

# Hetton Town Council



## Minutes of meeting held on Monday 17 September 2018 at The Hetton Centre

**Present:** Cllrs K Alcock, J Blackburn, V Costello, R Coulson, J Cunningham, J Defty, D Geddis (Deputy Town Mayor), J Green, J Heron, R Heron, P Holt, K Pearson (Town Mayor), D Turner, D Wallace, S Waterston and C Willis.

### **In attendance:**

Graeme Keedy, Town Clerk (TC)

Members of the Public (MoP) x 35

### **1) Welcome to new Councillor**

The Town Mayor formally welcomed newly elected Cllr Carol McGlinchey. TC advised that Cllr McGlinchey had signed the Declaration of Acceptance of Office, and that he had witnessed its' completion and subsequently countersigned.

### **2) Apologies for absence**

Apologies for absence had been received from Cllr M Adamson (leave), Cllr J Cummings (work commitment), Cllr R Elvin (work commitment) and Cllr K Hepple (ill health).

Town Council resolved to approve these apologies.

### **3) Declarations of Interest**

There were no declarations of interest for any items on the agenda.

### **4) Public participation**

A member of the public (MoP) raised their concerns about the location for the Mining Heritage statue in Hetton. After contributions from other MoP's in a highly charged atmosphere, the Town Mayor advised the meeting that any concerns relating to the statue location should be taken up directly with Sunderland City Council (as the planning authority) or Culture for Hetton (the applicant). This position was reiterated by the Deputy Town Mayor.

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### **4) Public participation cont ...**

After restoring order, the Town Mayor invited other comments from the public. A range of issues were raised, including:

MoP:

Traffic to /from new Avant housing estate causing safety issues for East Rainton Primary School - request introduction of 20 mph speed limit. Also parking congestion during school run, also overhanging tree.

Regular fly tipping - gate needed at top of the track leading to East Rainton Cricket field. Barbed wire fence damaged.

MoP:

Request 20 mph speed limit in vicinity of Hetton Comprehensive School, North Road. Speeding in Park Estate, Hetton by route 237 buses - evenings.

Wildlife corridor off North Road leading to Persimmon development - difficult access for lorries and wagons. Road is dangerous and requires improved signage.

MoP:

Yellow lines need re-instating at New Inn (towards Hetton).

Overhanging trees at The Cottage, Park View adjacent to Hetton Interchange.

Problem with speeding in Lyons Avenue, Easington Lane - acute at weekends. Concerns reported over a 5 years period.

Go North East route X1 - speeding on Station Road, Hetton.

Problems with rubbish in rear yards - Fairy Street and Edward Street (espec.23)

MoP: Go North east route 237 - inappropriate vehicles deployed (too large).

Fly tipping in Stephenson's Lake car park - at entrance to Country Park.

### **5) Minutes**

#### **a) Appendix 1- Annual Meeting of Town Council - 15 May 2018**

TC explained that this item was included as he had realised that the information he had been provided with for tabling at the July 2018 meeting for approval had pertained to the previous municipal year.

In considering the Appendix, Cllr R Heron commented that there was no requirement for the Town Council to provide representatives to the New Dawn and Local History Groups and that membership of Sunderland VCS was for voluntary organisations only. He added that there was no requirement for the Town Council to have a Standards Committee as issues of this nature would need to be dealt with by Sunderland City Council.

Town Council resolved to approve Appendix 1 subject to amendments being made to reflect Cllr R Heron's observations.

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### **5) Minutes cont ...**

#### **b) Hetton Town Council - Monday 16 July 2018**

Cllrs J Blackburn and R Heron queried the omission of "Matters Arising" from the agenda. TC explained that this item was not included as draft minutes would be distributed ahead of each meeting for perusal and that an agenda item "Town Clerk update" would provide the opportunity for him to give feedback on previously assigned actions. TC added that he had sought professional advice to support his decision not to include "Matters Arising".

Cllrs Blackburn and R Heron requested TC to forward them a copy of the advice received.

Town Council resolved to approve the Minutes of the meeting of Hetton Town Council held on 16 July 2018.

#### **c) Events & Special Activities Committee - 6 September 2018**

Cllrs D Turner, J Heron and R Blackburn raised general queries relating to the logistics and costs associated with the Remembrance Sunday events. TC responded advised that there needed to be more details made available to him about the historic organisational and funding arrangements.

Cllr R Heron commented that savings arising from the reduction in Town Mayor's allowance and reduced staffing costs should be made available to support the Remembrance Sunday event.

Town Council resolved to:

Approve the minutes of the Events & Special Activities Committee held on 6 September 2018,

Fund the printing of Remembrance Day Orders of Service and costs associated with traffic management.

Approve funding of up to £500.00 from the Council's core budget to support the WW1 Commemoration event to be held on 10 November 2018.

#### **6) Equipment leasing and rental arrangements**

Town Council received and considered the report which had previously been circulated to Members.

This covered arrangements for the EE mobile phone contract, Konica Minolta Biz Hub C308 copier and BNP Paribas DM 60 mailing system.

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### **6) Equipment leasing and rental arrangements cont ...**

Cllr P Holt asked the TC to establish the method of authorisation which had been adopted in relation to rental cost of the iPhone SE and tariff, and sought confirmation that the lost iPhone 5 S had been disabled by EE. TC undertook to investigate.

Supporting the continued use of the photocopier and need for the franking machine, Cllr R Heron commented that neither Members nor potential Members should be expected to bear the cost of printing Council papers at personal expense.

He added that the August recess had provided a distorted picture of the volume of outgoing mail and that the Christmas period would see a significant increase.

Town Council resolved to:

Note the contents of the report;

Continue the EE mobile phone contract until expiry in April 2020 and review supplier and tariff requirements at that time;

Continue the Konica Minolta contract for the Biz Hub C308 copier and further review arrangements in August 2019;

Re-instate the use of the PNB Paribas DM 60 mailing system, add a credit of £100.00, and undertake a periodic review of usage.

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

TC advised that this item had been included on the agenda in anticipation of receiving the audited AGAR from Mazars (external auditor).

TC reported that this had not been received but that Mazars had raised with him a number of queries relating to the AGAR. TC advised Council that he was working with Mazars as a priority in an attempt to resolve these ahead of the 30 September deadline for completion of audit.

TC advised Members of his view that the Town Council would receive, as a minimum a qualified opinion for 17-18, and that any issues raised would be also likely to impact on the external audit outcome for 2018-2019.

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### 8) Financial report

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

#### Town Clerk re-imbusement

Post Office - 1st Class Special Delivery (AGAR to External Auditor)	£6.50
Wilko - misc. stationery	£8.55
Post Office - 12 x 1st class stamps; 12 x 2nd class stamps	£15.00
Wilko - misc stationery	£4.00
Go North East - travel costs (agreed locum arrangement)	£10.40
Tesco - misc. stationery	£6.50
Wilko - clip frame (for insurance certificate)	£1.00
Post Office - 2nd Class "signed for" (documents to SCC - 17/8)	£1.89
Post Office - 2nd Class "signed for" (documents to SCC - 12/9)	£1.89
Post Office - 2 x 12 x 2nd class stamps	£13.92

**Total: £69.65**

#### Other expenditure

BNP Paribas - Franking machine rental (18/08 -17/11 18)	£96.00
Co. Durham Association of Local Councils:	
Annual subscription 18-19 (includes NALC fee)	£1921.32
The Gilpin Press (pre-print work - Annual Report 17-18)	£20.00
EE - monthly plan charge - 4 Aug 18	£38.00
Konica Minolta - quarterly photocopier rental charge	£132.77
Konica Minolta - quarterly usage charge (10/05 - 9/08)	£147.44
EE - monthly plan charge - 4 Sept 18	£38.00

**Total: £2393.53**

Barclays Current account balance: **£2402.14**

Barclays Reserve account balance: **£46300.72**

#### Expenditure - Town Mayor allowance:

Caroline Taxis (payee S Hopps)  
Taxi fares - 3 x Mayoral functions: £130.00

John's Taxi Service (payee J Kenny)  
Taxi fares - 2 x Mayoral functions: £90.00

**Total: £220.00**

Co-op Bank balance: **£1612.64**

and

Approve a transfer of £5000.00 from the Barclays Business Premium account to Community Account to meet obligations, with this amount being reinstated following receipt of the second instalment of the 18-19 precept payment from Sunderland City Council expected early in October.

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### **9) Banking arrangements**

Town Council received and considered the report which had previously been circulated to Members.

Volunteers were sought from among Members present to become bank account signatories for the Barclays and Co-op Bank accounts.

Members acknowledged and agreed that the Town Mayor should not be a signatory to the Co-op account (Mayor's account).

