

WINSTON PARISH COUNCIL

**MINUTES OF ORDINARY MEETING OF WINSTON PARISH COUNCIL
THURSDAY 8th MARCH 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, Race, Fenwick, Cook, Pattison, Smith and Clark.

1. Apologies for Absence

None.

2. Declarations of Interest

Cllr Fenwick declared an interest in item 4 as one of the planning applications to be considered is next to her property. No other declarations of interest were made.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 8th February 2018 were proposed by Cllr Pattison as being a true record and seconded by Cllr Fenwick. They were then duly signed by the Chair.

From the minutes of the previous meeting the following matters arising were reported:

Council Website – The Clerk has now updated the website to reflect the recent information sent from the village's Oil Buying Group.

Road surface deterioration at Highcliffe Edge – The Clerk has not received any further update from DCC Highways Officers. The Clerk to keep Cllrs updated on this matter.

Testimonial Letter – Cllr Taylor confirmed that he had written on behalf of the Parish Council a testimonial letter for Mr John Dickinson.

Grass Cutting Contractor – The Clerk conveyed Mr Stamp's appreciation to the Parish Council for their understanding in relation to his business now being VAT registered.

Future Banking Arrangements – The Clerk had prepared a letter for signature by herself and the Chair to NatWest informing them of the Council's decision to transfer reserves into the current account and close the reserve account. The Clerk will hand deliver this letter to NatWest in Barnard Castle on 9th March 2018. The Clerk to keep Cllrs updated on this matter.

4. Consideration of Current Planning Applications

The Clerk reported that since the Council's last meeting DCC had published three planning applications within or near to the Parish of Winston. These were discussed as follows:

- DM/18/00108/FPA – alterations to existing dwelling, extension to create link between house and garage, conversion of garage. Change of use from residential dwelling to holiday let, Town Farm,

Front Street, Winston (published week commencing 12th February 2018) – **Cllrs AGREED they did not have any objections to this planning application.**

- DM/18/00564/WAS – use of land for the production of organic fertiliser, land North of Darlington Road, Winston within the Parish of Westwick (published week commencing 5th March 2018) – **Cllrs AGREED they did not have any objection to this planning application.**
- DM/17/03751/OUT – outline 16 no. dwellings all matters reserved, land to the West of Bridgewater Arms, Winston (published week commencing 12th February 2018) – Cllr Taylor reported that an on-site meeting had been held between Cllrs and Mr Tim Burnham, Senior Planning Officer of DCC regarding this application. At this meeting Cllrs had expressed their concerns regarding flood risk, legal ownership of access to the site, traffic congestion and highways concerns, the capacity of the existing infrastructure, the impact upon the environment and the scale of the development. It was **AGREED** to submit to Mr Burnham a letter of objection to **this planning application based upon the concerns raised. It was also AGREED that the letter of objection would reference the General Development criteria contained within the Teesdale Local Plan and request evidence of community consultation undertaken by the applicants. In addition, it was also AGREED that photographic evidence of some of the flooding at this location also be forwarded to Mr Burnham.**

ACTION: The Clerk to forward the Council's objections, questions and photographs to Mr Burnham by no later than 9th March 2018.

Cllr Clark reported that he had spoken to Northumbrian Water workers who had been in the village and they had explained they were checking the culvert in the location of this planning application. Northumbrian Water undertake this activity after instances of high water levels in order to check that no sewage is coming through the culvert which could then go onto the playing field. Northumbrian Water workers had agreed that with an additional 16 homes in this location there would be a much greater likelihood of such an incident taking place.

5. Teesdale Residents' and Travellers' Forum Update:

Cllr Taylor reported that he will be attending the next South West Durham Forum meeting on Monday 12th March 2018 at which it is hoped that DCC will report back as to whether any of the potential temporary stop over sites identified are suitable for further development. The next Teesdale Residents' and Travellers' Forum meeting will be held in April 2018 and discuss further the preparatory arrangements for this year's Appleby Horse Fair.

ACTION: Cllr Taylor to keep Cllrs updated on this matter.

6. Smaller Councils Forum Update:

Cllr Taylor reported that he had attended the Smaller Local Councils Forum meeting on 22nd February 2018 in Murton. He reported that presentations had been given by Evolve Group regarding the General Data Protection Regulations, Kier Housing regarding the need to build affordable houses and from Mr Ron Hogg, Durham's Police and Crime Commissioner, a presentation regarding why Durham Constabulary have increased their finances via Council Tax for 2018/19 and the ways in which they are working on maintaining and enhancing community engagement links. The next Forum meeting will take place in May 2018.

ACTION: Cllr Taylor to keep Cllrs updated on this matter.

7. Consideration of General Data Protection Regulations (GDPR):

Cllr Taylor reported that whilst a presentation had been given at the recent Smaller Councils Forum meeting the costings outlined for ensuring compliance and providing the role of Data Protection Officer were well beyond the means of the Parish Council. The Clerk reported that many Town and Parish Councils had received an email from the Local Council Public Advisory Service which appeared to offer the Data Protection Officer role at a much lower price, £150.00 per year plus additional charge of site visit, however, CDALC had been asked to investigate this service further to find out what was being provided. Since the last Parish Council meeting the Clerk reported that NALC have now issued a GDPR Toolkit. Cllr Taylor reported that many smaller councils are disappointed that NALC are not taking the lead of the matter of provision of Data Protection Officer for Town and Parish Councils.

