

Hetton Town Council



Minutes of meeting held on

Monday 19 November 2018 at The Hetton Centre

Prior to formal commencement of the Meeting, the Town Mayor asked all present to observe a one minute silence as a mark of respect for the late George Wandless (former Councillor and Leader of HTC) and late Christine Pearson (Mayoress).

Note: The meeting was audio and video recorded throughout.

Present: Cllrs M Adamson, K Alcock, C McGlinchey, V Costello, R Coulson, J Defty, D Geddis (Deputy Town Mayor), J Heron (from Item 13 only), R Heron, P Holt, K Pearson (Town Mayor), S Waterston and C Willis.

In attendance:

Graeme Keedy, Town Clerk (TC)
Members of the Public (MoP) x 8

1) Apologies for absence:

Apologies for absence had been received from Cllr J Blackburn (representing the residents of the SCC Hetton Ward at another forum), Cllr J Cunningham (university commitment), Cllr R Elvin (work commitment), Cllr J Green (work commitment) Cllr D Turner (meeting at Civic Centre).

Town Council resolved to approve these apologies.

No apologies had been received from Cllr J Cummings, Cllr K Hepple or Cllr D Wallace. These were noted as unapproved.

2) Declarations of Interest

Cllrs K Pearson and C Willis declared an interest relating to item 13 (planning application 18/01834/OUT).

3) Public participation

MoP - Manor House, Easington Lane - previous planning approval had been given by SCC for an HMO for ex services personnel. Concerns were expressed that the premises are being used as a Bail House - in contravention of planning approval.

MoP - query re funding of Christmas lights - regards other areas of the city as having disproportionately higher levels of Christmas lights by comparison with Hetton.
Dry stone wall at Station Road toward site of former Fox Pub requires repair.

HTC Minutes 19 November 2018

3) Public participation cont ...

MoP - requests information on process for requesting part refund of council tax due to perceived lack of police resources in Hetton. Requests installation of CCTV at various sites.

MoP - update on position sought following premises fire at Richard Street, Hetton le Hole.

MoP - untimely posts on social media by a Councillor in advance of HTC meeting.

MoP - in excess of £40k spent on speed ramps at Market St, Downs Lane and Church Road - only to be flouted by an HTC Member.

Cllr R Heron clarified the location of dropped kerbs needing to be reinstated at bus stop near post box, Low Downs Road as part of works associated with new housing.

Cllr R Heron raised issues about comments from Cllr Elvin re employee contractual arrangements. TC advised he would report on this under Item 6.

4) Minutes

TC advised Members that he had omitted to report an apology for absence received in advance from Cllr J Blackburn for the October 18 meeting.

Subject to inclusion of the correction, Town Council resolved to approve the minutes of the meeting of Hetton Town Council held on Monday 19 November 2018.

5) Reports from Members

The following issues were reported by Members:

Cllr R Coulson - acknowledged the work of TC in arranging a site visit from SCC. Requests CCTV at the site in East Rainton.

Cllr Waterston - Hetton Lyons Country Park - ongoing indiscriminate dumping. Recent changes to closing times have led to chain being placed around swing gate - but this can easily be removed.

Cllr C Willis - concerns re increased volume of traffic in Church Road as a result of new residential developments at Henry street.

Cllr K Pearson - North Road affected by mud and debris from new housing development. Can Persimmon be requested to clear up?
Manhole in road is loose on station road, near Bramble Hollow sheltered accommodation.

HTC Minutes 19 November 2018

5) Reports from Members cont ...

Edward Street / Fairey Street - dumped tyres and other rubbish in rear yards 23, 38 and 39.

Parking on grass verges in Park estate (foot of York Crescent).

Town Council resolved that TC refer all matters (where appropriate) to the CX at Sunderland City Council for attention.

6) Update from Town Clerk

TC reported that he had followed up with Sunderland City Council (SCC) a suggestion made by a Member at the October meeting that an agreement had been made with SCC for the provision of advice and guidance to Hetton Town Council relating to its' obligations and responsibilities under the General Data Protection Regulations (GDPR). TC advised he had subsequently received a response from SCC that no agreement existed and no request for assistance had been received from HTC.

TC advised Members that accordingly, he wished to implement the recommendations relating to GDPR as outlined in the report tabled under Item 9 at the 15 October 2018 meeting.

Town Council resolved to approve the Town Clerk's approach.

TC reported that he had received feedback from SCC relating to local issues raised by MoP's and Members at the September and October meetings of the Town Council. Copies of the SCC responses had been circulated to Members for information. TC offered to make copies available for MoP's upon request.

Cllr P Holt thanked TC for his efforts in engaging with SCC and eliciting feedback.

Following an earlier query from Cllr R Heron under Item 3 relating to historic employee contractual issues, TC advised that his enquiries with SCC had so far proved inconclusive.

7) Insurance

TC advised Members that the Town Council's insurance arrangements were due for renewal on 19 January 2019. He was currently reviewing cover levels required and would bring a report to the December 2018 meeting for consideration.

HTC Minutes 19 November 2018

8) Financial report

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

Income: Nil

Expenditure:

Town Clerk re-imbusement

Tesco (2 x 500 A4 paper @£3.25 each)

£6.50

Sub Total:£6.50

Other expenditure

DC Services Ltd (charge for email account work)

£84.00

BNP Paribas (rental charge Nov 18 - Feb 19)

£96.00

EE

£30.80

Northern Productions (PA system x 2 for Remembrance Day)

£969.60

Sunderland City Council (traffic management for Remembrance Day parade at Hetton)

£508.80

Sunderland City Council (6 Sept 18 by-election costs)

£6514.01

Commitment to expenditure to support Christmas lights switch-on event (itemised amounts to be detailed at a future meeting)

£250.00

Sub Total: £8453.21

Combined Total: £8459.71

Barclays Current account balance:

£13,296.98

Anticipated current account balance if all paid:

£4837.27

Barclays Reserve account balance:

£46300.72

To meet anticipated expenditure until 31 March 2019 Town Council is asked to approve a transfer of £18,000 (eighteen thousand pounds) from the reserve account to the current account.

