

# Hetton Town Council



## Minutes of the meeting of Hetton Town Council held on Monday 20 January 2020 at The Hetton Centre

**Note:** The meeting was audio and video recorded throughout.

### Present

Cllrs J Blackburn, R Coulson, T Dodds, R Elvin, A Farrow, D Geddis (Items 1-13 only), M Hopper, K Pearson (Town Mayor), S Quigley, K Rowham, C Sinnott, M Thornton, D Turner, S Waterston and C Willis.

### In attendance

G Keedy, Town Clerk (TC)

Members of the Public (MoP) x 3

### 1) Apologies for absence

Apologies for absence were received directly or on behalf of Cllr J Cunningham (attendance at another meeting), Cllr J Defty (work commitment), Cllr J Green (work commitment), Cllr R Heron (unwell), Cllr A Liversidge (no reason provided) and Cllr D Liversidge (no reason provided).

Cllr S Waterston proposed that the apologies submitted on behalf of Cllr A Liversidge and Cllr D Liversidge not be approved. This was seconded by Cllr D Geddis.

Town Council resolved not to approve the apologies submitted on behalf of Cllr A Liversidge and Cllr D Liversidge.

Town Council resolved to approve all other apologies received.

### 2) Declarations of interest

There were no declarations of interest.

### 3) Public participation

There were no issues raised.

### 4) Minutes

**a)** Subject to the addition of references in Item 3 for TC to contact Hetton Town Trust and Item 5 re yellow lines outside Tesco together with the correction of a typographical error, Town Council resolved to approve the minutes of the meeting of Hetton Town Council held on 16 December 2019.

**b)** Town Council resolved to approve the minutes and recommendations of the Management & Policy Committee held on Tuesday 14 January 2020.

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Signed:

Date:

## **HTC Minutes - 20 January 2020**

### **4) Minutes cont ...**

c) Observations were made relating to the timescale for distribution of background papers, working practices and process for considering any future additional hours worked by Town Clerk.

Town Council resolved to approve the minutes and recommendations of the meeting of the Staff, Employment and Training Committee held on 16 January 2020.

### **5) Anti-Social Behaviour Unit - Sunderland City Council**

TC advised Town Council that he had been notified by SCC that in view of the convening by HTC of a Public meeting on 24 January, their preference was to instead send officers to that forum.

Town Council resolved to note the position.

### **6) Reports from Members**

Cllr S Waterston:

Reported that the installation and spacing of kerb surrounds at graves in Hetton Cemetery were impinging on space required for access by wheelchair users.

Reports poor condition of road from Summerson Street / Urwin Street to Hetton Lyons Country Park.

Cllr K Rowham:

Reported parking congestion after 6.00pm outside "Deep Blue" fish and chip shop, at Front Street, DH5 9PE and requested the installation of bollards to prevent the problem.

Also reports similar issues with indiscriminate parking at Hetton Community Pool & Wellness Centre.

Cllr C Sinnott:

Reports potholes at multiple locations on Houghton Road (A182). From Dulai Store at 76 Houghton Road to 119 Houghton Road.

Expressed concerns generally re crime in area and especially vehicle thefts, and thefts from garden sheds.

Reported ongoing concerns about vehicle speeding and requests return of a speed camera to the vicinity. (note Cllr M Thornton requests the installation of VAS).

Cllr R Elvin:

Raised ongoing concerns about delay in installation of a play park in Easington Lane.

## HTC Minutes - 20 January 2020

### 7) Update from Town Clerk including local issues

TC reported that he had received notification from Health & Safety Executive that the developer had returned to site and fenced off the SuDS while they work with the Planning Authority (SCC) on bringing it into compliance with the relevant standard.

TC advised that following ongoing dialogue with SCC, he had been notified that lighting in Hetton Mini Park was now working again, and subject to funding being made available would be upgraded.

### 8) Christmas Celebration 2019

TC introduced the previously circulated report.

Cllr R Elvin highlighted the predicament faced by the Town Council when SCC gave limited notice of a 100% increase in Christmas tree costs.

Cllr M Thornton commented that she regarded the report as being factually inaccurate relating to Community Chest narrative. TC explained that no sponsor had been identified to him.

Town Council resolved:

To receive the report;

To task Town Clerk with requesting SCC to reduce the cost of 2019 Christmas trees by 50% due to poor quality;

That Events & Special Activities Committee consider the merits or otherwise of making alternative supplier arrangements.

