

TOW LAW TOWN COUNCIL

Minutes of the meeting of **Tow Law Town Council** held on Tuesday **19th October 2010** in the Community Centre commencing at **6.30pm**

Present: Councillors P Graham (Chairman), A. Blacker, L. Brown, J. Gale, A. Green, R. Grogan, C Hayton and L. Taylor.

Also Present: County Councillors J. Bailey, P. Jopling and Simon Halloway (DCC), Adam Barrett (DCC), PC Craggs (Durham Police), Victoria Rose (Resident) and G F Smith (Clerk).

Apologies: Councillors J. Day and L. Rowland and PC Rutherford (Durham Police).

126/10 Declaration of Interest

Councillor Gale, Grogan and Hayton for agenda item no 14 – Millennium Green Trust.

127/10 Presentation by Miss Jessica Rowland

Miss Rowland presented her dancing portfolio to members. Following the completion of the presentation all members thanked her for the excellent talk and wished her every success in the future. Members would be discussing the application for funding in the meeting. (Clerk's report – agenda item 16(a))

128/10 Presentation on "Changing the physical activity landscape" by Simon Halloway and Adam Barratt (Durham County Council)

The two Officers presented their report on exercise referral scheme that aims to improve Health and Well Being and access to activity opportunities for individuals. The scheme will also help to assist in changing attitudes towards a more active lifestyle.

Further details (presentation papers) are available from the Clerk.

Members thanked the Officers for their presentation

129/10 Police Report

PC Craggs gave a verbal report to the meeting (copy report attached to these minutes) followed by a question and answer session.

130/10 County Councillor's Report

Councillor Bailey reported on:-

- A) Drop kerb in High Street to be completed in next 6 weeks
- B) Training sessions on 106 allocations
- C) Funding Applications required by 11th November 2010

Councillor Jopling reported on:-

- A) Scheme to improve security lights etc (further details from County Councillors)
- B) Funding for the Burnhill site
- C) AAP Funding
- D) Future Funding arrangements

131/10 Representation by Residents

Victoria Rose (Resident) presented to members possible funding sources for a play area in Tow Law. Members thanked her for the information and asked her to sit on the play area committee to represent residents and to also discuss funding applications with the Clerk/Assistant Clerk.

132/10 Minutes of the meeting held on 21st September 2010

Agreed as a true record and signed by the Chairman.

133/10 Matters arising

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Matters Arising (056/10)

Purchase of Laptops and Projector

Members agreed to accept the following quotation received from Dynamic IT Business Services, Parkhill Road, Kingston, Carlisle:-

2 no HP625 Notebook Computers@ £495.00 each + vat
 2 no Microsoft Office 2010 home & business edition (Outlook, word, excel, PowerPoint) @ £195.00 each + vat
 2 no Avast Pro Antivirus edition 5.00 with 24 months update @£35.00 each + vat
 1 no Acer P1100 Projector @ £395.00 + vat
 Delivery, installation and set up at Tow Law £100.00 + vat
 Clerk to make the necessary arrangements.

Allotment site rear of Dan's Castle

Boundary fencing has now been completed. The proposed gate and post for allotment number TT5/8 will be used on the allotment site at Ridley Terrace. The present posts and gate at allotment TT5/8 will be retained/repared until the present owner stops using the allotment (The Town Council will then review the allotment plots) and reallocate the site. Clerk to confirm arrangements with the present allotment holder (Mr R McFadden, 12a Dan's Castle)
 Clerk to obtain a lock for the new gate and issue each allotment holder with a key.
 Report received (Councillor Gale) on the state of the road. Clerk/Chairman to investigate and have the area tidied up.

Grot Spots/Areas in need of a clean up campaign (AAP Project)

Budget allocations (DCC)

The Clerk reported that he had not received any further response to his letter. Councillor Jopling would chase up with the relevant Director of Service.

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Members Reports (AGM 21/10)

Footpaths on High Street (Councillor Stevens)

No further update.

Inscriptions on the War Memorial

No further update

Meeting with McInerney Homes (Councillor Grogan)

Contact has been made with a Director of the Company. Meeting to take place following Planning approval for the site..

Tow Law Plan Car Parking

Meeting of the Car Park Committee held on 13th October 2010 (Agenda item No. 16c)

Clerk's Report (084/10)

Funding Application from (N-Power Community Fund)

Meeting of the Finance & General Purposes Committee held on 13th October 2010 (Agenda item no 16b)

Planning Matters 099/10

a)Application 3/2010/0271 at Armond Carr Works, Inkerman

The Clerk reported that the Application had been approved by DCC

Clerk's Report (105/10)

Funding Application from the N-Power Community Fund

Meeting of the Finance & General Purposes Committee held on 13th October 2010 (Agenda item No 16b)

Members Reports (106/10)

Tow Law Town Plan 2010 – 2013 (Councillor Rowland)

Item to be discussed at the next Town Council Meeting.

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Clerk's Report(123/10)

n)Invitation to visit Open Cast Coal Mine at Park Wall Site

Clerk to make arrangements with the Site Manager and inform all Councillors of the arrangements.

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Members Report (124/10)

Pedestrian Crossing on High Street (Councillor Rowland)

No further update

Reinstatement of Flower bed around the war memorial (Councillor Hayton)

County Councillor Bailey to chase this matter up with the relevant Officer at the County Council.

