

## **TOW LAW TOWN COUNCIL**

Minutes of the meeting of **Tow Law Town Council** held on Tuesday **16<sup>th</sup> November 2010** in the Community Centre commencing at **6.30pm**

**Present:** Councillors P Graham (Chairman), A. Blacker, L. Brown, J. Day, J. Gale, A. Green, C Hayton L. Rowland and G. Stevens

**Also Present:** County Councillors J. Bailey, PC Craggs (Durham Police), Michael Crawford and Andrew Smith (Disc), Bob Plews (Resident) and G F Smith (Clerk).

**Apologies:** Councillors R. Grogan, County Councillor P. Jobling and PC Rutherford (Durham Police)

### **144/10 Declaration of Interest**

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

### **145/10 Police Report**

PC Craggs gave a verbal report to the meeting (copy report attached to these minutes) and informed Members that the Police presence at the Town Council meetings would be changing to once a quarter but would still be producing monthly reports. The mobile Police Office would be visiting Tow Law on 24<sup>th</sup> November. The CCTV system helped with two recent incidents. Latest operation is called “winter nights”. Followed by a question and answer session.

### **146/10 Presentation on “The work of the drug and alcohol action team and the referral routes into the service”**

The two substance misuse outreach workers (Michael Crawford and Andrew Smith) gave a talk on the service provided in the Tow Law area, followed by a question and answer session.

Members thanked the Officers for their presentation  
Michael Crawford and Andrew Smith left the meeting.

### **147/10 County Councillor’s Report**

#### **Councillor Bailey reported on:-**

- A) Laying of wreaths
- B) AAP Forum
- C) Drop kerb in High Street
- D) Street Lightening
- E) Drains at Railway Street and High Street
- F) Road Sweeper

### **148/10 Representation by Residents**

Mr Plews raised concerns on water levels on footpaths in High Street

### **149/10 Minutes of the meeting held on 19<sup>th</sup> October 2010**

Agreed as a true record and signed by the Chairman.

### **150/10 Matters arising**

#### **Page 1**

#### **County Councillors Report (130/10)**

Further details on scheme to improve security lights etc  
Councillor Bailey to discuss with Councillor Jobling and to report to the next Town Council meeting.

#### **Matters Arising (056/10)**

#### **Purchase of Laptops and Projector**

Equipment received 10<sup>th</sup> November 2010, additional printer received 11<sup>th</sup> November 2010.  
Demonstration in January meeting.

#### **Page 2**

#### **Matters Arising (056/10)**

#### **Allotment site rear of Dan’s Castle**

Work to fencing complete, security padlock required, two vacant allotments outstanding.  
Clerk to arrange a meeting of the Allotments Working Party to discuss with Allotment Holders the merits of setting Up an Allotments Association.

**Members Reports (AGM 21/10)****Footpaths on High Street (Councillor Hayton)**

County Councillor Bailey to discuss with relevant Officer at the County Council (Highways)

**Inscriptions on the War Memorial (Councillor Hayton)**

The site had been tidied up and the Memorial had been cleaned. The outstanding work was the renewal of the Inscriptions. Councillor Hayton was to make further inquiries regarding maintenance of War Memorials within present County Council budgets.

**Members Reports (106/10)**

Tow Law Town Plan 2010 – 2013 (Councillor Rowland)

Presentation to the January meeting of the Town Council

**Clerk's Report(123/10)**

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

Clerk to arrange with the Site Manager and inform all Councillors of the proposed visit.

**Members Report (124/10)**

Pedestrian Crossing on High Street (Councillor Rowland)

Members agreed for a letter to be sent to the Local Member of Parliament to support this request.

For the Clerk/Assistant Clerk to research if any other class A road has Pedestrian Crossing (Darlington A167?)

**Page 3****136/10 Tow Law Town Plan**

Lease of Land from DCC – Councillor Jopling had contacted the relevant Officer at the County Council and details of the lease would be discussed under agenda item No. 11 – Tow Law Plan (update)

Clerk's Report (141/10)

h) DCC – Local Council training on section 106 allocations.

Councillor Hayton updated the meeting on the session he attended at Chester-le-street. Further details to be released by DCC.

j) DCC \_ Gorse at Beehive Coke Ovens

County Councillor Jopling had contacted the relevant Officer at the County Council and the work was programmed (No date)

**Page 4****151/10 Planning Matters**

Application 3/2010/04444 – conversion of barn to annex and construction of 2 holiday cottages at Thornley Pit House Farm, Bridge Street.

DECISION: - Members requested further information (is this only a outline planning application ?). Clerk to obtain details from the Planning Officer.

**152/10 Accounts for Payment**

That approval be given for the payment of vouchers 51 – 60 in the sum of £4823.84

Members noted the statement of accounts as at 30<sup>th</sup> September 2010. Income £38839.17; Expenditure £19763.10; Bank Balance £20376.07 less unrepresented cheque (£1300.00) therefore amended balance £19076.07.

**153/10 Tow Law Town Plan**

Members agreed the following:-

1.

Signed by the Chairman.....page 2

**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 4<sup>th</sup> November 2010 at the Council Chambers, Civic Centre, Crook commencing at 6.00pm.

The next meeting of the AAP Forum will be held on 11<sup>th</sup> 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 13<sup>th</sup> 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 13<sup>th</sup> 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 13<sup>th</sup> 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 31<sup>st</sup> March 2010.

Members agreed to accept and approve the Annual Return for the year ended 31<sup>st</sup> 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 20<sup>th</sup> 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 (16<sup>th</sup> November)

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

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

h) DCC – Local Council Training session in relation to section 106 agreements 4<sup>th</sup> 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 30<sup>th</sup> 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 21<sup>st</sup> 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 16<sup>th</sup> 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