**WOLVISTON PARISH COUNCIL**

Minutes of meeting held on Tuesday 12th September 2023 in the Church Hall of St Peter’s Church, West Hartlepool Road.

**Present:** Cllrs P Shepherd (Chair), H Cook (Vice Chair), J Parker, T Parker, H Cook.

M Vickers (Ward Councillor), D Reynard (Ward Councillor), 5 electors and S Woodhouse (Parish Clerk)

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| 607 | **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE.** Apologies received from Cllr H Bigerstaff and Cllr B Martin  |
| 608 | **TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR OTHER INTERESTS.** None. |
| 609 | **ACCEPTANCE OF THE MINUTES OF THE MEETING OF THE 11TH JULY 2023.** The minutes were approved as a true and accurate record of the meeting.  |
| 610 | **RESIDENTS BREAK.** *The meeting will be adjourned for* ***15 minutes*** *to allow public participation where the public may speak on any item on the agenda.* ***Items not on the agenda will not be discussed.***1. GRASS CUTTING ON WYNYARD ROAD – This has been raised by residents on a number of occasions and different responses given from SBC. Clerk to raise the places discussed at the meeting and request a formal response from SBC regarding the work. Ward Cllrs advised they would also raise this with SBC.
2. TREES ON DURHAM ROAD – A resident advised that she has raised the trees on Durham Road with SBC. The main one of concern was at the corner of Durham Road and Lax Terrace. SBC advised that this tree belongs to the Parish Council. Cllrs advised that the Parish Council is not responsible for this tree and had been advised to not carry out any work on the tree by SBC in the past. Clerk to raise the tree with ‘Care for Your Area’ team and Cllrs to raise with SBC on the next village walk about. Ward Cllrs advised they will also raise this issue with SBC. A resident requested that they also raise the trees around the Church Yard which are protruding into gardens as this is on land adopted by SBC.
3. FOOTPATHS/PARKING ISSUES – The Ward Cllrs advised they had been contacted about footpath and parking issues on The Pippins and Sunderland Road. Parish Cllrs stated they had not received contact regarding this. The Ward Cllrs advised they are meeting with the Tees Valley Mayor about funding for footpaths
4. WYNYARD HOMES DEVELOPMENT – There is a development in consultation for planning permission in Wynyard. This will be for 700 houses and will include an entrance at the bottom of Wynyard Road (just after Cricket Club). This has previously been discussed by the Parish Council and is detailed in the minutes for May 2023. Cllr T Parker advised that a similar application was submitted around 10 years ago and the access on Wynyard Road was refused as there is not sufficient visibility. The Ward Councillors provided an information poster which will be placed in the notice board and will forward the Clerk a .pdf version for the website so that residents can place comments if they wish. Cllr Boyd suggested that the Parish Council submit a statement regarding the application.
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| 611612 | **CLERK’S REPORT** – to report on actions raised at and since the previous meeting.1. FILCA TRAINING – Clerk informed the Parish Council that she has completed the SLCC FILCA training which was approved earlier in the year. Certificate of completion on file.
2. WEBSITE REVIEW – Clerk advised that during August, the Parish Council website has been reviewed and all policies/procedures update as ratified. Contact details all updated and the directory updated with local business details. If there are any local businesses whose details are incorrect or not listed the Clerk has requested that they contact.
3. ANNUAL LEAVE – The Clerk has advised the Parish Council that she will be producing the minutes from meeting and then taking annual leave until Wednesday 27th September 2023.

**COUNCILLORS’ REPORT** – to report on actions raised at the previous meeting.1. MEETING WITH SBC – The Clerk had arranged representatives from SBC to meet with Cllr Shepherd and Cllr J Parker to discuss issues within the village. This meeting took place on 17th August 2023 and it was instructed that SBC would come back with a written report.

Cllr Shepherd and Cllr J Parker suggested that a 20mph speed limit be placed throughout the village which SBC advised is a possibility and that strips would be placed to monitor traffic flow. These have already been put into place by SBC on Wolviston Road and Wynyard Road. SBC advised that they would only add yellow lines to and area if they were able to enforce the parking restrictions, but, due to staffing, they have limited availability to do so. Therefore, the option of yellow lines is limited. The following areas were discussed regarding speeding and parking in addition to a 20mph speed limit: Wolviston Road – SBC advised there is little that can be done in this area. Possibility of rumble strips and a chicane, however, due to the number of driveways connecting to the road this makes placement an issue. Corner of Wynyard Road/High Street – Agreed that extending the solid white line around the junction to discourage cars parking so close and improve visibility. Corner of Wynyard Road/ Manor Court – Suggested solid white lines to be added each side to discourage parking so close and improve visibility. Speed of traffic coming into the village – They would try and reduce the speed of traffic with 20mph implemented but otherwise little they can do again due to driveway access.Black railing green – Advised there is a possibility of adding double yellow lines between the green and The Old Rectory which would prevent further damage from cars consistently parking dangerously during the school run.Coal Lane – SBC advised no action is required in this area. Coal Lane slip road – SBC advised that once it stopped use as a road it reverts back to whoever owns the land (believed to be the Church Commissioner). SBC advised Cllr Shepherd that the Parish Council could place bollards at this location to close off use. Residents raised concerns that Parish Council will then be liable for injury and queried whether this was in writing. Clerk to chase the written report from SBC and request that this also contains confirmation of the slip road situation. The Poplars – Advised that solid white lines could be added to the entrance of The Poplars to discourage parking and improve visibility. It was advised by SBC that they would not offer any budget for this. It was explained that the costing of any of the above measures, if approved, would need to come from the Parish Council and Ward Councillors budget. There is an average cost of £2500 to place notice of any changes and then there would be the costs of carrying out the work on top. 1. UPDATE OF LETTER TO MP – To add to next month’s agenda for update from Cllr Bigerstaff who drafted the original letter discussed at July’s meeting.
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| 613 | **PLANNING**. 1. **23/1304/FUL** - 32 High Street, Wolviston – Erection of a single storey rear extension (demolition of rear extensions).
	1. Councillors have no objections to the application.
	2. Cllr Shepherd advised that the property owner had been in contact and asked for access through the white gate next to the Church Yard. Cllr Shepherd advised that heavy good vehicles and skips cannot be taken down this path but did agree that they could arrange for the gate to be open for a day to allow materials to be carried in. Cllr Shepherd to arrange with resident.
2. **23/1435/FUL** – 2 Grange View, Wolviston – Replacement of existing dormer to a pitched roof and associated alterations to dormer.
	1. Councillors have no objections to the application.
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| 614 | **ALLOTMENT UPDATE.** Cllr Shepherd advised that there are a few letters going out to plot holder regarding issues. There have been 2 resignations within the last month and some enquiries of reducing to a half plot. The trees which are currently overhanging the fence around the allotment along the old A19 will be cut back to the fence line around November. This is following visit from SBC who advised this work can be carried out and cut back to the boundary line.  |
| 615 | **TO APPROVE THE ACCOUNT ITEMS.** *The Clerk will report on the Council’s financial statement and invoices to be paid. All of which were circulated to the Parish Council prior to the meeting.*1. CLERK’S SALARY (AUG) - £379.00
2. CLERK’S TAX (AUG) – £94.60
3. CLERK’S SALARY (SEP) - £379.00
4. CLERK’S TAX (SEP) - £94.60
5. REPLACEMENT LOCK - £10.75
6. JP LANDSCAPE - £350.00
7. BLACKFORDS NURSERIES - £55.00
8. WAVE - £271.74
9. PESTFORCE - £134.60
10. STOCKTON BOROUGH COUNCIL - £1583.89

