

Hetton Town Council



Minutes of the Meeting held on

Monday 16 September 2019 at The Hetton Centre

Present

Cllrs R Coulson, J Defty, T Dodds, D Geddis (Items 1,2 and part 3 only), R Heron, M Hopper, A Liversidge, D Liversidge, K Pearson (Town Mayor), S Quigley, S Waterston and C Willis.

In attendance

G Keedy, Town Clerk (TC)

Members of the Public (MoP) x 9

1) Apologies for absence

Apologies for absence were received from or on behalf of Cllr J Blackburn (at another venue representing Hetton ward residents), Cllr R Elvin (business commitment), Cllr A Farrow (holiday), Cllr J Green (work commitment), Cllr K Rowham (holiday), Cllr C Sinnott (holiday), Cllr M Thornton (concerns for personal safety) and Cllr D Turner (meeting at Civic Centre).

Town Council resolved to approve the apologies received.

No apology for absence had been received from Cllr J Cunningham.
Town Council resolved to record his absence as unapproved.

2) Declarations of interest

There were no declarations of interest from Members.

3) Public Participation

A MoP introduced himself as Tom Hutchinson, Youngs RPS and advised that he wished to speak at Item 11a re 19/00942/FUL - 1 White Hill Road, Easington Lane.

MoP seeks an update on plans for the fire damaged and now derelict building in Richard Street, Hetton le Hole.

MoP - concerns over speeding cars in Allendale Street. Requests the introduction of a "Give Way" sign at junction with North Road.

MoP referred to an alleged recent incident at The Colliery Inn PH and sought an apology from Cllr Geddis. The MoP was advised by Town Mayor that this was potentially a Police matter. Cllr Geddis left the meeting at this juncture.

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4) Minutes

a) Town Council resolved to approve the Minutes of the meeting held on Monday 22 July 2019.

b) Town Council resolved to approve the Minutes and recommendations of the Meeting of Events and Special Activities Committee held on Tuesday 10 September 2019.

5) Anti-Social Behaviour Unit - Sunderland City Council

TC reported that the ASB Officer from Sunderland City Council (SCC) had notified that she was no longer able to attend due to unforeseen circumstances.

At the suggestion of TC, Town Council resolved to refer this agenda item to a future meeting.

6) Reports from Members

Cllr R Coulson:

Reported that following recent work to the Gentoo playground in East Rainton, two items had not been replaced (ie. climbing frame and rocking duck). He requests re-instatement and that all items are re-painted.

Expressed H&S concerns at dimensions and access to a Sustainable Urban Drainage System (SuD) at Green Bank, Old Durham Road, East Rainton. He suggests this should be fenced off and a lifebelt provided. Requests an officer from SCC undertakes a site visit to assess and allay the safety concerns of local residents.

Cllr M Hopper:

Requests provision of off-road parking bays at 41-53 Moorsley Road.

Has ongoing concerns about the costs of reactive clearance of fly-tipping and suggests installation of cameras and monitoring may be more cost effective to act as a deterrent. Seeks cost / benefit analysis by SCC to determine most economical approach.

General issues in Moorsley :

Pathways are becoming unsafe, weeds and plants overgrown

Roadside drains are blocked. This has been the case since the road was re-surfaced. When it rains the water is causing damage to the road instead of draining away, it rushes down the bank and is loosening the road surface.

Cllr S Waterston:

Reports that indiscriminate parking is causing problems for residents unable to exit the housing development at Shaftesbury Park, Hetton le Hole. Cllr Waterston requests the introduction of yellow lines to help manage the problem.

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7) Update from Town Clerk

TC reported the following:

Feedback from Northumbria Police re the use of DNA spray had been circulated to Members on 3 September.

Feedback from CX, SCC re Pay Point facilities had been circulated to Members on 2 September.

Following Members' request that TC explore the development of a Town Council FB page, he advised that he would be attending a free training session "Getting Started on Social Media" on 25 September organised by Sunderland Culture.

Feedback was awaited from an SCC Officer about HTC's previous engagement and potential for future dialogue re Sunderland City Plan.