### 9) Financial report

Town Council resolved to approve the financial report and expenditure outlined below, with the exception of SCC invoice for £6568.80 (following decision at Item 8, above) :

#### Income:

Postage by Phone DD refund	£20.00
Barclays Business Premium Account interest	£14.14

#### Staffing expenditure:

Town Clerk net salary (Jan 20)	£1019.91
HMRC (Combined employer/employee liabilities)	£452.78
NEST Pension (Combined employer/employee contributions)	DD £63.73

**Sub-total: £1536.42**

#### Town Clerk expenditure:

Amazon UK (S Claus Costume and Hand Bell)	£45.94
Amazon UK (half moon glasses)	£1.91
Post Office (Parcelforce - return of franking machine to Northern Services)	£17.95
Asda (USB Stick)	£7.00
Asda (2 x packs 500 A4 paper @ £2.85 each)	£5.70

**Sub-total: £78.50**  
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Signed:

Date:

## HTC Minutes - 20 January 2020

### 9) Financial report cont ...

#### Other expenditure:

Zurich Municipal (Annual Insurance policy renewal)	£657.50
County Durham Ass. of Local Councils: (2 x places at planning training session - 26 Nov 19 @ £27.00 each)	£54.00
Hetton Town Trust: (Meeting room hire - 11, 18 November and 16 Dec. Refreshments on 11 Nov)	£92.75
EE (invoice 4 Jan 20)	DD £31.57
Sunderland City Council (Supply and fitting of 3 x Christmas Trees)	£6568.80

#### Sub-total:

**£7404.62**  
**Total: £9019.54**

Barclays Current account balance @ 16 Jan 20	£38368.39
Anticipated current account balance if all paid:	£29348.85
Barclays Reserve account balance:	£28,379.75

#### Town Mayor fund:

**Income: Nil**

#### Expenditure:

Caroline Taxis (payee S Hopps): Hetton - Ramside Hall and return	£20.00
HLH - Shildon and return 30/11; HLH to Seaham and return 3/12; HLH to Durham and return 5/12	£126.80
<b>Total:</b>	<b>£146.80</b>

Co-op Bank balance @ 16 Jan 20:	<b>£1493.00</b>
Anticipated current account balance if all paid:	£1346.20

### 10) Precept 2020-2021

TC provided background and outlined his approach to precept setting and budget for 2020-2021.

Town Council resolved that an Extraordinary Meeting be held on Monday 27 January at 6.00pm to progress this.

### 11) Photocopier lease arrangements

TC introduced the previously circulated report.

Town Council resolved to continue the contract arrangements for the C308 Biz Hub with Konica Minolta until expiry of the current lease agreement in July 2021.

### 12) Coalfields Area Committee - 18 December 2019:

Clr K Rowham provided a verbal report and queried the eligibility criteria of SCC Coalfields Committee grants, citing a recent example.

A general discussion took place around the role of the voluntary sector, status of the Town Council and purpose of the Coalfields Area Committee.

Town Council resolve to note the verbal report.

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Signed:

Date:

## **HTC Minutes - 20 January 2020**

### **13) Community Grant Award Scheme**

TC reported that no applications had been received this month and suggested that the deadlines for applications be further extended.

Town Council resolved that the deadlines for applications be extended to February and March 2020 meetings and that TC consider ways to further promote the scheme.

### **14) Town Mayor issues**

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

Hetton Methodist Church - carol service.

Independent Methodist Church - carol service.

### **15) General correspondence**

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

MoP, Hetton re Anti Social Behaviour **(noted)**

MoP, Easington Lane re Anti Social Behaviour **(noted)**

Co Durham Association of Local Councils:

Community Energy Workshop (Free) - 27 Jan 20 (Annfield Plain) **(TC to circulate)**

Health & Safety Executive: re SuDs at East Rainton **(noted)**

Sunderland City Council:

Neighbourhood Investment Plans **(TC to invite SCC officer to future meeting)**

Hetton and Easington Lane Mother's Union:

"Thank you" letter for grant award **(noted)**

### **16) Date and Time of next meeting**

Town Council resolved that the date and time of the next meeting would be 19.15 hrs on Monday 17 February 2020.

### **Exclusion of Press and Public**

TC advised that acting upon advice received from Sunderland City Council this agenda item should be regarded as confidential.

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

### **17) Operation Bridges**

TC introduced the previously circulated, confidential report.

Following discussion, Town Council resolved to take an independent approach and that TC liaise with appropriate bodies.

**V2 - 14 Feb 20**

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Signed:

Date: