

INGLETON PARISH COUNCIL
MINUTES OF ORDINARY PARISH COUNCIL MEETING - NUMBER 6 - HELD ON
WEDNESDAY 28th MARCH 2018
AT INGLETON VILLAGE HALL – 6.45 PM

ITEM No.	ITEM
	<p>Prior to commencement of the meeting Cllr Leech as Chair, confirmed that in the interests of accuracy a recording of the Meeting will be made and deleted once the Draft Minutes were agreed as a True and Accurate Record at the next Parish Council Meeting. Cllr Leech also reiterated it was in order for the public to record (or video) the meeting.</p>
6/1	<p>Present: To record Councillors and Number of Visitors present. Councillors: Leech (Chair); Cartwright; Hunton (Vice Chair); Parrett; Tillbrook In Attendance: Mr. Metcalfe – Reporter – Teesdale Mercury Visitors: Six No. (6)</p>
6/2	<p>Apologies for Absence: Councillors: Vickers; Pressley</p>
6/3	<p>Declarations of Interest: Members are asked to consider whether they might have a personal or a pecuniary interest in any matter included on the Agenda for this meeting. If so, it is requested that any such interest be declared now. If subsequently during the consideration of any matter, it becomes apparent to any member that he/she does, indeed, have an interest, it should then be declared immediately.</p> <p>None Recorded.</p>
<p>Public Participation: Members of the public are invited to raise questions and/or concerns</p>	
<p>Cllr Leech confirmed that residents are welcome to raise issues. However, it may not be possible for the Parish Council to give an immediate response or decision if the matter raised is not a current Agenda item. Any issue may have to be publicised to the general public before any potential Resolution can be made at a future meeting.</p>	
6/4	<p>Public Participation: Agenda items. None Recorded.</p>
6/5	<p>Public Participation: Any other business. None Recorded.</p>
<p>Strategic Business: Issues of strategic importance that require priority attention</p>	
6/6	<p>EU General Data Protection Regulation (GDPR): To discuss</p>
<p>DISCUSSED: GDPR is a legal obligation on all Parish Council's in the UK which becomes effective from the 25th May 2018. The exact implications of the new legislation are uncertain. Cllr Leech suggested we undertake some preparation work regarding Council data and how we handle it.</p>	
<p>MOTION: A motion was received from Cllr Leech to delegate compliance activities to named Councillors, seconded by Cllr Hunton.</p>	

VOTE: The motion was carried unanimously by a show of hands by all Councillors present.

RESOLUTION: Cllrs Leech, Hunton, and Parrett will provide a GDPR compliance update and associated documentation at the next IPC meeting dated 25th April 2018.

6/7 DCC Maintenance Grant:

To discuss funding for village maintenance [Cllr Parrett]

RECEIVED: An invitation from Durham County Council (DCC) for IPC to apply for a Maintenance Grant, which could to pay for clearing overgrowth of vegetation on Public Footpaths and Rights of Way in the village, instead of DCC undertaking this work. This was discussed at length.

MOTION: A motion was received from Cllr Leech to reject the invitation to apply for a Maintenance Grant from DCC, seconded by Cllr Hunton.

VOTE: The motion was carried unanimously by a show of hands by all Councillors present.

RESOLUTION: Cllr Parrett will inform DCC that IPC does not wish to vary or replace the current arrangement regarding clearing overgrowth of vegetation on Public Footpaths and Rights of Way in the village.

6/8 Annual Parish Meeting:

To discuss arrangements for the Annual Parish Meeting in May

DISCUSSED: The Annual Parish Meeting format was discussed, including opening the Parish Meeting up to all our various groups within Ingleton and surrounding villages, inviting a representative from each group to give a small presentation on their activities and encourage villagers to go along to their events for “taster” sessions.

Cllr Leech confirmed that we wished to work closely with the Ingleton and District Community Association (IDCA) and other local groups and organisations.

MOTION: Cllr Leech proposed that representatives from local and surrounding community groups are invited to make a small presentation at the Annual Parish Meeting in May, Seconded by Cllr Tillbrook.

VOTE: The Proposal was carried unanimously by a show of hands by all Councillors present.

RESOLUTION: Cllr Leech and Cllr Parrett will contact local groups and publicise the event. Both the Annual Parish Meeting and the Routine Parish Council meeting dated 23rd May 2018 will take place in the Village Hall.

Routine Business

6/9 Minutes of the last meeting:

To confirm and sign the Minutes of the Ingleton Parish Council Meeting No. 5 - dated the 24th January 2018.

MOTION: Cllr Leech proposed a motion to confirm that the Minutes of the Parish Council Meeting held on Wednesday 24th January 2018 as an Accurate Record – Seconded by Cllr Cartwright.

RESOLUTION: The Minutes of the Ingleton Parish Council Meeting No. 5 - dated the 24th January 2018 were confirmed as a true and accurate record.

6/10 IPC Finances:

To receive (*Document: IPC Finance Report – March 2018 – to be tabled*)

RECEIVED: IPC Finance Report – March 2018

6/11 Pavilion and Field Working Group (PFWG):

To receive verbal update from the Pavilion and Field Working Group

NOTED: No members of the PFWG were present.

RECEIVED: Cllr Leech gave a verbal report on financial details of the Pavilion Maintenance costs, provided by Cllr Vickers.

DISCUSSED: Three quotations for the work were discussed in detail, along with the recommendation of the IPC's Responsible Financial Officer.

MOTION: Cllr Leech proposed a motion that to proceed with the Responsible Financial Officer's recommendation and progress with Messrs. Price Contractor's Limited as the preferred of the three Quotations tabled - on the basis that the RFO move to obtain a Fixed Price Contract and to discuss concerns with wording within the Terms and Conditions itemised by the Contractor's. Seconded by Cllr Hunton.

VOTE: The Proposal was carried unanimously by a show of hands by all Councillors present

RESOLUTION: IPC to allocate £5400 to the Pavilion Maintenance project. Cllr Vickers to contact Price Contractor's Limited to progress works.

MOTION: Cllr Leech proposed a motion that IPC approach the IDCA for a contribution to the Pavilion Maintenance project. Seconded by Cllr Hunton.

NOTED: Cllr Cartwright declared a conflict of interest at this point and removed himself from the discussion of this motion and subsequent vote. Cllr Cartwright is a member of the IDCA.

VOTE: The Proposal was carried unanimously by a show of hands by all eligible Councillors present.

RESOLUTION: Cllr Leech agreed to write to IDCA requesting a contribution to the Pavilion Maintenance project.

NOTED: Cllr Leech noted that the Terms of Reference of the PFWG (*"to develop a community led strategy to its management and oversight of the Ingleton Parish Sports Pavilion ("the Pavilion") and Recreational Field ("the Field") and associated facilities"*) are close to being fulfilled and expressed his thanks for the work carried out by the PFWG team.

DISCUSSED: The future role of the PFWG was discussed. Cllr Leech suggested that the PFWG Terms of Reference will need to be amended if the group's role changes from developing a strategy of use, to one of management and future development of the Pavilion and Field.

RESOLUTION: To review the PFWG Terms of Reference at the next IPC routine meeting

6/12 Cricket Club Working Group (CCWG):

To receive verbal update from the Cricket Club Working Group

NOTED: No report from the CCWG was available.

NOTED: A Solicitor who lives in the village has kindly offered to draft a Lease – free of charge – for use by the CCWG.

DISCUSSED: Concern was expressed over the progress of the working group, especially in relation to King

James Cricket Club's expression of interest in leasing the Pavilion and Field.

RESOLUTION: In order to progress the working of the CCWG, the Council requested that the CCWG provide details of the following matters at the next Routine Council Meeting:

- Projected timescales for fulfilment of the CCWG ToR.
- Assurances that KJCC have capacity to meet the legal and financial obligations of a Lease agreement, to include KJCC Budget.
- An update on Grant Funding applications to purchase equipment, or alternatives for procuring necessary equipment.
- Clarity over arrangements for the Grounds-person role.

6/13 Personnel Committee:

To receive verbal update from the Personnel Committee

RECEIVED: A verbal report from the Personnel Committee

NOTED: The IPC remains without a dedicated Clerk

Local Maintenance/Village Issues

6/14 Resident Request for Permission to Maintain Access Way Across Village Green

To Discuss

RECEIVED: A written request from residents regarding removing hard-standing gravel from its existing location and replacing same with superior grade gravel which will be more suitable and fit for purpose.

NOTED: The works to the land will be within the existing cartilage and will not encroach onto existing Parish Council owned green. Further, IPC Policy relating to Village Green places a requirement on residents using vehicle access on the existing tracks to maintain them at their own expense.

RESOLUTION: Councillors confirmed that the request was for legitimate purposes and allowed within the terms of IPC Policy. Agreement to proceed was given unanimously by a show of hands by all Councillors present.

6/15 Update - Repairs to Roof of Sports Pavilion:

To receive verbal report [Cllr Vickers]

RECEIVED: A verbal update from Cllr Leech

NOTED: The loose tile on the roof of the Sports Pavilion has been secured at a cost of £50.00. The work was conducted as a matter of urgency due to safety reasons.

6/16 Resident Issue: Moles

To receive a verbal report [Cllr Vickers]

RECEIVED: A verbal update from Cllr Leech

NOTED: A substantial number of Mole Hills have appeared in the Field

MOTION: Cllr Leech proposed a motion to release £200.00 for the RFO to secure the removal of the moles, seconded by Cllr Hunton.

RESOLUTION: £200.00 allocated for the RFO to secure the removal of the moles

Trees Survey:

RECEIVED: Cllr Parrett reported that she had previously had conversations with DCC regarding their

assistance with instigating a Parish Council-owned tree survey. Cllr Parrett reiterated that it was necessary to obtain a map of the village showing village greens with trees and confirmation of the number before she reverted to DCC with the relevant information and a formal request for assistance.

RESOLUTION: Cllr Leech agreed to provide this information to Cllr Parrett and all members within the next few days on receipt of which, Cllr Parrett will contact DCC and re-open previous discussions.

Member's questions to Chair or Clerk

6/17 To receive member's questions.

None received

Date and Time of Next Meeting

6/18

DATE	DAY	VENUE	TIME
28 th March 2018	Wednesday	Village Hall	6.45 pm
25 th April 2018	Wednesday	Village Hall	6.45 pm
23 rd May 2018	Wednesday	TBC	6.45 pm