

# SADBERGE PARISH COUNCIL

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## Minutes of the meeting held at 6:30 p.m. on Tuesday 6<sup>th</sup> October 2015 in Sadberge Village Hall

**Present:** Councillors Tate, Heath, Lazenby, Schott and Smith.

**In attendance:** Ward Councillors Brian Jones and Doris Jones Alastair Mackenzie – Clerk

### 1. Apologies

Apologies were accepted from Councillor Best, and the reason for his absence was approved.

There were apologies from Ward Councillor Steve York.

### 2. Declarations of interest in items on the agenda

There were no declarations of interest in items on the agenda.

### 3. Minutes of the last meeting

The minutes of the meeting on 15-Sep-2015 were agreed to be a true record of the meeting.

### 4. Matters arising from previous meetings

4.1 There was no news about the trees between Town Farm Field and Hampass.

4.2 With regard to proposed developments in and around Middleton St. George:-

- A developer is currently consulting residents about a detailed planning application for the Sadberge Road site.
- A new application has been made for planning permission for 30 houses on the field next to the surgery.
- Representatives of Middleton St. George Parish Council and Darlington Borough Council are going to meet to discuss the revised Darlington Local Plan.

4.3 Darlington Borough Council has placed an order to repair the footpath in front of St. Andrew's Church (between the lych gate and the postbox).

4.4 The football pitch on the playing field behind St. Andrew's Park has been marked out, and new goal nets have been ordered.

4.5 There was nothing significant to report about the community composting facility.

4.6 Councillor Schott has still to install the defibrillator cabinet on the front of the village hall.

**ACTION:** Councillor Schott

The first defibrillator awareness session was cancelled due to lack of participants, but 16 people have signed up to attend the second session, which will take place in the village hall at 7 p.m. on Wednesday 7-Oct-2015.

4.7 The Parish Council agreed to organise a Sadberge Summer Festival in 2016.

The festival will take place on Saturday 25-Jun-2016. The theme has still to be decided.

4.8 Bonfire Night event:-

- The Clerk has signed and submitted the licence to use Town Farm Field for the event.
- The Bonfire Night Organiser has submitted the PESAG application and has ordered the fireworks.
- The invoice for the fireworks is being paid by the Friends of Sadberge Festival.
- The Friends of Sadberge Festival are organising a guy competition.
- The Clerk will put out a flyer to inform Sadberge residents about the event.

**ACTION:** A Mackenzie

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4.9 The Clerk has had a meeting with one of the tutors at the Cleveland College of Art and Design to discuss options for creating bronze sculptures. The tutor is happy for the college students to get involved, and has suggested holding a competition for the design of the sculpture(s). The proposed timetable is:-

- Stage 1. The students will submit proposals for the designs, illustrated by sketches, maquettes, etc. These proposals will be displayed during an open evening in Sadberge Village Hall around the end of November. The donor will then select the winner(s) to go forward to stage 2. There will be a small cash prize for the winning student(s).
- Stage 2. The winning students will refine their proposals. This may include producing quarter-scale models. The donor – with input from the Parish Council – will decide which sculpture(s) to commission. The students will be asked to submit their refined proposals by the end of March 2016, and the decision on which sculptures to commission will be made by the end of March 2016.
- Stage 3. The relevant student(s) will be commissioned to produce clay sculpture(s) suitable for the production of mould(s) for the bronze castings. The target is for these to be delivered by the end of May (which is the end of the academic year).
- The Clerk will then arrange for the mould(s) to be made and the bronze castings to be produced.

The proposal is that the main sculpture will be a life-size representation of an old man sitting on the bench under the large tree in the centre of Sadberge. The Clerk will consult Millie Scaife (who suggested this idea) about how to communicate what is wanted.

**ACTION:** A Mackenzie

## 5. Speeding in Sadberge

5.1 Safe footing arrangements have still to be installed at the speed sign mounting pole on Hill House Lane.

**ACTION:** A Mackenzie / Councillor Lazenby

5.2 The Clerk had written to Chief Inspector Alison Jackson requesting enforcement action to tackle speeding in Sadberge.

5.3 After a further exchange of emails, Durham Constabulary's Traffic Management Officer, Paul Emerson, had said that the data from the speed sign showed that under Association of Chief Police Officers (ACPO) guidelines the traffic speeds in Sadberge do not warrant additional targeted enforcement.

