

Minutes of the Monthly Meeting of Great Lumley Parish Council

Held Tuesday 13th July 2021 at 6.30 pm
Main Hall, Great Lumley Community Centre

Present:

Cllr Alan Bell (Chairman)
Cllr Neil Bains
Cllr Hyleen Wood
Cllr Jeremy Whiting
Cllr Anne Lambton

Cllr Gary Brown
Cllr Phil Heaviside
Cllr Carol McAllister
Cllr Hayley McAllister
Cllr Tim Robson

In Attendance:

Miss F Ford (Clerk) and 12 Members of the public

1. Apologies

Apologies for absence were submitted from Cllr Peter Brown.

2. Banning Members of the Public

It was noted five members of the public who have been disruptive at previous meetings had been advised they would be banned if they turned up. Cllr Phil Heaviside proposed that should they turn up, the meeting is suspended and the Police are called. Seconded by Cllr Gary Brown. The following vote then took place:

For - 9 Vote

Abstained - Cllr Jeremy Whiting

3. Declarations of Interest

Cllr Gary Brown declared an interest in Item 13 (Use of the Gym)

4. Public Comments

Question 1 - A question was raised as to who had been banned. It was noted that the names could not be divulged.

Question 2 - Can the minutes from 2018 be provided regarding the decision on a new build. Clerk to circulate the appropriate minutes.

5. Minutes from the previous meeting

The minutes from the 1st and 24th June were accepted as a true record.

6. Matters arising from the minutes

1st June 2021 – Environmental/Community – It was noted there had been an accident at one of the football matches. Clerk and Cllr Gary Brown to meet DCC and bring a report back to the next meeting.

7. Environment and Community

- **Remembrance Day** – It was noted the bank account details needed to be sent to Michelle Melvin who was dealing with the Co-op funding. Cllrs Alan Bell and Phil Heaviside to order the big poppies through DCC for the division.

- **View of Views** – It was noted the previous artist is no longer undertaking that type of work. Cllr Alan Bell had liaised with another artist, who quoted £500, and could be funded from Cllr Bells and Heaviside DCC member budget. Cllr Bell to progress and advise on progress at the next meeting.
- **Craft Fair** – A request had been made to hold a craft fair on the field behind the Community Centre on 15th August. A discussion took place and it was noted that the Parish Councils public liability would cover the event. Cllr Tim Robson would also liaise with the organiser and undertake a risk assessment. The event was then approved.
- **Cars speeding through the village** – A member of the public had reported to the Clerk their concerns with cars speeding through the village particularly Friday, Saturday and Sunday teatimes. A discussion then took place regarding the Community Speed Watch Scheme and whether the Police speed cameras could be deployed into the area. Cllr Tim Robson to liaise with Inspector Lee Morris on the issue.

It was noted the blind spot at the new estate was also an issue, especially when cars are speeding. Cllr Alan Bell advised DCC Planning are in the process of amending the access area.

It was agreed to look into purchasing a speed monitor. Clerk to add to the August agenda.

- **Community Award Scheme** – Cllr Alan Bell advised the scheme involves the Co-op donating a £20 voucher each month, and nominations for either a Young Person (or adult) could be submitted to the Parish Council to make a decision on, on a monthly basis. The scheme is already currently running in Burnmoor and Little Lumley, Cllr Alan Bell to forward details of how the scheme is currently set up. It was then agreed unanimously.

8. Councillor Roles

A discussion took place regarding dedicated roles for Councillors and the following were agreed:

- **Open spaces, play area and football field** – Cllrs Alan Bell, Jeremy Whiting and Gary Brown.
- **Path and roads** – Cllrs Phil Heaviside and Peter Brown
- **Trees, shrubs and churchyards** – Cllr Anne Lambton
- **IT, Website, Allotment and Public Rights of Way** – Cllr Neil Bains
- **Community Centre and Bowling Green** – Cllrs Hyleen Wood, Carol McAllister and Hayley McAllister
- **Police/Crime/ASB** – Cllr Tim Robson

The dedicated roles will be advised on the website and social media.

9. Social Media Policy

The social media Policy previously updated was approved.

10. Community Centre

- **Undertake community consultation and agree a budget** – A discussion took place and it was agreed for the consultation process to be developed and presented to the August meeting, along with any budgetary implications.