134/10 Planning Matters

a) Application 3/2010/0438 – extension of time for planning application (3/2007/0685) for the erection of two terraced houses at garden land adjoining 34 Campbell Street

DECISION - Members agreed to raise no objections to this proposal.

b) Application 3/2010/0448 – first floor extension above the garage and installation of first floor balcony at Highfield House, Brickflats.

DECISION - Members agreed to raise no objection to this proposal.

135/10 Accounts for Payment

That approval be given for the payment of vouchers 46 – 50 in the sum of £11741.90

136/10 Tow Law Town Plan

Item discussed at the Car Park Committee held on 13th October 2010 (Agenda item no 16c)
County Councillor Jopling agreed to discuss with Officers of the County Council the proposal to lease the land to the Town Council.

137/10 Trex Gymnasium

No further Financial information received (Councillor Grogan to chase this up). Councillor Grogan updated Members on the proposed internal alterations to the building (awaiting estimates). A funding application for £5000 will be submitted to the AAP Board for their consideration.

138/10 Area Action Partnership

The next Board meeting will be held on 4th November 2010 at the Council Chambers, Civic Centre, Crook commencing at 6.00pm.

The next meeting of the AAP Forum will be held on 11th November 2010 at the St Cuthbert's Church Hall, Crook commencing at 6.00pm.

139/10 Millennium Green Trust

Members witnessed the signatories of the Chairman and Vice Chairman on the following documents:-

- i) Completion Authority
- ii) Deed of appointment, consent, covenant, undertaking and release

The above documents are to be returned to the Council's Solicitor (Hodgson and Angus) for him to send onto Natural England for this matter to be advanced/completed.

140/10 Chairman's Report

No Report

141/10 Clerk's Report

a) Report of the Finance and General Purposes Committee held on 13th October 2010.

Members agreed to accept the proposals in the report

Copy of the minutes attached.

b) Report of the Winter Maintenance Committee held on the 13th October 2010.

Members noted the contents of the report regarding treatment of footpaths by DCC (priority 1 and 2).

Chairman/Clerk to prepare a report on additional salt bins and the costs of supplying them for further discussion at the Committee meeting.

Copy attached to the minutes.

c) Report of the Car Park Committee held 13th October 2010.

Members agreed to accept the proposals in the report.

Copy of the minutes attached.

d) BDO (External Auditor) Notice of completion of Audit for the year ended 31st March 2010.

Members agreed to accept and approve the Annual Return for the year ended 31st March 2010. A copy to be placed on the Council's Web Site.

Members also noted the issues arising in the report "Internal Auditor's Recommendations" and agreed to invite the Internal Auditor (Mr M Ackroyd) to a meeting of the Finance and General Purposes Committee to discuss the concerns raised.

Members also noted that the Notice of Conclusion of Audit would be placed on the Council's Notice Board for 14 days from 20th October 2010.

e) Michael Crawford, Substance misuse outreach worker (Disc) request to make a presentation to the Town Council. Members agreed to invite Mr Crawford to the next Town Council meeting (16th November)

f) DCC – County Durham Strategic Housing Land availability assessment – consultation response by 2nd November 2010. **Clerk to circulate details to all Councillors.**

g) DCC – Bus Service – consultation response by 31st October 2010. **Clerk to circulate details to all Councillors.**

h) DCC – Local Council Training session in relation to section 106 agreements 4th November 2010 at Civic Centre, Crook, Chester-le-Street. **Councillors Graham, Green and Hayton to attend.**

i) DCC – Reminder for Parish/Town Councillors for Register of Interest Forms.

Clerk to chase this matter up with individual \councillors.

j) DCC (Elaine Field) regarding the cutting back of gorse at the Beehive Coke Ovens

County Councillor Jopling to contact relevant Officer at the County Council to have this work carried out.

k) DCC (Colin Hodgson) – supply 50 no aquasacks in the event of flooding problems.

The Clerk reported he has now received the supply of aquasacks and they are presently stored in the Office.

l) CDALC – Annual General Meeting 30th October 2010 at County Hall, Durham commencing at 10.30am.

Councillor Graham and Green to attend

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Signed by the Chairman.....Page 3

Items for Information:-

- m) DCC – Our Life Newsletter; October 2010; Issue No 5.
- n) Northern Rock Foundation Newsletter winter 2010; Issue No 21
- o) Link County Durham; Newsletter; October 2010
- p) DCC – Overview & Scrutiny Annual Report 2009/10
- q) CDALC – Newsletter; August 2010; Issue No 31
- r) Campaign to Protect Rural England Newsletter; Autumn 2010
- s) Clerks & Councils Direct Magazine; September 2010; Issue No 71
- t) Durham Rural Community Council Magazine Autumn 2010

142/10 Members Report

- Councillor Hayton** - Baring Court (flagstones); work completed
- Provision of seat at Thornley Road (not in the Town Councils Boundaries)

- Councillor Grogan** - Update of Burnhill Site
- Meeting of putting Biodiversity at the heart of Durham 21st October at County Hall, Durham
 - Proposed library at Millennium Primary School.

143/10 Date of Next Meeting

The next meeting of the Tow Law Town Council will be held on Tuesday 16th November 2010 in the Community Centre commencing at 6.30pm. There will be a Special Meeting of the Town Council to meet a number of young people regarding a skate park for Tow Law, commencing at 6.00pm in the Community Centre.

The Meeting finished at 8.20pm

Signed by the Chairman.....Page 4