**WOLVISTON PARISH COUNCIL**

Minutes of meeting held on Tuesday 09th April 2024 in the Church Hall of St Peter’s Church, West Hartlepool Road.

**PRESENT:** Cllrs P Shepherd (Chair), H Cook, T Parker, J Parker, T Boyd, B Martin

4 residents, 1 Ward Cllr, Parish Clerk (S Woodhouse).

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| 688 | **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE.** None. |
| 689 | **TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR OTHER INTERESTS.** None.  |
| 690 | **ACCEPTANCE OF THE MINUTES OF THE MEETING OF THE 12th MARCH 2024.** The minutes were accepted as a true and accurate record of the meeting.  |
| 691 | **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.*** None received. |
| 692693 | **CLERK’S REPORT** – to report on actions raised at and since the previous meeting.1. POT HOLES – The pot hole behind The Park (entrance from Wynyard Road) was reported again to SBC and has since been repaired.
2. PLANNING APPLICATIONS ADDED TO NOTICE BOARD – The notice board now has details of planning application 23/2241/OUT as requested by resident at previous meeting. Going forward, any planning applications received will appear on the minutes but should residents or Cllrs feel an application requires a specific notice, to inform Clerk.
3. INTERNAL AUDIT/END OF YEAR ACCOUNTS – Internal audit has taken place. Clerk/RFO to attend meeting with external auditors on 22 April 2024 and prepare the reconciliations forms. Forms regarding accounting statements will be placed on May 2024 agenda to discuss.
4. MEMORIAL WREATHS - Email received from SBC that wreaths are held at depot.Clerk has asked for address of depot and also requested an explanation as to why they were moved and do SBC now plan on removing them every year. Clerk to provide response when received.

**COUNCILLORS’ REPORT** – to report on actions raised at the previous meeting.Ward Cllr and Cllr B Martin advised they attended the Community Speed Group on Thursday where the three phased plan in previous minutes was discussed. The group voted favourably at the proposal of speed cushions at the entrance to the village on Wynyard Road and Wolviston Road. The Community Speed Group will have three members trained by a PSCO to use the speed camera equipment without having a PSCO in attendance. Cllr T Parker requested the precept be included in the next minutes as the Parish Council requested a 5% increase but the CTAX bills state increase of 6.8% |
| 694 | **WARD COUNCILLORS’ REPORT**1. COUNCIL MEETING – Ward Cllrs have requested that SBC review policies on speeding. Response received that there is no set policy. Ward Cllrs awaiting full response which will also be available on SBC website. Speed wires have been placed on Durham Road and Coal Lane to gather speed data,

There is currently no further update regarding the sale of Billingham Town Centre. SBC will be running a ‘green energy’ scheme which will include installation of charging points for electric cars. This will include installation in private properties.  |
| 695 | **PLANNING**. None. |
| 696 | **ALLOTMENT UPDATE.** Plot holders have had permission to add recording devices to plots. This is following approval from SBC. Plot holders must sign to confirm any images are not for public use and do not cover any area other than their own plot.The cost of allotment keys is increasing by £5. If a key is lost and requires replacement, the cost will now be £35 per key. The water meter has been checked and there is no leak. Reading have been provided to utility supplier for next bill.  |
| 697 | **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 – £418.00
2. CLERK’S TAX – £104.40
3. ALLOTMENT KEYS – £95.00
4. CHRISTMAS TREE - £150.00
5. ALLOTMENT RENT - £155.00
6. PESTFORCE - £134.60

Bank balance at 31st March 2024 - £24,518.42It was resolved by the Council that the accounts are accepted as correct.  |
| 698 | **MONTHLY DEFIBRILATOR CHECKS** – Cllr Bigerstaff not in attendance. |
| 699 | **MATTERS OF INFORMATION**. *Received prior to meeting from parishioners, Councillors or the Clerk.*  |
|  | 1. GRANT APPLICATION FROM WI – Cllrs voted and approved to award to the value of £500 to the WI following grant application.
2. VILLAGE WALK AROUND – Four Cllrs conducted a walk around and provided the following report:
	1. Pond is due maintenance. Cllr J Parker has received email from resident regarding reeds getting cut back and offered to contribute £100 toward costing of this. As this will be less than 50% of the reeds as previously agreed, Cllr Shepherd will advise maintenance company to carry out this work.
	2. Road drain near bin on duck pond requires repair. Clerk to report to Highways/SBC.
	3. Pot hole on black railing green near The Priory. Cllr T Parker also reported there is a pot hole nearby outside 24/25 The Green. Clerk to report to Highways/SBC.
	4. Trees on The Green – it was recommended by the arborist who attended the fallen tree that the two nearby require pruning, especially the large branches near wires. Trees along the junction require tidying up. Clerk advised that we would require planning permission as within the conservation area. It was requested that Cllrs contact the arborist who made the initial suggestion and request a report and quotes so planning permission may be sought.
	5. Pot hole at entrance to The Poplars. Clerk to report to Highways/SBC.
	6. Concern raised that some trees in The Poplars have been planted over a properties boundary line. To raise with SBC planning department who will check boundaries.
	7. Pot hole outside number 8 Sunderland Road. Clerk to report to Highways/SBC
	8. Concern raised about the number and state of repair of advertising signs at entrance. To raise with SBC planning department who will take the appropriate enforcement action should the advertisements fall outside of Regulations.
	9. Pathway between allotment and cemetery fence is overgrown and has items abandoned. Cllrs to gather quotes to clear up the area.
	10. Two fences at the Wildlife Meadow require repairs but are currently inaccessible due to water. Cllrs will get quotes for work and discuss at future meeting, depending on extent of work, may be carried out in house.
3. ANNUAL PARISH MEETING – Cllrs confirmed date of Annual Parish Meeting to be Tuesday 14th May 2024 at 7pm.
4. CORRESPONDENCE RECEIVED – Circulated to Cllrs in advance of the meeting
5. Ward Cllrs have received a request to place a white H marking on Sunderland Road opposite The Pippins. As the location appears to be in front of a residential address, Ward Cllr advised would need to consult with resident on this. Cllrs did not vote on the matter.
6. Email from Ward Cllrs regarding H markings at Manor Court. This was previously discussed during visit from SBC and Ward Cllrs have advised this request can be made in advance of receiving village plan. Cllrs voted and approved these lines as discussed under phase 1 of previous plan.
7. Email from Ward Cllrs regarding planters outside the Post Office. Clerk to add to agenda next month to allow time for Cllrs or residents to submit suggested locations. Ward Cllrs to confirm terms of maintenance for planters.
8. Email from resident regarding Bradley House Farm. Historic England have advised that any concerns with a listed building would need to be raise with SBC. Clerk has confirmed no contact from property owner despite SBC passing details for them to contact us.
9. Email from resident regarding advertising banners at Wolviston services. As above item 699(b)(h) Clerk to forward to SBC who will determine whether the advertisements fall outside of the *Town and Country Planning (Control of Advertisements) Regulations 2007* and take appropriate enforcement action.
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| 700 | **CONFIRM DATE AND TIME OF NEXT MEETING.** Tuesday 14th May 2024. The Annual Meeting of the Council will be held at 7:00pm. The Parish Council Meeting will be held at 7:45pm.  |

S. Woodhouse, Parish Clerk

Date: 15th April 2024

Email: clerkwolvistonparishcouncil@gmail.com