

## TOW LAW TOWN COUNCIL

**Minutes of the meeting of Tow Law Town Council held on Tuesday 18<sup>th</sup> June 2013 in the Community Centre, commencing at 6.30pm.**

**Present:** Councillors J. Gale (Chairman), T. Batson, J. Fowler, A. Green, M. Hird, L. Rowland, P. Stokes and C. Umpelby

**Also Present:** G. F. Smith (Clerk)

**Apologies:** Councillors L. Brown, R. Grogan, E. Hindmoor, County Councillor J. Hart and PC Mike Rutherford

**095/13 Declaration of interest**  
None

**096/13 Minutes of the Annual General Meeting held on 21<sup>st</sup> May 2013**  
Agreed as a true record and signed by the Chairman

**097/13 Minutes of the Ordinary meeting held on 21<sup>st</sup> May 2013**  
Amendment  
Page 2 minute 087/13  
Councillor Herd should read Councillor Hird  
Subject to the above amendment the minutes were agreed as a true record and signed by the Chairman.

**098/13 Matters arising**  
Appointment of Governor  
Clerk to obtain details of procedure/nomination process for appointment of school governors and report to the next Town Council meeting.  
Clerk to write a letter to the Head Mistress of Millennium School informing her that two Town Councillors wish to be considered as Local Authority School Governors.

**099/13 Co-option of New Councillor**  
Councillor Fowler signed the Declaration of Acceptance of Office of Councillor, countersigned by the Proper Officer (Town Clerk) and witnessed by Councillors present at the meeting.

**100/13 Police Report**  
No reports (Copies of Incident and Crime figures for the months of January, February, March and April 2013 were delivered to the Clerk after the meeting and copies were sent to all Councillors, copy also attached to these minutes).

**101/13 County Councillor Report**  
The Clerk read out an e-mail received from County Councillor Hart updating his activities:-  
i) Councillor Surgeries are to take place in the Community Centre (Crèche) at 10am on Saturday mornings (13<sup>th</sup> July, 14<sup>th</sup> September, 16<sup>th</sup> November and 18<sup>th</sup> January).  
ii) Telephone Contact number 07900701962

- iii) Weekly blog, available at [www.johnhartdurhamcountycouncil.blogspot.co.uk](http://www.johnhartdurhamcountycouncil.blogspot.co.uk)
- iv) Talks continue with Millennium Primary School Crossing Issue
- v) Tackling dog fouling issues
- vi) meeting with young people from Tow Law at Wolsingham School (They envisage a Play Park for Tow Law and he looks forward to working with the Council to make this happen)

- 102/13 Representation by residents**  
None
- 103/13 Declaration of Interest forms**  
To be completed by all Councillors and handed to the Clerk as soon as possible
- 104/13 Planning matters**  
 A) Planning Applications  
 i) Application CMA/3/54 by Empirica Investment Ltd for temporary siting of a 50 metre metrological mast for a further 12 months (extension of previous temporary permission) at High West Moor Farm, Tow Law  
 Decision – for the Clerk to make further enquiries and report details/location etc to all Councillors, as soon as possible  
 ii) Application 3/2013/0152 by Mr B Davis for ground floor front extension and first floor extension over garage with balcony to the side at 4 Northside Court, Tow Law  
 Decision – No objections  
 iii) Application 3/2013/0151 by Mr C Douglas and Miss Fernandez for change of use (former library) to form 1 no. dwelling at 28 High Street, Tow Law  
 Decision – Members had a number of concerns and asked the Clerk to contact the Planning Officer to obtain clarification on this application.  
 B) Neighbourhood Planning  
 Awaiting response from DCC
- 105/13 Accounts for payment**  
That approval be given for the payment of vouchers 16 to 24 in the sum of £3302.02. Copy of report attached to these minutes.
- 106/13 Annual Return for year ended 31<sup>st</sup> March 2013**  
 Members agreed the following:-  
 a) Section 1 – Accounting Statements 2012/13  
 b) Section 2 – Annual Governance Statement 2012/13  
 Members agreed to answer yes to questions 1 to 9  
 c) Section 4 – Annual Internal Audit Report 2012/13  
 Members noted the following on the Internal Auditor’s comments on section 4:-  
 i) Annual Precept 2013/14 now paid in one instalment Clerk to write to CDALC (Steve Ragg) and DCC thanking them for the work put into this matter and the outcome.
- 107/13 Tow Law Town Plan**  
The Clerk reported that arrangements have been made to meet with John Forsyth (Bonds Foundry) and a local contractor to install the walks information board.