*Note from the Clerk: ACPO guidelines say that in a 30 mph zone additional targeted enforcement will commence when the 85<sup>th</sup> percentile speed is greater than 35 mph. On Middleton Road and Norton Road the 85<sup>th</sup> percentile speeds for inbound traffic have been between 34.0 mph and 34.8 mph.*

5.4 The Clerk will write to the Police & Crime Commissioner, Ron Hogg, to make him aware of the situation and as what else we can do to get enforcement action.

**ACTION:** A Mackenzie

5.5 The Clerk will write to Paul Emerson pointing out that there are particular times of day when the 85<sup>th</sup> percentile speed is above 35 mph.

**ACTION:** A Mackenzie

## 6. External Audit and Annual Return

6.1 The Clerk reported that the External Auditor had said that any item donated to the Parish Council should be recorded in the Register of Assets at a nominal value of either £1 or zero, even if the purchase price of the item was known. This had required changes to the Register of Assets and the Total Fixed Assets figures in Section 1 of the Annual Return for 2014-15.

The Parish Council approved the changes to the Register of Assets and the Annual Return.

6.2 The external audit is complete. In the External Auditor's opinion, the information in the Annual Return is in accordance with proper practices and the External Auditor has not raised any matters relating to lack of compliance with relevant legislation or regulatory requirements.

6.3 The External Auditor draws the Parish Council's attention to the fact that the Total Fixed Assets figure for 2013-14 has been restated in the Annual Return for 2014-15. Apart from that, the External Auditor did not raise any issues for the Parish Council's attention.

6.4 The Parish Council approved the audited Annual Return for 2014-15.

## 7. Financial position

The Parish Council reviewed the expenditure versus budget for the financial year to date and the forecast of expenditure during the remainder of the financial year. See Appendix 1 to these minutes.

It was agreed that the financial position is satisfactory.

## 8. Northumbria in Bloom competition

The Parish Council decided to enter Sadberge for the 2016 Northumbria in Bloom competition.

**ACTION:** A Mackenzie

## 9. Salt bins

The Clerk will check the salt bins in Sadberge and ask Darlington Borough Council's Street Scene team to take any action necessary to get the bins ready for the winter.

**ACTION:** A Mackenzie

## 10. Access to Town Farm Field from Church View

A local resident had requested that a gap be made in the hedge along the Church View edge of Town Farm Field to make it easier to access the field from the western part of the village.

The resident will be informed that Town Farm Field belongs to Darlington Borough Council, so any request for improved access should be made to the Borough Council.

## 11. Road markings in and around Sadberge

Workmen have refreshed the "Slow" markings on Middleton Road, but nothing has been done about all the other markings. Councillor Brian Jones is trying to find out why the scope of work has been so limited.

## 12. Recognition of retired Parish Councillors

12.1 The Clerk presented options for purchasing a bench that could be dedicated to long-serving Parish Councillors who have now retired from the Parish Council.

12.2 All Parish Councillors will consider possible locations for a bench – e.g. Hampass, Town Farm Field, etc. – and this subject will be discussed at the next meeting.

**ACTION:** All Councillors

12.3 Malcolm Short had provided an estimate for the refurbishment of the "Sadberge" plaque. It was agreed to ask him to go ahead with the work.

## 13. Parish Council land and property

13.1 The Parish Council reviewed the issues that were noted during the inspection tour of Parish Council land and property on 14-Jul-2015. The following actions were agreed:-

- The Clerk will remove the suckers from the base of the tree near the northern edge of the main part of the village green. **ACTION:** A Mackenzie
- One of the trees on the steep slope at the northern edge of the main part of the village green is growing at a distinct angle, and another has fallen over and appears to be dead. Councillor Smith will see what can be done to save these trees and will, if appropriate, remove the dead tree. **ACTION:** Councillor Smith
- The Clerk will attempt to obtain another copy of the map of the footpaths around Sadberge. **ACTION:** A Mackenzie
- The Clerk will inspect the debris trap in the ditch adjacent to the section of village green at Spring Garth. **ACTION:** A Mackenzie
- Councillor Lazenby will see what can be done about the tree branch that is growing in front of the road sign on Hill House Lane. **ACTION:** Councillor Lazenby

13.2 Councillor Schott has oiled the chainsaw carvings on the village green.

The Parish Council approved the payment of £14.61 for the oil.

## 14. Publication scheme

The review of the Parish Council's publication scheme was deferred until the next meeting.