Bank balance at 31st August 2023 - £37,345.70 Copy of income and expenditure sheet was provided to Councillors in advance of the meeting. It was resolved by the Council that the accounts are accepted as correct. |
| 616 | **MONTHLY DEFIBRILATOR CHECKS** – Councillor Bigerstaff to report. Clerk reported that defibrillator checked that day and all equipment there and in working order.  |
| 617 | **MATTERS ARISING**1. OBJECTIVES FOR UPCOMING BUDGET – The Clerk is beginning preparations to review the upcoming precept request. As such she has requested that Councillors consider any upcoming objectives for the following financial year which would need to be considered in the budget. To inform the Clerk of details before next meeting.
2. REMEMBRANCE SUNDAY – M Pearson has contacted Cllr Shepherd and advised that everything will be the same as previous year, we will require somebody to do the reading in church on Sunday November 12th. Cllr J Parker has volunteered to do the reading. Cllr T Boyd advised that he has been unable to find someone to play the last post on the day but will continue to make enquiries. The Wellington Inn has confirmed room to hold tea and coffees after the service but will confirm details with Cllr Shepherd closer to the time.
3. XMAS CAROL CONCERT – Cllr H Cook has volunteer to do reading at Xmas service.
4. CHRISTMAS LUNCH - Parish Council sent a leaflet previous year with details of Christmas Lunch. Around 36/37 people in attendance, those who were unable to attend last year will be given priority this year. Cllr Shepherd and Clerk to collate list and speak to Cllr Martin for list of who attended last year.
5. SPEED SIGNS AROUND THE VILLAGE – Cllrs Martin and Bigerstaff were not in attendance so to discuss at next meeting.
6. PARKING AND HEDGE ISSUES – As discussed above. Any ongoing issues to be raised in next village walk around with SBC.
7. NOTICE BOARD – The Parish Council discussed the possibility of replacing the notice board last month. Cllr T Parker had discussed the condition with a joiner who had advised that it was solid oak and still sturdy just required a new back panel, sanding and varnishing. Cllrs agreed that the notice board should be repaired ASAP to prevent further damage. As the repairs seem to be minimal and following offers to assist from residents, Cllrs voted and agreed that they would look to carry out the repairs between themselves and residents to minimise costs.
8. BUS STOP – The bus stop area is very overgrown and the benches are still in need of repainting. Clerk advised that this has been raised with SBC who had been in contact and advised that the entire area between the wall and the footpath (curved area including the benches) is owned by Thirteen Group as an extension of The Park and therefore SBC would not attend to carry out the work. The request has been forwarded to Thirteen Group and Clerk will chase this. Cllr J Parker raised the suggestion that the waste bin in this area be moved to the other side of the road so that it is closer to the Post Office/shop. Ward Cllrs advised they had been informed that the bin had been moved to that side of the road following complaints from residents. Ward Cllrs to raise with SBC and report back.
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| 618619 | **MATTERS OF CONCERN TO COUNCILLORS**. *Received from parishioners, Councillors, or the Clerk.* 1. CHURCH YARD PATH – Cllr T Parker has received a phone call from the Church Warden regarding the path which goes along the church yard requiring repairs. Part of the pathway is under the Church and the remainder under Stockton Borough Council. Cllr Parker raised this with the Ward Councillors who advised they would look into the possibility of funding for repairs to the pathway as part of their meeting with Tees Valley Mayor.
2. THE STABLES, DURHAM ROAD – Cllr T Parker advised the Parish Council that he had written to Stockton Borough Council’s listed buildings officer as a private citizen, not on behalf of the Parish Council, expressing his concern of the condition of the old riding school on Durham Road. The officer from Stockton had responded and stated they were unable to discuss the property due to confidentiality.
3. WOLVISTON FC GRANT – The Clerk confirmed that banking details had been received from Wolviston FC regarding the grant payment previously approved. This payment would show on the accounting statements next month.
4. CHRISTMAS TREE LIGHTS - Clerk has received an email from SBC regarding the connection and disconnection of power supply for Christmas lights. To confirm if we want the same work carried out as last year and to give a preferred date. Cllrs advised that yes they require the work and 2nd December was given as preferred date. Clerk to respond to email.
5. WARD COUNCILLORS – It was agreed to add a ‘Ward Councillors Report’ section to future agendas to allow the Ward Councillors time to speak on issues/projects rather than doing so in the Residents Break.

**CONFIRM DATE AND TIME OF NEXT MEETING.** The next meeting will be held on Tuesday 17th October 2023 at 7pm.  |
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S. Woodhouse, Parish Clerk

Date: 14th September 2023

Email: clerkwolvistonparishcouncil@gmail.com