Cllr R Heron advised that he would remain as a signatory to the Barclay's accounts pending completion of the exercise to add new signatories, but did not consider it appropriate to continue afterwards as his political grouping did not have control over finances.

Town Council resolved that the following Members be added to the list of authorised signatories:

Barclays accounts (Community and Business Premium) - Cllrs D Geddis, J Green and S Waterston

Co-op account - Cllrs D Geddis, J Green, P Holt and S Waterston

### **10) CDALC Training opportunities**

TC advised that he had received a request from a Member to attend the Bullying and Harassment session to be held on 16 October.

Town Council resolved to approve the request for attendance at a cost of £27.00.

### **11) Planning applications**

There were no comments in respect of the two previously notified planning applications.

### **12) Update from Town Clerk**

TC reported that he had been in email contact with I Richardson, Assistant Head of Place Management requesting his attendance and additionally with one of his officers about the range of local issues reported at July 18 meeting of Town Council.

Mr Richardson was unable to attend but undertook to look at the issues raised and offered to come to a future meeting. He had agreed to attend a previous meeting but this had been cancelled.

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### **12) Update from Town Clerk cont ...**

Town Council resolved that all future neighbourhood issues raised under agenda items "Public Participation" and "Reports from Members" be reported directly to Mr P Melia, Chief Executive at Sunderland City Council for investigation and attention.

### **13) Reports from Members**

Individual Members highlighted the following:

Cllr Coulson: barriers needed to prevent access to East Rainton cricket field - indiscriminate dumping - commercial waste, fridges.

MoP: no footpath around bungalow at Eppleton Row leading to Hetton Lyons Country Park.

Cllr Wallace - graffiti on junction box near no 28 Regent Street, Hetton Downs.

Cllr R Heron - Directional marker stone for Stephenson's Way at Caroline Street requires cleaning.

Cllr S Waterston - trees in grounds of Hetton Nursery overhanging and affecting Scott's Terrace Bungalows and Garden Estate.

Cllr Holt - parking and road safety issues on Hetton Lyons Ind. Estate - esp. in vicinity of Dove and Morguntia.

Cllr S Waterston - concerns about condition of Hetton Computers building, Richard Street - collapsed roof, loose slates and front facade unstable.

Cllr Coulson - concerns about speeding in East Rainton - North Street and South Street, requests 20 mph speed limit.

Cllr R Heron - reported that former Bog Row School is an eyesore and sought advice on what could be done.

TC was requested to include this topic earlier in future agendas.

### **14) Town Mayor activities**

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

Scouts fair - Eppleton Church Hall

Primrose Care Home, Station Bank - re opening event

Elcap, Easington Lane - Summer Fayre

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### **14) Town Mayor activities cont ...**

Sunderland Civic Centre - Royal Marine flag raising day  
Laurels Care Home - fayre  
Elcap for the Heritage Day  
Town Council resolved to note the Town Mayor's report.

### **15) Declaration of interests form**

TC advised that he had received a request from Sunderland City Council for up to date copies to be provided for display on their website. This request had also been made several months earlier but no information had been forthcoming from HTC. TC reported that he had located some completed forms and would contact directly those Members for whom he had no current DoI form. TC reminded Members of the importance of supplying this information to comply with legal requirements.

### **16) Quality Status and CiLCA qualification**

Town Council received and considered the report which had previously been circulated to Members.

Town Council resolved that Town Clerk register for the CiLCA qualification before 30 September at a cost of £250.00.

### **17) General correspondence**

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

City of Sunderland:

Schools 20 mph zones Traffic Order 2018 - **Noted**

A19 Enterprise Zone (Site 3) Traffic Order- **Noted**

Hunter Terrace, Hendon (20mph speed limit zones ) Order 2018 - **Noted**

Eppleton Quarry Products: Date of next liaison meeting - 22 Nov 2018 - **Circulate**

Groundwork NE & Cumbria: 3 Together Big Local Partnership - Update - **Circulate**

Campaign to Protect Rural England: North East Newsletter - Summer 2018 - **Noted**

Hargreaves: Field House Community Liaison Committee meeting - 26/9 - **Circulate**

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

Town Council resolved that the date and time of the next meeting would be:  
Monday 15 October 2018 commencing at 19.15 hrs in The Hetton Centre

The meeting closed at 21.05 hrs.

GK 03 10 18

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Signed:

Date: