



SADBERGE PARISH COUNCIL

Minutes of the Ordinary Meeting of Sadberge Parish Council held on the 8th June 2021 commencing at 7 p.m. held in Sadberge Village Hall

PRESENT:

Councillors: L Tate (Chairman), R Murphy (Vice-chairman), R Hurst, S Best, M Schott, D Lazenby and R Heywood.

Clerk: T Delderfield

Members of the public: Six

1-6/21 APOLOGIES FOR ABSENCE

None

2-6/21 DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

No declarations were declared

3-6/21 PUBLIC OPEN SESSION

One member of the public raised the matter of unsociable behaviour taking place around the village and in particular the abandoned reservoir site. The Chairman asked that this be discussed in Item 6-6/21 if the question raiser was prepared to wait for this Item to be discussed. They agreed.

4-6/21 MINUTES OF THE LAST MEETING

To approve the Minutes of the ordinary meeting held on the 18th May 2021.

Councillor Best disagreed with the Minutes in respect of the Conditions attached to the Grant provided to the Sadberge Saxon Children's Garden Group. He stated that Council decided 'no conditions should be attached but that the Minutes did not reflect that fact. Council agreed the minutes should be changed to include this statement *"there will be no conditions attached to this grant award"* and instructed the Clerk to make the necessary changes to the Minutes. The Clerk pointed out that this error was included in the April 2021, Item 6-4/21 and has been amended.

Therefore, the Minutes of the ordinary meeting held on the 18th May 2021 were agreed to be true and accurate record of the meeting.

Action: Clerk

5-6/21 MATTERS ARISING FROM THE PREVIOUS MEETING:

5.1-6/21 **VARs:** Clerk reports that the data can now be downloaded

5.2-6/21 **Culvert:** work to recommence 9/8/2021. C/F

5.3-6/21 Grant/Donation procedure: Draft application form/ procedure needs alterations/adjustments – C/F.

5.4-6/21 **Electric Vehicle Charging Points** -survey. – a number of responses have been received 10 in the first week. Vice-chairman Murphy requested the form be displayed on the PC website so individuals could download the survey. C/F

Action: Clerk

5.5-6/21 **Dry-stone wall** – Councillor Schott has been informed by a builder that the wall is not a dry-stone wall but a mixture of stone & brick constructed with cement mortar. He advised that a suitably qualified bricklayer can complete the repair. Clerk to canvass for further quotes. C/F

Action: Clerk

5.6-6/21 **Brick Structure** – C57 Middleton Road.



No response, Council believes some reflective notices should be affixed to structures to give warning. Clerk to contact DBC Highways. C/F

Action: Clerk

5.7-6/21 **Residents 100th Birthday** – The family have arranged a party for her. The Council agreed to arrange flowers etc to present on behalf of the residents of Sadberge. C/F

Action: Councillor Schott

5.8-6/21 **Display case and Map**
Clerk presented a Display Case (cost £72.95 inc. VAT) with O.S. map (circa 2009) showing walking routes around the village. Council agreed cost. Council decided to install inside the Bus shelter for better protection. Clerk requesting volunteer to assist in installation. C/F

Action: Clerk

5.9-6/21 **Old Allotments -lease**
After further debate on the merits of this project, Council voted in favour 4 to 3. The Chairman casting the deciding vote. The amended lease is agreed on behalf of the Parish Council by L Tate, Chairman and Councillor R Hurst. Signatures witnessed by the Clerk T Delderfield.

5.10-6/21 **Parking around village**
This problem will probably ease once the COVID-19 restrictions have eased and parking at the rear of the Buck Inn resumes. Will diarise to review end July. C/F

6-6/21 **RESERVOIR SAFETY / RECENT UNSOCIABLE BEHAVIOUR**

Following the recent damage to the statue of “Tommy” and several models displays in the Memorial Garden at the entrance to the village close to the Village Hall. The caretakers of the garden requested police attendance to record the damage and seek support in helping to prevent further such occurrences. During the discussion with the police, reports of youths meeting on the private land surrounding the disused Reservoir, including reports of camping, were giving rise to some unsocial behaviour.

At this point the resident who attended the meeting to hear what action the Council proposed to about this situation, he reported that his property overlooks the fields and can confirm young people gathering/ drinking and camping on this land.

The Clerk confirmed the Police had been in touch with him and confirmed that photographs passed to them were being investigated for identification purposes. They also requested that any instances of this behaviour reported to the Council be passed onto them.

Council resolved that the Clerk

- write to the owners of the land NWI
- report the unsocial behaviour to DBC
- inform the police of any further disturbances
- Write letter of thanks for repairing the statue to Mr Scott Jnr.