Town Council resolved to note the update from TC.

8) Website maintenance contract

TC reported that the website maintenance contract was now due for renewal. He reminded Members of Council's legal requirement to meet enhanced website accessibility guidelines from September 2020. As development work and implementation would be required in advance of the 9/20 deadline, he had negotiated with the current website provider (DC Services, Sunderland) that the new maintenance agreement would be for an initial period of nine months only to June 2020, but with an option to extend at a pro rata monthly cost. This arrangement would provide flexibility if required in the transitional period between running the existing website and an updated site compliant with the new requirements.

Town Council resolved to note the TC's approach.

Following wider discussion, Town Council further resolved that TC explore the practicalities and cost implications of introducing gov.uk email addresses for all Members and for TC to report back at a future date.

9) Photocopier lease arrangements

TC reported that he had been unable to obtain information from his contact at Konica Minolta necessary to complete his proposals on this topic.

At the suggestion of TC, Town Council resolved to refer this agenda item to a future meeting.

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10) Financial report

TC highlighted that 3 x £50.00 payments had been debited by Pitney Bowes (Postage by Phone). This had been done without advance notification to the Town Council and was in contravention of the Direct Debit Guarantee. TC advised Council that telephone contact details for Pitney Bowes were premium rate. He had instead liaised via web chat to discuss but had been unable to gain a resolution. An email enquiry had been submitted and a response was awaited.

TC also advised that the Rialtas Business Solutions financial management software package had now been installed and subject to the significant task of inputting historical data, the system would produce financial reports at a future date.

Town Council resolved to note TC comments and approve the financial report and expenditure outlined below:

Income:

Barclays Business Premium Account - interest £14.14

Staffing expenditure:

Town Clerk net salary (Sept 19) £1019.91

HMRC (Combined employer/employee liabilities) £452.78

NEST Pension (Combined employer/employee contributions) DD £63.73

Sub-total: £1536.42

Other expenditure:

Rialtas Business Solutions (Alpha financial software package) £769.20

EE (invoice 4 Sept 19) DD £31.57

Konica Minolta (print and photocopy charges for May-Aug 19) £11.44

Pitney Bowes (Postage by Phone - 3 x £50.00) DD £150.00

Sunderland City Council (May 2019 local election costs) £14650.47

DC Services (website maintenance Oct 19 - June 20) £324.00

Sub-total: £15936.68

Total: £17473.10

Barclays Current account balance @ 12 Sept 19 £28918.33

Anticipated current account balance if all paid: **£11445.23**

Barclays Reserve account balance: £28365.61

Town Mayor fund:

Income: Nil

Expenditure:

Seaham Town Council (Mayor's charity event 12 August 19 - 2 @£6.00) £12.00

Ferryhill Town Council (Mayor's "At Home" event - 28 August 19 - 2 @£5.00) £10.00

Caroline Taxis (payee S Hopps):

Hetton to Seaham and return - 12 Aug 19; Hetton to Sunderland and return - 17 Aug 19. £41.00

Hetton to Ferryhill and return - 28 August 19 £46.00

Total: £109.00

Co-op Bank balance @ 12 Sept 19: **£1620.00**

Anticipated current account balance if paid: **£1511.00**

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Signed:

Date:

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11) Planning matters

a) Town Council resolved to approve the recommendations and grounds for objection following Committee Members site visits relevant to:

19/01185/FUL - Land East of Station Road, Hetton-le-Hole

19/00942/FUL - 1 White Hill Road, Easington Lane

As submissions had already been made to Sunderland City Council, Town Council resolved that it would not be possible to hear representations from the applicant's agent - Youngs RPS.

b) 19/00258/LP3 -Site Of 23 To 34 Lorne Street Easington Lane

Proposal: Installation of artwork comprising of pit wheel mounted on plinth. (Amended site plan received).

Town Council resolved that it had no objections, comments or observations.

