

SADBERGE PARISH COUNCIL



Minutes of the meeting of the 2nd June 2020 commencing at 7 pm, conducted via video conference due to the COVID-19 restrictions imposed by the UK Government.

Councillors Attending – Tate (Chairman), Murphy (Vice-Chairman), Councillors Hurst, Lazenby, Schott, Heywood and Best

1. Apologies for absence

None - No residents took up the invitation to observe the meeting.

2. Declarations of interest on items on the Agenda

No declarations of interest.

3. Minutes of the last meeting

The minutes of the meeting held on the 5th May 2020 were agreed to be true record of the meeting.

4. Matters arising from previous meeting:

4.1 Setting up of Working Group to oversee the volunteer's network for assisting Sadberge residents during the COVID-19 pandemic. Council discussed the merits of such a group and agreed such a group was not necessary, any decisions regarding funding or otherwise should be taken during a full Council meeting.

4.2 Internal Auditor – Megan Myszka has agreed to act as Internal Audit on behalf on the Parish Council

4.3 Setting up of Working Group to investigate future communications with residents has been agreed. The Group will be Chaired by Councillor Murphy, Councillors Hurst and Heywood and will be assisted by the Clerk. An initial budget of £1,500 has been agreed by Council. Main aims, to consider, in view of the new legislation for Parish Council websites, the current Sadberge Council website regards compliance. The costs involved in setting up a new website if required.
How the Council communicates with residents and explore avenues to increase engagement with residents of Sadberge.

4.4 Hampass – Letter sent regards new fence in Hampass

5. Cleveland Local Councils Association

Council agreed to re-new membership of the Association, it was considered a valuable source of information and **the subscription for 2020-2021 of £119.19 was approved.**

6. Banks Group

Council appreciated the signed letter from the MD of the Group.

7. Accounts and Annual Report

- 7.1 To approve the updated Register of Assets – after some adjustment – Approved
- 7.2 To agree to file a Certificate of Exemption – AGAR 2019-20 – Approved.

8. Hampass

Letter of apology received from the Head of Sedberg Anglo Saxon Farmers; she will ensure permission is sought prior to any further developments. Now asks permission to complete the unfinished fence.
Council approved.

Action: Clerk to convey decision

9. Parish Council Bank

Awaiting set up of online banking facilities from Barclays Bank

10. SCSN (Sadberge Coronavirus Support Network)

Alastair Mackenzie of the network provided a detailed account of the work carried out by SCSN over the last month. Including the Face Masks project. The Parish Council supported this initiative and assisted in the submission for a grant for £900 to the Banks Community Fund. Which has now been awarded. This takes the total of grants from the Banks Community Fund to £1,900; it is envisaged there will be a surplus once the face masks project is complete. The SCSN have suggested other projects connected to the Village Hall, however, approval will be needed from the Parish Council and from Banks Group.
The Network have submitted an invoice (paid by Mr Alastair Mackenzie) and an inclusive invoice covering the printing and postage £20.59 for flyers to residents. Grand total £1,132.30. Payment of £1,132.30 requires Council approval. Council to submit report regarding funds used to Banks Community fund.

Council approved the payment of £1,132.30 to Alastair Mackenzie.

Action: Clerk to report to Banks

11. Waste soil deposited in field near to Green Lane

Following a report, by a resident of the village, to the Chairman of the Parish Council regarding this incident, Council discussed the incident and agreed that the correct steps have been taken, in reporting to Councillor Brian Jones. He asked DBC Environment Health, Mr Patrick Chisholm, to investigate, he in turn has referred the matter to the Environment Agency for investigation.

Darlington Borough Council are pursuing the landowners for an explanation.

Councillor Hurst has also come across a similar, incident, are they linked? near the pond off Middleton Lane. Which has been reported to Mr Stephenson of DBC,

12. Review of Parish Council Budget 2020-21 regarding impact of COVID-10 pandemic

Councillor Heywood's proposal was discussed in detail. He felt that the Council should review proposed spending, the pandemic has highlighted the need to change methods of communications with residents, which will come at a cost. The Climate Change and Biodiversity budget takes a major share of the proposed spending. The Chairman pointed out that this budget was agreed by Council prior to the pandemic. The decision was taken to review the budget after the first quarter at the end of June 2020, when expenditure year to date can be detailed and discussed at the July Parish Council meeting

Action: Clerk to prepare Budget/Expenditure review.

13. Annual Parish Meeting

Proposal by Councillor Heywood "in view of the absence of the Parish Annual Meeting due to COVID-19 pandemic, for the Council to consider making a written statement and report of its activities during the last year" was endorsed by full Council. The Chairman will draft the report with the assistance of the Clerk.

Action: Chairman and Clerk

14. Climate Change and Biodiversity

The Chairman of the Working Group, Councillor Hurst presented an update on the group's activities, which have been reduced due to the COVID-19 situation. The Wildflower seeds project has progressed, a total of 21 sites have seeds planted. Households account for 18, an area in the Churchyard, the verge along the roadside of Norton Road and the former composting site in Town Farm Field make up the number representing some 86 sq. meters of planting.

15. Memorial Garden

Due to recent ill health, Mrs Marjorie Thompson is retiring from the project. She has recommended two worthy replacements in Sam and Mike Whatmore to take over the maintenance of the site. The Council have no issues with this.

The Parish Council wish to express the thanks of the whole village to Mrs Thompson, the memorial is testament to her vision and is an asset to the village and wish her a healthy future.

16. Planning

The Parish Council make the following comments on Planning Applications listed below:

- 16.1 Application Ref. 20/00348/FUL – 1 East Close DL2 1SG Conversion of existing garage into a habitable space with a new pitch roof with a rooflight. Plans include a utility area and WC and a new canopy with tiles to match existing.

Council Comment – No objection.

- 16.2 Application Ref. 20/00348 – submission made 17th April 2020. (Ref. 17/00358/FUL) a non-material amendment to planning permission, including removal of footpath- the Parish Council objected to this and DBC Planning Department are treating this as a material change to the scheme affecting connectivity and pedestrian permeability and would require planning a application.

Council Comment – await application.

Councillor Murphy requested an update from DBC Planning on the proposed development Ref.19/00434/FUL on Hill House Lane. Planning Officer reports no response since requesting update and will contact proposer again. Council noted the owner has painted the new fence and request Councillor Brian Jones is made aware.

Action: Clerk to contact Councillor Jones

Councillor Best requests that planning decisions should be included on the agenda in future.

Action: Clerk

17. Payments

The following payments were approved by Council:

17.1 Parish Clerks salary £300 for May 2020.

18. Social media

Darlington Borough Council have introduced a booking system for using the tip. And can be accessed by this link. www.darlington.gov.uk/tip

19. Agenda items for next meeting

- Review of year to date expenditure and 2020-21 budget
- Purchase of new printer in connection with clerks' duties
- A modest budget for memorial Garden
- Purchasing of new strimmer for Parish Greens etc.

20. Date of next meeting

July 7th, 2020 at 7 pm.

Tony Delderfield - Clerk to Sadberge Parish Council.

APPROVAL OF THE MINUTES OF THE MEETING HELD BY VIDEO CONFERENCE ON 2nd JUNE 2020

Signed: Councillor Lee Tate Date