ACTION: The Clerk to liaise with Mr Ragg to determine further information regarding the Local Council Public Advisory Service.

ACTION: The Clerk to put the matter of Data Protection Officer onto the Council's next meeting agenda.

ACTION: The Clerk to prepare a draft GDPR Action Plan for consideration at the next Parish Council meeting.

8. Northumbrian Water Inspection Cover Update:

The Clerk reported that she had received several telephone calls from Northumbrian Water regarding this matter (Ref: 18N052847A) and the latest had confirmed that the inspection cover on the footpath opposite the Village Hall has now been made safe. Further repairs are required to the spring loaded system doors and parts are now on order to resolve this matter. The Clerk to keep Cllrs updated on this matter.

9. Consideration of 2018/19 Insurance Renewal:

The Clerk reported the Parish Council's insurance is due for renewal on 12th April 2018 and gave details of the insurance renewal being proposed by existing insurer, Zurich Municipal. **It was AGREED that the Parish Council renew its insurance with Zurich Municipal.**

10. Winston Bridge (email from Ms Amanda Wilson and Mr Graham Dick dated 19th February 2018):

Prior to the meeting the Clerk had circulated electronically to all an email received from Ms Amanda Wilson dated 19th February 2018 in which she expressed her concerns regarding the number of vehicle break-ins at Winston Bridge and becoming known “nationally as a black spot” through the paddling community. Ms Wilson asked what action the Parish Council was able to take. Cllrs considered Ms Wilson’s email but felt that due to the isolated location and problems in the wider Teesdale area that there was little which the Parish Council could do other than to suggest signage requesting vehicles for safety reasons be parked in the village and remind owners not to leave valuables in their vehicles. The Clerk also suggested that Ms Wilson contact Mr Ron Hogg, Durham’s Police and Crime Commissioner as well as continue to ensure any incidents were directly reported to the Police and logged. Ms Wilson and Mr Dick were in attendance at the meeting and would speak under agenda item 12.

11. Job Centre Resource Link Near Winston Parish Council (email from Ms Louise Coogan dated 20th February 2018):

The Clerk reported that an email had been received from Ms Louise Coogan on 20th February 2018 asking if the Parish Council would be agreeable to placing on its website a hyperlink to the Jobcentrenearme site which makes it easier to find local JobCentre Plus offices, benefits and employment information. **It was AGREED that this would be a useful addition to the Parish Council’s community information page.**
ACTION: The Clerk to liaise with Ms Coogan and Design365 for a suitable hyperlink to be updated to the Council’s website.

12. Public Attendance:

Ms Wilson and Mr Dick reiterated their concerns discussed under agenda item 10 in relation to the criminal activity being experienced near to Winston Bridge. Ms Wilson confirmed that she will be directly contacting Mr Ron Hogg, Durham’s Police and Crime Commissioner as well as explore further funding for her ideas to install new notices and CCTV in this location. Ms Wilson said that she would keep the Parish Council updated on this matter. Ms Wilson asked if there was a village Neighbourhood Watch Scheme, Cllrs confirmed that there is no such Scheme in existence at the moment. Cllr Clark reported that he is making good progress with setting up a village page, not a Parish Council page, on FaceBook and that he will be keeping residents updated on this matter and hoped the page would go live soon.

ACTION: Cllr Taylor to speak to Sgt Rogers regarding this matter to ensure that he is aware of the situation.

Mr and Mrs Kirkup had arrived part way through the meeting so asked the Council for its view on the planning application to the land West of the Bridgewater Arms. Cllr Taylor duly provided a summary of the discussions and decision made under agenda item 4. Mrs Kirkup asked if it was know who owned the access to the field being proposed for development. Cllr Taylor reported the actions undertaken by the Parish

Council to try and register this area of land and the decision made ultimately by the Land Registry that no party could provide sufficient evidence to obtain possessory title. Cllr Taylor also reported that at the recent on-site meeting with a DCC Senior Planning Officer it had been found that anyone can apply for planning application, and be granted permission, upon land that they do not own, however, they cannot start to build until they can prove ownership of such. Cllr Taylor concluded that this planning application will be considered and determined by full Planning Committee and that a decision is expected within approximately three months.

Cllr Pattison reported that she is currently the Council's representative on the Village Hall Committee, however, at the AGM on 12th March 2018 it is anticipated that she will become Chair. Cllr Pattison requested that an additional Parish Council representative be identified to become a Trustee on the Village Hall Committee. **It was AGREED that Cllr Clark would take on this role.**

ACTION: Cllr Pattison to update the Village Hall Committee.

13. Approval of Payment of Accounts:

The Clerk reported that the following accounts required payment:

- Design365 (website updates) £15.76
- Zurich Municipal (insurance renewal) £257.60
- Mr A Hindmarch (rose bed maintenance) £50.00

AGREED: Cllr Taylor and Cllr Pattison signed the cheques.

ACTION: The Clerk to post cheques.

14. Date and Time of Next Two Meetings:

AGREED as Thursday 12th April 2018 and Thursday 10th May 2018.

The May 2018 meeting will also be the Annual Parish Meeting, followed by AGM and then Ordinary Parish Council meeting.

Meeting closed at 7.55p.m.

Jane Ayre (Parish Clerk)