Village Parish Council

13th March 2018

Sherburn Village Parish Council		
13/03/2018	19:00	Sherburn Village Community Centre
Attendees	Councillor J Leadbitter(Chairman), Councillor R Pye, Councillor K Smith, Councillor G Smith, Councillor S Mason & Councillor D Hall	

Item 1 – Apologies for Absence	
	Standard Item
Apologies for absence were received from Councillor Delia Coulthard, Councillor David Coulthard & Cllr A Leary	

Item 2 – Declarations of Interest	
	Standard Item
Cllr S Mason	

Item 3 – Public Participation		
	Standard Item	
None		
Action Items	Person Responsible	Deadline

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
Litter Picking Equipment – deferred as advised may be funding available for this in the next few months. Traffic management for the WWI Beacon lighting – Parish Clerk has contacted the Police who have advised what is required. Clerk to action. Cllr Pye is to contact Marie regarding the poppy wreaths for Remembrance Service.	

Item 6 – Planning Matters		
	Standard Item	
None		
Action Items	Person Responsible	Deadline
None	None	None

Item 7 – Police & Crime Commissioner & Policing		
Standard Item		
Members reviewed the most recent press releases from the office of the Police and Crime Commissioner and the crime figures for January, 2018		
Action Items	Person Responsible	Deadline
none		

Item 8 – Correspondence		
Standard Item		
Invitation to Open evening at St Mary's to meet the new Vicar Details of launch of "One Punch" – 1/4/18 Judicial Review of council policy on graves – details of current review which could affect cemetery. Notice received from Durham County Council regarding the proposed closure of Sherburn Hill Primary school Reminder re resurfacing of Front Street on 17 th & 24 th March		
Action Items	Person Responsible	Deadline
Names to St Mary's of attendees Monitor the outcome of the Judicial review	Parish Clerk	ASAP

Item 9 – Financial Matters		
Standard Item		
The clerk provided her financial report to members which was approved.		
Action Items	Person Responsible	Deadline
None	None	None

Item 10 – Neighbourhood/Community/Parish Plan		
Yvonne Probert – Durham Community Action		
Yvonne Probert spoke to the meeting regarding what Community/Parish/Neighbourhood Planning were. She advised on what would be involved with each and how to proceed with each. Following a discussion, it was decided to move forward with a Parish Plan.		
Action Items	Person Responsible	Deadline
Parish Plan – get further information from DCA	Clerk	By next meeting

Item 11 – Verge Hardening Park House Gardens phase II		
There was a discussion regarding some of the issues concerning the second phase of work proposed. There are parking issues as there are no hard verges in Park House Gardens. After discussion it was decided to proceed with this phase but to put the third phase in abeyance to allow other areas in the village to be considered. Following this and looking at the quotes for the work it the meeting was advised that £2,500 each would be given by Councillors Hall & Kellett with the Parish Council having to fund approximately £6,500.		
Action Items	Person Responsible	Deadline

Item 12 – Parish Meeting		
Parish Clerk		

It was agreed to hold the Annual Parish Meeting on Wednesday, 9th May, 2018 at 7pm in Sherburn Community Centre. Posters will be put up in the noticeboards the week prior and also on the website to advise the community.

Action Items	Person Responsible	Deadline
Posters into Noticeboards Details on the website	Parish Clerk	2/5/18

Item 13 – Litter Picking Equipment

The clerk has got several quotes but advised that having spoken to Litteraction there was a possibility of receiving some funding/free equipment from them in a few months and to contact them in May to see if this was still the case. It was decided to defer the decision to purchase until the clerk had spoken to them again.

Action Items	Person Responsible	Deadline
Contact Litteraction	Clerk	End of May

Item 14 – WWI Working Party

An update was given regarding the WWI Commemoration. The Beacon has been ordered and will be delivered later in the year. Zurich has sent the forms to cover the event. The application for the bunting for the street lights is in the process of being completed and contact with the police is to be made regarding the Beacon Lighting ceremony. Cllr K Smith advised about the soldier silhouette which was now available he thought the cost was about £200. The clerk is to look into this and advise at the next meeting of the details. A donation towards costs of the Beacon has been received from Tailormade and a receipt and thank you letter is to be sent out to them.

Action Items	Person Responsible	Deadline
Insurance forms to be completed & sent to Zurich Soldier Silhouette - cost Contact Police re traffic Thank you letter to Tailormade with receipt	Parish Clerk	ASAP

Item 15 – Newsletter

Parish Clerk

The clerk advised the last date for articles and advertising was the 1st March with the copy currently with the printer and distribution expected in the last week of March. The clerk advised that there had been an increase in the number of both contributors and advertises.

Action Items	Person Responsible	Deadline

Any other matters

Cllr Hall that following interview a Youth Worker had now been appointed.

Action Items	Person Responsible	Deadline
Christmas tree lighting posters	Parish Clerk	ASAP

Next meeting – 10th April, 2018 at 7pm at Sherburn Village Community Centre.