



Hetton Town Council



**Minutes of the Meeting of Hetton Town Council held on Monday
20 March 2023 at Easington Lane Community Access Point,
Brickgarth, Easington Lane, County Durham, DH5 0LE**

Present

Cllrs K Angus, J Bonsall, D Brennan, J Defty, P Dowell, R Elvin, D Geddis (Town Mayor), L Gibson, J Green, P Hall, K Pearson, M Pigdon, K Rowham, D Thomas, S Waterston and C Willis.

In attendance

G Keedy, Town Clerk (TC)
Members of Public (MoP) x 3

1) Apologies for absence

TC reported that apologies had been received from
Cllr W Little (away), Cllr R Meadows (venue concerns) and Cllr H Morton (work commitment).

Town Council resolved to approve the apologies received.

No apology for absence had been received from Cllr S Reilly or Cllr A Waite.
Town Council resolved to record their absences as unapproved.

2) Declarations of Interest

There were no declarations of interest.

3) Minutes

a) Town Council resolved to approve the draft minutes of the Meeting of Hetton Town Council held on 20 February 2023.

b) Town Council resolved to approve the draft minutes and recommendations of the meeting of the Events & Special Activities Committee held on 14 March 2023.

4) Public participation

MoP requests that a mesh fence is installed at 1-2 Station Road to prevent access.
MoP requests attendance on site of an SCC Highways representative to assess / discuss a range of traffic related issues.

MoP seeks status information on current status of former Manor House Care Home at Easington Lane.

1 of 5

Signed:

Date:

HTC Full - 20 March 2023 cont ...

5) Reports from Members

Cllr C Willis:

Requests that 2 x grassed areas at Brickgarth (opposite ELCAP) Easington Lane be converted to parking spaces.

Cllr S Waterston:

Reports an address in Brickgarth, Easington Lane with an accumulation of black bags in the garden.

Reports that responses are not always being received to issues reported to the SCC email address provided for Members.

Request the installation of dog waste bins at Bedford Street (Park Estate), and Doxford Terrace.

Hetton Park - grass surface is being damaged by off-road bikes.

Hetton Bogs - fencing required to restrict access to a "drop" into stream. Dolomite paths also required.

Requests details of cleansing rota for Hetton public toilets, and reports they are in poor condition.

Cllr K Angus:

Requests the installation of speed cameras / monitors on Houghton Road in vicinity of the cemetery.

Requests a review and upgrade of Hetton Park.

Expressed concerns about lack of youth provision in Hetton and queries what can be done.

Cllr P Hall:

Seeks an update on traffic lights issue (Easington Lane Primary School) previously raised.

Request Zebra crossing at Four lane Ends to be relocated.

Cllr J Bonsall:

Request that road line markings at Four Lane Ends are repainted.

Cllr D Geddis:

Expressed concerns at off-road bikes in Easington Lane; and a reduction in the no. of PCSO's.

Cllr L Gibson:

Requests the attendance of a Gentoo official at a future Town Council meeting.

6) Sunderland City Councillor(s) - Hetton and Copt Hill wards

There were no City Councillors in attendance.

2 of 5

Signed:

Date:

HTC Full - 20 March 2023 cont ...

Item 7: Financial report

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

Income:

Barclays Premium account interest	£35.29
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Staffing expenditure:

Town Clerk net salary (includes additional hrs for Feb 23)	£1367.32
HMRC (Combined employer/employee liabilities)	£494.30
NEST Pension (Combined employer/employee contributions)	DD £87.62
Sub Total:	£1949.24

Town Clerk expenditure (Direct):

Tesco (Scissors 2 pack)	£2.50
Lifestyle Express (30pk bulldog clips)	£1.50
Total:	£4.00

Town Clerk expenditure (HTC debit card):

Tesco (4 x 500 A4 paper @ £4.75 each)	£19.00
Family-crests.com (5 x badges incl. box @ £5.00 each)	£25.00
Total:	£44.00

Other expenditure:

Society of Local Council Clerks (TC annual subscription)	£187.00
DtF Printing Direct (Easter Egg Hunt posters)	£75.00
BT (Monthly broadband charge)	DD £33.54
Co Durham Association of Local Councils (Training session - 22 Feb 23)	£10.00
EE (mobile phone - 4 March 23)	DD £9.18
Hetton Town Trust (Staff cover for HTC meeting - 20 Feb 23)	£50.00
Fantasy Fairytale (Mrs G Herbert - Easter Egg Hunt characters)	£320.00
Flagpole Express Ltd (4.6m flagpole plus 5 x flags)	£644.16
B Willis Agriculture Services Ltd (Materials and labour – flagpole installation)	£73.98

Sub-total: £1402.86

Total: £3400.01

Barclays Current account balance @ 16 March 23:	£75,331.36
Anticipated current account balance if all paid:	£71,931.35
Barclays Reserve account balance @ 16 March 23:	£28,467.54

Town Mayor Fund:

Income:	Nil
Co-op Bank balance @ 16 March 23:	£2627.29

Signed:

Date:

HTC Full - 20 March 2023 cont ...

8) Town Clerk update

TC reported that he was awaiting a response from Coal Industry Social & Welfare Organisation to queries relating to Hetton Town Trust.

TC advised that he was now in receipt of a debit card issued by Barclays.

Town Council resolved to note the update received from the Town Clerk.

9) Temporary amendment to Press & Media policy

TC highlighted the care required during the pre-election period immediately before elections when specific restrictions on communications activity are in place.

To ensure that Council business and activities could continue to be highlighted during this time, TC requested that the Press & Media policy be temporarily amended to permit TC to act as a spokesperson for the Council.

Town Council resolved to approve that TC act as a spokesperson.

10) Former Hetton Lyons Boy's Club site

TC reported that despite repeated attempts, he had not received updates from UK Youth, their agent nor Durham Association of Boy's and Girl's Clubs.

Town Council resolved to note the position and request that TC continue in his endeavours.

11) Volunteer Policy

TC introduced this item and draft policy. He advised Council that there was a longstanding requirement for a volunteer policy. He added that following research, he considered that the draft policy tabled was proportionate to the Town Council's requirements.

Town Council resolved to approve and adopt the Volunteer Policy with immediate effect.

12) Asset Register 22-23

TC introduced the item and previously circulated document.

TC highlighted additions and amendments for 22-23, and explained that work remained ongoing after four years to establish a comprehensive register as a search of historic records continued to reveal relevant purchases and costs.

Town Council resolved to approve the Asset Register for 21-22

13) Risk Assessment 22-23

TC introduced the item and previously circulated document.

Town Council resolved to approve the Risk Assessment for 22-23.

HTC Full - 20 March 2023 cont ...

14) Planning matters

The applications detailed had been received from Sunderland City Council.

Town Council resolved to take action as outlined below:

23/00378/FUL

14 Crossgate Road Hetton-le-Hole Houghton-Le-Spring DH5 0EN

Proposal: Erection of two storey side extension and single storey extensions to front and rear.

Applicant: Mr Michael Dixon

No comments or objections.

23/00548/FUL

8 The Avenue Hetton-le-Hole Houghton-le-Spring DH5 9DQ

Proposal: Removal of existing dormer windows and roofs, build up in line with neighbouring properties and replace with new flat roof.

Applicant: Miss Lauren Coates

No comments or objections - subject to satisfactory response from SCC to a Member query.

15) General correspondence

Town Council resolved to take action as detailed below:

Co. Durham Association of Local Councils:

Training update **TC to attend AGAR briefing**

Civility & Respect Day – presentations **Circulate**

Sunderland VSA:

Consultation - North East Devolution - 10 March **Noted**

Northumbria Police:

New Inspector request to attend HTC **Invite to April 23 meeting**

BT Business Communications:

Notification of price increases **Refer to Chairman of MP&F Cmtee**

Change.org:

Petition re traffic calming **Circulate**

Sunderland City Council:

Purdah period **Circulate**

Valley Environmental:

Change of use - New Inn **TC to respond**

16) Date and time of next meeting

Monday 17 April 2023, at The Hetton Centre, DH5 9NE commencing at 19.15 hrs.