12) Annual Governance and Accountability Return (AGAR) 18-19:

TC reported that Mazars (External Auditor) had raised a number of queries following submission of the AGAR documentation. Some related to AGAR 17-18 and the secondary effect on AGAR 18-19. These were likely, as previously expected to lead to a qualified opinion at conclusion of the audit process.

TC advised that he would liaise with the Internal Auditor who had kindly offered further assistance in efforts to resolve.

Town Council resolved to note the position and advised TC not to allocate disproportionate focus to historic issues.

13) Field House Community Liaison Committee

Cllr M Hopper provided a verbal update, highlighting key decisions. Town Council resolved to receive the report.

14) Town Mayor issues:

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

Summer Garden Party - All Saints Vicarage where she unveiled the art wall drawn by residents.

Seaham Town Council - Strawberry Tea event.

Sunderland City Council - 50th anniversary of Operation Banner.

Ferryhill Town Council - afternoon tea with entertainment.

Summer Fayre - Regents View Nursing Home.

SCC Mayoral event - visit to Maxim brewery at Rainton Gate including tour.

ELCAP - opening of the community garden.

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15) Disposal/sale of photographs:

TC advised that there was glut of framed aerial photographs of Hetton in the office and he suggested that these be offered for sale (with any proceeds ultimately going to Town Mayor nominated charities) or as raffle prizes.

After discussion, Town Council resolved that two x photographs be donated to Hetton Home Care for use as raffle prizes at their forthcoming McMillan Charity event; and that the remainder be offered for sale at a cost of £10.00 each.

16) Co. Durham Association of Local Councils (CDALC):

TC reported that CDALC had recently notified member councils of the forthcoming AGM and inviting the Council's two representatives to attend.

TC recognised that HTC had been nominating three x representatives to CDALC for several years.

Following a query from TC to CDALC, confirmation was received that only two nominations were required.

TC reminded Town Council that at the May 19 AGM Cllrs R Coulson, D Geddis and S Waterston had been nominated.

At this point, Cllr R Coulson voluntarily relinquished his nomination.

Town Council resolved that Cllrs D Geddis and S Waterston continue as the nominated representatives to CDALC from HTC.

17) General correspondence:

Town Council resolved to receive correspondence and take action as detailed below:

Sunderland City Council:

Response from P Melia, CX re request for PayPoint facility - circulated 2 Sept 19. **(Noted)**

Core Strategy and Development Plan 2015-2033 Main Modifications - circulated 13 Sept 19 **(Noted, no further action)**

County Durham Association of Local Councils:

Reminder: VAT Information Session (no charge) - 24 Sept 19. **(TC and Town Mayor to attend)**

Disciplinary and Grievance arrangements. **(Noted)**

Durham Savers (credit union) and Switch Aid **(Circulate to Members)**

CDALC AGM, County Hall, Durham - 12 October 2019 **(Cllrs Geddis and Waterston to attend)**

Hetton Town Trust:

Macmillan Coffee Morning - 4 Oct 19 organised by Hetton Home Care. **(2 x aerial pics to be donated)**

Signed:

Date:

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18) Date and Time of next meeting:

Town Council resolved that the next meeting would be held at 19.15 hrs on Monday 21 October 2019 at The Hetton Centre.

Exclusion of Press and Public

TC advised that he was usually reticent to seek exclusion of the Press and Public as there were few circumstances where this was legitimately necessary.

However, on this occasion he was acting upon advice received from Sunderland City Council and national guidance issued by National Association of Civic Officers.

Town Council resolved that Members of the public and press be excluded under the provisions of the Admissions to Public Meetings Act 1960.

19) Operation Bridges

TC reported that this item related to marking the death of a senior national figure. Town Council had previously noted (at July 19 meeting) correspondence from Co. Durham Association of Local Councils about the topic.

TC had subsequently identified the implications and had contacted Sunderland City Council to discuss. TC outlined the arrangements developed by SCC and highlighted how this would affect Hetton area residents.

Town Council resolved to:

Approve a recommendation from TC which would enhance the arrangements for Hetton area residents, and to notify SCC accordingly.

and;

Provide SCC with contact details of a designated Member (Town Mayor).