- **Alternative arrangements for a licence to occupy** – It was noted there are a few routes:
 - Establish a CIC, however this will require community members to be part of it, as well as the Parish Council.
 - Enter into a Partnership with another community group, whereby resources could be shared between the two organisations.
 - Establish a new CIO, however this could take approximately 6 months.

Cllr Alan Bell to organise a meeting with Fencehouses Community Centre to discuss how they currently operate. Cllr Phil Heaviside to prepare a report for the next meeting detailing the options, including pros and cons.

It was noted that Cllrs Alan Bell and Phil Heaviside had met with DCC and asked if they would consider keeping and running the building. It was noted that as Asset Transfer is a policy decision, it needed to be transferred over as part of the overall Asset Transfer Policy.

It was further noted that the restrictive covenant on the bowling green needs to be further examined, as it appears it is not applicable. The Business Plan also needs to be revisited and updated. It was noted that this will be taken into account with the community consultation.

11. Accounts

The Clerk advised that she had previously circulated the internal audit report and would begin actioning the areas for improvement including an improved system for the income for the Community Centre, - booking and hiring process, charges list, monthly invoicing.

The Clerk had also previously circulated the bank reconciliations for April, May, June and July and the Chairman signed them. The following payments to date were as follows:

July 2021

01/07/2021	DCC - Business Rates	DD	886.00
07/07/2021	F Ford - June wages and expenses	Bank transfer	614.37
13/07/2021	HMRC - April	Bank transfer	98.20
13/07/2021	HMRC - May	Bank transfer	98.20
13/07/2021	HMRC - June	Bank transfer	98.20
13/07/2021	Gordon Fletcher 2020/2021 Audit	Bank transfer	150.00
13/07/2021	Hyleen Wood - reimbursement keys	Bank transfer	17.40
	Total		1962.37

June 2021

01/06/2021	DCC - Business Rates	DD	886.00
11/06/2021	F Ford - April wages and expenses	Cheque 300026	440.30
11/06/2021	F Ford - May wages and expenses	Cheque 300027	531.99
11/06/2021	Durham Area Youth	Cheque 300025	6187.50
23/06/2021	Total Gas and Power - comm centre	DD	11.72
	Total		8057.51

May 2021

01/05/2021	DCC - Business Rates	DD	886.00
25/05/2021	Total Gas and Power - comm centre	DD	122.87
25/05/2021	Total Gas and Power - comm centre	DD	11.80
	Total		1020.67

April 2021

01/04/2021	DCC - Business Rates	DD	883.25
09/04/2021	BT - phone line community centre	Cheque 300024	70.45
26/04/2021	Total Gas and Power - comm centre	DD	11.66
	Total		965.36

12. Matters for Information

The Clerk read out a complaint from a member of the public regarding the previous meetings and other members of the public interrupting and being disruptive.

Items for next months agenda:

- Fish and Chip van – Cllr Gary Brown to ask for a proposal detailing, days time etc.
- Purchase of a Speed Monitor
- Establishing a young peoples forum to capture young peoples opinions
- Updating business plan
- Running Councillor surgeries

The members of the public were thanked for their attendance and the following items were discussed in private.

7.50 pm - Meeting paused, 8.05 pm - Meeting re-commenced

13. Schedule 12, Local Government Act 1972 – Exclusion of Members of the Public and Press

- **Receive proposals and make a decision on the use of the Gym** – The two proposals were discussed, and it was agreed to ask them for a more detailed proposal including their responsibilities and costs. The outcome for the Parish Council would be to have a community gym available to the whole of the community.
- **Make a decision on employing a contractor to undertake additional work on the Public Rights of Way** – It was proposed that Phil Loveday be appointed to undertake this role on an as well basis. Clerk to contact him to establish costs and process.
- **To set up a Personnel Sub-Group and agree Terms of Reference** – A discussion took place and it was agreed to amend the TOR accordingly and present back to next month for approval.

The Clerk then left the meeting, however advised that to date the procedure followed to review the probationary period had been incorrect as decisions can not be made outside of full Council meetings.

- **To extend the Parish Clerks probationary period by 6 weeks** – Agreed
- **To introduce a workplan for the Parish Clerk to identify areas of focus and priority with agreed timescales** – Agreed

10. Date and Time of Next Meeting

The next meeting will be held on 3rd August 2021, 6.30 pm in the Community Centre.

Signed Chair _____ Date: 3rd August 2021