Expenditure - Town Mayor allowance: Nil

Co-op Bank balance:

£1612.64

9) Application for Community Grant Award

TC informed Members that the request from East Rainton Methodist Church had been withdrawn as funding had been secured from an alternative source. He added that the request from Springboard Trust was unable to be considered as the applicant had not submitted the requisite supporting information.

10) Town Mayor Activities

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

Rainton Meadows - Hetton School Awards evening.

ELCAP, Easington Lane - unveiling of Poppy Garden.

Laurels Nursing Home - staff awards ceremony.

Hetton Centre - WW1 Centenary Commemorative concert.

Easington Lane - Remembrance Day service.

Attendance at such events form part of a continuing approach to developing links in the local community.

4 of 7

Signed:

Date:

HTC Minutes 19 November 2018

11) Banking arrangements

TC advised Members that liaison with Co-op Bank was at an advanced stage in relation to updating contact details and adding new signatories. However, they additionally required minuted evidence of the names of signatories to be removed.

Town Council resolved that the names of the following signatories be removed from the Co-op Community Direct Plus account:

J Price, JA Rankin, A Wilkinson and G Wandless

TC added that a similar exercise to change signatories for the two x Barclay's accounts was under way but completion of the exercise was complex and likely to take a considerable length of time.

TC acknowledged the continuing co-operation of Cllr R Heron as a signatory.

Cllr R Heron suggested that the Town Council should consider changing banks in view of the ongoing difficulties being experienced with Barclay's and cited the Post Office as an alternative.

Cllr Holt recommended that scope for on-line banking be examined.

Town Council resolved that TC continue with the exercises to complete changes to authorised contacts and signatories for Co-op and Barclay's Bank accounts, and at a future date explore options for changing banks and establishing the potential for on-line banking.

12) Events

Cllr Waterston provided a verbal update. She reported that the WW1 Commemorative event held on 10 November raised £560.00 for the Royal British Legion. The event had been successful and well received. Cllr Waterston expressed her appreciation to Ann Thompson for her assistance.

Cllr Geddis congratulated Cllr Waterston for her hard work and commitment in making the event a success.

Remembrance Day events at Hetton overseen by the Town Council had run smoothly.

Cllr Waterston outlined arrangements for a small scale event to support the Christmas Lights switch-on on 23 November.

Cllr R Heron expressed his concern at the lack of a written report to support this agenda item and was critical of the role of the Town Clerk in the organisation of events.

HTC Minutes 19 November 2018

13) Planning applications

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

18/01 248/FUL - All Saints Vicarage, Church Road Hetton-le-Hole DH5 9AJ **(Noted)**

Cllrs Pearson and Willis left the room during discussions:

18/01834/OUT - Land to rear of South Market Street, Hetton le Hole **(site visit req)**

Cllrs Pearson and Willis rejoined the meeting.

18/01903/ FUL - Land at Durham Road, East Rainton **(site visit req)**

18/01786/FUL - Land at Snipper's Gate View, South Hetton **(site visit req)**

18/01963/FU4 - Easington Lane Primary School, DH5 0LQ **(no objections)**

14) General correspondence

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

County Durham Association of Local Councils:

Training course: Finance -13 Nov 18 - cost £27.00 (Finance Chair) - **Funding approved.**

Training course: Appraisals - 11 Dec 18 - cost £27.00 **Funding approved. Cllr Holt to attend.**

Larger Councils Forum - 22 Nov 18 - nominations required. **Cllr Geddis nominated.**

2019 Royal Garden Party - nominations required. **Cllr Pearson nominated.**

Sunderland City Council:

Proposed Traffic Order - High Street and Murton Lane, Easington Lane. **Noted**

50 mph Speed Limit Order - Newcastle Road, Sunderland. **Noted**

Town Council resolved that only those notifications of this type from SCC directly affecting the Council's area be brought to meetings.

Groundwork NE & Cumbria: Notification of 3 Together Big Local AGM - 28 Nov 18 **Noted**

National Association of Local Councils: Newsletter. **Noted**

Eppleton Quarry Products:

Notification of Liaison Meeting - 22 Nov 18. **Cllrs Geddis and Waterston to attend.**

MD 2 Consulting:

Notification of Field House Community Liaison meeting - 28 Nov 18. **Noted. Cllr Holt to attend.**

EE: Confirmation of HTC request to "blacklist" lost iPhone 5 S. **Noted**

15) Date and time of next meeting

Town Council resolved that the date and time of the next meeting would be: Monday 17 December 2018 commencing at 19.15 hrs in The Hetton Centre.

Signed:

Date:

HTC Minutes 19 November 2018

Confidential item

Town Council resolved to exclude members of the public and press under the provisions of the Admissions to Public Meetings Act 1960.

16) Appointment of Payroll Service provider

TC introduced the previously circulated report.

Town Council resolved to appoint T & A Dixon Accountancy Services as its' payroll service provider and authorised the Town Clerk and the Town Mayor to enter into formal agreement.

GK 10 12 18

7 of 7

Signed:

Date: