

# WINSTON PARISH COUNCIL

**NOTES OF ORDINARY MEETING OF WINSTON PARISH COUNCIL  
THURSDAY 12<sup>th</sup> JULY 2018 AT 7PM IN THE VILLAGE HALL  
Notice of the meeting had been given in accordance with the Local  
Government Act 1972**

**Present: Cllrs Taylor (Chair), Pattison, Fenwick, Cook, Race, Smith and Clark.**

**1. Apologies for Absence**

None.

**2. Declarations of Interest**

Cllr Fenwick declared an interest in the proposed large-scale planning application on the field adjacent to the Bridgewater Arms. No other Cllrs made any declarations.

**3. Minutes of the Previous Meetings held 10<sup>th</sup> May 2018 (AGM and Ordinary Meeting) and Notes of the Previous Meeting held 14<sup>th</sup> June 2018:**

The minutes of the previous AGM held on 10<sup>th</sup> May 2018 were proposed by Cllr Pattison as being a true record and seconded by Cllr Cook. They were then duly signed by the Chair.

The minutes of the previous Ordinary meeting held on 10<sup>th</sup> May 2018 were proposed by Cllr Pattison as being a true record and seconded by Cllr Cook. They were then duly signed by the Chair.

The notes of the Ordinary meeting held on 14<sup>th</sup> June 2018 were proposed by Cllr Race as being a true record and seconded by Cllr Cook. They were then duly signed by the Chair.

**4. Consideration of Current Planning Applications**

The Clerk reported that since the Council's last meeting DCC there had been no planning applications published within the Parish of Winston.

Cllr Taylor reported that several Cllrs had been made aware by residents that a series of additional documentation relating to planning application DM/17/03751/OUT (outline 16 no. dwellings all matters reserved, land to the West of Bridgewater Arms, Winston) had been posted on DCC's planning portal dated 5<sup>th</sup> July 2018. This documentation included a Noise Assessment, Proposed Site Plan, New Site Access Road Plan, Bat Survey, Ecological Impact Assessment, Topographical Survey, Archaeological Evaluation, Drainage Strategy, Surface Water Calculations, Greenfield Run-off Estimates For Sites and NWL Sewer Records. This documentation was considered by Cllrs and it was agreed that the additional information does not address the concerns raised by Winston Parish Council regarding this proposed development in terms of

flood risk, legal ownership of access to the field, traffic congestion and highways concerns, capacity of existing infrastructure, impact upon environment, scale of development and regard for saved planning development policies of Teesdale District Council in the absence of a County Durham Local Plan. **It was AGREED that Winston Parish Council submit a further letter of objection to the planning proposal relating to the land West of Bridgewater Arms, Winston. It was also AGREED that Cllr Cook would represent Winston Parish Council at any Durham County Council Planning Committee meeting at which this application is to be considered with Cllr Clark being identified as a deputy representative.**

**ACTION: Cllr Cook and the Clerk to prepare a draft letter of objection to then be circulated to all Cllrs for comment and agreement before being submitted to Mr Tim Burnham, DCC Planning Officer**

**ACTION: Cllr Taylor to liaise with County Cllr Richardson when more information is known regarding the Planning Committee process to consider this application to ensure that he is aware of the views of the Parish Council.**

**5. Teesdale Residents' and Travellers' Forum Update:**

Cllr Taylor reported that he had attended the most recent meetings of the Teesdale Residents' and Travellers' Forum as well as that of the South West Durham Forum. Cllr Taylor reported that he had taken to the Teesdale Forum meeting the concerns raised by Cllrs and residents from the recent Appleby Horse Fair when travellers had yet again, for the fourth year in a row, arrived at Winston's temporary stop over site two weeks prior to the site officially opening. Cllr Taylor will continue to highlight this matter and urge necessary action to be undertaken by DCC to ensure that this cannot just be accepted in future years. He has been assured that for 2019 appropriate signage will be displayed at the site detailing opening and closing dates for the site. There was also frustration that travellers had stayed beyond the closing date for the temporary stop over site status this year. Cllr Taylor confirmed that DCC had instructed those travellers to leave the site and had commenced the necessary actions in order to obtain a legal Order enabling DCC to evict them from the site, however, the travellers had left the site before such an Order was obtained. Cllr Taylor explained that as the obtaining of an Order is a legal process this requires 3-4 days, a timescale for which DCC have no control over.

Cllr Race expressed her concern that several of the travellers in attendance at the Winston temporary stop-over site actually remained in-situ for the entire duration of the Appleby Fair and commuted everyday by vehicle. She had informed DCC of this directly and received confirmation that they knew who these travellers were. Cllr Clark queried why the site should remain open when the Fair is actually taking place as he believed this only encouraged such behaviour. Cllr Taylor reported that the protocol for all temporary stop-over sites is that they be open for a duration of one month. Cllr Taylor said the issue for the various Forums

was to ensure that travellers adhered to the opening and closing dates of the temporary stop-over sites and not arrive early and leave late as these were not to be treated as holiday camps.

Cllr Cook expressed his disappointment that even though travellers arrived at the Winston site early DCC did not provide toilets early despite numerous requests from himself and Cllr Taylor. Cllr Cook had asked if this matter had been raised at the last Forum meeting. Cllr Taylor confirmed that this matter had been discussed and DCC have agreed that in any future such situation they would provide the toilet facilities and have now got appropriate arrangements in place.

Cllr Clark noted that several nearby tree branches had been snapped off whilst the travellers were using the stop-over site and also expressed concern that local residents using the bus stop nearby must feel intimidated during the site's use.

Cllr Fenwick reminded everyone that for the entire duration that the stop-over site was in use the village's play area had been locked to ensure that no horses were allowed in.

Cllr Taylor thanked Cllrs for their comments and assured that all would be raised at Forum meetings. He believed that DCC's Travellers Service were becoming more proactive and factoring into their work the views of residents. The temporary stop-over site at Winston is one of the few such sites next to a community as the majority are located in open countryside and therefore Cllr Taylor will request that the Forum pays particular attention to Winston. This consideration must include where travellers are locating their horses as these are too near to the highway and community facilities including the bus stop, play area and greens used by residents. It is important that both 'sides', i.e. travellers and residents, abide by the accepted rules.

Beyond Winston, Cllr Taylor reported that elsewhere it had been a quiet year. The laybys in Bridgegate in Barnard Castle were re-opened early by the Police. The three new sites in West Auckland did help to relieve the situation elsewhere in Teesdale although further work will be undertaken over the coming months to consider ways in which to ensure that horses are not tethered along the West Auckland bypass. Problems had been experienced at Harmire Industrial Estate in Barnard Castle with several caravans being parked up blocking the entrance to Ducklings Nursery and several travellers lighting fires with smoke going towards the Nursery. This was unacceptable behaviour and the Police informed, however, they said that no fire risk was being posed and the estate is private land. As a result no support was forthcoming from DCC. Cllr Taylor reminded all that for several years the Forum have been inviting the estate's owner to attend meetings in order to consider this on-going matter, however, they have not shown any willingness to participate. The estate now has a new owner, Colliers of Manchester, and further attempts will be made to engage with them.

**ACTION: Cllr Taylor to keep Cllrs updated as the matters raised are considered at future Teesdale Residents' and Travellers' Forum meetings and South West Durham Forum meetings.**

**6. General Data Protection Regulations (GDPR) Consideration of Draft Policies/Procedures:**

Prior to the meeting, and as explained at the June 2018 meeting, the Clerk had circulated to all an 8 step action plan for the Parish Council becoming fully compliant with GDPR. Actions 1 and 2 have been fully completed and were approved by the Council in March 2018. The Clerk reported that actions 3 to 8 related to policies and procedures which had now been drafted and circulated to all Cllrs electronically for consideration.

- i. Privacy Policy
- ii. Retention and Disposal Policy
- iii. GDPR Consent To Hold Contact Information Form
- iv. Information and Data Protection Policy
- v. Subject Access Request Form
- vi. Data Security Breach Reporting Form

**It was AGREED to formally adopt the above policies of Winston Parish Council which had been circulated to all Cllrs prior to the meeting by the Clerk.**

**ACTION: The Clerk to ensure the Council's website is updated.**

Cllr Cook expressed his thanks to the Clerk for all her work on this matter and fellow Cllrs echoed this.

**7. Consideration of Durham County Council's County Durham Plan's Preferred Options Public Consultation:**

Prior to the meeting the Clerk had circulated to all Cllrs details of DCC's current public consultation exercise regarding the County Durham Plan's Preferred Options. Cllrs noted that there were no specific housing allocations or references to Winston in the documentation. **It was AGREED that the Parish Council is happy with the preferred policy options being proposed and look forward to seeing the subsequent draft County Durham Plan which will be considered.**

**ACTION: The Clerk to submit the Parish Council's comments to DCC as part of their public consultation exercise.**

**8. Public Attendance:**

No members of the public were in attendance.

Cllr Taylor noted that the new tarmac recently laid by DCC on the footpath adjoining the newly installed footpath at the West end of the village was starting to lift up with grass growing through. Cllr Fenwick noted that several other footpaths around the village were also in a similar stage.

**ACTION: The Clerk to report this matter to DCC and request that an inspection of all footpaths in the village take place at the same time.**

**9. VAT Reclaim Update 2017/18:**

The Clerk reported that no further information has been received from HMRC in relation to the Parish Councils VAT Reclaim for 2017/18 totalling £647.66. Cllr Race updated Cllrs on HMRC's responsibility to pay interest on any late payment of reclaimed VAT.

**ACTION: The Clerk to keep Cllrs updated on this matter.**

**10. Approval of Payment of Accounts:**

The Clerk circulated to all the Council's Bank and Cash Reconciliation for the period 1<sup>st</sup> April 2018 – 30<sup>th</sup> June 2018.

The Clerk reported that the following accounts required payment:

- Durham County Pension Fund (Q1 Pension) £129.30
- Dr T J Ayre (Q1 Clerk's Salary) £496.65
- Dr T J Ayre (Q1 Office Expenses) £35.86
- Information Commissioner (annual fees) £40.00
- Winston Village Hall (room hire) £24.00
- C A Stamp (grass cutting and maintenance) £258.00

**AGREED: Cllr Taylor and Pattison signed the cheques.**

**ACTION: The Clerk to post cheques.**

**11. Date and Time of Next Two Meetings:**

**AGREED as Thursday 9<sup>th</sup> August 2018 and Thursday 6<sup>th</sup> September 2018 (note: revised date for September meeting).**

Meeting closed at 8.15p.m.

Dr Jane Ayre (Parish Clerk)