

**MINUTES OF THE MEETING OF  
SOUTH HETTON PARISH COUNCIL  
HELD ON TUESDAY 17 OCTOBER 2023**

**Present:** Councillors G Rodgers (Chair), C Charters, D Rodgers, L Wass, L Haswell, S Mason and R Stephenson

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor P Casson, N Shepherd and County Councillor C Hood.

**2. OPEN FORUM**

There were no public at the meeting.

**3. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

There were no declarations of interest.

**4. POLICE REPORT**

Consideration was given to the police report, which had previously been circulated to Members. There had been 40 calls. The calls related to ASB – 5, Personal ASB – 0, Nuisance/Environmental – 5, Burglary – 3, Criminal Damage – 1, Vehicle – 1, Theft and handling – 0.

The next face to face PACT would be 23 November at 6pm in the Robin Todd Centre.

**RESOLVED** that the information given be noted.

- 5. MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2023**, a copy of which had been circulated to each Member were approved and signed by the Chair.

**6. MATTERS ARISING**

There were no matters arising.

**7. PLANNING MATTERS**

**a) Planning Applications - None**

**b) Planning approvals**

DM/23/02307/PA Prior approval for the erection of an agricultural barn at Land To The South Of Charters Crescent, South Hetton

DM/23/02389/NMA Non-material amendment to conditions 2 (approved plans) and 11 (landscaping scheme) pursuant to planning permission DM/20/02681/FPA to incorporate a substation into the layout at Land North Of Windsor Drive, South Hetton

8. **CORRESPONDENCE**

**Churchyard**

Reverend Harrison had advised that the church were closing one half of the churchyard and asked the parish council if it wanted to take over the maintenance. Paperwork to close the churchyard would be sent to us to complete.

**RESOLVED** that the parish council did not want to take over the maintenance of the closed churchyard.

9. **FINANCIAL POSITION – BANK RECONCILIATION**

The Clerk submitted a report setting out the bank reconciliation for September.

**RESOLVED** that the report be agreed and the information given be noted.

10. **BUDGET 2023/24**

The Clerk submitted a report setting out details of income and expenditure for 2023-24.

**RESOLVED** that the report be received and the information given be noted.

11. **ACCOUNTS**

**RESOLVED** that the following invoices for payment by the Clerk be endorsed.

| DATE       | PAYEE                       | CHEQUE<br>NO/DD/T/<br>BACS | AMOUNT   | DESCRIPTION                   |
|------------|-----------------------------|----------------------------|----------|-------------------------------|
| 12/09/2023 | EE Ltd                      | DD                         | 38.06    | Mobile Phone - September      |
| 15/09/2023 | Groundsman1                 | BACS                       | 1,516.44 | Salary - September            |
| 15/09/2023 | Groundsman 2                | BACS                       | 1,457.93 | Salary - September            |
| 15/09/2023 | Clerk                       | BACS                       | 711.64   | Salary - September            |
| 19/09/2023 | Groundsman 1                | BACS                       | 863.79   | Salary Deductions - August    |
| 19/09/2023 | Groundsman 2                | BACS                       | 1,031.60 | Salary Deductions - August    |
| 19/09/2023 | Clerk                       | BACS                       | 195.14   | Salary Deductions - August    |
| 25/09/2023 | South Hetton Community Ass  | TRANSFER                   | 680.00   | Activity Programme            |
| 25/09/2023 | Donald Rodgers              | TRANSFER                   | 200.00   | Tools/accessories charity day |
| 25/09/2023 | Premier Waste Recycling Ltd | TRANSFER                   | 188.48   | Recycling Waste               |
| 25/09/2023 | Mazars LLP                  | TRANSFER                   | 552.00   | External Audit                |
| 25/09/2023 | JRB Enterprise Ltd          | TRANSFER                   | 347.04   | Dog bags                      |
| 27/09/2023 | South Hetton Cricket Club   | TRANSFER                   | 1,200.00 | Donation - Score Box          |
| 28/09/2023 | Anglian Water Business      | DD                         | 49.50    | Water - June/Sept             |
| 28/09/2023 | Co-operative Bank           | DD                         | 124.29   | Fuel/Bin Bags                 |
| 29/09/2023 | The Right Fuel Card Co Ltd  | DD                         | 88.64    | Fuel                          |
| 29/09/2023 | British Gas                 | DD                         | 39.01    | Gas - September               |
| 01/10/2023 | Durham Electrics & Fire     | TRANSFER                   | 525.00   | Electrics - Welfare           |
| 01/10/2023 | Turfcare Specialists Ltd    | TRANSFER                   | 1,350.00 | Cricket - seed                |
| 01/10/2023 | Durham County Council       | TRANSFER                   | 395.54   | Service - Kubota              |
| 02/10/2023 | P Hutchinson & Sons         | TRANSFER                   | 36.00    | Green Waste                   |

|            |                            |          |          |                       |
|------------|----------------------------|----------|----------|-----------------------|
| 02/10/2023 | Clerk                      | TRANSFER | 213.42   | Expenses - October    |
| 05/10/2023 | Co-operative Bank          | BACS     | 30.00    | Bank Fees             |
| 06/10/2023 | The Right Fuel Card Co Ltd | DD       | 2.40     | Fuel                  |
| 09/10/2023 | Neasham Nurseries Ltd      | TRANSFER | 1,224.00 | Winter Bedding Plants |
| 09/10/2023 | E.on Next                  | TRANSFER | 284.94   | Electric - September  |

## 12. WELFARE MATTERS

**Chainsaw Course** – the groundsmen had expressed an interest in purchasing a chainsaw for winter maintenance in the park. A course on how to operate the chainsaw would be arranged prior to it being purchased.

**Lawn Mower** – the general lawn mower had broken and a heavy duty one would replace it.

**Boundary Dispute** – a boulder had been placed outside the gate on parish council land preventing the groundsmen from maintaining the boundary fence. The Clerk had met with the landowner and he had refused to remove it as he did not want any access onto his land from the welfare park. Discussion ensued regarding the issue and it was **RESOLVED** that the landowner be contacted and asked to remove the boulder, if not then the parish council would remove it from their land. Legal advice had also been sought.

**CCTV cameras** – the cameras were not capturing the night time images as effectively as they should. The Clerk would contact the contractor who installed them to rectify the situation.

**Garage alarm** – following the break-in to the garage, the alarm would be upgraded.

**Playzones** – it was suggested that the school be contacted to conduct a survey with the children to ascertain what sports they would like to see in the welfare park.

## 13. REPORTS

### a) Durham County Council

There was no report submitted.

### b) EAAP

The Chair advised there was nothing to report as did not attend.

## 14. DATE OF NEXT MEETING

The next meeting will be held on 28 November 2023.