

## **Minutes of the Monthly Meeting of Great Lumley Parish Council**

Held Tuesday 7<sup>th</sup> September 2021 at 6.30 pm

Main Hall, Great Lumley Community Centre

### **Present:**

Cllr Alan Bell (Chairman)

Cllr Phil Heaviside

Cllr Carol McAllister

Cllr Anne Lambton

Cllr Peter Brown

Cllr Neil Bains

Cllr Hyleen Wood

Cllr Jeremy Whiting

### **In Attendance:**

4 members of the public

#### **1. Apologies**

Apologies for absence were submitted from Cllr Gary Brown, Cllr Hayley McAllister & Cllr Tim Robson

#### **2. Declarations of Interest**

There were no declarations of interest

#### **3. Public Comments**

A member of the public asked about the Co-option of the vacant Councillor's position. It was confirmed this will be advertised following a working group meeting to agree content.

A member of the public asked about progress re the CIC and the recruitment of directors. Cllr Phil Heaviside advised recruitment of public to director positions would coincide with progress of the refurb/rebuilding of the Community Centre/asset transfer.

A member of the public asked what the Parish Council's position was on future house building within the Village. Cllr Alan Bell confirmed himself and Cllr Phil Heaviside would keep residents informed of any information relating to plans for additional housing within the Village.

#### **4. Minutes from the previous meeting**

The minutes from the 3<sup>rd</sup> August & special meeting on 19<sup>th</sup> August on were accepted with the following amendments:

- Add Cllr Peter Brown as present at 3<sup>rd</sup> August meeting
- "Special" is added to the meeting title of 19<sup>th</sup> August

#### **5. Matters arising from the minutes**

The following items were discussed:

Position of the laptop for meetings has been changed to show Parish Councillors via Zoom rather than members of the public following a comment at previous meeting by a member of the public.

Craft Fair – Was a success however had been adversely affected by the weather on the day as stallholders left early. Possibly charging for tables would minimise the risk of a repeat in future.

#### **6. Environment and Community**

- 6.1 **Remembrance Day** – Information regarding the grant from Co-op had not been received yet. Michelle Melvin agreed to chase this up
- 6.2 **Speeding Cars** – Nothing further to report
- 6.3 **View of Views** – No progress. Cllr Alan Bell to chase this up.
- 6.4 **Football Fields** – No progress as Clerk left before she could pull together a spec for DCC to produce a price. Cllr Gary Brown to give update at next month's meeting.
- 6.5 **Christmas** – 5<sup>th</sup> December agreed as date for Christmas tree light switch on alongside a Christmas Fayre in the Community Centre. Cllr Hyleen Wood will contact B Carr to discuss Fayre details. Cllr Alan Bell agreed to speak to Leamside Nursery re supply of Christmas Tree.
- 6.6 **Fish & Chip van** – a proposal had been received to utilise Community Centre car park 2 evenings per week between 4.30pm & 6.45pm. As a courtesy, Councillors intend to speak with Haveli & the Old England to gather their opinions. Cllr Carol McAllister agreed to seek further info from fish & chip van on planned days.
- 6.7 **Church cemetery & water supply** – agreed at a previous meeting but not actioned. Cllr Alan Bell to obtain quotations.

## 7. Community Centre

- 7.1 **Policies** – A discussion took place and it was agreed by all present to adopt policies previously circulated
- 7.2 **Room hire charges** – A discussion took place and it was agreed by all present to amend current room hire charges previously circulated
- 7.3 **Bollard** – A discussion took place and Cllr Peter Brown agreed to obtain quotations and report back to next meeting
- 7.4 **PAT testing** – This was agreed at a previous meeting and Cllr Carol McAllister agreed to progress this
- 7.5 **Community Consultation** – Cllr Neil Bains is to produce a flyer and circulate to all Councillors for comment

## 8. Accounts

Cllr Carol McAllister presented August expenditure:

FF salary July	491.95
Insurance	985.78
DCC	886.00
Gazprom	1948.84 Outstanding gas bills
Total Gas & Power	12.33 Electricity
Total Gas & Power	163.95 Electricity
<b>Total exp</b>	<b>4488.85</b>

A discussion took place regarding the Gazprom bill. Cllr McAllister advised this was an accumulation of outstanding invoices dating from Feb to July 2020 and Feb to July 2021.

Cllr McAllister had also submitted outstanding invoices for authorisation and payment to DCC, Chubb, Metrorod & BT.

A Keep Great Lumley tidy grant of £440.53 was received from DCC; this will be used to purchase high-viz vests, adult & children's litter pickers & collection bag hoops. Cllrs Phil Heaviside & Carol McAllister to action.

Cllr McAllister advised there were queries from Mazars over the Annual Audit return submitted in July. She has resolved most of the queries but will continue to work on those remaining with previous Clerk Mr Ian Heaviside, as they relate to the financial year 2020/21.

## **9. Personnel Sub Committee**

Cllr Alan Bell thanked former Parish Clerk Fiona Ford for her input to the Parish Council; Ms Ford resigned as Parish Clerk on August 23<sup>rd</sup>.

Parish Clerk Vacancy – a discussion took place and it was agreed to re-advertise the post at the nationally agreed rate of £14.50, which was the minimum recommended for a Clerk with CiLCA qualification. Cllr Phil Heaviside added that adding the ability for applicants to transfer existing pension and length of service would attract more applications. Cllr Carol McAllister agreed to progress this.

Community Centre Caretaker – Cllr Hyleen Wood advised there had been no applications. A discussion took place and it was agreed by those present to re-advertise the post.

## **10. Councillor Reports**

Cllr Alan Bell gave updates on play areas & playing fields, maintenance of Churchyards at Great Lumley & Bournmoor & the former site of the Warriors Pub.

Cllr Phil Heaviside gave updates on pothole repairs around the Village and a dropped Kerb application.

Cllr Hyleen Wood gave an update on the Community Centre opening; this dependent on deep clean of the centre and the recruitment of a Caretaker. Councillors continue their rota opening/closing for the Gymnastics group.

Cllr Neil Bains advised he has a meeting with the Great Lumley Allotment Assoc regarding renewal of the 5-year agreement with the Parish Council. He will report back to the next Parish Council meeting in October. Cllr Alan Bell asked Cllr Neil Bains to arrange a sub-group meeting with the Allotment committee.

Cllr Anne Lambton gave an update on the first Councillor's surgery that took place ahead of tonight's meeting. Discussions centred around the recent vandalism in the Church cemetery. Cllr Lambton will make contact with the Church Warden and DCC to progress discussions around possible future prevention measures.

Cllr Jeremy Whiting gave an update on the Millennium Green.

Cllr Peter Brown gave an update on path clearing throughout the village. Cllr Hyleen Wood gave an update on an issue she is assisting with regarding pavement parking in a cul-de-sac in the Village.

## **11. Planning applications**

No planning applications

**12. Correspondence**

To receive details of correspondence received since the last meeting:-  
As per emails previously circulated throughout the month

**13. Matters for information**

**Items for next month's agenda**

Use of kitchen by Foodbank

**13. Date and Time of Next Meeting**

The next meeting will be held on 5<sup>th</sup> October 2021, 6.30 pm in the Community Centre.

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

Members of the Public and press are excluded from the following items, due to the confidential nature:

- Review gym proposal and make a decision on the use of the Gym – this was agreed with hire agreement to be drawn up and signed by Parish Council & Gym lessee

The meeting closed at 8.30pm

Signed Chair \_\_\_\_\_ Date: 5<sup>th</sup> October 2021