



SADBERGE PARISH COUNCIL

Minutes of the Annual Meeting of the Sadberge Parish Council held on Tuesday 18th May 2021 commencing at 7:15 p.m. held in Sadberge Village Hall

Present: Councillors Tate, Murphy, Hurst, Best, Heywood, Schott and Lazenby.

In attendance: Ward Councillor Brian Jones Members of the public - five

Clerk: Tony Delderfield.

1-5/21 ELECTION OF CHAIR AND VICE CHAIR

- 1.1 Councillor Tate was elected as Chair of the Parish Council for the coming year.
- 1.2 Councillor Murphy was elected as Vice-chair
- 1.3 Councillors Tate and Murphy signed their Declarations of Acceptance of Office

2-5/21 APOLOGIES

Apologies were accepted from Ward Councillors Doris Jones and Deborah Laing

3-5/21 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor Lazenby declared an interest in Item 10-5/21

4-5/21 MINUTES OF THE LAST MEETING

The minutes of the last meeting on the 6th April 2021 were agreed to be a true record of the meeting.

5-5/21 MINUTES ARISING FROM PREVIOUS MEETING

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| 5.1-5/21 | VARs – carry forward to next meeting | Action: Clerk |
| 5.2-5/21 | Culvert – carry forward | |
| 5.3-5/21 | Hampass – cheque issued. Grant procedure – carry forward | Action: Clerk |
| 5.4-5/21 | Banks \Community Fund – cheque/offer letter sent | |
| 5.5-5/21 | CC&B - cheque to R Hurst - actioned | |
| 5.6-5/21 | Electric Vehicle charging points. See agenda item 6-5/21 | |
| 5.7-5/21 | Drystone wall repairs – two quotes received; Councillor Schott will provide another one so a comparison can be made. | |
| 5.8-5/21 | Council Meetings – Clerk confirms meeting will now be held in the Village Hall subject to Risk Assessment agreement with Village Hall Committee. | |
| 5.9-5/21 | Nuisance dogs – reporting contact details for Darlington Council are now on the Parish Council web-site. | |
| 5.10-5/21 | Brick structure on the C57 road, call for warning signs – Carry forward | |
| 5.11-5/21 | Resident's 100th Birthday – Carry forward, awaiting further details | |

6-5/21 ELECTRIC VEHICLE CHARGING POINTS -

Vice-chairman Murphy proposed the survey of residents on the prospect of EV charging points in the village. Council agreed to go ahead and agreed the detail contained in the survey and the cost of printing and distribution of £100. This includes a donation to "Roundabout".

The Parish Council approved the payment.

Action: Councillor Murphy/Clerk

7-5/21 O.S. Map

Councillor Murphy proposes the Council agree to replace the Map and display case, currently attached to the wall of the bus shelter, which shows walking routes around the village. Council agreed, and a weather proof display case be purchased. Councillor Hurst advised that a QR code can be attached which will mean the public can download the map to media devices. This will enable the display sign to be placed inside the bus shelter. **Action:** Clerk

8-5/21 CLIMATE CHANGE & BIODIVERSITY

Update provided by Councillor Hurst.

The invoice from A Stewart T/A Ground Improvements Limited was presented for payment. This is the contractor that undertook the verge works for sowing the wildflower seeds. Council agreed the payment of £2,790.84.

The Old Allotments – Council discussed the motion proposed by Councillor Hurst to go ahead with the leasing of the former Village allotments. Councillor Heywood opposed the motion as it held little value to residents as it was not an accessible site. The Council voted on the motion to enter in the lease and provide initial funding of £500 for fencing and start of clearance work. The motion was carried 6 to 1 in favour. The Landlord's Agent, Galbraith will be contacted with the decision. **Action:** Clerk

9-5/21 REPAIR TO STRIMMER COMPLETED

Invoice presented for payment £52.73. The Parish Council approved the payment and send letter thanks to Mr Lowther. **Action:** Clerk

10-5/21 COUNCILLOR LAZENBY REQUESTS FUNDING FOR VILLAGE GREEN HANGING BASKET DISPLAYS

Mr Lowther has costed the plants at £230 from JJ Blair & Sons Ltd. Council agreed funding and payment.