Clerk to continue with researching details on land ownership to allow the Christmas tree to be planted in the Town Centre area.

**108/13 Trex Gymnasium**

Awaiting details/meeting with Officers of DCC, Clerk to chase this matter up.

**109/13 Area Action Partnership**

**Details of next Meetings of the AAP Board:-**

4<sup>th</sup> July 2013 at Crook Civic Centre  
12<sup>th</sup> September 2013 at Crook Civic Centre  
28<sup>th</sup> November 2013 at Crook Civic Centre  
23<sup>rd</sup> January 2014 at Crook Civic Centre  
13<sup>th</sup> March 2014 at Crook Civic Centre

Details of Partnership Forum Event: \_

7<sup>th</sup> November 2013 (Venue TBA)

The Chairman encouraged all Councillors to attend AAP Board meetings and the task and finish group meetings.

**110/13 Millennium Green Trust**

The Chair reported that arrangements have been made for a local Contractor to adapt a bollard obtained by him and another Contractor to install it in place.

The Clerk reported that he had met a local Contractor at the Allotment site on the Millennium Green to carry out the following (after acts of vandalism):-

Repairs to the fencing

Further Security to the gate

Remove damaged fencing along the track and strim the area

Strim both sides of footpath adjacent to the allotment site

Cut back trees to allow Street Lighting columns to be more effective in the area

Provide a price for Palisade fencing (future requirement)

Councillor Rowland read out an email from Amy Hartnell thanking the group for the Big Spring Clean litter pick.

A letter of thank you was read out by the Chair from the Tow Law Beavers Group following their litter pick at Millennium Green on Tuesday 4<sup>th</sup> June 2013 "It was great fun and is helping us to achieve our Community Badge".

**111/13 Chairman's report**

Reported in agenda items AAP/Millennium Green/Town Plan

**112/13 Clerk's Report**

1. N-Power Community Fund – Balance £3752.11

2. N-Power Community Fund – Application Forms

Deferred to the Finance Committee.

3. Training

Members agreed to support the following Councillor Training requests:-

Councillor Rowland – Chairmanship Training

Councillors Fowler, Hindmoor, Hird and Stokes – Councillor training

All courses to be held on 9<sup>th</sup> July 2013 (9am to 4pm) at Shotton Hall, Peterlee

4. Project Evaluation/Feedback – received from the following:-

i) Tow Law AFC Juniors

ii) Tow Law Millennium Primary School (Flis Chesters)

Members were delighted with the feedback on funds received from the N-Power Community Fund and the AAP Participatory Budgeting Programme

**113/13**

**Members Reports**

a) Play area, Deerness Estate (Councillor Umpelby)

Residents on the estate had requested a roundabout for the play area.

Clerk to contact local play equipment supplier to obtain a price,

Councillor Umpelby to confirm what type of equipment. Report to the

next meeting.

b) Cemetery, Thornley Road (Councillor Hird)

Councillor Hird had received a number of complaints regarding the

state of the Cemetery at Thornley Road (including the state of the

grass cutting). As this was the responsibility of Durham County

Council it was agreed for the Clerk to report this matter and for a

Senior Officer to meet with the Chairman, Vice Chair, Councillor Hird

and the Clerk to also try to resolve these issues.

**114/13**

**Date of next meeting**

The next meeting of Tow Law Town Council will be held on Tuesday

**16<sup>th</sup> July 2013** commencing at 6:30pm in the Community Centre.

The meeting finished at 8.20pm

Signed by the Chairman.....page 4