

Minutes of Annual General Meeting of Witton Gilbert Parish Council held on 9th May 2016 in the Boardroom Cooper Hall.

16/01 Apologies were received from Councillors Guy, Hillary, Waller, Cowan & County Councillors J Anderson.

Present: - Councillors Liddle, F Reynolds, Simpson, Harries, J Reynolds, PCSO Butterfield & Sgt Mallatratt.

16/02 Appointment of Chairman: - The Council discussed the appointment of a Chairman for 2016 – 2017. The Council resolved unanimously to elect Councillor N Liddle to be the Chairman of the Parish Council for 2015 – 2016.

16/03 Appointments: - The following were appointed,

Vice Chairman	Councillor	F Reynolds
Delegate to the Village Hall	Councillor	A Simpson
Delegate to Assoc. of Councillors	Councillor	N Liddle
Personal Committee	Councillor	N Liddle

Councillor	A Simpson
Councillor	L Cowan
Councillor	T Harries
Councillor	J Reynolds

Personal Appeals Committee

Councillor	P Guy
Councillor	A Hillary
Councillor	F Reynolds
Councillor	M Waller

Allotments Committee

Councillor	F Reynolds
Councillor	A Simpson
Councillor	P Guy
Councillor	N Liddle

Complaints Committee

Councillor	T Harries
Councillor	F Reynolds
Councillor	N Liddle
Councillor	L Cowan

Neighbourhood Plan Committee

Councillor	M Waller
Councillor	N Liddle
Councillor	F Reynolds
Councillor	T Harries

16/04 Date and time of meetings: - The Council resolved to hold their meetings in open Council at 6.00p.m. on the second Monday in each month except August and on the first Monday in December.

16/05 Allotment rents: - Councillors Reynolds, & Liddle left the room and took no part in the following item. The Council resolved that the allotment rent for 2017-2018 be £16.00.

Councillors Reynolds & Liddle returned to the meeting.

The Council discussed a proposal from B Ker of allotment 27 regarding fires on allotment gardens taken from the Durham County Allotment Web Site.

Allotment plot bonfires are not prohibited and there is no legal requirement about the time they may be lit, however, it is essential that they do not cause nuisance to surrounding residents, as we can take action under section 80 of the Environment Protection Act 1990, by serving an Abatement Notice to prohibit the nuisance. The general rules concerning bonfires on council allotment plots are as follows:

Keep bonfires to a minimum.

Do not burn household rubbish, tyres, plastic or foam materials or similar as many of these give off toxic fumes and dense smoke. Remember, it is illegal to burn rubbish from a business on an allotment.

Only have a bonfire if it does not affect neighbours and nearby residents (be aware of wind direction).

Do **not** have a bonfire in the evening or allow it to burn overnight. Never leave a bonfire unattended. If you're leaving the plot, put it out.

Never leave a bonfire unattended. If you're leaving the plot, put it out.

Do not damp down. Always have quick burning fires, using dry materials, and allow it to burn out whilst you're still present on site.

Be ready to put the fire out if you receive any complaints

The Council resolved to adopt the above for a trial period of one year.

- 16/06 Annual Governance Statement 2015 - 2016: - The Clerk presented to the Council the Annual Governance Statement 2015 - 2016.
The Council resolved to approve the Annual Governance Statement 2015 - 2016
- 16/07 Annual Accounts and report of Internal Auditor 2015 - 2016: - The Clerk presented to the Council the Annual Accounts and report of Internal Auditor 2015 – 2016. K Jeary the internal auditor confirmed that the accounts represented a true and fair view of the Councils finances.
The Council resolved to approve the accounts for 2015-2016 and the Chairman signed them.
- 16/08 Police Report: - PCSO Butterfield presented the Police Report, which included incidents of vehicle crime & burglary within the village and surrounding area in April 2016.
- 16/09 Village Wardens: - The Clerk presented the Village Wardens reports on mobile patrols in the village in March 2016.
- 16/10 Minutes: - The minutes of the Parish Council Meeting held on 11th April 2016 were approved as a true record.
- 16/11 Matters arising: - The Council received letters from Breathing Space & Bank of Scotland regarding financial assistance and access to Internet Banking respectively.
- 16/12 Valuation Office: - The Council received a letter from the Valuation Office regarding Rating Revaluation 2017.
- 16/13 L Cavagan: - The Council discussed an application for an allotment garden from L Cavagan of 14 Brookside
The Council resolved that L Cavagan be placed on the waiting for an allotment garden.
- 16/14 Accounts for Payment
- | | | |
|-----------------------|----------------------|---------|
| H M Customs | NIC & Income Tax May | 128.00 |
| G Thompson | Telephone March | 28.57 |
| Cash | Petty Cash | 75.00 |
| G Thompson | Expenses | 75.00 |
| Anon Insurance | Insurance | 1953.47 |
| Langley Estates | Allotment Rent | 87.50 |
| G Thompson | Ink Refill | 52.50 |
| Southerngreen | Design Fees | 2400.00 |
| Durham County Council | Pest Control | 372.52 |
| K Jeary | Audit Fee | 60.00 |
- 16/15 Village Centre: - The Clerk reported that the applications for funding from Durham County Councils Area, Neighbourhood & Section 106 budgets for the Village Centre had been completed, submitted and awaited decisions from Durham County Council.
- 16/16 Neighbourhood Plan: - Councillor Reynolds reported on a meeting with J Holmes, J Geddes and the Neighbourhood Plan Committee regarding the planning application for the erection of 19 residential properties on land adjoining Snook Acres Front Street Witton Gilbert.
The Council resolved that should the application be withdrawn and resubmitted that the Neighbourhood Plan Committee be asked to reply to the County Council within the terms they have already put together in their work towards a Proposed Neighbourhood Plan.

As there was no further business the meeting closed at 7.05 p.m.

Signed..... Councillor N Liddle Chairman 13th June 2016