11-5/21 PARISH COUNCIL INSURANCE RENEWAL RECEIVED

Policy reviewed. Some minor changes. This is the third year of the agreement. The renewal premium is £352.98. Payment agreed by the Parish Council.

12-5/21 VAT

During the project in which the Council acted as Accountable Body for East & West Newbiggin. The Council paid several invoices that attracted VAT. This was then claimed by the Clerk. However, the claim was deemed illegal, so a refund of the claimed amount £526 must be refunded to HMRC. Council agreed the refund payment. **Action:** Clerk

13-5/21 REVIEW OF BUDGET 2020/21 AND QUARTER 4 2020/21

The budget review showed that income and payments tracked the budget for the 4th Quarter however, due to various unbudgeted items the budget set was not reflected in actual. The Clerk proposes the budget be reviewed Quarterly and adjusted where necessary. **Action:** Clerk

14-5/21 AGAR 2020-2021

- Draft Accounts for 2020-2021
The Clerk had presented the Draft Accounts for the year ended 31st March 2021 to the Parish Meeting. The Parish Council discussed the Accounts and approved them.
- Appointment of Internal Auditor
Megan Myszka was appointed as Internal Auditor
- Approval of the up dated Parish Council Register of Assets
The Parish Council approved the Register of Assets.

15-5/21 CLEVELAND COUNTY COUNCIL ASSOCIATION RENEWAL RECEIVED

The renewal invoice for the coming year of £119.79 received. The Parish Council agreed to renew membership and approved the payment of £119.79.

16-5/21 PARKING AROUND VILLAGE – Carry forward to next meeting.

17-5/21 SLCC MEMBERSHIP –

The Clerk requests the Parish Council agree to funding the Clerk joining this body. It is a vital link in continued training for both Clerk and Councillors. The Parish Council agreed and approved the payment for the membership fee of £120. (Joining fee £8 + subscription £112)

18-5/21 STRATEGY FOR IMPROVING THE VILLAGE ENVIRONMENT (replaced agenda item social media)

The Parish Council noted the discussion regarding the Abbey Road play area that took place in the Parish Meeting.

19-5/21 PLANNING

To comment on the following Planning applications: (to view details go to sadbergeparishcouncil.gov.uk then planning and type in the application number)

21/00316/FUL – Construction of 2 no. bin stores with associated landscaping, Middleton Road development – **Parish Council approved without comment.**

21/00252/FUL – Erection of extension and construction of canopy to rear elevation, alterations and extension to roof including 3 no. dormer windows to front and additional Velux window to rear. 1 East View DL2 1SF. – **Parish Council approved without comment.**

21/00354/FUL – Erection of triple garage with storage room above accessed by external stairs. – 4 Roseberry View DL2 1FH – **Parish Council Objects.** This construction is out of character for this development, concerned it could lead to habitable occupation.

Awaiting decisions/Decided applications:

20/01154/ADV Display of illuminated sign - **Granted**

20/00891/FUL – Land at Newton Grange Farm – no update, awaiting decision.

20/00918/LU – Beacon Hill Works – **Granted**

20-5/21 TO APPROVE THE FOLLOWING PAYMENTS:

20.1-5/21 Clerk's salary for April 2021 £414.66

20.2-5/21 Reimbursement to Mr Lowther-Strimmer repairs £52.73

20.3-5/21 Came & Company (PC Insurance) £352.98

20.4-5/21 VAT repayment £526.00

20.5-5/21 CLCA membership fee 2021-22 £119.79

20.6-5/21 Gary Longstaff ref. Bob Hall Mem. Garden 2nd payment £320.00

All payments approved by Council

20-5/21 ITEMS FOR NEXT MEETING

- Reservoir safety
- Parking around village
- Residents 100th Birthday celebrations

19-4/21 DATE OF NEXT MEETING

Tuesday 8th June 2021 at 7 p.m. in Sadberge Village Hall

The Chairman closed at the meeting at 20:30

Tony Delderfield – Clerk to Sadberge Parish Council

**APPROVAL OF THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY
18TH MAY 2021 IN SADBERGE VILLAGE HALL**

Signed - Chairman of Sadberge Parish Council

Mr Lee Tate Date