

Coxhoe Parish Council Minutes

Meeting: **Events, Environment and Finance Committee Meeting**

Date & Time: 12 June 2023 6.00pm

Venue: Coxhoe Village Hall

Councillors present: S Dunn (Chair); J Ashworth; K Lowes; A Harden

Also present: S Taylor, Parish Clerk; N Watson, Admin Officer

EEF173 To note the Paris Council Public Participation Policy. Parish Council Public Participation Policy

It was **Resolved** to note the Public Participation Policy.

EEF174 To note apologies

None to note.

EEF175 To receive declarations of interest in items on the agenda

Councillor Dunn declared an other registerable interest as a Director of the Active Life Centre and in Coxhoe Village Hall.

Councillor Lowes declared an other non registerable interest in the Parish Council's Youth Team, and an other registerable interest in Coxhoe Village Hall.

Councillor Harden declared an other registerable interest in Active Life Centre, Coxhoe.

EEF176 To confirm the minutes of the meeting of this Committee held on 12 December 2022

It was **Resolved** that the minutes of the Events, Environment and Finance Committee Meeting held on 12 December 2022 be approved, confirmed and signed as an accurate record.

EEF177 Public Participation

It was **Resolved** to note that there was one member of the public present.

The resident asked for an update on the missing slide at Coxhoe Park. Cllr Dunn advised that plans continued to be assessed in conjunction with Durham County Council.

The resident asked for an update on the state of disrepair of the road down from Carr's Butchers and Landsdowne bungalows. Cllr Dunn advised the road is a private/unadopted road and that investigations continued over responsibility of maintaining this. The resident advised of her concerns for Elderly residents who used the road as a shorter route from the bungalows to the Doctors and the chemist and the disrepair could be a potential hazard.

EEF178 To receive feedback from community organisations in relation to events

It was **Resolved** to note the report.

EEF179 To confirm financial position/year end progress

It was **Resolved** to note the proposed time line to meet the AGAR deadline on the 30th June 2023.

EEF180 To set 2023/24 Action Plan

1. It was **Resolved** to note this item was ongoing.

2. It was **Resolved** to note that the parking at the bottom of Coxhoe (near to the Paving Factory) be reviewed and the Clerk to investigate signage and social media updates to promote awareness of the available parking at this location. It was **Resolved** to have this item added to the Ordinary Meeting on 5th July 2023 to discuss further and for a site visit by Councillors to be made prior to this meeting. It was further **Resolved** for the carpark be looked at by the Clerk, at various times of the day to investigate how used it is.
3. It was **Resolved** to remove Item 3 from the Open Spaces: Land Buildings and community Assets; Improvements to open spaces including wildflower planting; Bower Court wildflower planting to be done.
4. It was **Resolved** to note the approval of Item 4, Open Spaces: Land Buildings and community Assets; Improve St Mary's Churchyard; in partnership with adjoining development. Clerk discussing governance with Church; main path re-laid, added to tender document to keep paths clear of grass overgrowth.
5. It was **Resolved** for the Clerk to arrange a meeting on site between Councillor Dunn and the Public Rights of way officer to view the area's in regards to the Railway walk and to discuss a route around Paradise Farm.
6. It was **Resolved** for the Clerk to review the area's around The Grove and Parson's Walk.
7. It was **Resolved** for the Clerk to work with Councillor Armstrong on the Countryside Stewardship grant in further detail to ensure that work completed fits correctly within the criteria.
8. It was **Resolved** for the Clerk to investigate costs for the purchase of plant to enable ground maintained to be completed in-house. It was further **Resolved** that
 - (1) the Clerk to liaise with Coxhoe United about installation of benches within the dressing room and
 - (2) that Coxhoe Parish Council would supply the material for this.
9. It was **Resolved** to note that Litter Picks continue to be arranged.
10. It was **Resolved** to note that item 10 was approved; Improve the Council's response to Environmental issues through actions to reduce carbon footprint and investigating tree planting
11. It was **Resolved** to note that item 11 was approved; Deliver in partnership a bungalow development on the Old School site and adjoining land ideally with a GP Surgery'. Agreement made in principle
12. It was **Resolved** that Item 12 from the Open Spaces: Land Buildings and community Assets be removed; Make necessary preparations to take on administration and maintenance of Quarrington Hill open Churchyard as soon as possible
13. It was **Resolved** to note that item 13 was approved; consider acquisition of land behind Cornforth Lane to improve parking and provide community recreation facilities. Correspondence sent to landowners.
14. It was **Resolved** for the Clerk to liaise with the previous Clerk regarding works previously carried out so this could be reviewed.
15. It was **Resolved** to note that item 15 was approved; Establish amounts of S106 monies available and install a second railway gate at Coxhoe railway crossing using S106 monies

16. It was **Resolved** for the Clerk to liaise with the Allotment Society to establish if it was in the best interest of all parties to transfer to an Association. It was further **Resolved (2)** for the Clerk to review the annual fee for the Allotments in reference to expenditure and inflation.