Action: Clerk

7-6/21 **CLIMATE CHANGE & BIODIVERSITY** – update by Councillor Hurst

In response to the email received from a neighbour whose garden backs on to the Allotments, raised concerns that any work/restoration on the Allotment land will disturb an already diversified mix of animals, birds, insect and wild flora, including foxes and badgers and so should left as it is or handled with great care.

Councillor Hurst agreed this project must be handled with care but there is a lot of scrap metal, old fencing posts, bracken and very wild bramble that needs to be cleared to allow for planting of trees. A new fence needs to be erected (part of lease agreement) but whenever possible work will be carried out with consideration to the current habitat.

Anyone wishing to volunteer to help, please contact R Hurst- [07467-432662](tel:07467432662) or sadberge.ccandbio.group@gmail.com.

Further updates -Wild flower seedings of verges complete, birdboxes/bat boxes have residents.



8-6/21 **EXTERNAL AUDIT-** Due to income during 2020-2021 financial year exceeding £25,000 the Parish Council are required to submit to an External Audit.

- Cost is £200 scale decided by Mazars
- £25,000 exceeded mainly due to Grant of £4,056 received and administered on behalf of East & West Newbiggin Meeting.
- Will request the cost of £200 from above invoking terms of agreement.

9-6/21 **ANNUAL GOVERNANCE (AGAR 2020/21)**

- a) The Internal Auditors written report reviewed and recommendations agreed and accepted.
- b) The Parish Council agreed the accounts for the year ending 31/3/2021.
- c) The Parish Council agreed the Accounting Statements in Section 2 of the Annual Return for the year ending 31/3/2021.
- d) Annual Governance Statement Section 1
Statements:
1 – 8 – Yes
9 – N/A
- e) Action points from Internal Audit:
 1. Complete Audit of Fixed Assets Register during the 2021-2022 financial year
 2. Amend sections of the Councils Expenses Policy as noted in the Internal Audit report.
- d) The date for the publication for the exercise of Public Rights is 30th June to August 10th 2021. The Notices will be displayed on the Parish Council Notice situated in the Bus Stop in the centre of the Village and on www.sadbergeparishcouncil.gov.uk website.

10-6/21 **SOCIAL MEDIA** – Comments and posting regarding the criminal damage at the memorial garden and the unsocial behaviour.

11-6/21 **ADMINISTRATION** – In answer to a question raised by the Chairman regards itemising Clerk's salary – "No requirement to itemise Clerk's monthly salary in Agenda and Minutes as this will be evident at the end of year processes and therefore Transparency Code compliant".

12-6/21 **PLANNING**

To comment on the following applications – (to view go to sadbergeparishcouncil.gov.uk – Click on [Planning](#) type in application number in search)

NO NEW APPLICATIONS

Awaiting Decisions

21/00316/FUL – construction of 2 bin stores-Middleton Rd development – no update

21/00354/FUL – Erection of triple garage – 4 Roseberry View – no update

21/00252/FUL – erection of extension, roof Velux and 3 dormer windows – no update

20/00891/FUL – Land at Newton Grange Farm – no update

13-6/21 **PAYMENTS**

To approve the following payments:

- | | |
|-----------|--|
| 13.1-6/21 | Clerk's salary for May 2021. |
| 13.2-6/21 | External Auditor Fee £200 |
| 13.3-6/21 | Invoice from St Andrews PCC for EVCP survey £32.00 |
| 13.4-6/21 | Donation for distributing survey forms £50 |
| 13.4-6/21 | Reimbursement to R Hurst re wildflower seeds £175.99 |

All payments approved by Council.



14-6/21 REQUEST TO ERECT A MEMORIAL PLAQUE

In memory of her husband in the Memorial Garden from Mrs Jan Young.

As the Parish Council have no authority on any matters concerning the Memorial Garden it refers Mrs Young to the appointed carer of the Memorial Garden, Mrs M Thompson, who states "the Memorial Garden is a Memorial tribute to fallen Armed Forces Personnel", and Darlington Borough Council.

15-6/21 ITEMS FOR NEXT MEETING

- Agree date of Review of Sadberge Parish Council Fixed Asset Register
- St Andrews church yard tidy-up donation £500.00
- Quarter One Council Budget review
- Memorial Garden annual upkeep donation £200.00
- Strimming of verges around Sadberge
- Repairs to Strimmer £15.00 paid by Mr E Lowther
- Renewal of web – Hosting – Cloud Next £95.98 (or a discount if pay in advance)
- Flag Pole and Union Flag
- Self defence course (for residents who walk their dogs)

16-6/21 DATE OF NEXT MEETING

Tuesday 6th July 2021 in Sadberge Village Hall

The Chairman closed the meeting 21:00 hrs.

Tony Delderfield – Clerk to Sadberge Parish Council

APPROVAL OF THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON TUESDAY 8TH JUNE 2021 IN SADBERGE VILLAGE HALL

Signed – Chairman of Sadberge Parish Council

Mr Lee Tate

Date