**15. Darlington Association of Parish Councils (DAPC)**

Councillors Tate and Lazenby and the Clerk will attend the DAPC meeting in the Darlington Fire Station at 6:30 p.m. on Wednesday 14-Oct-2015. Speeding enforcement will be on the agenda.

**16. North Villages PACT**

- 16.1 The PACT priorities remain (i) large vehicles attempting to cross the bridge at Bishopton Mill, (ii) speeding in Great Stainton and (iii) parking in Norton Crescent / St. Andrew's Park, Sadberge.
- 16.2 The next PACT meeting will take place in Bishopton Village Hall at 6:30 p.m. on Thursday 29-Oct-2015.

**17. Christmas tree**

It was decided to put a Christmas tree on the village green this year. Councillor Heath will order a suitable tree.

**ACTION:** Councillor Heath

**18. Planning**

The Parish Council approved the following planning application without comment:-

- 15/00892/FUL Erection of a stable block at High Meadows, Middleton Road.

**19. Payments**

The Parish Council approved the following payment:-

- Mounting post and electrical supply for defibrillator cabinet £145.84

**20. Agenda items for the next meeting**

The following agenda item was proposed for the next meeting:-

- Protecting village pubs from change of use.
- Dog fouling.

**21. Date of the next meeting**

The next meeting of Sadberge Parish Council will be held at 6:45 p.m. on Tuesday 10-Nov-2015.

**Alastair Mackenzie**  
**Clerk to Sadberge Parish Council**

APPROVAL OF THE MINUTES OF THE MEETING HELD ON 6<sup>th</sup> OCTOBER 2015.

I hereby certify that these minutes are a true record of the meeting.

Signed: Councillor L Tate \_\_\_\_\_ Date \_\_\_\_\_

## SADBERGE PARISH COUNCIL

## FORECAST FOR 1-OCT-2015 to 31-MAR-2016

<b>SOURCES OF FUNDS</b>	<u>Actual up to 30-Sep-2015</u>	<u>Forecast Oct – Mar</u>	<u>Forecast for the year</u>	<u>Budget</u>	<u>Difference</u>	
	£	£	£	£	£	
Balance brought forward	5,945	0	5,945	4,872	1,073	Note 1.
Income						
Precept	4,688	0	4,688	5,600	-912	
Council tax support grant	912	0	912	0	912	
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Total income	5,600	0	5,600	5,600	0	
Total funds available			11,545	10,472	1,073	
<b>USES OF FUNDS</b>						
	£	£	£	£	£	
Expenditure						
Clerk's salary	0	1,200	1,200	1,200	0	
Neighbourhood Plan	0	0	0	250	-250	
Public access defibrillators	1,296	212	1,508	0	1,508	
Contribution towards the cost of keeping of keeping St. Andrew's churchyard tidy	500	0	500	500	0	
Insurance premium	469	0	469	500	-31	Note 2.
Audit fee	0	156	156	0	156	
Subscriptions	111	0	111	115	-4	
Meeting room hire	0	250	250	250	0	
Contribution towards DAPC costs	0	0	0	25	-25	
Storage facility	0	0	0	0	0	
Bench for Hampass	0	0	0	0	0	
Maintenance and repairs	742	425	1,167	500	667	Note 3.
'Sadberge in Bloom'	0	45	45	250	-205	Note 4.
Christmas tree	0	150	150	150	0	
Village Festival	752	-260	492	500	-8	
Training	0	0	0	50	-50	
Newsletters	0	60	60	120	-60	Note 5.
Miscellaneous	0	0	0	0	0	
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Total expenditure	3,869	2,238	6,107	4,410	1,697	
Contingency / Balance carried forward			5,437	6,062	-625	

Notes

- (1) The balance carried forward at the end of 2014-15 included £700 of the donation towards the cost of the public access defibrillators.
- (2) The insurance premium included £206.70 for the Bonfire Night event.

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(3) The maintenance and repair costs for the year to date are:-

- Flagpole £85.01
- Painting railings £318.00
- Post opposite the Buck Inn £264.00
- Notice board £75.00
- Benches £79.68
- Wooden post £17.32

(4) Apart from the entry fee, this year's Northumbria in Bloom costs have been paid by the Friends of Sadberge Festival.

(5) Up to 30-Sep-2015, the costs of printing flyers, etc. were £38.40. Printing a one-sided flyer costs £12.80. Printing a two-sided flyer costs £22.40.