

Hetton Town Council



Draft Minutes of meeting of Hetton Town Council held remotely on Monday 27 April 2020

Note: The meeting was audio and video recorded throughout.

Prior to the formal commencement of the meeting, Cllr K Pearson (Town Mayor) reported the recent deaths of Cllr Sheila Quigley and former long serving Councillor Joyce Blackburn.

Members observed a silence of one minute as a mark of respect.

Present

Cllrs J Blackburn, R Coulson, J Cunningham, J Defty, T Dodds, R Elvin, A Farrow, D Geddis, J Green, R Heron, M Hopper (to Item 9 - part), K Pearson (Town Mayor), K Rowham, D Turner (to Item 12), S Waterston and C Willis.

In attendance

G Keedy, Town Clerk (TC)
Members of the Public (MoP) x 2
Press - Local Democracy Reporter

1) Apologies for absence

Apologies had been received from or on behalf of Cllr C Sinnott (concerns over use of IT platform) and Cllr M Thornton (IT issues).

Town Council resolved to approve the apologies received.

No apologies for absence had been received from Cllr A Liversidge or Cllr D Liversidge. Town Council resolved to record their absences as unapproved.

2) Declarations of Interest

Councillor J Cunningham declared a non-pecuniary interest in Item 9 (relative working at establishment), Cllr J Blackburn declared a non-pecuniary interest in Item 9 (trustee of Hetton Home Care) and Cllr D Turner declared a non-pecuniary interest in Item 12 (Member of SCC Planning Committee).

3) Public participation

Neither of the two MoP's wished to raise any matter.

4) Minutes

Town Council resolved to approve the minutes of the meeting of Hetton Town Council held on 16 March 2020.

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5) Reports from Members

At the suggestion of the Town Clerk, Town Council resolved that Members forward details of any issues of concern to him via email.

6) Town Clerk update

TC reported that lockdown had prevented him from physically visiting alternative mobile tariff suppliers. However, he had instead entered into a rolling monthly contract with EE at a cost of £15.00 / month which provided unlimited calls and texts and some data. This represented a saving on the now expired two-years tariff. The new arrangement was able to be further reviewed.

TC advised Members that he had submitted the VAT refund claim for 2018-2019 to HMRC.

Town Council resolved to note the update received from the Town Clerk.

7) Appointment of Internal Auditor

TC advised that it was a requirement to appoint an Internal Auditor and suggested that A Simpson Financial Services be again considered.

Town Council resolved to appoint A Simpson Financial Services as Internal Auditor at a cost of up to £250.00.

8) Town Mayor Charities

TC reported that lockdown had prevented the organisation of the planned Afternoon Tea fundraising event.

TC reported that the residual monies in the Town Mayor's Fund was £1286.20

Town Council resolved that this amount be distributed equally between the Great North Air Ambulance and the Children's Air Ambulance charities.

9) Coronavirus 1

Following their earlier declarations of interest, Cllr J Blackburn and Cllr J Cunningham took no part in the discussion of this item or subsequent vote.

TC referred to the previously circulated report which outlined a suggestion to provide financial assistance to Hetton Home Care Services Limited (HHCSL) for the purchase of Personal Protective Equipment (PPE) for staff during the Coronavirus crisis.

Members had also been provided by TC with a copy of a written submission from a Member which outlined their views on the topic.

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After full discussion, Cllr D Geddis proposed, seconded by Cllr R Coulson that an immediate payment of £1000.00 be made to HHCSL, and that TC liaise with the organisation to determine any further requirement for financial assistance.

Following a vote by show of hands, the proposal was carried - 11 in favour, 1 against.

Note: due to a technical issue affecting audio, one Member was unable to take part in the vote.

Town Council resolved that an immediate payment of £1000.00 be made to HHCSL, and that TC liaise with the organisation to determine any further requirement for financial assistance.

10) Coronavirus - 2

TC reported that regulations introduced by the Government in response to Coronavirus would affect local councils in the following manner:
The deadline for completion and submission of the Annual Governance and Accountability Return is extended to 31 August 2020; the requirement to hold an Annual Town Meeting is removed; and there is provision to continue with existing appointments until May 2021.

Town Council resolved to note the position.

11) Financial report

Town Council resolved to note the content of the report and approve all expenditure.

Income:

Sunderland City Council:	
Precept 20-21 (1st instalment)	£27965.50
Local Council Tax Support Grant (1st instalment)	£5922.50

Total: £33888.00

Staffing expenditure:

Town Clerk net salary (Apr 20)	£1028.43
HMRC (Combined employer/employee liabilities)	£ 442.23
NEST Pension (Combined employer/employee contributions)	DD £63.73

Sub-total: £1534.39

Town Clerk expenditure:

Asda (3 x A4 x 500 @ £8.55 each)	£8.55
Post Office Ltd	£1.50
Post Office Ltd	£0.88

Sub Total: £10.93

Other expenditure:

Society of Local Council Clerks (TC annual m/ subscription) deferred from 16 03 20	£180.00
DC Services Ltd (labour charge for remote working set-up)	£42.00
Post Office Shop (payee Vow Retail) - stapler and redaction pen	£11.71
Post Office Shop (payee Vow Retail) - 4 x 12 x 1st Class stamps	£33.60
Post Office Shop (payee Vow Retail) - 3 x 12 x 2nd Class stamps	£21.96
EE (invoice 4 Apr 20)	DD £29.42

Sub Total: £318.69

Total: £1864.01

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Signed:

Date:

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Item 11 Finance report cont ...

Barclays Current account balance @ 23 Apr 20: **£49888.37**
Anticipated current account balance if all paid: **£48024.36**

Barclays Reserve account balance: **£28389.70**

Town Mayor fund:

Income: Nil

Expenditure: Nil

Co-op Bank balance @ 23 April 20: £1286.20

13) Planning matters

Cllr D Turner had declared an interest as a Member of SCC Planning Committee and left the meeting at this juncture.

Town Council considered the following planning applications and resolved to take action as indicated below:

20/00396/FUL

Hydro Haven Unit 1 1 - 7 Richard Street Hetton le Hole, DH5 9HN
Application for the renovation of existing fire damaged buildings consisting of 5no first floor self-contained flats, 5no ground floor shop units with storage for refuse, storage and bicycle storage. TC to request further information from SCC re parking provision.

20/00470/LP3

Hetton Primary School Moorsley Road Hetton le Hole, DH5 9ND
Erection of two additional demountable classrooms, internal remodelling works to accommodate Nursery Classroom and associated building works.
No comments or objections.

Note: Cllr J Blackburn had wished to declare an interest in this application in his capacity as a Governor at the school. Screen limitations prevented the Town Mayor or Town Clerk from identifying his intention to declare an interest. However, Cllr Blackburn took no part in the discussion of this application.

20/00581/FUL

20A Pearson Industrial Estate, Hetton Le Hole
Proposal: Construction of flat roofed single storey extension to existing industrial unit.
No comments or objections.

19/01638/OUT

Lyons Tavern Four Lane Ends Hetton le Hole DH5 0AA
Proposal: Demolition of vacant public house and erection of 7no dwellings with associated works.
TC to liaise with Cllr K Rowham to submit an objection to SCC.

13) General correspondence

TC reported that he had received much correspondence from CDALC, NALC and SLCC mostly relating to Coronavirus and that the items were too numerous to list.
Town Council resolved to note the position.

14) Date and Time of next meeting

Town Council resolved that the next meeting would be held at 19.15 hrs on Monday 18 May 2020.

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Signed:

Date: