

# Hetton Town Council

## Minutes of meeting held on Monday 16 July 2018 at Hetton Centre

### Present

Cllrs V Costello, R Coulson, R Elvin, J Green, P Holt, K Pearson (Town Mayor), S Waterston and C Willis.

4 x members of the public (MoP)

### In attendance

Graeme Keedy, Acting Town Clerk (ATC)

NOTE: The meeting was audio and video recorded.

### 1) Apologies for absence

Apologies for absence had been received from Cllrs K Alcock (work commitment), J Cunningham (SCC commitment), J Defty (work commitment) D Turner (SCC commitment), K Hepple (illness), R Heron (leave commitment), J Heron (leave commitment) and D Wallace (illness).

Town Council resolved to approve these absences.

No apologies had been received from Councillors M Adamson, J Blackburn, J Cummings and D Geddis. These were recorded as unapproved.

### 2) Declarations of interest

There were no declarations of interest.

### 3) Public participation

A MoP queried the time period for disqualification of councillors arising from non-attendance at meetings. ATC advised that the period was six months, subject to absences not being approved.

A MoP queried the reason that Town Council meetings were now held on Mondays. As ATC was unaware of the history, a Member advised that until relatively recently, meetings had, for some 45 years been held on Mondays and this longstanding arrangement had been re-instated.

#### 4) Minutes

- a) Town Council resolved that the minutes of the Annual meeting of the Town Council held on 15 May 2018 be approved as a correct record.
- b) Town Council resolved that the minutes of the meeting of the Town Council held on 18 June 2018 be approved as a correct record.
- c) Town Council resolved that the minutes of the meeting of the Events and Special Activities Committee held on 28 June 2018 be approved as a correct record.
- d) Town Council resolved that the minutes of the meeting of the Finance Committee held on 2 July 2018 be approved as a correct record.

It was noted that the grant application from Elemore Banner Group had again been received late. It was agreed that ATC write to the group about the need to submit any future application within the required timescales.

#### 5) Annual Governance and Accountability Return (AGAR) 2017-2018

Following its' decision to approve the minutes of the Finance Committee meeting of 2 July 2018 at which the AGAR 17-18 was considered, Town Council further resolved to:

Note the contents of the IA report.

Approve the Annual Governance Statement. Section 1 was signed by Town Mayor and ATC.

Approve the Accounting Statements. Section 2 was signed by Town Mayor and ATC.

#### 6) Financial Report

ATC introduced the previously circulated report.

After discussion, Town Council resolved to:

Authorise the transfer of £3000.00 from Barclay's Business Premium Account (reserve fund) to the Community Account;

Instruct ATC and Town Mayor in conjunction with account signatories to liaise with Barclay's to put in place arrangements to formally expedite the transaction.

Approve expenditure listed in the report (further detailed blow);

Tyne and Wear Pension Fund (Employer contribution "strain on fund") - **£828.00**

Paul Purdham Accountant (professional services-Town Council finances) - **£540.00**

Gilpin Press (Orders of Service) - **£57.47**

Konica Minolta (photocopying costs Apr - June 2018) - **£255.74**

Johnson Publishing (recruitment advertising in 4 x titles) - **£708.00**

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Signed:

Date:

## **6) Financial report cont ...**

EE (call charges for 07538 673 657 - June 18) - **£32.40**  
Postage by Phone (postal charges May-Jun) - **£50.47**  
Elemore Colliery Banner Action Group (grant) - **£300.00**

**Total expenditure: £2772.08**

Town Mayor Account (Co-op Bank):  
Shildon Town Council (2 x tickets @ £10.00 for charity event - 13 07 18) - **£20.00**

and

Request ATC to provide a monthly financial report to full Council outlining income, expenditure for approval and bank account balances.

## **7) Planning application 18/00309/AGP - Little Eppleton Farm**

Town Council considered the application and resolved that no action was necessary.

ATC was asked to look at the way planning application information was disseminated to Members with a view to providing easier access to supporting documentation.

## **8) Reports from Members - Ward Matters to be investigated**

Cllr Holt reported a damaged lighting column at the entrance to Hetton Lyons Industrial Estate (off Murton Lane).

Cllr Elvin expressed concern at the lack of feedback to issues reported by Members and made a further request for Ian Richardson of Sunderland City Council to be asked to attend a future meeting of HTC.

Cllr Elvin reported overgrown trees on the footpath at Hetton Burn and additionally blocking street lighting at top of Burn Lane (near Church Hall).

Cllr Coulson reported the need for an equipment safety check at children's play area at Quarry House Lane, East Rainton; he added that the barrier leading from A690 towards East Rainton Cricket Club required repair.

Cllr Willis reported anti- social behaviour in the form of drug users, quad bikes and motorcycles in The Dene; fires at rear of Byers Square and dog fouling on the grassed area opposite ELCAP, Easington Lane.

Cllr Pearson reported that trees in Hetton nursery grounds, Brewers Lane were blocking natural light and this was affecting nearby properties.

ATC undertook to report these issues to the relevant sections at SCC.

## **9) Local issues update**

Cllr Holt raised concerns about the deteriorating condition of the former Alltrac site on Hetton Lyons Industrial Estate. In particular, high levels of waste outside Unit 19c and rubble at Unit 6.

Cllr Holt proposed, seconded by Cllr Elvin that Sunderland City Council be requested to develop an action plan for the site. Town Council resolved to approve this request.

## **10) Town Mayor Activities**

Cllr K Pearson verbally reported that she had attended the following engagements in her capacity as Town Mayor:

Bramble Hollow Care Home, Hetton le Hole - Summer Fair  
Hetton 2 day carnival - acted as a competition judge  
South Tyneside Council - Mayor's "at home" event  
Seaham Town Council - Mayor's "at home" event  
Shildon Town Council - Mayor's charity event  
ELCAP - Summer Fair

Town Council resolved to note the Town Mayor's report.

## **11) Town Clerk Vacancy**

ATC Graeme Keedy left the meeting to enable open discussion.

Town Council resolved that Cllr Elvin take the minute for this agenda item.

The Town Mayor advised that only one application had been received for the position of part time Clerk and RFO. This had been received from Graeme Keedy on the closing date for applications.

There followed a discussion amongst Members, all of whom agreed that Mr Keedy, Acting Town Clerk, was doing an excellent job. All Members were of the opinion that the position had been correctly and widely advertised and that sufficient time had been given for applications to be made.

All Members were of the opinion that Mr Keedy should be offered the position. The Town Mayor concurred with the other Member's views.

Cllr R Coulson proposed and Cllr S Waterston seconded that Mr G Keedy be offered the position as advertised. All Members voted in favour.

Town Council resolved to appoint Graeme Keedy as part-time Town Clerk and RFO. Mr Keedy was re-admitted and the Town Mayor advised him of the Council's unanimous decision. Mr Keedy thanked Town Council for their show of confidence.

## **12) Councillor Vacancy - Hetton le Hole ward**

ATC had been advised by Sunderland City Council (SCC) that the requisite 10 signatures had been received and a by-election would be held on Thursday 6 September 2018.

ATC reported that the cost of the election was expected to be in the region of £6000.00 (plus VAT). Town Council resolved to note the figure and agreed to request SCC to produce poll cards.

Cllr Elvin requested that ATC seek details of the signatories from SCC.

## **13) General correspondence**

Bridget Phillipson MP: on behalf of constituent re litter / rubbish. Request from resident is for HTC to organise a community litter pick.

A general discussion took place. Cllr Waterston highlighted the organised litter picks which had been supported by Members present; Cllr Coulson expressed concerns about commercial waste disposal and Cllr Holt suggested that Town Council consider engaging a part-time litter picker. **ATC to respond to MP.**

County Durham Association of Local Councils: Training events schedule. **ATC to circulate to all Members.**

Sunderland City Council and local resident: Request to HTC to fund (via community funding application) repairs to defective Vehicle Activated Sign at North Road, Hetton. Cllr Holt queried if this work was part of the Aurora contract. **ATC to query with SCC.**

Hargreaves Mining: Project update and next meeting details - 26 September 18. **Town Council resolved that Cllr P Holt represent the Town Council at this forum.**

Eppleton Quarry Products: Details of next meeting -19 July 18. **ATC to notify all Members.**

## **14) Date and time of next meeting**

Town Council resolved that that time and date of the next meeting would be 19.15 hrs on Monday 17 September at The Hetton Centre.

The meeting closed at 20.45 hrs.