

Parish Councillors are hereby summoned to a meeting of Neasham Parish Council on Tuesday 7 March 2023, 6:30PM, in Neasham Reading Room to transact the business listed in the agenda below.

Members of the public are entitled to attend Parish Council Meetings as a non-participating attendee (unless confidential matters are under discussion) but may speak only at the invitation of the Chair. Those wishing to speak on any matter during the meeting must give written notice giving brief details to the Clerk or Chair at least two days prior to the meeting.

## **AGENDA**

1. Chair's welcome and apologies for absence.
2. Declarations of interest in items on the agenda.
3. Approval of the minutes of the ordinary meeting held on 7 February 2023, as previously circulated.
4. Matters arising from the previous meeting.
5. PACT Meeting.
6. Roads and footpaths.
  - Swarco had arranged to attend site 13 February to repair the defective VAS unit as per their quotation, but had cancelled. Revised date awaited. Reminder sent 19/02/23.
  - A complaint from a parishioner regarding damage to 38 Teesway caused by vibrations from heavy lorries, had been forwarded to Darlington BC including photographs showing the damage. Darlington BC.
  - The road markings at Dibdale Road junction have now been completed.
7. Environment Agency Matters.
  - Progress on the defects discussed between the Vice Chair and the Environment Agency on 12/12/22.
  - Maintenance of trees located in the land given to the parish by the Abbey.
8. Village Green.
  - Execution of works to garden areas that can be carried out in the current financial year.

- Proposal for replacement of 2No notice boards and other items needed to be set off against the 2021/22 C Chou grant for payment within the current financial year.

#### 9. Planning.

- Applications received since last meeting:-  
None.
- Decisions received since last meeting: -  
None.
- As instructed, the clerk has contacted Darlington BC to request that planning notifications be forwarded to Neasham PC electronically. The tracking facility has still to be trialled.
- The appeal against the enforcement on the traveller site on the north east side of Neasham Road, Hurworth Moor had been re-scheduled to 10.00am on 21/02/23 which was then cancelled on 20/02/23 due a representative contracting covid.
- In preparation for attending the hearing on the appeal against the traveller site enforcement, the Vice Chair had reviewed the documentation which had raised queries that require investigation.

#### 10. Risk Management.

- No scheduled inspections due in February.
- 3No defects referred to the Environment Agency remain open. Defect 22/005 Dibdale Road junction to close. A new defect notice has been raised in respect of damage to 38 Teesway.
- The Vice Chair proposes that there should be a rota of councillors carrying out the scheduled inspections in order that all members are aware of the assets and any defects that arise. Consideration to whether this be the at the current six monthly period or increased to quarterly.

#### 11. Finance.

- No previously approved payments were made in February. Expense claims from G Crute (£121.84) and H Crute (£170.21) in respect of printing and other costs incurred, are presented for approval.
- An order in the sum of £1200 (exc VAT) has been placed with Brindle Construction with a view to commencement on site April 2023.
- A proposal for additional works to the Square to form part of the village hub to be approved and submitted to Darlington BC in order to qualify for the 2022/23 £1000 grant offered by C Chou.
- The clerk had been instructed to find further information on Gallagher's Cyber Assist Lite package and an outline of the package received which would at a cost of £250.

## 12. Elections 2023.

- The date of 4 May 2023 has been set for Neasham Parish Council elections and members wishing to continue to serve on the council will have to stand for election. The number of seats available remains at eight and the closing dates for nominations is 4 April 2023. Members will be required to renew their Register of Members Interests form etc.
- Parishioners wishing to vote at the polling station will be required to produce photographic ID.

## 13. Reaching Out and Communications.

Update on annual report and other communications. Date for Parish Assembly to be agreed.

## 14. Ward Councillor Matters.

Update on Tees Flexibus service.

## 15. Correspondence (all as circulated in February).

- Various emails from NALC regarding Newsletter (15/02, 22/02). Chief Executive's bulletins (13/02, 17/02). For information only, unless any matters raised by members.
- Apologies for absence to their meeting on 21/02/23 sent to Cleveland Local Councils Association.

## 16. Other village matters.

- Arrangements for street parties and other celebrations for King's coronation. An email from NALC (13/02) with attached letter from Department for Levelling Up, Housing and Communities offering advice on Coronation Celebrations.
- The Vice Chair has observed several publications regarding emergency procedures in respect of various threats, which are now being considered by local authorities and of which councillors should be aware.
- An email received from a parishioner 19/02/23 stating that she was holding information digitally received from the late M Townsend which included his book and photographs and which she feels should be held by Neasham PC rather than her.

## 17. Date of next ordinary parish meeting is Tuesday 4 April 2023.

John Walker

Clerk to Neasham Parish Council