17. It was **Resolved** to note that item 17 was approved; Improve relationships and work to the terms of the lease of Coxhoe Allotments

18. It was **Resolved** that Item 18 from the Open Spaces: Land Buildings and community Assets be removed; Improve Christmas lighting in Coxhoe

19. It was **Resolved** to note that item 19 was approved; undertake a Neighbourhood Plan involving the community, including seeking funding for this

20. It was **Resolved** for the Clerk to remove the room hire 22/23 charge of £200 and further **Resolved** for the street names to be removed from the plan

21. It was **Resolved** to note that item 21 was approved; Create a list of Parish Council events and provide information about other organisations'

22. It was **Resolved** to note that item 22 was approved. Deliver a programme of events through the year Jubilee Events; Remembrance Ceremony; Fireworks Display; Christmas Tree Light-up

23. It was **Resolved** for the Clerk to investigate the requirements of the Foundation Award and confirm the current rating.

24. It was **Resolved** for the Clerk to liaise with the Community Pantry to discuss what additional support can be provided and to consider what access to signposting can be provided to users.

25. It was **Resolved** that item 25 be replaced with a Disaster Recovery and Business Continuity Plan.

26. It was **Resolved** to note that item 26 was approved; Consolidate and support the youth staff team to provide excellent sessions for young people in the parish

EEF181 To consider, plan and approve expenditure for Parish Council events and related activity

a) To agree calendar of events 2023/24

It was **Resolved** to note the update provided by the Clerk and agreed that Party in the Park would not go ahead this year due to the King's Coronation event which has already taken place.

It was further agreed that the Christmas Event would take place on Sunday 26th November with an approximate start time of 5pm. Merchant Navy day is to take place on Sunday 3rd November 2023. It was **Resolved** for the Clerk to commence planning of this event and liaise with the Scouts and Village Hall.

b) To approve plan for Pride celebrations.

It was **Resolved** to note that the planning for the Pride Movie Night Event was on track. The Clerk advised that advertising had commenced and some local businesses were promoting the 'Everyone Welcome' stickers.

c) To consider plan for poppies/remembrance.

It was **Resolved** for the Clerk to liaise with Councillor Simpson to start discussing arrangements for this event.

d) To discuss planning for any other future events.

It was **Resolved** to note the items mentioned above in regards to dates for future events.

e) To review community feedback.

It was **Resolved** to note that positive feedback had been received about the previous events in the Village. It was noted that a resident letter also asked for an additional Village Summer Carnival.

f) To review budget/plan for Fireworks 2023

It was **Resolved** to note that plans have commenced for this years Firework Display and that the plans currently come in within budget. It was **Resolved** for the Clerk to liaise with Youth Leader S.Graham to discuss purchase of merchandise of the event.

EEF182 Review Activity and agree expenditure in the Parish in relation to the environment

The clerk gave an update on activit and expenditure since the last EEF meeting.

It was **Resolved** to note the following within the report;

a) KingsWood works to be planned inline with the Countryside Stewardship grant terms.

b) Coxhoe Churchyard; expenditure in relation to the Churchyard provided.

c) Shaun Henderson Memorial Sports Ground; Grant fund monitoring is due back to the AAP by the 3rd July 2023. Pest control are working with the Clerk and Coxhoe United after a small number millipedes infiltrated the Pavilion. An update will follow.

d) Review of all Parish Council land and land inspections.

It was **Resolved** for the Clerk to amend the current plan, removing participants who were no longer carrying out inspections and update with new inspections information. The Clerk will circulate the inspection plan to Councillors.

EEF183 Date and time of next meeting

It was **Resolved** to confirm the date of the next meeting of this Committee as Monday 11 September 2023 at 6.00pm at Coxhoe Village Hall.

The meeting closed at 8.00pm.

Certified as a True Record:

Chair (Sign)

Date